



REPORT TO EDUCATION & CHILDREN'S SERVICES COMMITTEE – 30 MAY 2019

REVIEW OF INVERURIE PRIMARY SCHOOL CATCHMENT AREAS

1 Recommendations

The Committee is recommended to:

- 1.1 Authorise a statutory consultation with local stakeholders (Parent Councils, parents, pupils, staff and local communities), in respect of the Inverurie Cluster, from 5 June, 2019, until 6 September, 2019. In particular, the consultation will be focussed upon the catchment areas of Kellands School, Strathburn School and Uryside School in the town of Inverurie.
- 1.2 Agree to receive a further report on the outcomes of the consultation in December, 2019.

2 Background / Discussion

- 2.1 In recent years, officers have presented reports requesting approval to launch a number of new build, relocation, rezoning and closure consultations under the Schools (Consultation) (Scotland) Act 2010. This Act requires that local authorities undertake a formal consultation process whenever changes to education provision are proposed.
- 2.2 A report was presented to the Education & Children's Services Committee (E&CS) on 30 August, 2018. Approval was given to carry out informal engagement regarding the catchment areas for primary schools within Inverurie and the Committee agreed to receive a further report regarding progress and details of a statutory consultation when required.
- 2.3 In 2017, the new Uryside School opened at its current site to the north-east of the town of Inverurie. The School was built to replace Inverurie Market Place, which was situated in the centre of Inverurie. When the new school was planned, it was felt appropriate to keep the existing catchment area and review once the school was operational and potential trends could be established.
- 2.4 The rising pupil numbers at both Kellands and Strathburn School, along with the opening of Uryside School, has prompted the need for a review of catchment areas.
- 2.5 A meeting was organised with the head teachers of each primary school in Inverurie and a meeting was held with local elected members in October to provide the opportunity to give feedback regarding the catchment areas. Informal engagement sessions were also held in October, 2018. At these sessions, maps of the current catchments were displayed and those attending were asked their opinion on various options for potential changes to the catchment areas. An online survey to assess the opinions of residents in the Inverurie cluster on the current school catchments was made available to

parents/carers of each school and it was advertised via Aberdeenshire Council social media platforms.

- 2.6 The suggestions from the informal engagement sessions, meetings and the results from the online survey have been taken into consideration when formulating the proposals in the consultation document.
- 2.7 In accordance with the Schools (Consultation) (Scotland) Act 2010, the Review of the Inverurie Town Primary School Catchment Areas consultation proposal (Appendix 1) will commence on 5 June, 2019, if approved. The statutory consultation must run for at least 30 days during term time and it will conclude on 6 September, 2019. As part of the consultation, the wider community will be given the opportunity to provide feedback at the public meeting on 29 August at Inverurie Academy and throughout the consultation period. At the public meeting, maps of the proposals will be on display to encourage comment. Commencing the statutory consultation before the school holidays will allow parents/carers additional time to fully review the consultation proposal document.
- 2.8 The proposal document will be presented to elected members at Garioch Area Committee, during the statutory consultation period, on Tuesday, 25 June, 2019.
- 2.9 The Head of Finance and Monitoring Officer within Business Services have been consulted in the preparation of this report and their comments are incorporated within the report. They are satisfied that the report complies with the Scheme of Governance and relevant legislation.

3 Scheme of Governance

- 3.1 The Committee is able to consider and take a decision on this item in terms of Section E.3.3.3 of the List of Committee Powers in Part 2A of the Scheme of Governance, as this relates to the statutory functions of the Council under the Schools (Consultation) (Scotland) Act 2010, including those relating to approval of proposals and review of proposals following consultation, but with the exception of matters properly delegated to officers of the Council and those matters reserved to any other committee.

4 Implications and Risk

- 4.1 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 impact has been identified at this stage.
- 4.2 There may be staffing and financial implications within the Inverurie Cluster, depending upon the outcome of the proposals. Teaching numbers may need to be realigned with school rolls, in line with current agreed staffing formulas. Any necessary changes would be implemented from August, 2020, and would be in conjunction with HR and unions, in accordance with existing HR policy.
- 4.3 There may be capital works required, as pupil numbers rise in the town of Inverurie. This will be in line with existing budgets.

- 4.3 The following Risks have been identified as relevant to this matter on a Strategic Level, 'A Future Fit E&CS Estate'. The Council needs to be assured that our E&CS Estate will deliver an inclusive and positive environment for learning, working and engagement.

<http://www.aberdeenshire.gov.uk/media/21265/directorate-risks.pdf>

Laurence Findlay
Director of Education & Children's Services

Report prepared by Maxine Booth, Quality Improvement Manager (Learning Estates) and Rachael Goldring,
Learning Estates Team Leader E&CS
Date: 14 May, 2019

Appendix 1



EDUCATION AND CHILDREN'S SERVICES

MAY 2019

PROPOSAL DOCUMENT

**REVIEW OF INVERURIE PRIMARY SCHOOL
CATCHMENT AREAS**

Proposal for the redistribution of primary school catchment areas in the town of Inverurie.

SUMMARY PROPOSAL

It is proposed that:

The catchment areas for Kellands, Strathburn and Uryside Schools in Inverurie be amended with effect from August 2020;

New pupils joining schools these schools should be educated at their newly zoned school with effect from August 2020;

Existing primary pupils within these three schools should remain at their current primary school for the duration of their primary education and siblings of existing primary pupils could also attend the currently zoned primary school so that families are not split between different primary schools.

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

The schools affected by this proposal are:

**Kellands School
Strathburn School
Uryside School**

DISTRIBUTION

A copy of this document is available on the Aberdeenshire Council web-site: <http://www.aberdeenshire.gov.uk/schools/education-consultations/> or by e-mailing learningstates@aberdeenshire.gov.uk

This document will be provided to:

- Parent Council(s) of the schools listed above
- Parents of the pupils at the schools listed above
- Pupils at the schools listed above
- Parents of pre-school age children living within Inverurie
- Port Elphinstone School
- Staff at the schools listed above
- Trade union representatives of the above staff
- Inverurie Community Council
- Relevant users of Inverurie Cluster primary schools
- Education Scotland

A copy of this document is also available from:

- Council HQ, Woodhill House, Westburn Road, Aberdeen, AB16 5GB
- Inverurie Library
- The schools affected by the proposal
- Gordon House, Blackhall Road, Inverurie

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 Education and Children's Services 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 This proposal document is focused upon three primary schools in the town of Inverurie. Located within the Garioch area of Aberdeenshire, the Inverurie Cluster comprises of nine primary schools, one secondary school and one special school.
- 1.5 This proposal is solely focused on Kellands School, Strathburn School and Uryside School. This proposal will not impact the rest of the primary schools in the Cluster. These schools are Chapel of Garioch, Hatton (Fintray), Keithhall, Oyne, Port Elphinstone, and New Machar.
- 1.6 This proposal does not impact upon secondary provision at Inverurie Academy.

