

FALKIRK COUNCIL

Subject: SCHOOL ESTATE MANAGEMENT PLAN - PROGRESS UPDATE
Meeting: EDUCATION EXECUTIVE
Date: 9 SEPTEMBER 2014
Author: ACTING JOINT DIRECTOR OF EDUCATION

1. INTRODUCTION/PURPOSE OF REPORT

- 1.1 This is the latest report to members on the progress made during 2013/14 on the School Estate Management Plan.
- 1.2 The purpose of the report is to highlight improvements made across the school estate and summarises:
- Major works carried out in financial year 2013/14.
 - The work planned for 2014/15.
 - Assessment of the current estate, including the condition, suitability and sufficiency ratings of each school.

2. BACKGROUND

- 2.1 The School Estate Management Plan (SEMP) is reviewed and updated by the Education Services Property Team annually and is submitted to the Scottish Government together with the annual 'Core Facts' data collection exercise which assesses each properties:
- Condition
 - Suitability
 - Capacity

3. PURPOSE OF THE SCHOOL ESTATE MANAGEMENT PLAN

- 3.1 The SEMP is a key strategic document which supports the council's Corporate Asset Plan to secure best value and demonstrate sound management of the education school property portfolio.
- 3.2 Education Services use the SEMP and in particular the 'core facts' information (provided to the Scottish Government) to plan and prioritise resources and investment in our schools up to 5 years ahead. This information facilitates comparative strategic analysis of the estate and provides a basis for further detailed examination of the need for specific building projects along with informing investment priorities.
- 3.3 A full copy of the School Estate Management Plan is available in the Members' lounge.

4. EXISTING ASSETS

- 4.1 Education Services have 113 properties across the council which can be categorised as follows:

Primary Schools	50
Secondary Schools	8
Special Schools	4
Nursery Schools	<u>8</u>
Sub-Total - schools	70
Storage Facilities	2
Offices	2
Community Education Centres & Bases	13
Community Wings	4
Community Halls	<u>22</u>
Overall Total	<u>113</u>

5. FUNDING/RESOURCES

- 5.1 In the last 5 years, investment in Falkirk's school estate has amounted to:

- over **£30m** through the council's Capital Programme
- over **£7.5m** through the Revenue Repairs and Maintenance Programme.

- 5.2 Falkirk Council's current approved three year capital programme includes significant and sustained investment in our school estate. **Appendix 1** shows the current approved plan for capital investment. The plan shows approved, prioritised investment prepared by Education Services using the data and information held on the school estate to prioritise projects.

- 5.3 **Appendix 2A** shows major projects completed in 2013/14 and **Appendix 2B** shows the type of major project work planned for 2014/15 for the School Fund and Health and Safety budgets respectively.

- 5.4 Over and above the current capital investment funded by the Council there are a number of potential major school investment projects that have either been agreed or are under discussion to be wholly funded by housing developers. The major projects currently under discussion are also shown in **Appendix 2B**.

- 5.5 In addition to the above capital investment, Falkirk's school estate also benefits from revenue investment. In 2014/15, a repairs and maintenance budget of **£1.3m** ensures that the undernoted work is undertaken in a prioritised and structured manner:

- statutory and pre-planned maintenance (re legionella testing, asbestos checks and fixed wire and PAT testing)
- upkeep of fixed plant
- general repairs.

This work is included in individual School Asset Management Plans.

6. INDIVIDUAL SCHOOL ASSET MANAGEMENT PLANS

- 6.1 The SEMP assesses the condition, suitability and sufficiency of the school estate and how each of these areas impact on individual properties.
- 6.2 The format of the individual school Asset Management Plans (AMPs) provide key stakeholders such as headteachers and Parent Councils with a clearer understanding of the elements which comprise the condition survey together with identifying future proposed expenditure for each establishment in a focused and transparent manner. The current process and format enables stakeholders to be consulted on an annual basis.
- 6.3 Each school AMP contains a proposed 5 year investment summary. It is important to note, however, that the investment summary is not a list of what will be done at the school but a list of what Education Services would like to do subject to the availability of resources with projects prioritised in accordance with the condition and suitability ratings.

In addition, there will be a central list of 'Reserve Projects' which can be brought forward or accelerated if there is slippage to those projects shown in our Asset Management Plans.

