

# Education, Children and Families Committee

10.00am, Tuesday, 11 October 2016

## Duncan Place/Leith Primary School

|                          |           |
|--------------------------|-----------|
| <b>Item number</b>       | 7.8       |
| <b>Report number</b>     |           |
| <b>Executive/routine</b> | Executive |
| <b>Wards</b>             | Leith     |

### Executive summary

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On 6 October 2015, Committee approved the establishment of a working group to consider the possible transfer of the remaining Duncan Place building to the local community as a Community Asset Transfer.

This report provides an update on progress to date.

### Links

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|                                 |   |
|---------------------------------|---|
| <b>Coalition pledges</b>        | <a href="#">P3</a> and <a href="#">P4</a>   |
| <b>Council outcomes</b>         | <a href="#">CO1</a> , <a href="#">CO2</a> , <a href="#">CO19</a> and <a href="#">CO25</a> |
| <b>Single Outcome Agreement</b> | <a href="#">SO3</a> and <a href="#">SO4</a>   |

## Duncan Place/Leith Primary School

### Recommendations

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- 1.1 That Committee:-
  - 1.1.1 Notes the work completed to date by the working group; and
  - 1.1.2 Notes that the working group will continue to operate and a further progress report will be submitted to Committee in the new year.

### Background

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- 2.1 On 6 October 2015, the Education, Children and Families Committee considered a report on the options for the replacement of Leith Primary School nursery and gym hall. A new building option was approved that involved the demolition of a significant part of the existing building. With regard to the remaining existing building, Committee:-
  - 2.1.1 Requested that a further report was provided to a future Committee meeting on the outcome of the discussions with the local community regarding the possibility of community asset transfer of the part of the existing Duncan Place building which would remain; and
  - 2.1.2 Agreed that a working group be established involving locally elected members, relevant officers and the Duncan Place Management Committee to take forward the discussion on the principles outlined in the October 2015 report.
- 2.2 This report provides Committee with an update on progress.

### Main report

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#### **Leith Primary School Nursery and Gymnasium**

- 3.1 Demolition consent was granted on 10 March 2016 and the demolition is now currently in progress on site. Planning consent for the new facility was approved, on 14 April 2016, and the main construction contract is currently out to tender. Visuals of the new facility are attached as Appendix 1.

#### **Duncan Place Working Group**

- 3.2 The working group was established, following the Committee decision, and comprises Councillors McVey (Chair), Booth and Munro; Duncan Place Management Committee, Leith Primary School Parent Council; and Council

officers from Property, Economic Development, CLD and Committee Services. The Group has met several times in the past 12 months.

3.3 Following the first meeting of the group, a Mission Statement was agreed as follows:-

“The City of Edinburgh Council and Duncan Place Management Committee (DPMC) commit to work in partnership to achieve the joint goal of transfer of Duncan Place to DPMC, in a wind and watertight condition, for the purpose of ongoing use by the local community.”

Effectively, the members of the group are working in partnership to deliver a sustainable future use for the building as a community asset that would ultimately be transferred to the local community under the auspices of Community Asset Transfer.

3.4 In addition, a Memorandum of Understanding was agreed to ensure clarity of purpose moving forward:-

- The Council would provide expertise and reasonable guidance through the Community Asset Transfer process;
- The Council to provide expertise and reasonable guidance on any joint funding streams;
- The Council to share relevant skills as needed;
- Both parties to have clear, effective communication and to share information that will allow DPMC to develop and test the business case for assumption of liability of the building;
- The Council to appoint a project manager as appropriate point of contact;
- Two week response rate for all information;
- A process of data sharing to be established for all previous, current and future work and documents to be shared including survey work and drawings;
- Draft reports to Committee to be shared as far in advance as possible and DPMC comments to be accurately included;
- Remit of any sub groups to be clear: what is the purpose of the group, who is on the group and why, how and when will the sub group feedback to the steering group; and
- Dates, times and location of meetings to be agreed in as far as advance as possible to allow equality of participation.

3.5 To date, progress can be broadly characterised into three main headings; feasibility study and business plan; funding; and legal matters.

#### **Feasibility Study and Business Plan**

3.6 The contract for the construction of the new nursery and gymnasium, will also address making the remaining building wind and water tight, and install a lift at the location shown in the plans at Appendix 1.

- 3.7 Before the end of the calendar year, Property and Facilities Management will be running a number of workshops for the working group. The intention is to conclude on the final design for the building including all technical due diligence. This work will form the detail of the feasibility study and inform the business plan moving forward. Of particular relevance is the need for this work to be carried out prior to submitting an application for the main funding element of the project.

