

MINUTE of MEETING of the EDUCATION EXECUTIVE of WEST LoTHIAN COUNCIL held within COUNCIL CHAMBERS, WEST LoTHIAN CIVIC CENTRE on 29 APRIL 2014.

Present – Councillors Lawrence Fitzpatrick (Chair), David Dodds, Stuart Borrowman, Harry Cartmill, Alexander Davidson, Jim Dixon (substituting for Tom Conn), Carl John, Peter Johnston, Dave King, Danny Logue, John McGinty, Anne McMillan, Andrew Miller, Angela Moohan, George Paul, Frank Toner and Jim Walker; Appointed Members Elsie Aitken, John Hendrie and Myra MacPherson.

Apologies – Councillors Tony Boyle and Tom Conn; Appointed Members Eric Lumsden, Lynne McEwen and Graham Stormont.

1. ORDER OF BUSINESS

1. The Education Executive considered a request for a deputation under Standing Order 13, lodged by Armadale Primary School Parent Council in relation to agenda item 6 (Primary School Accommodation – Armadale). The Education Executive agreed to hear the deputation.
2. The Chair ruled under Standing Order 11 that agenda item 7 (Pit Stop Café) be heard before agenda item 6; and
3. The Chair ruled under Standing Order 11 that an amended report in relation to agenda item 7 (Pit Stop Café) be tabled.

2. DECLARATIONS OF INTEREST

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

3. MINUTE

The Education Executive confirmed the minute of its meeting held on 18 March 2014 as being a correct record. The Chair thereafter signed the minute.

4. REQUEST FOR DEPUTATION IN RELATION TO AGENDA ITEM 6 - ARMADALE PRIMARY SCHOOL ACCOMMODATION.

The Education Executive considered a request for a deputation under Standing Order 13, lodged by Armadale Community Council, in relation to agenda item 6 (Armadale Primary School Accommodation). The Education Executive agreed to hear the deputation.

5. PIT STOP CAFÉ

The Education Executive noted a presentation by Megan and John, pupils of Whitburn Academy, on a social enterprise project called the 'Pit Stop

Café’.

The presentation provided details in relation to Whitburn Academy Enterprises (WAE), a social enterprise project managed by students and set up to grow and support multiple projects. It was explained that a constitution was formulated and the structure of the WAE included a Chairperson, Treasurer, Secretary, elected members and co-opted members. Whitburn Academy Enterprises was in charge of the profits, organisation and running of the Pit Stop Café. Any profits made would go directly to WAE and into other projects of the pupils’ choosing, which was a great incentive and a huge responsibility for those involved.

Details were then given on how the Pit Stop Café project was initiated and how it had developed. An action plan was also in place highlighting ways to expand the enterprise, with an event planned for late June 2014 to encourage more people to attend.

In response to a question raised by members in relation to other projects being supported by WAE, Megan advised that Froot Loose was another project. It was also noted that the Pit Stop Café project won the “Most Innovative Links Between Business and Education” Award at the West Lothian Big Business Breakfast.

In conclusion, by working in partnership with a local businesses young people received an opportunity to learn across subjects and develop life skills in a real-life context.

The Head Teacher of Whitburn Academy, Mr Adair, then thanked Stakeholders involved for their support in developing the project.

Following conclusion of the presentation the Education Executive considered an updated report (copies of which had been tabled) by the Head of Education (Quality Assurance) which advised that the Pit Stop Café was one of a range of learning experiences being developed by Whitburn Academy through its Enterprise Education programme and was an excellent example of the commitment in West Lothian schools to provide opportunities and experiences which enabled all young people to prepare for the world of work.

In conclusion, the Chair, on behalf of the Education Executive, thanked the pupils and staff from Whitburn Academy for the excellent presentation given and commended them for the work carried out on this innovative project.

The Education Executive was asked to note the contents of the report and the presentation and to commend the school for this excellent innovative project.

### Decision

1. Noted the contents of the updated report and the presentation carried out; and
2. Recorded a note of thanks to the staff and students for the excellent

innovative project.

