

## NEW SCHOOLS REDEVELOPMENT PROJECT– CAMPBELTOWN, OBAN AND KIRN

**1.0 Executive Summary**

- 1.1 This report provides an update to committee members on the schools redevelopment project to build new secondary schools in Campbeltown and Oban, and a new Kirn Primary School.
- 1.2 The New Project Request (NPR) in respect of Campbeltown and Oban was approved by the Board of hubNorth Scotland (hubNorth) in August 2014 and both projects have now progressed into the Stage 1 development period. The NPR for Kirn Primary school received approval at the hubNorth Board meeting on 25 September 2014. This project too will now progress into Stage 1.
- 1.3 The key dates for the Campbeltown and Oban school project programmes are:

December 2014	Policy and Resources Committee (P&R) to approve Stage 1 submission report which is likely to be reported to the December P&R committee.
September 2015	Financial Close
October 2015	Construction start
March 2017	Construction end Campbeltown Grammar
July 2017	Construction end Oban High School

In early discussions with hubNorth, it is the full intention to drive the Kirn Primary school programme to fall into line within the same timeframe as the Campbeltown and Oban projects to reach Financial Close at September 2015. Details of the Kirn programme will be brought to the P&R committee meeting in December 2014.

- 1.4 The Stage 1 submission document for Campbeltown Grammar and Oban High is likely to be reported to the December P&R committee. This will include information on a range of key deliverables (detailed in section 4.3 of the report).
- 1.5 Following Guidance published by the SFT in May 2014, hubNorth has requested that the Council agree that Payments can be made to the Design Team at:
- Stage 1 Approval; and
  - Staged intervals throughout the Stage 2 process (up to RIBA stage E) capped at 80% of the total Stage 2 fee due.

The total fees for appointed consultants has been capped at £2,043k with total discounted fees of £1,748k negotiated which gives a saving of £295k (14.4%), this saving/discount has been offered on the proviso that staged payments totalling £981k for Stages 1 & 2 will be made. The capped fees for consultants still to be appointed are £273K.

- 1.6 HubNorth has recommended through a Value for Money report to the Council that Morrison Construction should be appointed as the Tier 1 building contractor for all three school projects.
- 1.7 By the end of Stage 1, the key design areas that should be agreed for both Campbeltown Grammar and Oban High School are:
- Site layout;
  - Floor plans and building use adjacencies; and
  - Schedule of accommodation

The layouts and schedules are contained within Appendices 1 - 6.

A similar level of design detail will be undertaken for Kirn Primary school now that it has entered Stage 1 and will be reported on to a future P&R committee meeting.

- 1.8 A Pre-Application Consultation (PAC) is being carried out by HubNorth with their architects on behalf of the Council for each of Campbeltown Grammar and Oban High School. A PAC is not required for the Kirn Primary school development.
- 1.9 Legal services are progressing the issues regarding the garage and grazing leases in Oban and Campbeltown (see detail in section 4.9 of the report).
- 1.10 The Communications Strategy contained as Appendix 7 sets out the key aims and objectives to be employed throughout the development of each project.
- 1.11 A Project Launch event is being organised for the afternoon of Thursday 4<sup>th</sup> December 2014 and will take place in the Council Chambers, Kilmory, Lochgilphead.
- 1.12 HubNorth has proposed that a “Meet the Buyer” event takes place at a date to be agreed but likely to be at the end of November / beginning of December 2014. Events are currently being arranged to be held in Oban, Campbeltown and Dunoon.

### **Recommendations**

- 1 Note the project programme key dates for Campbeltown Grammar and Oban High school, at paragraph 4.1, and the requirement for the P&R committee to meet to approve the Stage 1 submission report.
- 2 Accept the recommendation of hubNorth that Morrison Construction is appointed as the Tier 1 building contractor for the Council’s Scotland’s Schools for the Future (SSF) schools’ projects in Campbeltown, Oban and Kirn.
- 3 Accept the recommendation of hubNorth that Argyll & Bute Council agree to an amendment to the TPA Payment Provision at Stage 1 & 2 as per the Scottish Futures Trust Guidance Note 4/14. This allows for Stage Payments of Development Fees to be paid after Stage 1 and during Stage 2 as outlined in paragraph 4.4.
- 4 Agree for Campbeltown Grammar:
  - the site layout;
  - building floor plans and adjacencies; and
  - accommodation schedule

as contained in Appendices 1-3 which are expected to be submitted as part of the Stage 1 submission from hubNorth.

5 Agree for Oban High School:

- the site layout;
- building floor plans and adjacencies; and
- accommodation schedule

as contained in Appendices 4-6 which are expected to be submitted as part of the Stage 1 submission from hubNorth.

6 Note the update on the tenancies at Kintyre Park, Campbeltown and Dalintart Farm, Oban.

7 Note the detail of the project communications strategy as contained in Appendix 7.

**NEW SCHOOLS REDEVELOPMENT PROJECT– CAMPBELTOWN, OBAN AND KIRN**

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**2. INTRODUCTION**

- 2.1 This report provides an update to members on the schools redevelopment project to build new secondary schools in Campbeltown and Oban, and a new Kirn Primary school. The New Project Request (NPR) in respect of Campbeltown and Oban has been approved by the Board of hubNorth Scotland (hubNorth) in August 2014 and this project has now progressed into the Stage 1 development period. The NPR for Kirn Primary school was agreed at the Council meeting in June 2014 and was submitted to hubNorth on 15 August 2014. The NPR received approval at the hubNorth Board meeting on 25 September 2014. This project too has now progressed into Stage 1.
- 2.2 The expectation is that hubNorth should be able to provide the new school facilities in Campbeltown, Oban and Kirn within the Scottish Futures Trust (SFT) programme metric, with exception of any abnormal general and site costs. The Council needs to progress the project to ensure completion of construction of the schools by the Scottish Government's end date of March 2018.