### **Funding**

- 3.8 DPMC are progressing funding with Big Lottery. The initial application to the Big Lottery Community Assets Fund has been submitted and the fund managers are meeting with DPMC on 18 November to continue this work.

In stage one the fund can provide support to develop a strategic plan (including high level financial costs and projections) and a capital checklist providing information on the design and costs of the capital work. In stage two it can provide funds to engage a design team to take forward technical aspects and a capital mentor to provide support and advice for the duration of the capital phase. This includes appointing and managing the design team, carrying out the tender process and completing the construction phase. The fund can provide up to £1m per application. DPMC have also begun research and discussions on further funding such as The Architectural Heritage Fund, Historic Environment Scotland Grants and The Regeneration Capital Grant Fund.

- 3.9 In support of the above, the Council applied for funding to the Scottish Government's Scottish Energy Efficiency Programme (SEEP). This specifically relates to the installation of heat pumps, LED lighting and a centralised building management system control. Funding amounting to £435k has now been awarded, which is a combination of grant and loan.

### **Legal Matters**

- 3.10 The working group are fully aware of the need for DPMC to incorporate themselves into a legal body in order to receive funding and ultimately take possession of the property. Advice has been sought via the Community Ownership Support Scheme and Edinburgh Voluntary Organisations Council (EVOC). Whilst the final structure is to be agreed, and will largely depend on the type of grant aid applied for, it is likely to be a two tier Scottish Charitable Incorporated Organisation (SCIO), which permits both a management board and membership. Work is continuing with EVOC to complete all documentation, which will be submitted once the route to funding is finally secured.

### **Summary**

- 3.11 Notwithstanding the challenges, the project to date has proved excellent example of how the public and voluntary sector can work in partnership to empower local communities to take control of buildings and services in their locality. In the next period, work will continue in finalising the detail of the feasibility study and business plan in preparation for submitting the main grant funding applications early next year.

## Measures of success

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- 4.1 A long term accommodation solution to deliver local services provided in Duncan Place which is appropriate for the services the Council delivers in this area.

## Financial impact

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- 5.1 There are no additional direct financial implications arising from this report.

## Risk, policy, compliance and governance impact

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- 6.1 The recommendations in this report do not impact on an existing policy of the Council and there are no governance, compliance or regulatory implications that elected members need to take into account.

## Equalities impact

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- 7.1 There are no negative equality or human rights impacts arising from this report.

## Sustainability impact

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- 8.1 There are no additional impacts on carbon, adaptation to climate change or sustainable development arising directly from this report.

## Consultation and engagement

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- 9.1 A web site and data room have been established by DPMC. This will be updated on a regular basis and will include a questionnaire that will be sent to local groups. DPMC also attended Leith Gala Day to solicit views and opinions.
- 9.2 In addition, as part of the feasibility study and business case preparation, further consultation will be completed including working with the three local school communities to ensure the children and families have a say in what the building will provide.

## Background reading/external references

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Report to the Education, Children and Families Committee on [6 October 2015](#).

## Hugh Dunn

Acting Executive Director of Resources

## Links

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|                                 |  |
|---------------------------------|--|
| <b>Coalition pledges</b>        | <p>P3 - Rebuild Portobello High School and continue progress on all other planned school developments, while providing adequate investment in the fabric of all schools.</p> <p>P4 - Draw up a long-term strategic plan to tackle both over-crowding and under use in schools.</p>   |
| <b>Council outcomes</b>         | <p>CO1 - Our children have the best start in life, are able to make and sustain relationships and are ready to succeed.</p> <p>CO2 - Our children and young people are successful learners, confident individuals and responsible citizens making a positive contribution to their communities.</p> <p>C019 - Attractive Places and Well Maintained – Edinburgh remains an attractive city through the development of high quality buildings and places and the delivery of high standards and maintenance infrastructure and public realm.</p> <p>CO25 - The Council has efficient and effective services that deliver on objectives.</p> |
| <b>Single Outcome Agreement</b> | <p>SO3 - Edinburgh's children and young people enjoy their childhood and fulfil their potential</p> <p>SO4 - Edinburgh's communities are safer and have improved physical and social fabric.</p>   |
| <b>Appendices</b>               | <p>1 Demolition and New-Build Update</p>   |