2. Reason for Proposal

- 2.1 In 2017, the new Uryside School opened at its current site to the North East of Inverurie. The school was built to replace Inverurie Market Place School which was situated in the centre of Inverurie. When the new school was planned, it was felt appropriate to keep the existing catchment area and review once the school was operational and potential trends could be established.
- 2.2 The rising pupil numbers at both Kellands and Strathburn School, along with the opening of Uryside School has prompted the need for a review of the catchment areas. Whilst there is currently capacity across the whole network, it is no longer in the right place. The purpose of the rezoning exercise is to change the catchment areas of the three primary schools in the town of Inverurie so that current and future pupils can be educated in school buildings with sufficient space.
- 2.3 The vast majority of recent and planned housing is in the Uryside and Kellands catchment areas. The roll at Kellands School is forecast to exceed capacity by 2020.
- 2.4 In October 2018, following discussions with Head Teachers, the Learning Estates Team undertook three informal engagement sessions at each of the three primary schools in the town of Inverurie and sent out an online survey

to assess the opinions of residents in the Inverurie Cluster on the current school catchments.

- 2.5 Respondents were asked whether they attended their zoned school and which school they believed their postcode should be zoned to. 95 people responded to the survey. One question asked respondents to give their views about the zones changing. There were 64 responses to this question. The majority of respondents were supportive of the need to rezone provided the zones are appropriate. Many parents expressed concern about their children being moved away from the school they are currently attending or made to go to a different school from siblings. There were concerns about travel distances for pupils to the new Uryside School. There were also concerns about the strain out of zone placing requests may be placing on the capacity of certain schools.
- 2.6 25% of the respondents send their children to a school that is not their zoned school. Of these respondents the majority cited the reason for this is because the school is closer/easier for transport.
- 2.7 The meetings and results from the online survey proved very useful and a number of suggestions were made. The suggestions from the engagement sessions and those received from the online survey have been taken into consideration.
- 2.8 The Schools (Consultation) (Scotland) Act 2010 requires that when a change is to be made to a school boundary or catchment area then a formal consultation must be undertaken with all relevant stakeholders.

3. Details of the proposal

- 3.1 The council proposes that the existing primary school catchment areas within the town of Inverurie should be amended with effect from August 2020; and that from this date all new pupils attending primary schools within the town of Inverurie should attend their newly zoned school. The council also proposes that all existing primary pupils should continue their education at their current school. If the proposals are implemented any siblings of current pupils would be able to join their brother/sister(s) at the same school.
- 3.2 It is important that these proposals do not have a negative impact upon any children currently attending schools within the Inverurie Cluster and that they have continuity in their education. There are no plans to move existing pupils to a different school if these proposals are adopted. They would only come into effect either for new children moving into the area, or for the new cohort of P1 pupils in August 2020.
- 3.3 Currently the school nurseries in Inverurie (and across Aberdeenshire) do not have catchment areas and this is unlikely to change for the foreseeable future.
- 3.4 Officers have identified options based upon what they think would work best given the number of current pupils, children under 5 in Inverurie and expected house building rates.

- 3.5 This proposal document contains maps showing the current catchment for each school and there are maps showing the proposed changes for each school. The Council wants to know which of these changes would be preferred for that school.
- 3.6 Printed copies of the maps will be on display in each of the schools affected by the consultation and available on request at Gordon House in Inverurie. Digital colour copies of the maps will be available on the Aberdeenshire Council website: <http://www.aberdeenshire.gov.uk/schools/education-consultations/>
- 3.7 Pupils living 2 miles or more from their zoned primary school would have an entitlement to free school transport.

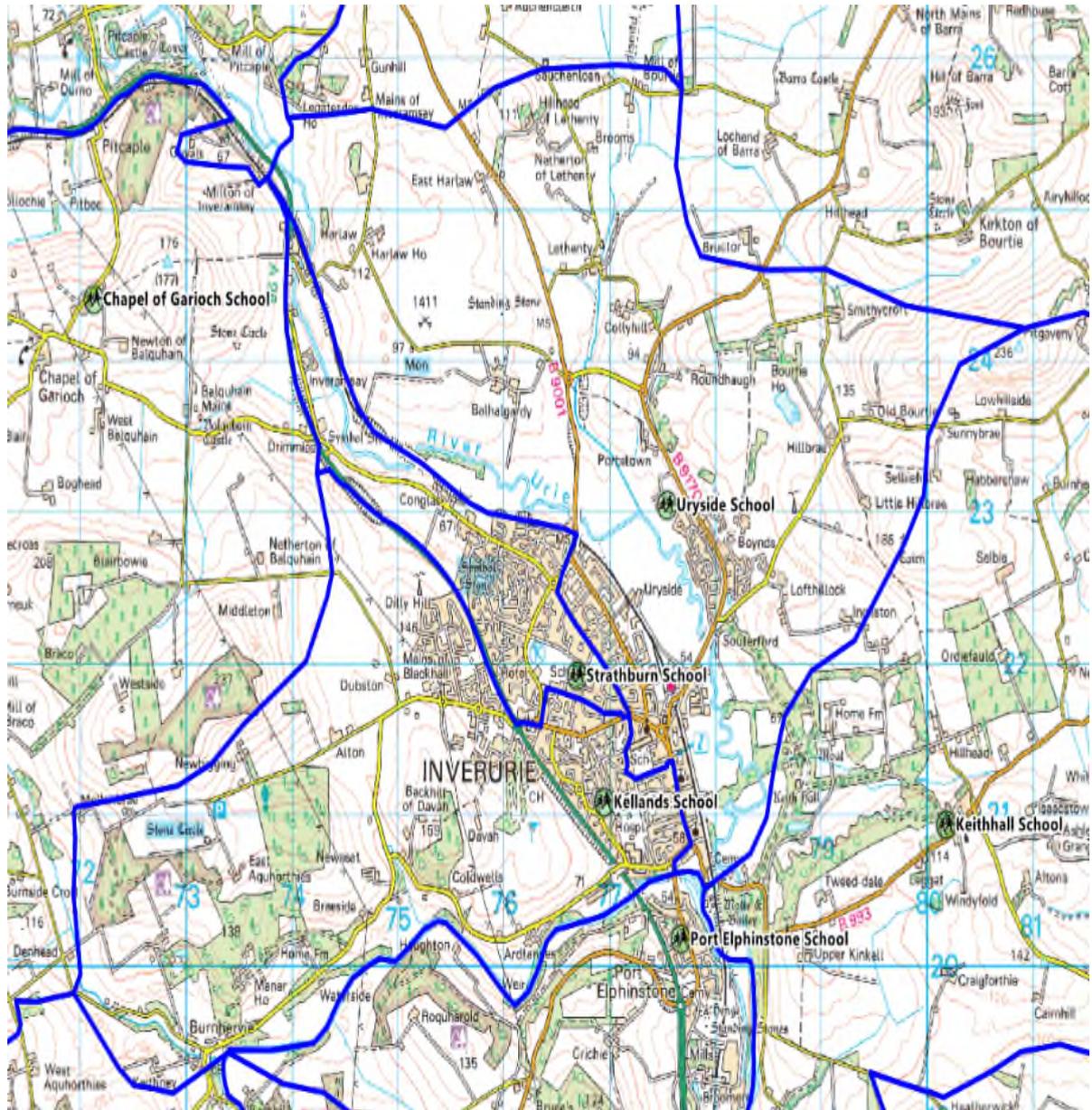
Proposals

Proposal 1 – Changes to Kellands School, Strathburn School and Uryside School Catchment Areas. There is also an option to include additional areas if preferred. These additional areas on Map 9 are highlighted and numbered 1 – 4. The current pupil numbers and expected pupil numbers in these areas are minimal and the rezoning of these areas to another school wouldn't impact the pupil roll greatly.