The Council's school redevelopment project team continue to challenge hubNorth, with support from the SFT, to:

- deliver the schools according to the project programmes;
- meet the requirements of the project brief for each school; and
- deliver the schools within the affordability caps as set out within the NPR's for Campbeltown Grammar/Oban High and Kirn Primary schools.

**3. RECOMMENDATIONS**

- 3.1 It is recommended that members:
- 3.1.1 Note the project programme key dates for Campbeltown Grammar and Oban High school, at paragraph 4.1, and the requirement for the P&R committee to meet to approve the Stage 1 submission report.
- 3.1.2 Accept the recommendation of hubNorth that Morrison Construction is appointed as the Tier 1 building contractor for the Council's Scotland's Schools for the Future (SSF) schools' projects in Campbeltown, Oban and Kirn.
- 3.1.3 Accept the recommendation of hubNorth that Argyll & Bute Council agree to an amendment to the TPA Payment Provision at Stage 1 & 2 as per the Scottish Futures Trust Guidance Note 4/14. This allows for Stage Payments of Development Fees to be paid after Stage 1 and during Stage 2 as outlined in paragraph 4.4.

- 3.1.4 Agree for Campbeltown Grammar:
- the site layout;
  - building floor plans and adjacencies; and
  - accommodation schedule
- as contained in Appendices 1-3 which are expected to be submitted as part of the Stage 1 submission from hubNorth.
- 3.1.5 Agree for Oban High School:
- the site layout;
  - building floor plans and adjacencies; and
  - accommodation schedule
- as contained in Appendices 4-6 which are expected to be submitted as part of the Stage 1 submission from hubNorth.
- 3.1.6 Note the update on the tenancies at Kintyre Park, Campbeltown and Dalintart Farm, Oban.
- 3.1.7 Note the detail of the project communications strategy as in Appendix 7.

#### 4. DETAIL

##### 4.1 Schools Redevelopment Project – Programme

Following the acceptance of the NPR for Campbeltown Grammar and Oban High by the hubNorth Board on 11 August 2014 an updated programme been issued by hubNorth. The key dates for the Campbeltown and Oban school projects are:

Date	Description	Comment
11 August 2014	Acceptance of new Project Request (NPR) by hubNorth Board	
18 August 2014	Stage 1 commenced	
December 2014	Stage 1 approval by Council	Policy and Resources Committee (P&R) to approve Stage 1 submission report which is likely to be reported to the December P&R committee. It is likely that hubNorth will submit the Stage 1 submission for review by the Council on or around 21 November 2014.
December 2014 - Early January 2015	Stage 1 Key Stage Review conducted by SFT	
December 2014 - June 2015	Stage 2 commences	It is intended that Stage 1 and 2 will overlap to shorten overall programme length. Detail of Stage 2 programme is awaited from hubNorth.
July - September 2015	Stage 2 approval, including development of Full Business Case (FBC)	P&R to approve FBC
	Stage 2, Approval and SFT Key Stage Review (KSR)	Overlap period with Council approval of FBC
August - September 2015	Construction Mobilisation	

Date	Description	Comment
September 2015	Financial Close	
October 2015	Construction Start	
March 2017	Construction End	Campbeltown Grammar
July 2017	Construction End	Oban High School

### **Kirn Primary School**

4.2 The Council, at its meeting in June 2014, agreed that the NPR for the new Kirn Primary school should be submitted to hubNorth. The NPR was submitted on Friday 15 August and received approval from the Board of hubNorth on 25 September 2014. The Kirn project has now entered Stage 1. In early discussions with hubNorth it is the full intention to drive this programme to fall into line within the same timeframe as the Campbeltown and Oban projects, to ensure that Financial Close for this project is also achieved by September 2015. Details of the Kirn programme will be brought to the P&R committee meeting in December 2014.

### **4.3 Campbeltown and Oban Project Programme - Stage 1**

The Stage 1 submission document is likely to be reported to the December P&R committee. The submission document will include information on key deliverables such as:

- Planning - pre-application consultation (PAC);
- Contractor appointments;
- Financial Information - initial development of the project financial model; funder engagement; and pricing report;
- Key performance indicators (KPI's) for the projects; and
- Building design.

Following the P&R Committee approval of the Stage 1 submission report, the report will require approval also through the SFT's Key Stage Review (KSR) for Stage 1.

During the Stage 1 approval period it is the intention that the hubNorth design team continues to develop the detailed design work, preparing and issuing of work packages for tender, pricing and financial modelling as required for Stage 2. This will assist in maintaining momentum to reach Financial Close by September 2015.

It should be noted that there is a further impetus on reaching Financial Close by September 2015 as the SFT has confirmed that funding will be indexed to Q3 2015. Any delay past this indexation date will result in the Council having to meet the full cost of any additional inflation. This risk will be continuously monitored as the Programme progresses.

### **4.4 Stage Payments**

Following Guidance published by the SFT in May 2014 pertaining to the amendment of the payment process during Stage 1 and Stage 2 of the hub development process (Guidance Note 4/14), hubNorth Scotland formally requested that Argyll & Bute Council consider a change to their specific requirements under the Territory Partnering Agreement in order that Payments can be made to the Design Team at:

- a) Stage 1 Approval; and
- b) Staged intervals throughout the Stage 2 process (up to RIBA stage E) capped at 80% of the total Stage 2 fee due.