It should be noted that some projects may need to be re-scheduled to future years if there are works that need to be carried out as an emergency to ensure that facilities can remain operational.

- 6.4 The individual school AMPs allow headteachers some flexibility over how they would like to prioritise the non-statutory planned work. Education Services will always try to accommodate re-prioritisation requests where resources allow and there is a rationale for doing so.

7. CORE FACTS

- 7.1 Core facts data has been compiled, recorded and reported to the Scottish Government on an annual basis since 2003. This information helps set out the elements which will establish a baseline picture of the current school estate and provides a method of measuring the benefits of long-term investment.

The three main elements of the core facts collected for each individual school are:

- Condition - focuses on the physical state of premises to ensure safe and continuous operation
- Suitability - focuses on the quality of premises to meet curriculum, management and other issues which may impact on raising educational standards
- Sufficiency - focuses on the capacity and organisation of pupil places within and across schools in relation to demand.

The condition and suitability elements collected for schools are based on a four point scale:

- A (Good)
- B (Satisfactory)
- C (Poor)
- D (Bad).

A summary of our current 2014 primary, secondary and special school estate's condition and suitability ratings is as follows:

Rating (2013)	Condition	Suitability
A	31	17
B	27	41
C	4	3
D	<u>0</u>	<u>1</u>
Total Schools Rated	<u>62</u>	<u>62</u>

The above ratings are used to prioritise and align both capital and revenue expenditure/ investment in schools with the key aim of improving our D, C and B ratings and maintaining our A ratings across all our school estate.

7.2 **Condition Ratings**

Development Services annually update the condition survey information taking cognisance of work undertaken in previous years and they also re-survey every school on a 5 year cycle, Falkirk Council Education Services use a weighting and scoring system for the condition assessment of its schools to ensure consistency regarding the importance of the 12 major elements on which the assessment is based.

Following the completion of this exercise, 4 schools received a 'C' (poor) rating. Discussions have taken place with Development Services Facilities Team and work has been identified which should elevate these schools to a minimum 'B' (satisfactory) rating. These works are:

- Bo'ness Public Primary School – Upgrade boiler plant
- Langlees Primary School – General ongoing maintenance
- St. Mary's Primary School – Replacing internal glazed screens
- Mariner Support Service – General ongoing maintenance & improvements to the existing building while consideration is given to the long term location of the service.

7.3 **Suitability Ratings**

The suitability Core Fact tries to provide a measure of the extent to which a schools building and grounds are appropriate in providing an environment which supports quality learning and teaching. The latest suitability data collection exercise used a revised questionnaire form was issued to all headteachers based on the Scottish Government's model. This sought to seek headteachers opinions on the existing suitability of their school building and environs, focusing on:

<u>Area</u>	<u>Weighting</u>
Learning and Teaching	50%
Internal Social space	15%
Internal Facilities	15%
External Social space	10%
External Facilities	10%
	<u>100%</u>

While an annual suitability return is required, the decision was previously taken to review Falkirk schools suitability ratings every three years or following extensive alterations/ refurbishments etc.

Moderation Exercise

A moderation exercise is an important aspect of the data gathering process. Officers meet with headteachers to discuss their ratings/views to try and ensure a robust and consistent return across the authority.

Following the completion of this exercise a series of independent review visits were organised and carried out for all schools that initially returned a 'C' rating. These visits consisted of a review of the layout of the school and in the majority of cases, a meeting with the headteacher to discuss/identify potential short term and long term improvements that could be made which would enhance the suitability of the schools.

These improvements would then be factored into the future schools AMPs.

Currently following the moderation visits only **3** schools were given a C rating, with **one** school rated as D. The work planned for these **4** schools is shown below:

<u>School</u>	<u>Improvement Work Planned</u>
Bainsford Primary School	Following discussions with the Headteacher two projects have been identified and are currently being assessed.
St Joseph's Primary School	Proposed extension planned for 2014/15
Larbert High School	The completion of the following 3 projects is expected to provide an improved suitability rating in next year's assessment: <ol style="list-style-type: none"> 1. Conversion of 2 classrooms in Carrongrange School into drama studios. 2. Conversion of old drama studio into gymnasium. 3. Provision of external PE changing accommodation. Planned creation of a bike/bump track
Mariner Support Service	General ongoing maintenance & improvements to the existing building while consideration is given to the long term location of the service.