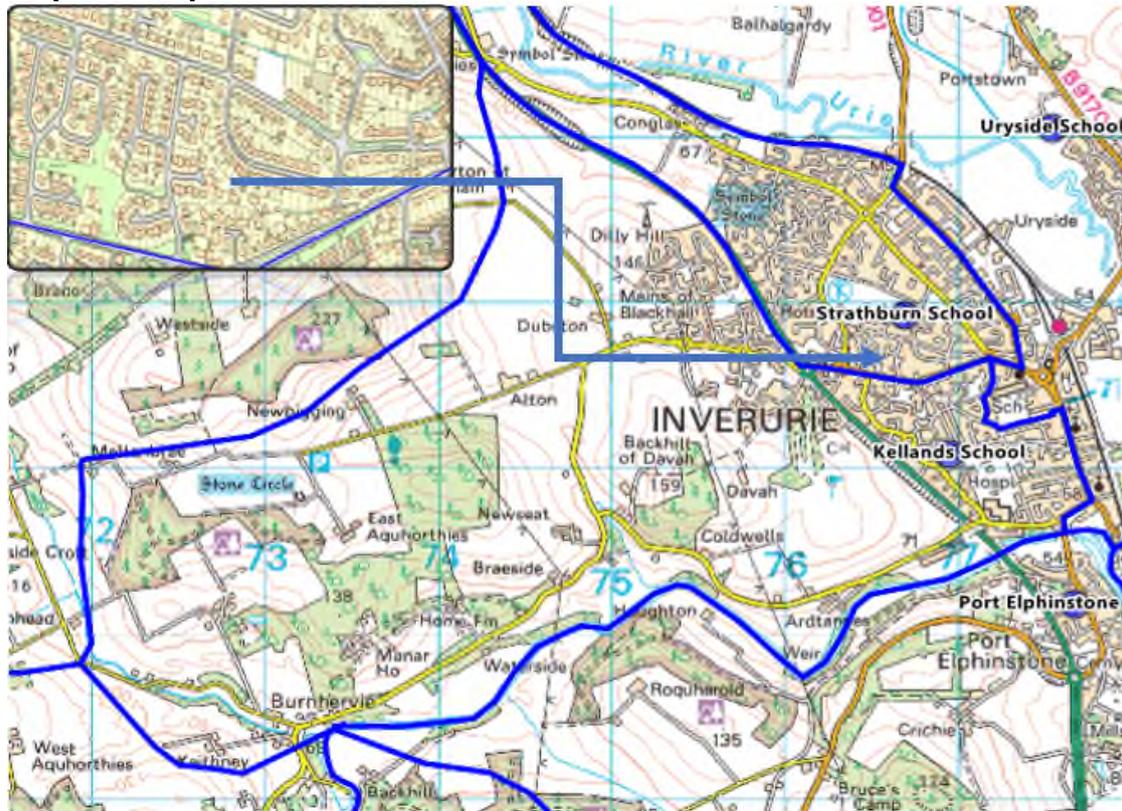
Proposal 2 – Make the changes as in Proposal 1, and rezone the North West part of the Kellands catchment area to Strathburn School. There is also an option to include additional areas if preferred. These additional areas on Map 9 are highlighted and numbered 1 – 4. The current pupil numbers and expected pupil numbers in these areas are minimal and the rezoning of these areas to another school wouldn't impact the pupil roll greatly.

Proposal 3 – Retain the Status Quo
Keep the current zoning arrangements for the Inverurie Cluster with no changes made to catchment areas.