The total fees for appointed consultants has been capped at £2,043k with total discounted fees of £1,748k negotiated which gives a saving of £295k (14.4%), this saving/discount has been offered on the proviso that staged payments totalling £981k for Stages 1 & 2 will be made and in accordance with the overall project programme that projects financial close in September 2015. HubNorth are of the view that stage payments will assist in obtaining more positive and timely engagement from contractors in the design and planning process in Stages 1 and 2 and increase the likelihood of maintaining progress in accordance with the project programme and thereby lessen any risk of the Council incurring inflation risk as outlined at paragraph 4.5.8 hereof. The capped fees for consultants still to be appointed are £273K.

The balance of fees will be paid at financial close. Any saving made will be available to meet construction costs and assist in the challenge of ensuring the total project is within the budgets set. It should be noted that other Local Authorities within the Hub area have also agreed to make staged payments.

#### 4.5 **Value for Money - Appointment of Tier 1 Building Contractor**

4.5.1 The Council has chosen the hub Programme to deliver an improved Value for Money (VfM) solution for the delivery of the new schools in Campbeltown, Oban and Kirn. The funding parameters of each project have been developed in line with the SFT programme metrics.

As part of the Stage 1 programme, hubNorth are recommending to the Council the appointment of Morrison Construction (formerly Miller Construction) as the Tier 1 building contractor to deliver the new schools in Campbeltown and Oban rather than carrying out a VfM tender exercise.

4.5.2 In January 2013, hubNorth appointed two Tier 1 building contractors to deliver the Scottish Schools for the Future (SSF) Programme within the North Territory. These contractors were Balfour Beatty and Miller Construction. At that time Miller Construction was nominated, not appointed, to build the secondary schools in Campbeltown and Oban. This pre-dates the decision taken by the Council to proceed with a new build of Kirn Primary School. However, the Tier 1 appointment to Campbeltown and Oban would apply also to Kirn Primary school.

4.5.3 However, since January 2013, hubNorth has carried out a refresh of the Tier 1 building contractors and as of 10 July 2014 hubNorth now has five Tier 1 contractors. These are:

- Balfour Beatty;
- Morrison Construction;
- Robertson Construction Ltd;
- Ogilvie Construction Limited; and
- Kier Construction Ltd.

4.5.4 Following the refresh, hubNorth has recommended that Morrison Construction should be the Tier 1 contractor without carrying out a tender exercise with its Tier 1 contractors.

The Council has asked hubNorth to demonstrate that Morrison Construction

would still afford the best VfM solution as the Tier 1 building contractor for the Council's three school projects.

HubNorth has prepared and issued to the Council a VfM paper highlighting several key areas why they, hubNorth, continue to recommend Morrison Construction as the Tier 1 contractor. In summary these key areas are:

- Project brief and added value;
- Time (Delivery);
- Cost (Affordability); and
- Performance; Experience and Suitability.

#### 4.5.5 VfM - Project Brief and Added Value

The Council has developed project briefs setting out the educational and technical requirements for each school. The briefs have been prepared in such a way to encourage hubNorth to design the new school buildings to deliver both the requirements of the brief and to be within the affordability caps as set out in the NPR's. A project approach that has been welcomed and encouraged by the SFT.

If the affordability caps are to be met, hubNorth firmly believe that each school design must be driven from the start by the Contractor working as part of their design team.

4.5.6 Prior to the NPR for Campbeltown and Oban being submitted to hubNorth, the Council's project team engaged in several design workshops with hubNorth. Morrison Construction took part in several of these design workshops and as such has been working "at risk" (i.e. committing their own resources before any formal contract arrangement). This work also entailed Morrison's visiting each of the school sites to assess the site conditions at first hand and to meet with each of the Head Teachers to listen to their aspirations for the new school. As such, they have developed a sound working knowledge of the project briefs, the current site layout and ground conditions.

4.5.7 HubNorth consider that the appointment of Morrison Construction as the Tier 1 contractor, rather than carrying out a tender exercise with all five Tier 1 contractors, would deliver certainty in respect of financial, design and programme risks more quickly given Morrison's Construction's involvement in the project to date. The time saved by *not* having to tender will add value by:

- Allowing the hubNorth design team to continue to focus resources on solving project specific issues earlier;
- Allowing the hubNorth design team to continue to focus on the project outcomes required rather than separate management of design; which may change with the later appointment of the contractor; and
- Enabling the contractor (Morrison Construction) to drive the design from the start. It is felt that in cost terms the concept stage allows the greatest opportunity for value improvement as it becomes increasingly more difficult to make changes that will impact positively on cost the further the design has been developed; and
- Ensuring early integration with the local supply chain as soon as possible.



4.5.8 VfM - Time (Delivery)  
The Council has set a challenging programme for the delivery of the schools as the programme must meet the Scottish Government's deadline date of March 2018. A tender process lasting a minimum of 4-6 weeks will impact on an already tight programme to Financial Close; therefore it is recommended that this be avoided if at all possible. In discussions with the Scottish Futures Trust (SFT), indexation of costs has been agreed to Q3 2015, when Financial close is expected. If Financial Close is not reached by September 2015, then all cost increases due to indexation will have to be met in full by the Council.

4.5.9 VfM - Cost (Affordability)  
HubNorth has confirmed that Morrison Construction will stand by its January 2013 commitment of working to a 3.5% profit and overhead cap. This commitment and transparency removes a significant element of cost uncertainty at this stage as the construction market has moved on significantly over the past 18 months. There is, therefore, no guarantee that upon receipt of tenders this margin would be bettered, and there indeed could be a risk that it could increase.