Note: A detailed breakdown of all current ratings is included as **Appendix 3**.

7.4 **Sufficiency Ratings**

A key objective for the school estate is to ensure that the authority has enough capacity/ pupil places for the resident population. An assessment of sufficiency provides Education Services with a means to determine the occupancy/capacity levels of its schools and assists with:

- Forward Planning of School investment
- Projecting occupancy figures using school roll projections to identify schools/areas at risk of:
 - Exceeding capacity
 - Long term under occupancy
- Anticipating and calculating the impact of new housing to secure where appropriate planning gain/developer contributions
- Determine robust and sustainable enrolment levels/thresholds that can be clearly justified in appeals against placing request refusals.

The current school rolls, capacity and occupancy rates are detailed in **Appendix 4**.

8. PROCESS FOR IDENTIFYING AND PRIORITISING INVESTEMENT IN THE SCHOOL ESTATE USING THE CORE FACTS DATA

- 8.1 The council has over the last 5 years significantly improved its school estate and enhanced learning environments through progressing the objectives established within the School Estate Management Plan (SEMP). **Appendix 3** demonstrates this by showing the current condition and suitability ratings of schools.
- 8.2 The core fact information in relation to condition and suitability has now become more robust and technically efficient. This provides Education Services with an excellent basis for prioritising and informing investment decisions in the school estate.
- 8.3 The development and review of the School Estate Management Plan (SEMP) and individual School Asset Management Plans (AMPs) will continue to be an ongoing commitment for Education Services.
- 8.4 Education Services will report to members, via the Information Bulletin, the major works that have been completed at the end of each term. In addition a summary of all major works carried out across the School Estate will be reported annually to Education Committee, as an integral and important part of the Services annual review of its SEMP.
- 8.5 A copy of both the Service School Estate Management Plan (SEMP) and all Schools Asset Management Plans have also been made available in the Members lounge for access by Elected Members. This information is provided in Ward order.

9. RECOMMENDATIONS

9.1 Education Committee is invited to:

- (i) Note the progress made in the implementation of the School Estate Management Plan (SEMP).**
- (ii) Note the current condition, suitability and sufficiency ratings.**
- (iii) Instruct the Director of Education Services to continue the process of implementation, monitoring and review of the plan.**

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Joint Acting Director of Education

Date: 28 August 2014

Contact Officer: Alan Livingstone, ext 6620

LIST OF BACKGROUND PAPERS

- Building Better Schools: Investing in Scotland's Future (Scottish Government/COSLA 2009)
- Falkirk Council School Estate Management Plan (Summary and Progress Update at August 2014.

Falkirk Council : Education Services

Approved 3 Year Capital Programme 2014-17

	2014/15 £000	2015/16 £000	2016/17 £000
Education Investment			
Major Improvements			
New Carrongrange School	0	6,000	4,000
Antonine PS - Extension	1,000	0	0
St Joseph's PS - Extension	645	275	0
Other Investment			
Capital improvements – All Schools	2,000	2,000	2,000
Community Education Properties	150	150	150
Expansion of Early Learning and Child care provision	918	0	0
TOTAL EDUCATION	4,713	8,425	6,150

Note

There is now no dedicated IT budget for Education Services all IT investment is managed by the ICT Capital Programme Board

Notes to above**NEW CARRONGRANGE SCHOOL**

- Additional High School facility part funded by Scottish Futures Trust.
- Costs and resources are phased over 2015/16 and 2016/17.

ANTONINE PS – EXTENSION

- Permanent extension to replace current mobile accommodation.

ST JOSEPH'S PS - EXTENSION

- Permanent extension to replace current mobile accommodation.

LADESIDE PS – EXTENSION

- Preparation work for future permanent extension to replace current mobile accommodation.
- Costs and resources are included for 2016/17 and 2017/18.

CAPITAL IMPROVEMENTS – ALL SCHOOLS

- Allocation to cover Capital Works across the schools estate to address condition surveys, capacity issues health and safety, etc.

COMMUNITY EDUCATION ALL PROPERTIES

- Rolling programme provision to address essential building condition upgrades.