Map 1 – Overview of Current Catchment Areas

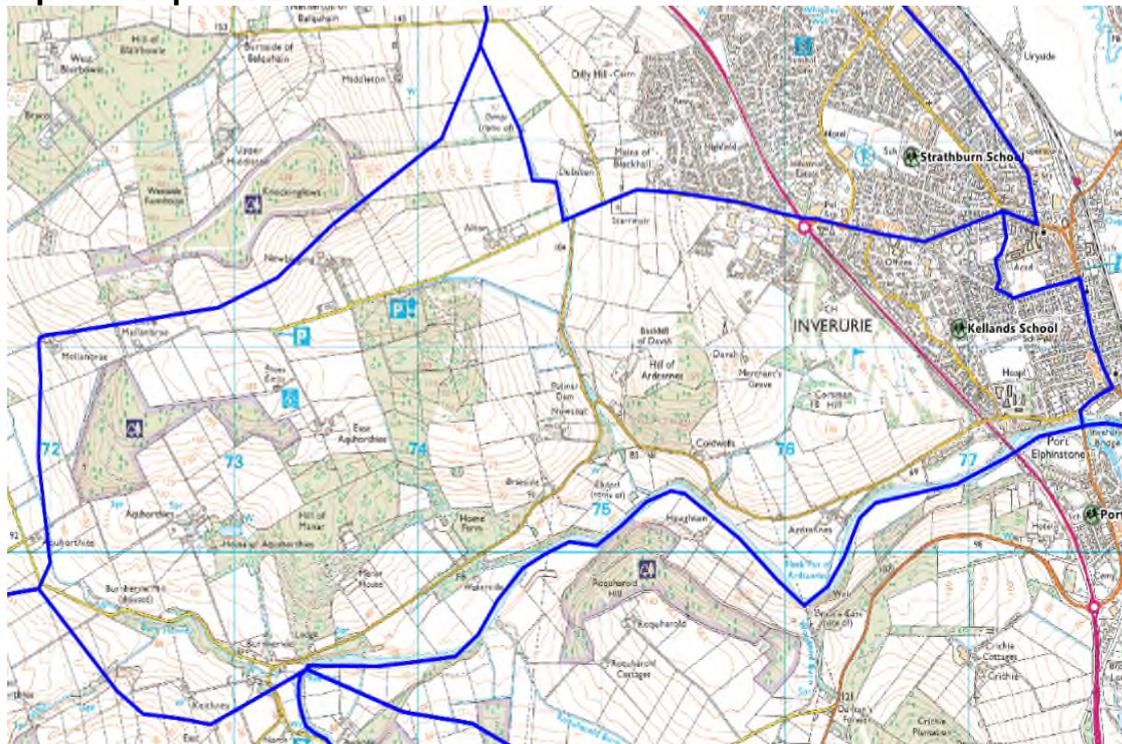


Map 2 – Proposal 1 Kellands School



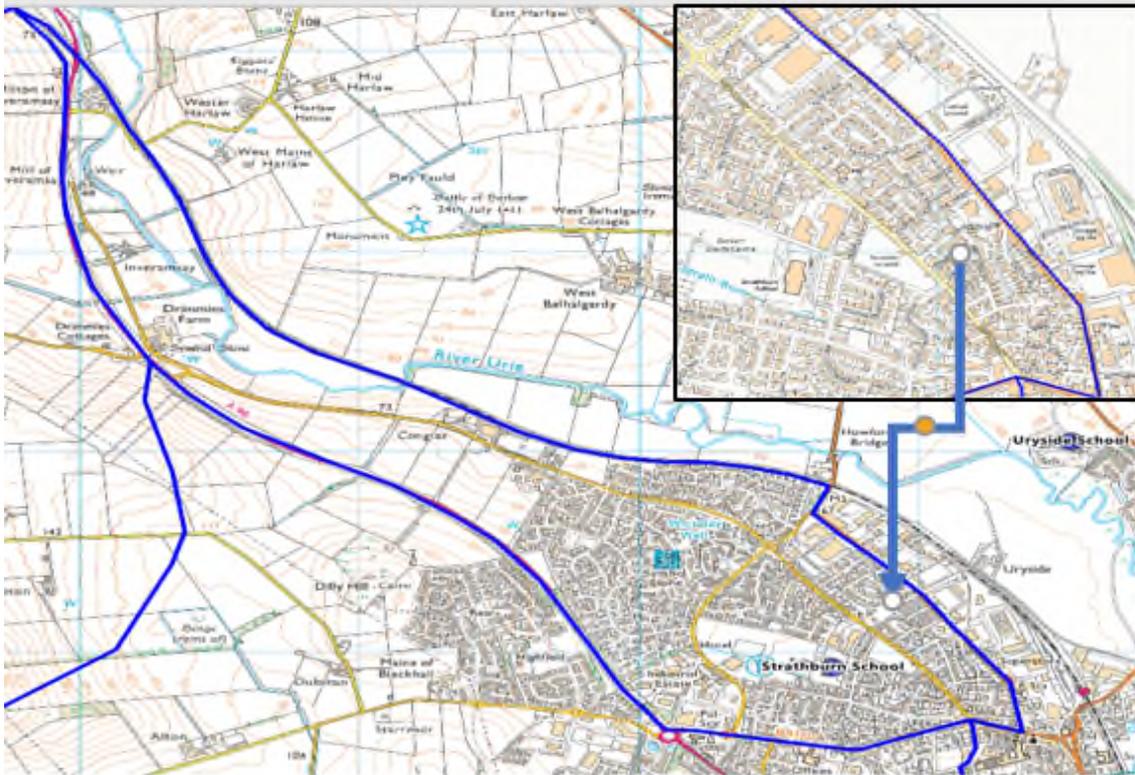
Summary of changes – Removal of area in between Blackhall Road and Middlemuir Road from Kellands School catchment (as indicated in the map insert above) and rezone to Strathburn School.

Map 3 – Proposal 2 Kellands School



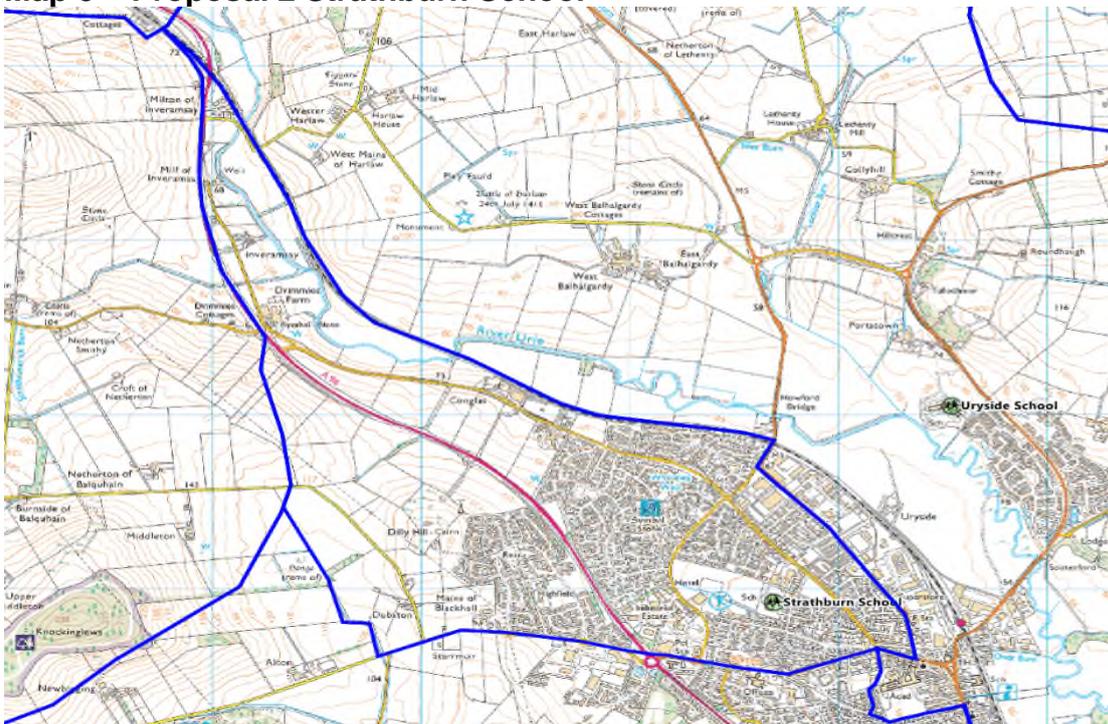
Summary of changes – As in Proposal 1 but the area to the North West of

**Blackhall Road/Westburn is rezoned to Strathburn School.
Map 4 – Proposal 1 Strathburn School**



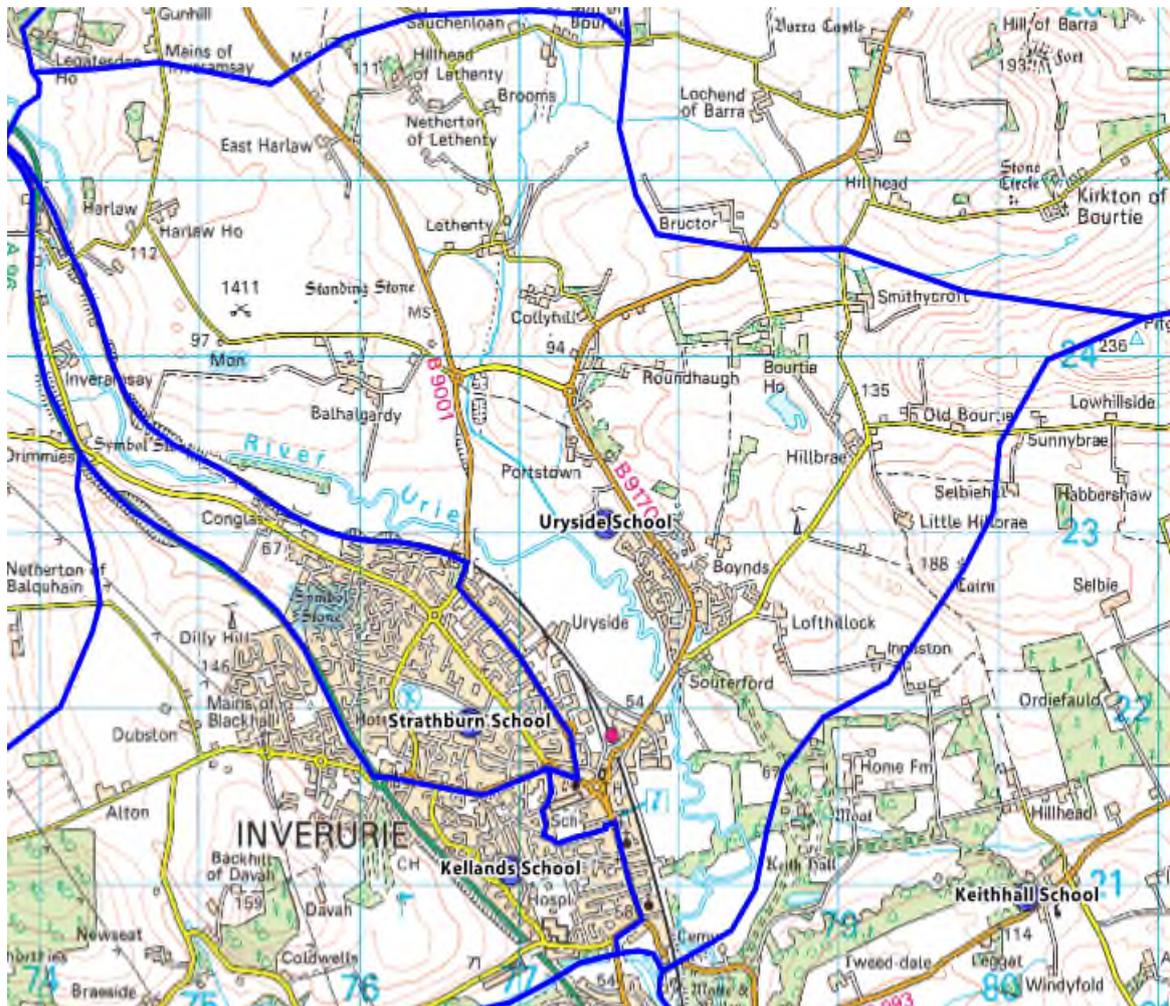
Summary of changes – Includes the area in between Blackhall Road and Middlemuir Road currently zoned to Kellands School. Also the area adjacent to North Street as indicated in the inset map above. The boundary line has also been tidied up near Drimmies and now is aligned with the A96 road.