Currently the NPR affordability cap shows 4.5% for profit and overhead so moving to 3.5% will lead to a potential saving of £350k which will be available to meet construction costs and assist in the challenge of ensuring the total project is within the budgets set.

The VfM recommendation of appointment recognises also that no contractor would be in a position to provide anything other than a capped level of overhead & profit and indication of prelim costs by the end of Stage 1; and that all Contractors, whether appointed through tender or not, would not be in a position to determine detailed costs and measures against the affordability caps until well into Stage 2.

As per the terms of the Territory Partnering Agreement (TPA), all pricing will be carried out on an open book, transparent basis, and this would be in addition to the SFT Key Stage Review (KSR) process at Stage 1 and Stage 2. This too would provide the Council with the clarity required to demonstrate VfM.

In addition to the monitoring provided through the KSR process, hubNorth will involve the Council in its monthly performance measurement of the Contractor to ensure that the Contractor continues to deliver proactively and efficiently.

4.5.10 VfM - Performance; Experience and Suitability  
HubNorth has identified performance as a key consideration in recommending Morrison Construction. As noted in section 4.5.1 Morrison Construction was formed from the acquisition of Miller Construction by Galliford Try. Although hubNorth has experienced some historical performance issues with Miller Construction, these have been addressed through changes to senior management and through the introduction of additional resources which have delivered the required improvements through the acquisition of Miller Construction by Galliford Try.

Other key considerations are:

- Financial standing – prior to its acquisition by Galliford Try, Miller Construction was financially strong and is now part of an even stronger company;
- Management systems – the contractor operates robust externally audited management systems;
- Previous experience – Morrison Construction demonstrate a strong track record in delivering school building programmes throughout Scotland and the wider UK. It is currently on site in the Aberdeenshire and Highland Councils building the new Alford Academy and Inverness Royal Academy respectively as part of the SSF programme;
- Health & Safety – Morrison Construction (the then Miller Construction) passed or exceeded all selection requirements at the first tender stage in January 2013; and
- Environmental/Sustainability – Morrison Construction has demonstrated external auditing of systems and provided industry benchmarking placing it in the top 10% of Sustainable Contractors in the UK.

Further assurances have been sought by hubNorth from Ian Jubb, Managing Director, and Graeme West, Commercial Director, both of Galliford Try North & Scotland, that Morrison Construction has the resources and the capacity to deliver the Argyll and Bute schools' projects. HubNorth has received a letter of assurance on 1st August 2014 confirming the capacity to deliver, and that the projects would be resourced sufficiently.

- 4.5.11 HubNorth contend that given the lack of a detailed design at this stage, a competitive tender process to appoint a Tier 1 Contractor cannot deliver the certainty of VfM particularly in regard of demonstrating certainty in cost; time and quality.

Members of the P&R are asked, as one of the recommendations of this report, to accept hubNorth's recommendation that Morrison Construction is appointed as the Tier 1 building contractor for the Argyll and Bute SSF school projects.

#### 4.6 **Key Performance Indicators**

As part of the overall schools' redevelopment projects a number of Key Performance Indicators (KPI's) will be agreed with hubNorth. These KPI's will be developed under a number of broad areas to include:

- Cost;
- Health and Safety;
- Programme;
- Quality;
- Community Benefit; and
- Sustainability.

The project team will continue to discuss with HubNorth the development of the project specific performance indicators and once agreed these will be reported on to a future P&R committee meeting for approval.

#### 4.7 **Design**

By the end of Stage 1, key design areas should be agreed for both Campbeltown Grammar and Oban High school. A similar level of design detail will be now be undertaken for Kirn Primary school now that it has entered Stage 1 and will be reported on to a future P&R committee meeting. The three key areas are:

- Site layout;
- Floor plans and building use adjacencies; and
- Schedule of accommodation.

##### 4.7.1 Campbeltown Grammar School

###### Site Layout

The Council agreed at its meeting in January 2013 that the site for the new Grammar school would be the existing Campbeltown Grammar school site. The current site was determined to be of sufficient size to contain all the relevant facilities within the site boundary.

Since January 2013, following an initial approach from Campbeltown Pupils AFC, Council discussions with the football association, and their subsequent discussions with other organisations within Campbeltown, a proposal that Kintyre Park could be included within the site of the new school was put forward. This additional land area could give an improved design solution for access and accessibility to the school with further flexibility of space for the provision of facilities.

Kintyre Park's inclusion in the brief would be as an optional area, with the intention that hubNorth must demonstrate how the inclusion of Kintyre Park would be feasible and provide benefit to the project, against the option of excluding Kintyre Park from the project.

4.7.2 An initial design team workshop on the site layout was held in January 2014. This workshop included members of the hubNorth design team, Council project team, the Head Teacher, and the SFT. The initial site analysis by hubNorth, set out from their perspective, the advantages and disadvantages of the existing school site for the development of the new school.

	Advantages	Disadvantages
1	Infrastructure in place	Potential for contamination from old sidings and fuel lines to North and South of site.
2	Services in place	Peat strata would impact on foundation and road design.
3	Relatively large, flat site	Existing rock type would impact on any potential piling design.
4	Land in Council ownership	Construction and subsequent demolition operations would be underway during school opening.
5	Remains in same location	Exposed site, potential requirement to increase specification.

6	Reuses existing site	Potential flood risk from elevated area to South of site.
7		Existing access issues

HubNorth also carried out an analysis of the use of the additional area of ground of Kintyre Park within the project. From hubNorth's perspective the use of Kintyre Park offered no advantages for its inclusion within the school project.