Falkirk Council : Education Services

2013/14 Capital Expenditure – Major Projects Completed
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The major works carried out across the school estate are detailed below:

Work £100k+

- Antonine Primary School Phase 1 of the extension – enabling works (£0.25m)
- Beancross Primary School Kitchen refurbishment and rewire (£0.21m)
- Grange Primary School New glass atrium over gym hall (£0.105m)
- Kinnaird Primary School Installation of a new (double) modular unit (£0.11m)
- Maddiston Primary School Installation of a new (double) modular unit (£0.11m)
- St Andrew's Primary School New hall extension (£0.415m)
- Victoria Primary School Installation of a new (double) modular unit (£0.11m)

Work £50k to £100k

- Bantaskin Primary School Relocation of modular unit (single) from Bothkennar (£50,000)
- Bonnybridge Primary School Toilet Upgrade (£61,000)
- California Primary School Ext. Render/Roofing (£51,000)
- Kinnaird Primary School Replacement of Kalwall with curtain walling (£50,000)
- Grange Primary School Car Park Resurfacing (£75,000)
- Oxbang School internal upgrades and alterations (£75,000)

Work Between £10k-£50k

- Bainsford Primary School Toilet Upgrade (£28,000)
- Bankier Primary School Heating Alterations (£20,000)
- Bantaskin Primary School Roof Upgrade (£36,000)
- Bowhouse Primary School Toilet Upgrade (£44,000)
- Carmuir Primary School Car Park Resurfacing (£34,000)
- Carron Primary School Car Park Resurfacing (£41,000)
- Carronshore Primary School Roof Glazing (£30,000)
- Denny Nursery School Toilet refurbishment and internal upgrades (£30,000)
- Kinneil Primary School Roof Upgrade (£28,000)
- Larbert Vill. Primary School Toilet Upgrade (£21,000)
- Slamannan Primary School Roof Upgrade (£36,000)
- St Patrick's Primary School Window Replacement (£15,000)
- Victoria Primary School Window Replacement (£13,000)

Falkirk Council: Education Services

Major Planned Capital Expenditure - School Fund Budget 2014/15 (£1.3m)

Type of Improvement Work Planned

Playground resurfacing works
 External render works and heating control installation
 Roof upgrade
 Demolition works
 Toilet upgrades
 Replace felt roof coverings, ceilings, lighting and switchgear replacement
 Replace fascias, windows and render
 Internal upgrade works
 Roof over clad and steelwork painting
 Car park extensions & resurfacing work
 Electrical re-wire/heating upgrade
 Boiler replacement

Major Planned Capital Expenditure - Health and Safety Budget 2014/15 (£0.2m)

Type of Improvement Work Planned

Boundary wall replacement and stone repairs to building
 Repairs to roof/towers
 Dampness remedial works (main building) and floor repairs
 Resurfacing works
 Replace wall with fence and door upgrade
 Firemaster requirements
 Finger guards
 Nursery Environmental Health issues
 Asbestos works
 Legionella works
 Intruder alarm upgrades

Capital Expenditure Plans - New Schools/School Extensions Funded by Housing Developers
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Projects Currently Under Discussion

Whitecross Primary School - New 2 Stream School
 Head of Muir Primary School - New Extension
 Bankier Primary School - New Extension
 Bantaskin Primary School – New Extension
 Denny Primary School – New Extension