Map 5 – Proposal 2 Strathburn School



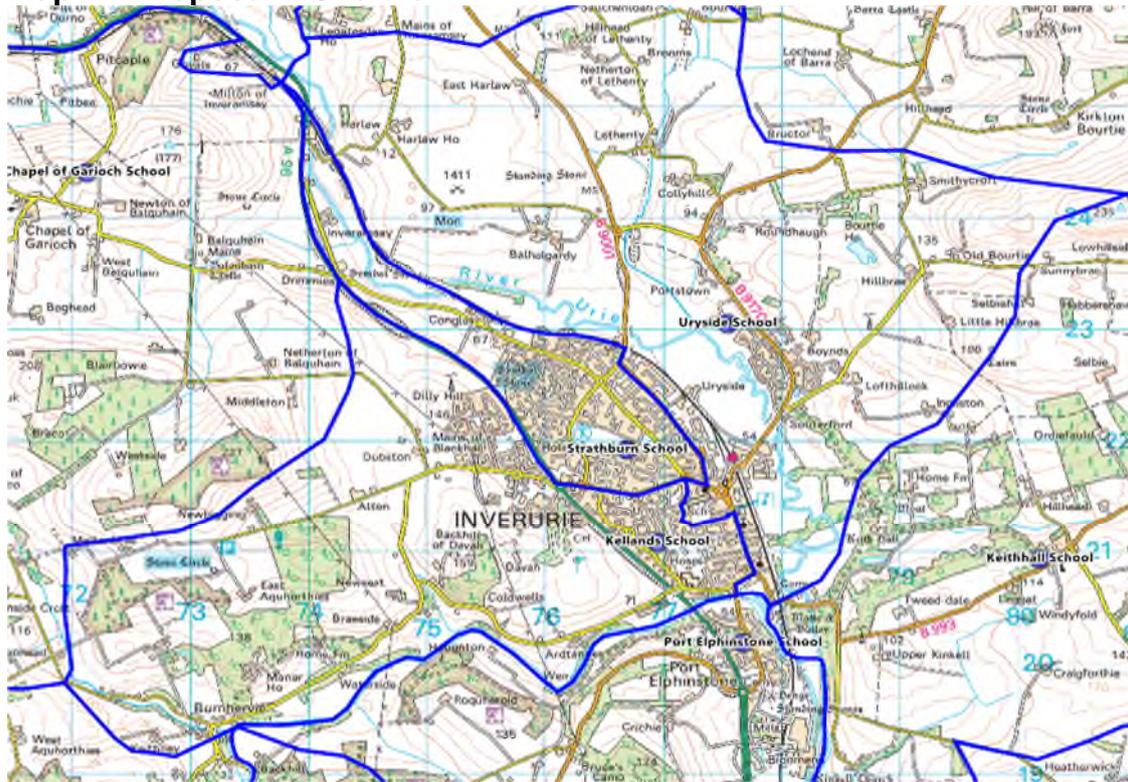
Summary of changes – As in Proposal 1 and also includes the area to the north west of Blackhall Road/Westburn area and the boundary line near Drimmies

has been realigned with the A96 road.
Map 6 – Proposal 1 and 2 Uryside School



Summary of changes – Removal of area adjacent to North Street from the catchment and rezoned to Strathburn School.

Map 7 – Proposal 1 Overview



Summary of changes in Proposal 1 – Changes to Kellands, Strathburn and Uryside School Catchment Areas. Rezone the area adjacent to North Street from Uryside School to Strathburn School. Rezone the area in between Blackhall Road and Middlemuir Road to Strathburn School from Kellands School. Digital copies of all the maps in this proposal document can be found on the Aberdeenshire Council website at:

<https://aberdeenshire.gov.uk/schools/school-info/education-consultations/>

Table 1 – Proposal 1 Forecast

Proposal 1 School Roll Forecast				Rezoned from August 2020			
School	Capacity	2018	2019	2020	2021	2022	2023
Kellands	442	425	439	455	446	455	437
Strathburn	480	416	431	428	446	451	443
Uryside	589	317	378	426	470	493	511