After review by HubNorth and their supply chain, hubNorth has concluded that the existing school grounds are the most feasible for the development of the new Campbeltown Grammar School. HubNorth has indicated that they did not consider the use of Kintyre Park would be of an overall benefit to the project.

4.7.3 Based on this site analysis by hubNorth, subsequent design meetings have focused on the development of the new school site layout on the existing Grammar school site only in accordance with the previous decision of the Council. A number of site layouts have been proposed by hubNorth and analysed against the requirements of the project brief that includes provision of external areas such as sports pitches, play space, ASN garden, accessibility, pupil pick up and drop off by bus and/or car, and car parking. From this analysis a preferred site layout solution has been determined. The preferred layout is included as Appendix 1.

4.7.4 Where necessary, design meetings have been followed up with discussions and advice from the Council's external advisers to the project, with Council departments such as Roads and Planning, and statutory planning bodies such as SportScotland.

The preferred layout has been discussed with the wider school community through the school's champions group (including an invitation to Local Members to attend), and with a meeting of school staff on Wednesday 8 October.

The project communication strategy sets out the methods by which the local community will be kept fully informed of the school development through a dedicated web page within the Council website and will contain copies of project newsletters, site layouts, floor plans and room layouts. Separately, the planning process will afford members of the public the opportunity to make comment as to the proposed development.

The Planning Pre-Application Consultation (PAC) and project communication strategy are set out in paragraphs 4.8 and 4.10 respectively.

The site layout may be subject to change as the design process continues through into Stage 2.

4.7.5 CGS - Building Floor Plans and Adjacencies

The school building is currently being designed to be 3 storeys. This compares to the existing building which has 4 storeys. As with the external areas the building has been designed to take account of the accommodation

requirements as set out in the project brief. The building will have a range of accommodation to deliver a Curriculum for Excellence, be fully accessible, and accommodation for ASN pupils, including areas for lifeskills and high/low stimulus rooms.

The hubNorth design team has prepared for consideration the adjacencies of the areas of use within each floor of the building. This considers the nature of use of areas of the building that are in close proximity to each other to ensure there are no conflicts (eg. between noisy and quiet activities). As with the site layout, these floor plan layouts have gone through a similar iterative process and the preferred layout for each floor of the building are as Appendix 2. However, it should be noted at this stage that these plans may be subject to change as the design process continues through into Stage 2.

#### 4.7.6 CGS - Accommodation Schedule

The Council's project team continues to challenge hubNorth to deliver the new Campbeltown Grammar school building within the SFT programme metric allowance for a school of 500 pupils and to the NPR affordability cap. For Campbeltown Grammar, the SFT metric requires an overall metric of a gross internal floor area (GIFA) of 6,888square metres (sqm). This overall area is to be inclusive of circulation, and plant room space required.

Early indications are that the current floor plan design has a gross internal area of 6922sqm with an additional external ground floor plant room proposed of an indicative 205sqm, a total of 7127sqm.

For each of the main areas of the school as shown in Appendix 2, hubNorth has also provided an overall accommodation schedule to match the requirements of the Council's agreed project brief. This schedule has been compared with a schedule prepared by the Council's project team following a detailed analysis of the school curriculum. Where appropriate, adjustments to the hubNorth schedule have been proposed. This work has been in full discussion with the Head Teacher and her staff teams. Any adjustments made must be contained within the overall SFT metric GIFA.

SportScotland has been consulted on the external and internal sports provision for school, and community use, and early indications are that these facilities meet the needs of a school with a roll of 500 pupils.

The proposed accommodation schedule is contained as Appendix 3. As the detailed building design is carried through into Stage 2 there may be a requirement to alter some of the detail of the accommodation schedule. Any such changes would be discussed in full with the Head Teacher and their staff teams.

#### 4.7.7 Members of the P&R committee are asked as one of the recommendations of this report to agree for Campbeltown Grammar:

- the site layout;
- building floor plans and adjacencies; and
- accommodation schedule

as contained in Appendices 1-3 which are expected to be submitted as part of the Stage 1 submission from hubNorth.

#### 4.7.8 Oban High School

The development of the Oban site layout, floor plans and adjacencies, and accommodation schedule mirrors the same process, range of meetings and consultations as that outlined for Campbeltown Grammar school above.

##### OHS - Site Layout

The Council agreed at its meeting in January 2014 that the site for the new Oban High school would be the existing school site with land at Tweedmill, Dalintart and Glencruitten.

The initial site analysis by hubNorth set out from their perspective the advantages and disadvantages of the agreed site.

	Advantages	Disadvantages
1	Land owned by A&B	Poor ground conditions where All Weather Pitch is proposed and cost for remediation.
2	Potential to reuse parts of existing buildings	Further investigation and repositioning of site may be required if All Weather Pitch cost prohibitive or not possible.
3	Reuse of existing services	SEPA dialogue required around area where All Weather Pitch is proposed.
4	Existing access, drop off roundabout in place	Potential for Historic Scotland liaison and approval regarding listed Dunn rock outcrop.
5	Within Oban town centre, maintaining existing links	Potential Contamination under existing pitches
6	No phased demolition / decant required	Existing Rock outcrop and Oban Development Route restricts a more centralised campus layout.
7	New pitches could be built as part of enabling works meaning no loss of external fields during construction	
8	New build works relatively shielded from existing school building limiting disruption	

A number of site layouts have been proposed by hubNorth, and analysed against the requirements of the project brief. However, the challenges of the agreed site in Oban have restricted the range of site layout options that would be possible. The hubNorth design team have had to take into account:

- the Dun and its setting;
- the large rock outcrop to the south of the current school buildings;
- the Oban Development Road(ODR) zone into which the school development cannot encroach;
- poor ground conditions behind the Tweedmill and in particular in the land area that lies between the current Oban Saints football and Oban Lorne rugby pitches; and
- a strong desire, as expressed during the consultation period that there should be no decant of students, and the existing 3G synthetic pitch should be available for use, during the construction period.