APPENDIX 3

Falkirk Council: Education Services

Core Facts Summary - Condition/Suitability Ratings 2014

Primary Schools	Condition	Suitability
Airth Primary School	A	B
Antonine Primary School	B	B
Avonbridge Primary School	B	B
Bainsford Primary School	B	C
Bankier Primary School	A	B
Bantaskin Primary School	A	B
Beancross Primary School	B	B
Blackness Primary School	A	B
Bo'ness Public Primary School	C	B
Bonnybridge Primary School	B	B
Bothkennar Primary School	B	B
Bowhouse Primary School	A	B
California Primary School	A	B
Carmuir Primary School	B	A
Carron Primary School	A	B
Carronshore Primary School	B	B
Comely Park Primary School	A	A
Deanburn Primary School	B	A
Denny Primary School	A	B
Drumbowie Primary School	B	B
Dunipace Primary School	A	B
Easter Carmuir Primary	B	B
Grange Primary School	B	B
Hallglen Primary School	A	A
Head Of Muir Primary School	B	B
Kinnaird Primary School	A	A
Kinneil Primary School	B	B
Ladeside Primary School	A	B
Langlees Primary School	C	B
Larbert Village Primary School	A	B
Laurieston Primary School	B	A
Limerigg Primary School	B	B
Maddiston Primary School	A	A
Moray Primary School	B	A
Nethermains Primary School	A	B
Sacred Heart RC Primary School	A	B
Shieldhill Primary School	B	B
Slamannan Primary School	B	A
St Andrew's RC Primary School	B	B
St Bernadette's RC Primary School	A	A
St Francis Xavier's RC Primary School	A	A
St Joseph's RC Primary School	A	C
St Margaret's Primary School	B	B
St Mary's RC Primary School	C	B
St Patrick's RC Primary School	B	B
Stenhousemuir Primary School	B	B
Victoria Primary School	B	A
Wallacestone Primary School	B	B
Westquarter Primary School	A	B
Whitecross Primary School	B	B

No of Schools	
Primary	50
Secondary	8
Special	4
Total	62

Suitability Ratings 2013	%
A - 17	27
B - 41	66
C - 3	5
D - 1	02
Total	100

Condition Ratings 2013	%
A - 31	50
B - 27	44
C - 4	6
D - 0	0
Total	100

Falkirk Council : Education Services

Core Facts Summary - Condition/Suitability Ratings 2014

Secondary Schools	Condition	Suitability
Bo'ness Academy	A	A
Braes High School	A	B
Denny High School	A	A
Falkirk High School	A	A
Graeme High School	A	B
Grangemouth High School	A	A
Larbert High School	B	C
St Mungo's RC High School	A	A

Special Schools	Condition	Suitability
Carrongrange School	A	B
Windsor Park School	A	B
Mariner Support Service	C	D
Oxgang School and Support Service	A	B

Notes: The Scottish Government do not require assessments of Nursery Schools as part of the Core Facts submission.

APPENDIX 4

2013 School Roll/Capacity Details

Primary Schools	School Roll 2013/14	School Capacity	Occupancy %
Airth	158	217	73
Antonine	258	262	98
Avonbridge	42	100	42
Bainsford	201	262	77
Bankier	183	284	64
Bantaskin	326	434	75
Beancross	309	342	90
Blackness	33	50	66
Bo'ness Public	240	317	76
Bonnybridge	305	342	89
Bothkennar	27	50	54
Bowhouse	306	434	71
California	74	100	74
Carmuir	159	217	73
Carron	373	434	86
Carronshore	311	454	69
Comely Park	413	434	95
Deanburn	316	434	73
Denny	217	284	76
Drumbowie	17	50	34
Dunipace	171	217	79
Easter Carmuir	175	262	67
Grange	166	262	63
Hallglen	305	434	70
Head of Muir	324	434	75
Kinnaird	421	434	97
Kinneil	217	434	50
Ladeside	289	284	102
Langlees	215	262	82
Larbert Village	339	434	78
Laurieston	205	237	86
Limerigg	31	50	62
Maddiston	399	434	92
Moray	365	496	74
Nethermains	183	262	70
Sacred Heart	194	342	57
Shieldhill	208	342	61
Slamannan	140	262	53
St Andrew's	407	434	94
St Bernadette's	139	217	64
St Francis's	427	454	94
St Joseph's	167	150	111
St Margaret's	392	434	90
St Mary's	195	317	62
St Patrick's	314	434	72
Stenhousemuir	381	434	88
Victoria	343	434	79
Wallacestone	492	651	76
Westquarter	197	262	75
Whitecross	69	100	69
Total	12,138	15,704	77

Secondary Schools	School Roll 2013/14	School Capacity	Occupancy %
Bo'ness Academy	632	1152	55
Braes HS	982	1123	87
Denny HS	1293	1663	78
Falkirk HS	1022	1548	66
Graeme HS	1018	1462	70
Grangemouth HS	740	1166	63
Larbert HS	1718	1872	92
St Mungo's HS	1320	1433	92
Total	8,725	11,419	76

Note: 1. School (building) capacity does not include temporary modular classrooms hence why the occupancy levels shown can exceed 100%.

2. Some high occupancy schools rely on these temporary structures to manage demand for places.