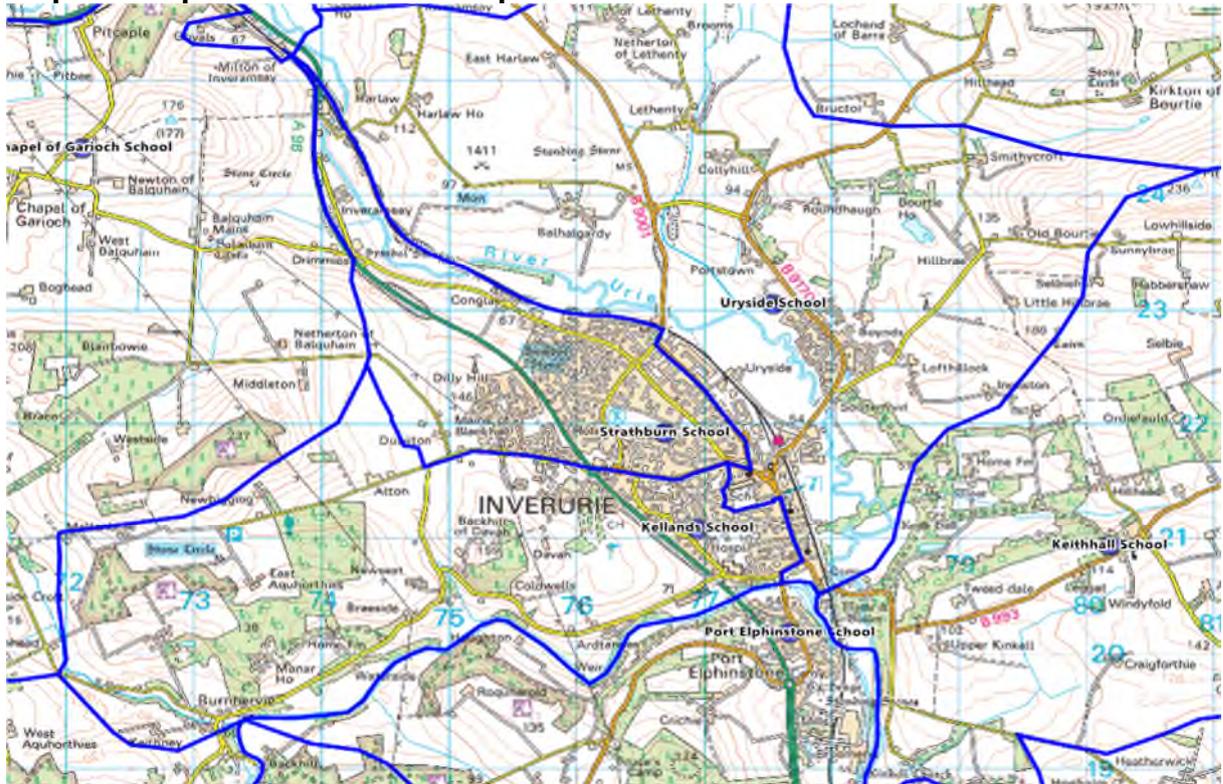
*figures in red are when roll exceeds capacity

These forecasts are based on live data used to monitor variations in the published forecast but are not published.

The published 2018 based school roll forecasts can be viewed on the Aberdeenshire Council website at:

<https://aberdeenshire.gov.uk/schools/parents-carers/school-info/school-roll-forecasts/>

Map 8 - Proposal 2 Overview Map



Summary of changes in Proposal 2 - Includes the changes made in Proposal 1 and a rezone of the area North West of Blackhall Road/Westburn from Kellands School to Strathburn School. No additional changes to the Uryside Zone from Proposal 1. The boundary line has also been tidied up near Drimmies and now is aligned with the A96 road. Digital copies of all maps in this proposal document can be found on the Aberdeenshire Council website at: <https://aberdeenshire.gov.uk/schools/school-info/education-consultations/>

Table 2 – Proposal 2 School Roll Forecast

Proposal 2 School Roll Forecast				Rezoned from August 2020			
School	Capacity	2018	2019	2020	2021	2022	2023
Kellands	442	425	439	441	419	415	387
Strathburn	480	416	431	442	474	491	492
Uryside	589	317	378	426	470	493	511

*figures in red are when roll exceeds capacity

Proposal 2 would mean that Strathburn School is forecast to go over capacity. The school may require capital investment by means of an extension or a reconfiguration to support the additional pupil numbers. Strathburn School was built with the option to extend the building if required in future years. This would be assessed against the expected pupil numbers generated from the housing attributed to the school catchment area in the forecasts.

There is an allocation within the 2019/20 Capital Budget to allow for the construction of a formal path from the Westgate housing development area, which would provide

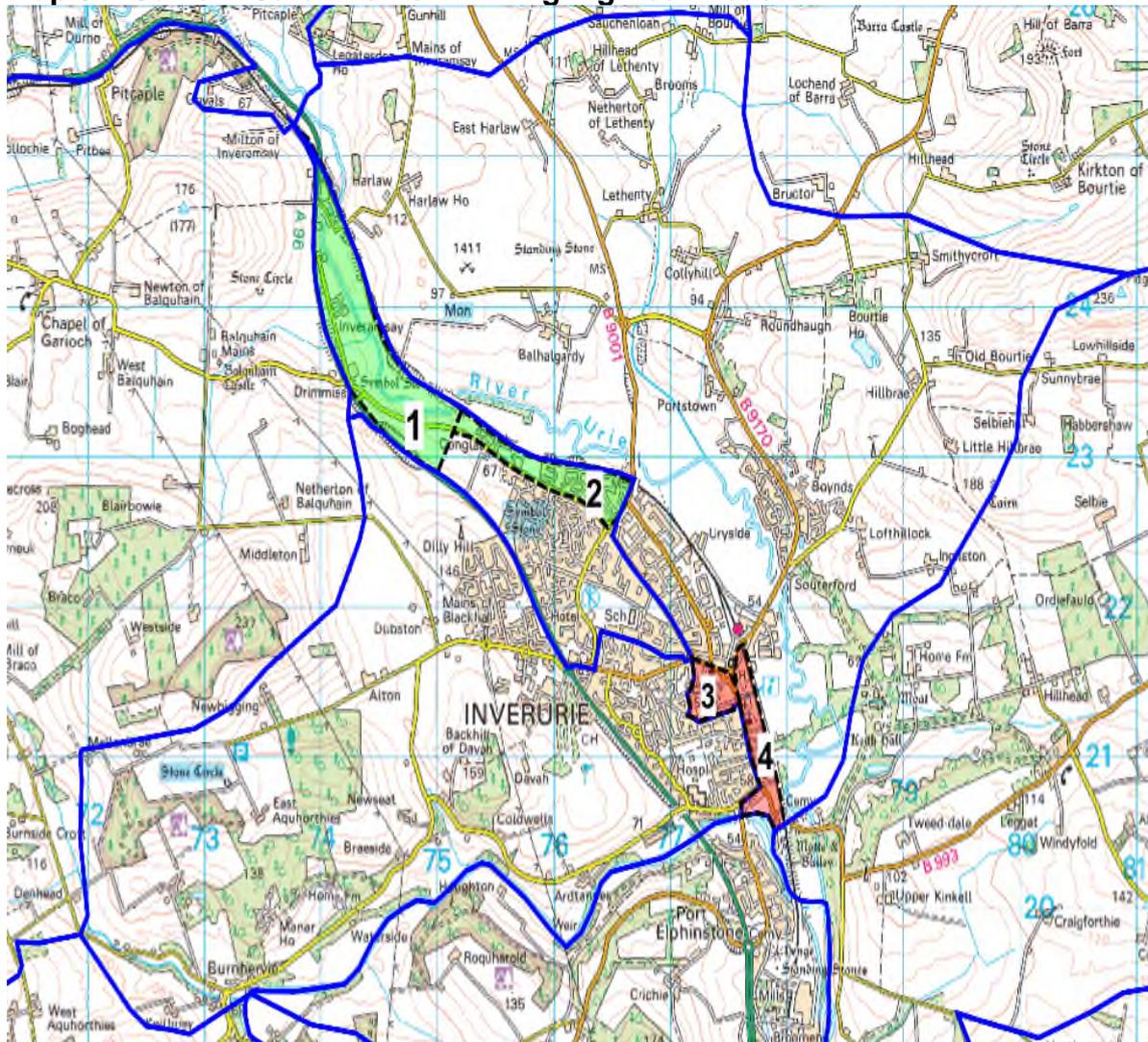
the community with another walking route into the town and it would be on the same side of the road as Kellands School. Aberdeenshire Council are currently undertaking discussions with the land owners to obtain the land required in order to undertake this project.