From the hubNorth site analysis and the site restrictions listed above, a preferred site layout solution has been determined. The layout is included as Appendix 4.

The design meetings with hubNorth and their supply chain have involved the Council project team, including the Head Teacher and the school's senior leadership team, Council officers in Roads and Planning, and where necessary have been followed up with discussions and advice from the Council's external advisers to the project, and external agencies such as SportScotland, and Historic Scotland.

The preferred layout has been discussed with the wider school community through the school's champions group and with a meeting of school staff on Tuesday 7 October, that included an invitation to Local Members to attend.

The project communication strategy sets out the methods by which the local community will be kept fully informed of the school development through a dedicated web page within the Council website and will contain copies of project newsletters, site layouts, floor plans and room layouts. Separately, the planning process will afford members of the public the opportunity to make comment as to the proposed development.

The Planning Pre-Application Consultation (PAC) and project communication strategy are set out in paragraphs 4.8 and 4.10 respectively.

The site layout may be subject to change as the design process continues through into Stage 2.

#### 4.7.9 OHS - Building Floor Plans and Adjacencies

The school building is currently being designed to be 4 storeys. This compares to the existing building which is in parts 6 storeys high. As with the external site areas, the building has been designed to take account of the accommodation requirements as set out in the project brief. The building will have a range of accommodation to deliver a Curriculum for Excellence, be fully accessible, and have a range of accommodation for ASN pupils.

The preferred layout for each floor of the building are as Appendix 5. These plans may be subject to change as the design process continues through into Stage 2.

#### 4.7.10 OHS - Accommodation Schedules

The Council's project team continues to challenge hubNorth to deliver the new Oban High school building within the SFT programme metric allowance for a school of 1300 pupils and to the affordability cap as set out in the NPR. For Oban High school, the SFT metric requires an overall metric of a gross internal floor area (GIFA) of 14,215 square metres (sqm). This overall area is to be inclusive of circulation, and plant room space required.

Early indications are that the current floor plan has a gross internal area of 13,763sqm, i.e. within the SFT area metric. There may be a requirement for additional plant space in the pitched roof void, but as yet this has not been determined by hubNorth's engineers.

For each of the main areas of the school as shown in Appendix 5, hubNorth has provided also an overall accommodation schedule to match the requirements of the Council's agreed project brief. This schedule has been compared with a schedule prepared by the Council's project team following a detailed analysis of the Oban High school curriculum. Where appropriate, adjustments to the hubNorth schedule have been proposed. This work has been in full discussion with the Head Teacher and his staff teams. The proposed accommodation schedule is included as Appendix 6. Any adjustments to this must be made within the context of the overall metric GIFA.

SportScotland has been consulted on the external and internal sports provision for school, and community use, and early indications are that these facilities meet the needs of a school with a roll of 1300 pupils.

Any changes to the site layout, floor plans or accommodation schedule would be discussed in full with the Head Teacher and their staff teams.

4.7.11 Members of the P&R committee are asked as one of the recommendations of this report to agree for Oban High school:

- the site layout;
- building floor plans and adjacencies; and
- accommodation schedule

as contained in Appendices 4-6 and that these are taken forward for detailed design in Stage 2.

4.7.12 Campbeltown and Oban NPR

Early indications are that the overall GIFA for Campbeltown Grammar and Oban High school are broadly in line with the SFT's agreed GIFA as expressed in the NPR for the Campbeltown/Oban school projects.

#### 4.8 **Planning - Pre-Application Consultation (PAC)**

A Pre-Application Consultation (PAC) is required for each of Campbeltown Grammar and Oban High school as they are classed as major developments when seeking to obtain Planning Consent. Major developments require a minimum 12 week period for public consultation between the submission of an initial Proposal of Application Notice (PAN) and the lodging of a Planning Application. The PAC process is being carried out by hubNorth with their Architects on behalf of the Council. The PAN was submitted for both Campbeltown and Oban on the 10<sup>th</sup> October 2014 to the Council, relevant Community Councils and community groups. Consultation during the 12 week period will involve holding workshops with school Champions Groups and staff, and engagement with Community Councils. A public exhibition will also be held for each project, Tuesday 2<sup>nd</sup> December in the Corran Halls, Oban and Wednesday 3<sup>rd</sup> December in Aqualibrium Sports Centre, Campbeltown. This will allow the public the opportunity to express their views on the proposals, with feedback being recorded and addressed where possible prior to the submission of a detailed Planning Application.



#### 4.9 **Tenancies**

As reported at the P&R Committee in August 2014, two legal issues for the sites at Campbeltown and Oban need to be resolved. These are the termination of leases for garages at Kintyre Park, Campbeltown and a grazing lease for horses at Dalintart, Oban.

##### 4.9.1 **Garage Leases at Kintyre Park**

Following approval by the P&R Committee at the August 2014 that the Council should start proceedings to terminate the leases of the 7 garages at Kintyre Park, Estates has initiated communication with the tenants. As a result of this communication, the tenants of 6 garages have contacted Estates. The tenant of the seventh garage has still to come forward.

In relation to this tenant, Legal Services will be asking ACHA again if they would release contact details so that the Council can communicate directly with the occupant.