6. PRIMARY SCHOOL ACCOMMODATION - ARMADALE

a) Deputation by Armadale Community Council

The Education Executive heard Mr Scott McKay address the members on behalf of Armadale Community Council in relation to concerns raised regarding the capacity within Armadale Primary School should pupil numbers raise from 462 to 516 for school session 2014/15 as anticipated. He also raised concerns about the impact this would have in relation to traffic congestion within the community and raised questions about the reasons for the delay in the new school build. He recommended that more than four temporary units would be required to accommodate the number of pupils and staffing levels would also require to be increased, which would involve more resources being made available. In conclusion Mr McKay stated that more money should be spent to ensure that children attending Armadale Primary School received the best opportunities possible.

b) Deputation by Armadale Primary School Parent Council

The Education Executive then heard Ms Laura Mitchell address the members on behalf of Armadale Primary School Parent Council. Ms Mitchell stated that the Parent Council supported the application for temporary units on the basis that assurances be given that this would be a short term solution with a long term plan in place. She acknowledged that the temporary accommodation would provide valuable general purpose space within the school to allow the curriculum to be delivered. However, it was important that the temporary units be available for the start of the new school session in August 2014 to ensure minimum disruption in school. She also highlighted safety concerns regarding traffic congestion at times when children were being dropped off and collected from school. In conclusion, Ms Mitchell stated that although Armadale Primary School was a large and busy school the excellent management from members of staff ensured that children would continue to receive a high standard of education.

In response to questions raised by members in relation to the Parent Council's main concerns, Ms Mitchell stated that these were in relation to the health and safety of the children due to the projected number of children who would be attending the school. Concerns were also raised about the future reputation of the school due to the potential risks to the quality of teaching.

The Education Executive then considered a report (copies of which had been circulated) by the Head of Schools with Education Support which provided details of the pressures on primary school accommodation within Armadale town and outlined a proposed temporary solution pending the delivery of additional permanent school capacity.

The report advised that the closing date for applications for school

session 2014/15 had passed, however, given the on-going house building within Armadale it was anticipated that applications for placements would continue to be received after the closing date and throughout the 2014/15 school year. The report went on to provide details of the anticipated pupil numbers and class organisations at the following schools:

- Armadale Primary School;
- Eastertoun Primary School; and
- St Anthony's Primary School.

The Head of Schools with Education Support then advised members that due to the pressures on primary school accommodation in Armadale the proposals for managing places across schools in Armadale as detailed in the report were recommended. It was proposed to locate temporary leased accommodation comprising of four classrooms and toilet facilities within Armadale Primary School grounds.

The Head of Planning and Economic Development then provided members with an update in relation to the Southdale planning application. On-going negotiations have been carried out between the landowner, developer and officers of the council over a number of years to secure the land and associated funding required to deliver the new primary school in Armadale. He advised that a revised S75a planning application had been received by the council which was hoped would be submitted to the Development Management Committee meeting scheduled to be held on 4 June 2014 for consideration. He assured members that officers would take every step possible to progress the application in a timely manner, however, it was noted that the landowner and developer opted not to conclude the previous agreement.

In response to a question from members regarding the date when the original S75 agreement had been signed, the Head of Planning and Economic Development agreed to provide members with this information following the meeting.

The Head Teacher, Mrs Phillips, advised Members that there would be more GP space available in school when the temporary accommodation was installed. Members of staff would be able to continue to deliver the curriculum in school. There would also be sufficient staff available to provide supervision for children during the school day.

In response to questions from Members the Head of Schools with Education Support stated that discussions regarding proposals to aid the traffic flow situation and reduce congestion in the area were on-going. He also confirmed that a full health and safety risk assessment would be carried out. In relation to the overall space available in Armadale Primary School he agreed to investigate and provide Members with details following the meeting of the gross space that would be available per person in school.

In conclusion, the proposals recommended must be seen as a short term

solution pending the provision of additional school capacity in Armadale in order to achieve the education of all Armadale children.

### Recommendation

The recommendation in the report by the Head of Schools with Education Support asked the Education Executive to approve the proposed temporary solution for responding to the pressure on primary school accommodation within Armadale town.

### Motion

The Education Executive agrees the recommendation to provide temporary classrooms and toilet accommodation in Armadale Primary School and to instruct officers to continue working with the Parent Council, the Head Teacher and staff to ensure:

- There are sufficient staffing resources to provide supervision for children during the school day and in particular at the start and end of the day and during breaks and lunchtimes.
- That school management arrangements take account the need for increased supervision and to maintain the high standard of learning and teaching in the school.
- That parents are consulted on travel to school arrangements to mitigate the impact of the increase in the school roll.
- That officers, working along with school management, monitor the implementation of the temporary arrangements and that the outcomes of a Validated Self Evaluation of the school are reported to the Education Quality Assurance Committee in the new school year.
- That there continues to be on-going dialogue with the Parent Council to take account of their views on the implementation of the recommendation.

- Moved by the Chair and seconded by Councillor Dodds.

### Decision

To unanimously agree the terms of the motion subject to including that officers would endeavour to ensure that matters would progress as quickly as possible.

## 7. TIMETABLE OF MEETINGS 2014/2015

The Education Executive considered the Timetable of Meetings for the period 2014-2015 (copies of which had been circulated).

### Decision

Noted the contents of the Timetable of Meetings for 2014-2015.