There are a number of housing sites allocated in the local development plan over the next few years. These are detailed in table 3 below.

Table 3 – Housing Forecast

Location	Total Units	Primary School	2018	2019	2020	2021	2022	2023	2024	2025	2026
Blackhall Road (Westgate South)	222	Kellands	37	30	30	3	0	0	0	0	0
Former Hatchery, Blackhall Road	64	Kellands	0	0	0	15	15	15	19	0	0
Former Royal British Legion, Blackhall Rd	5	Kellands	0	0	5	0	0	0	0	0	0
Crichie, Port Elphinstone	737	Port Elphinstone	0	0	0	25	25	35	40	50	60
Pineshaw, Port Elphinstone	25	Port Elphinstone	0	0	0	0	0	5	10	10	0
West Conglass	57	Strathburn	0	18	24	15	0	0	0	0	0
Adj Conglass Cottages (Monument View)	65	Strathburn	44	16	0	0	0	0	0	0	0
Former Abbatoir, North Street	80	Strathburn	0	0	0	30	30	20	0	0	0
Strathburn Cottage, Middleton Road	15	Strathburn	0	0	15	0	0	0	0	0	0
Uryside (EH2) (Portstown Ph1)	163	Uryside School	25	45	45	40	8	0	0	0	0
Uryside Phase 2 (EH1) (inc Portstown Ph3)	531	Uryside School	64	40	40	40	35	35	26	0	0
Former Loco Works	122	Uryside School	0	5	15	8	18	0	0	0	0
Harlaw Road/Harlaw Drive	58	Uryside School	0	0	0	0	0	0	0	0	0
Uryside (M3) (Portstown Ph2)	253	Uryside School	0	0	0	0	13	40	40	40	40
Uryside Phase 2 (H4)	150	Uryside School	0	0	0	0	0	0	5	35	35
Site at Mortimer's Lane	6	Uryside School	0	0	6	0	0	0	0	0	0

Map 9 – Current Catchments With Highlighted Areas



In the map above there are four changes that can be included as part of either Proposal 1 or Proposal 2.

The highlighted areas 1 and 2 are currently in the Strathburn School catchment, however at the informal engagement sessions parents were asked their views on where they thought these areas should be zoned to. There were some comments from parents about rezoning those areas to Uryside School. The reasons given were that as the areas are close to the bypass road, pupils could be driven to Uryside without having to go through Inverurie.

The highlighted areas of 3 and 4 are currently in the Uryside School catchment area. At the informal engagement sessions some parents suggested they could be rezoned to Kellands School due to their proximity to the school for walking.

There are no planned housing developments in the highlighted areas and if it was requested that these areas were to be rezoned to a different school, there would be a limited impact on pupil numbers.

Proposal 3 – Retain the status quo

Table 4 – Live School Roll Forecasts

School	Capacity	2018	2019	2020	2021	2022	2023
Kellands	442	425	439	460	457	464	445
Strathburn	480	416	431	429	445	453	447
Uryside	589	317	378	420	460	481	498

*Figures in red are when roll exceeds capacity

4. Educational Benefit Statement

- 4.1 Some of the schools within the cluster are operating close to capacity. This results in less space being available for pupils and imposes restrictions in delivering the curriculum.
- 4.2 The proposed changes address the capacity issues to a large extent and over time will provide the additional learning space for pupils in schools.
- 4.3 Aberdeenshire Council is committed to delivering entitlements to learners in the 21st century according to a Curriculum for Excellence.
- 4.4 The zoning options should help to consolidate what is happening in practice at each of the three schools through out of zone placing requests. Currently a large number of families are submitting placing requests to Strathburn School and Kellands School from a concentrated area of the town currently zoned to Uryside School.
- 4.5 As a result of the rezoning, pupils will be able to walk/cycle to 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 the capacity of some schools as new housing developments are built. Continuing the status quo would also mean that parental choice was not being considered and placing requests would remain high for certain schools. This is however being consulted on as Proposal 3 to make no changes.
 - The following zoning options have been discounted by Aberdeenshire Council Officers:
 - Rezone the Westgate area to the North West of the Kellands School catchment to Strathburn School or Uryside School. This would result in Strathburn or Uryside School being greatly over capacity and would leave Kellands School with a falling roll.

6. Effect on the local community

- 6.1 There are significant developments planned, and underway across the Inverurie Cluster. These will generate new communities and extend existing ones. These proposals will help ensure that adequate educational facilities are available to the communities as the developments progress.
- 6.2 These proposals will help reduce the amount of placing requests by aligning the catchment areas with the current trends of parental choice.

7. School Transport

- 7.1 As the change in school zones would only apply to new children entering education in the Inverurie Cluster, there will not be any change to transport provision for current pupils.
- 7.2 There are currently 32 primary pupils within the town of Inverurie who are transported to school by Aberdeenshire Council.
- 7.3 There may be a slight change in the overall transport requirements. The majority of pupils on school transport are in zone privilege pupils and not entitled to free transport.

8. Financial Implications

- 8.1 Some of the zoning options could result in a need for additional teaching staff at the receiving schools. Any changes would be gradual and would be managed through existing HR recruitment policies.
- 8.2 The proposed changes for Kellands and Strathburn Schools do not fully mitigate the impact of housing developments in future years. Capital investment may be required to provide additional capacity in due course.

9. Sustainability

- 9.1 The proposed changes should ensure that pupils in the town will be able to walk or cycle to school safely, and there would be a reduced requirement for school transport.

10. Equal Opportunities

- 10.1 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.
- 10.2 The aim of an EIA is to examine policies and practice in a structured way to make sure that adverse effects on groups with protected characteristics 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.
- 10.3 With regards to the rezoning of the schools in the town of Inverurie, it is not

believed that this will have a negative impact on any of the groups with protected characteristics.

- 10.4 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.
- 10.5 Under The Equality Act 2010 education providers must not treat disabled pupils less favourably and should take reasonable steps to avoid putting disabled pupils at a substantial disadvantage. Existing arrangements in place for pupils within the Inverurie Cluster with additional support needs will continue.

11. Implications for staff

- 11.1 Initially there should be minimal implications for staff. As the overall roll of the Inverurie Cluster continues to rise there will be a requirement for additional teaching staff.

12. Consultation Arrangements

- 12.1 At its meeting on 30 May 2019, Aberdeenshire Council's Education & Children's Services Committee were asked to agree to the commencement of a statutory consultation. No decision will be taken by the Council on the proposal contained in this report until after the end of the consultation period. The Council will then receive a report on the consultation and will make a decision on the proposal.
- 12.2 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 at: <http://www.aberdeenshire.gov.uk/schools/education-consultations/>
- 12.3 The period for consultation will extend from Wednesday 5 June 2019 until Friday 6 September which covers a minimum period of 30 school days.
- 12.4 A public meeting will be held at Inverurie Academy on Thursday 29 August 2019 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.
- 12.5 Meetings will be organised for the staff working in the affected schools during the consultation period to discuss the proposals, and a number of opportunities will be arranged for all primary pupils at the affected schools to engage in the consultation.
- 12.6 An online survey will be available as part of the consultation. This can be completed at:
<https://www.surveymonkey.com/r/InveruriePrimaryRezoningConsultation>

- 12.7 The Council will also take into account written comments which should be sent to Mrs Maxine Booth, Quality Improvement Manager, to be received no later than Friday 6 September 2019 at 5pm. They should be posted to Aberdeenshire Council, Education & Children's Services, Gordon House, Blackhall Road, Inverurie, AB51 3WA or emailed to learningstates@aberdeenshire.gov.uk
- 12.8 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.