4.9.2 Estates will now follow up in writing to request confirmation that each tenant will remove their belongings and to agree the date by which they propose to do that. Estates will continue to liaise with ACHA to enquire if they have any alternative facilities that could be used to assist the tenants find a suitable storage space.

##### 4.9.3 **Grazing Lease - Land at Dalintart Farm, Oban**

Following further dialogue between Estates and the tenant, Legal Services are preparing a renunciation agreement and will provide this to Estates so that arrangements are made to have it signed by the tenant. The renunciation will propose a termination date for the lease as of 28 February 2015. This will allow the tenant a period of time to make alternative arrangements for grazing and to purchase winter feed for the horses as agreed to allow grazing to continue through until 28 February.

#### 4.10 **Communications Strategy**

The Communications Strategy, contained as Appendix 7, co-ordinates communications activity before, during and after the schools development project for Campbeltown Grammar, Oban High and Kirn Primary schools. One of its primary objectives is to ensure that stakeholders feel involved and informed throughout the development of each project. It aims to provide information, build confidence and positive perceptions of the three school projects.

The main methods of communication will be through a dedicated web page within the Council website which will be linked to each individual school website and will contain copies of project newsletters issued through each school throughout the project, in addition to general updates on site layouts, floor plans and room layouts. Press releases will be issued following key milestones or developments in the project and dedicated features will be considered also. Success of the Communications Strategy will be evaluated throughout the project from the engagement and co-operation from stakeholders and media coverage.

#### 4.11 **Project Launch**

A Project Launch event has been scheduled for the afternoon of Thursday 4<sup>th</sup> December in the Council Chambers, Kilmory, Lochgilphead and will feature

presentations from hubNorth and SFT. Invites will be issued to Elected Members, Head Teachers, Champions groups, and local press and the event will take place in the Council Chambers, Kilmory, Lochgilphead.

#### 4.12 **Meet the Buyer Event**

HubNorth is proposing that a "Meet the Buyer" event take place at a date to be agreed but likely to be at the end of November / early December 2014. The Meet the Buyer event would highlight for Small and Medium Enterprises (SME's) the business opportunities that the new school developments would bring to the whole of Argyll and Bute, in particular Campbeltown, Dunoon, and Oban.

Events are currently being arranged to be held in Oban, Campbeltown and Dunoon and are being organised and delivered by Hub North Scotland Ltd. in association with the Tier 1 contractor. Business leaders would have the opportunity to discuss the range, scale and type of works packages that could be available through the schools' projects. Similar events have been organised previously by hubNorth within the Northern Territory for school projects in Inverness and Wick and were attended by 120 and 56 companies respectively.

### 5. **CONCLUSION**

- 5.1 The acceptance of the NPRs for each new school project has commenced the formal engagement of hubNorth to deliver the new school facilities for Argyll and Bute Council in Campbeltown, Oban and Kirn through the Scottish Government's Schools for the Future (SSF) programme.

HubNorth has issued to the Council a Value for Money report in which they recommend to the Council the appointment of Morrison Construction as the Tier 1 building contractor for all three projects.

- 5.2 The site layouts, floor plans and adjacencies, and the accommodation schedule for both Campbeltown Grammar and Oban High school have been developed through the Stage 1 design process. The acceptance of the NPR for Kirn Primary by the hubNorth Board will allow that project to proceed to Stage 1 and a similar level of design development work to take place.

HubNorth are striving to deliver financial close on all three projects by September 2015.

- 5.3 A detailed communications strategy has been put in place to ensure that each school and the wider school and local communities are kept fully informed of the progress of each school project. Part of this strategy will see a project launch and a separate Meet the Buyer event taking place by the end of this year.

### 6. **IMPLICATIONS**

Policy The Council has authorised the Executive Director of Community Services to issue the NPRs for the new Campbeltown Grammar and Oban High school, and for Kirn Primary school on the basis of the agreed design capacities and assessment of affordability. In addition, the Council delegated all matters in respect of the provision of the new school facilities to the Council's Policy and Resources Committee.

Financial	The Council has previously agreed capital and revenue allocations for the new schools. However, the capital and revenue budgets for the replacement of Oban High School and the additional capital and revenue budgets for the replacement of Campbeltown Grammar School have not been built into current budgets as the spend is not anticipated commencing until 2017. This is outwith the current approved budget cycle. The affordability of the project cannot be fully assessed until the design and costing of the project has been completed by hubNorth.
Legal	The issue and acceptance of the NPR's commences the process of formal legal engagement of hubNorth for development of the project for delivery of the proposed new schools.
HR	None at present.
Equalities	None at present.
Risk	The Council needs to progress the project to ensure completion of construction of the schools within the Scottish Government's end date of March 2018. There is an inflation risk if the project does not meet Financial Close by September 2015 as the SFT has only agreed funding will be indexed to Q3 2015. Any delay past this date will result in the Council having to meet the full cost of any additional inflation. This risk will be continuously monitored as the Programme progresses.
Customer Service	None at present.