Duncan Place Resource Centre – Feasibility Study

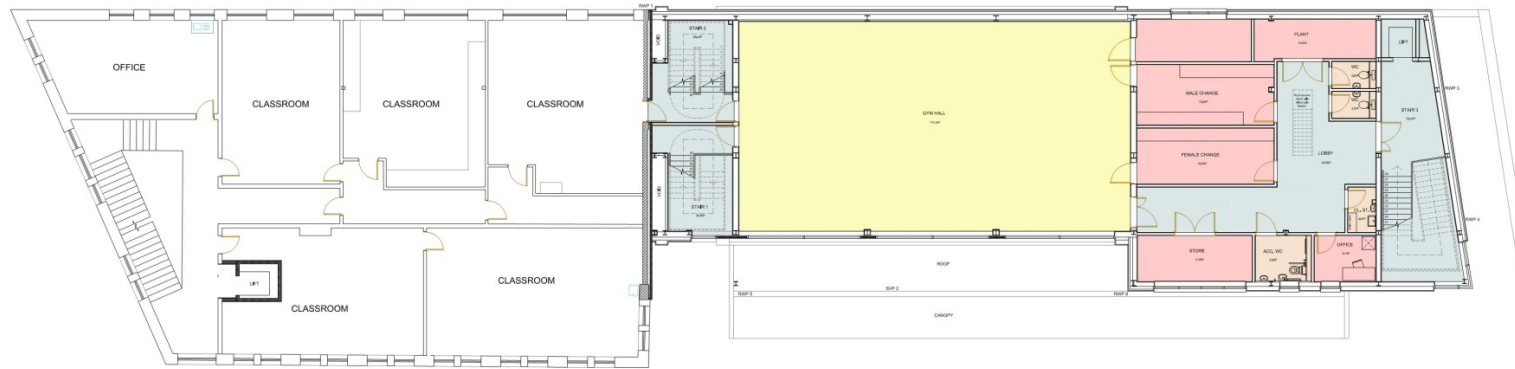
The City of Edinburgh Council

Option 7



July 2015 Rev C





**ROOM SCHEDULE**

**FIRST FLOOR ACCOMMODATION**

|                |                    |
|----------------|--------------------|
| SPORTS HALL    | 180m <sup>2</sup>  |
| GYM STORE      | 10.7m <sup>2</sup> |
| MALE CHANGE    | 17.1m <sup>2</sup> |
| FEMALE CHANGE  | 17.1m <sup>2</sup> |
| CHAIR STORE    | 11.0m <sup>2</sup> |
| DIS WC         | 5.8m <sup>2</sup>  |
| OFFICE         | 6.1m <sup>2</sup>  |
| CLEANERS STORE | 2.5m <sup>2</sup>  |
| WC             | 2.5m <sup>2</sup>  |
| WC             | 2.5m <sup>2</sup>  |
| PLANT          | 14.1m <sup>2</sup> |
| LOBBY          | 39.5m <sup>2</sup> |
| STAIR 1        | 26.1m <sup>2</sup> |
| STAIR 2        | 26.1m <sup>2</sup> |
| STAIR 3        | 32.1m <sup>2</sup> |

**FIRST FLOOR GIFA 403m<sup>2</sup>**

**FIRST FLOOR**



**ROOM SCHEDULE**

**GROUND FLOOR ACCOMMODATION**

|                     |                    |
|---------------------|--------------------|
| 2-3 PLAYSPACE       | 52.6m <sup>2</sup> |
| 2-3 WCS             | 11.7m <sup>2</sup> |
| 2-3 STORE           | 9.7m <sup>2</sup>  |
| 2-3 KITCHEN         | 6.1m <sup>2</sup>  |
| MULTI-PURPOSE       | 24.1m <sup>2</sup> |
| MULTI-PURPOSE STORE | 2.9m <sup>2</sup>  |
| ACCESSIBLE WC       | 5.9m <sup>2</sup>  |
| WC                  | 2.0m <sup>2</sup>  |
| WC                  | 2.0m <sup>2</sup>  |
| 3-5 WCS             | 21.1m <sup>2</sup> |
| 3-5 KITCHEN         | 9.3m <sup>2</sup>  |
| 3-5 PLAYSPACE       | 97.1m <sup>2</sup> |
| 3-5 STORE           | 14.7m <sup>2</sup> |
| CLOAKS              | 48.3m <sup>2</sup> |
| ENTRANCE LOBBY      | 7.8m <sup>2</sup>  |
| RECEPTION           | 14.0m <sup>2</sup> |
| CLEANERS STORE      | 3.0m <sup>2</sup>  |
| STAIR 1             | 26.1m <sup>2</sup> |
| STAIR 2             | 26.1m <sup>2</sup> |
| STAIR 3             | 32.1m <sup>2</sup> |

**GROUND FLOOR GIFA 445m<sup>2</sup>**

**EXTERNAL SPACE**

|                      |                   |
|----------------------|-------------------|
| CIRCULATION/ENTRANCE | 38m <sup>2</sup>  |
| 3-5 EXTERNAL PLAY    | 158m <sup>2</sup> |
| 2-3 EXTERNAL PLAY    | 194m <sup>2</sup> |

**GROUND FLOOR**