Consideration of Consultation Responses

- 12.9 The Council will review the proposals having regard to the ES Report, survey results, 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 website and from Council Headquarters, as well as at the schools, libraries and offices listed on page 2 of this document, free of charge. Anyone who has made written representations during the consultation period will also be informed about the report.
- 12.10 The report will include a record of the total number of written representations made during the consultation period, a summary of the written representations and a summary of the oral representations made at the public meeting. The report will also include the Authority's response to the ES Report, a response to any issues raised through 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.
- 12.11 The last section of the report will include an officer recommendation as to whether the proposals should be adopted and implemented. The Consultation Report will be published at least 3 weeks prior to the Council making a decision.
- 12.12 As the proposal is to implement the changes from August 2020, a copy of the Consultation Report will be in the public domain from January 2020 to support parents making Primary 1 applications for their children at that time.

13. Decision Making

- 13.1 The consultation report will be considered firstly by the Garioch Area Committee who will be asked to make a recommendation as to whether the proposed changes are implemented.
- 13.2 Following discussion and recommendation at the Garioch Area Committee, the Education & Children's Services Committee will consider the report and be asked to approve the officer recommendation in the report. This is expected to be in December 2019.

14. Conclusion

- 14.1 The Council believes that the measures proposed in this document will enhance the provision of primary education in this area.
- 14.2 The proposed changes to the catchment areas will help to alleviate the pressures on capacity at the primary schools in the town of Inverurie and will better reflect the wishes of parents by realigning pupil numbers along with the placing requests submitted to the Council.
- 14.3 The Council recognises that the pupil numbers across the three primary schools in Inverurie are forecast to rise and that capital investment may be required in the future. Any future capital investment will be assessed against the expected school roll forecasts and budget availability.

EQUALITY IMPACT ASSESSMENT

Stage 1: Title and aims of the activity (“activity” is an umbrella term covering policies, procedures, guidance and decisions).	
Service	Education & Children’s Services
Section	Learning Estates
Title of the activity etc.	Review of Inverurie Town Primary School Catchment Areas
Aims and desired outcomes of the activity	The Education & Children’s Services are asking for approval to carry out a statutory consultation regarding the rezoning of the catchment areas within the town of Inverurie. A range of alternatives have been considered and consultation is taking place on a set of rezoning options that address the requirements relating to school capacity and parental choice.
Author(s) & Title(s)	Rachael Goldring, Learning Estates Team Leader
Stage 2: List the evidence that has been used in this assessment.	
Internal data (customer satisfaction surveys; equality monitoring data; customer complaints).	Meeting held with Head Teachers of the primary schools in the town of Inverurie. Meeting held with Garioch Councillors regarding the review of the catchment areas.
Internal consultation with staff and other services affected.	Engagement sessions with Head Teachers at each of the schools affected by the proposals in the consultation document in October 2018. Discussions with colleagues in the transportation service.
External consultation (partner organisations, community groups, and councils).	Online survey issued to residents and parents/carers in the Inverurie Cluster asking for feedback on the current catchments and views on rezoning the catchments. Three informal engagement sessions were held in October 2018 where any interested parties were invited to view maps of the current catchments and proposed changes. Sessions were held at Kellands, Strathburn and Uryside Schools.
External data (census, available statistics).	School Roll Forecasts Local Development Plan NHS Community Health Index Data

APPENDIX 2

Other (general information as appropriate).	
---	--

Stage 3: Evidence Gaps.	
Are there any gaps in the information you currently hold?	Possibly, and these will be identified through the consultation process.

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 of proposal as per the committee report.	June to August 2019
	Public Meeting	27 June 2019
	Pupil Sessions	June to August 2019

<p>Stage 5: Are there potential impacts on protected groups? The protected groups covered by the equality duty are: age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation. The duty also covers marriage and civil partnerships, but only in respect of eliminating unlawful discrimination.</p> <p>Who is affected by the activity or who is intended to benefit from the proposed policy and how? Please complete for each protected group by inserting "yes" in the applicable box/boxes below.</p>				
	Positive	Negative	Neutral	Unknown

APPENDIX 2

Age – Younger Eliminating unlawful discrimination, harassment and victimisation Advancing equality of opportunity Promoting good relations among and between different age groups	Yes		Yes	
Age – Older			Yes	
Disability			Yes	
Race – (includes Gypsy Travellers)			Yes	
Religion or Belief			Yes	
Sex (Gender)			Yes	
Pregnancy and maternity			Yes	
Sexual orientation – (includes Lesbian/ Gay/Bisexual)			Yes	
Gender reassignment – (includes Transgender)			Yes	
Marriage and Civil Partnership eliminating unlawful discrimination			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)

APPENDIX 2

<p>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.</p>	<p>Age – Younger</p> <p>The review of the primary school catchment areas will address issues relating to capacity within the schools. The consultation also aims to realign the out of zone placing requests with parental choice as per the parents charter.</p>	

Stage 7: Have any of the affected groups been consulted?	
<p>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?</p>	<p>Initial engagement has taken place at informal public engagement sessions and an online survey has been issued. The statutory consultation process involves pupils as one of the key target groups. There will be a public consultation meeting held in June 2019.</p>

Stage 8: What mitigating steps will be taken to remove or reduce negative impacts?		
<p>These should be included in any action plan at the back of this form.</p>	<p>Mitigating Steps</p>	<p>Timescale</p>
	<p>These will be identified as part of the ongoing consultation process and will be incorporated into the final consultation report.</p>	<p>June 2019 – November 2019</p>

Stage 9: What steps can be taken to promote good relations between various groups?	
<p>These should be included in the action plan.</p>	<p>Wider consultation will support good relations with all identified groups.</p>

APPENDIX 2

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 and make the process as accessible as possible.

Stage 11: What equality monitoring arrangements will be put in place? How the EIA will be used to monitor the proposal	
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.
	No negative impacts have been identified at this stage of the consultation.	
	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.

APPENDIX 2

--

Stage 14: Sign off and authorisation.			
Sign off and authorisation.	1) Service and Team	Education & Children's Services Learning Estates Team	
	2) Title of Policy/Activity	Review of the Inverurie Town School Catchment Areas	
	3) Authors: I/We have completed the equality impact assessment for this policy/activity.	Name: Gemma Dacre Position: Learning Estates Officer Date: 23 April 2019 Signature:	Name: Rachael Goldring Position: Learning Estates Team Leader Date: 24 April 2019 Signature:
		Name: Position: Date: Signature:	Name: Position: Date: Signature:
	4) Consultation with Service Manager	Name: Date:	
	5) Authorisation by Director or Head of Service	Name: Craig Clement Position: Head of Resources and Performance E&CS Date:	Name: Position: 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: 25/04/19
	7) EIA author sends a copy of the finalised form to: equalities@aberdeenshire.gov.uk		Date:
(Equalities team to complete) Has the completed form been published on the website? YES/NO		Date:	