Cleland Sneddon, (Executive Director of Community Services)  
 Councillor Aileen Morton, (Policy Lead - Education, Lifelong Learning and Strategic IT Services)  
 Argyll and Bute Council

14<sup>th</sup> October 2014

For further information contact: Cleland Sneddon, Tel 01546 604256,  
 Cleland.Sneddon@argyll-bute.gov.uk

## **APPENDIX – CAMPBELTOWN GRAMMAR SCHOOL**

Please refer to the A3 handout for the following:

Appendix 1 - Proposed Site Layout

Appendix 2 - Proposed Ground Floor Plan and Adjacencies

Appendix 2 (Continued) - Proposed First Floor Plan and Adjacencies

Appendix 2 (Continued) - Proposed Second Floor Plan and Adjacencies

## Appendix 3

### Campbeltown Grammar School - Proposed Accommodation Schedule

<b>Campbeltown Grammar Accommodation Schedule</b>	
<b>Accommodation Area</b>	<b>Area (sqm)</b>
Staff Bases/Toilets	140
Languages	355
Mathematics	250
Social Subjects	255
PSED/RMPS	60
Science	440
Business Studies/Computing	200
Home Economics	280
Art and Technical	600
Music	239
Physical Education	1343
Pupil Support	426
Whole School	1220
Administration	371
Facilities Management	56
<b>Net Internal floor area (sqm)</b>	<b>6235</b>
Circulation/plant room/partitions estimated @ 14.32% (sqm)	<b>892</b>
<b>Total Gross Internal Floor area (GIFA) sqm</b>	<b>7127</b>

**Appendix 3 (continued) Campbelltown Grammar – Accommodation Schedule**

<b>Type</b>	<b>No</b>	<b>Area (sqm)</b>	<b>Total (sqm)</b>	<b>Area Total (sqm)</b>	
Staff Bases	2	50	100		
Male Toilet	4	3	12		
Female Toilet	6	3	18		
DDA Toilet	2	5	10		<b>140</b>
<b>Languages</b>					
Classrooms	5	60	300		
Recording Room	1	15	15		
Project/Seminar Room	1	20	20		
Storage	1	20	20		<b>355</b>
<b>Mathematics</b>					
Classrooms	4	60	240		
Storage	1	10	10		<b>250</b>
<b>Social Studies</b>					
Classrooms	4	60	240		
Storage	1	15	15		<b>255</b>
<b>PSED/RMPS</b>					
Classrooms	1	60	60		<b>60</b>
<b>Science</b>					
Laboratories	4	80	320		
General Classroom	1	40	40		
Greenhouse	1	20	20		
Technician Prep/Base/Store	1	50	50		
Chemical Store	1	10	10		<b>440</b>
<b>Business Studies/Computing</b>					
Classrooms	2	70	140		
Storage	1	10	10		
ICT Technicians/Store	1	30	30		
Server/Comms Room	1	20	20		<b>200</b>
<b>Home Economics</b>					
Food Rooms	2	85	170		
Multi-Purpose Area	1	50	50		
Central Food Store	1	10	10		
Chilled Storage Area	1	10	10		
Food Preparation Area	1	10	10		
Fabric Store	1	10	10		
General Store	1	10	10		
Laundry	1	10	10		<b>280</b>
<b>Art &amp; Design</b>					
Classrooms	1	70	70		
3D Classroom	1	80	80		
Kiln Room	1	20	20		
Project/Seminar Room	1	20	20		

Storage	1	10	10		
3D Storage	1	10	10		
Clay Store	1	15	15		
General Store	1	10	10	235	
<b>Craft &amp; Graphics</b>					
Craft Rooms	2	110	220		
Graphics	1	70	70		
Craft Prep/Storage	1	40	40		
Craft 3D Store	1	10	10		
Craft Tool Store	1	10	10		
Craft General Store	1	10	10		
Graphic Comm. General Store	1	5	5	365	<b>600</b>
<b>Music</b>					
Classrooms	2	70	140		
Recording Room	1	20	20		
Practice Rooms	2	12	24		
Instrument Store	1	15	15		
Pipe Band Drum Store	1	20	20		
Pupil Instrument Store	1	10	10		
General Store	1	10	10		<b>239</b>
<b>Physical Education</b>					
Sports Hall	1	646	646		
Sports Hall Store	1	95	95		
Gymnasium/Dance Studio	1	216	216		
Gymnasium/Dance Studio Store	1	70	70		
Changing Rooms	4	40	160		
Laundry	1	10	10		
Active Schools Office	1	10	10		
Outdoor Education	1	30	30		
Outdoor Education Store	1	50	50		
Community Use Storage	1	25	25		
PE Staff Base	1	20	20		
Male Toilet	1	3	3		
Female Toilet	1	3	3		
DDA Toilet	1	5	5	1343	<b>1403</b>
<b>Pupil Support</b>					
Classrooms	2	40	80		
Tutorial Rooms	2	20	40		
Quiet Rooms	2	10	20		
Lifeskills	1	50	50		
High Sensory Room	1	15	15		
Low Sensory Room	1	15	15		
Physiotherapy Room	1	20	20		
Medical Room	1	15	15		
Personal Care Room	1	12	12		

Laundry	1	10	10		
General Store	1	15	15		
Furniture Store	1	25	25		
Equipment Store	1	25	25		
Offices	4	12	48		
Guidance/Pupil Support Office	1	25	25		
Male Toilet	1	3	3		
Female Toilet	1	3	3		
DDA Toilet	1	5	5		<b>426</b>
<b>Whole School Areas</b>					
Learning Arena	1	100	100		
Library/Res Centre	1	200	200		
Librarian Office	1	15	15		
Library Store	1	20	20		
Assembly Hall	1	350	350		
Sound/Lighting Control Rm	1	15	15		
Exam Desk Store	1	30	30		
Dining Area	1	100	100		
Dining Furniture/Mobile Store	1	30	30		
External Mobile Store	1	20	20		
Kitchen/Servery	1	100	100		
Social Space	1	100	100		
Breakout Spaces		40	40		
Pupil Toilets Male		50	50		
Pupil Toilets Female		50	50		<b>1220</b>
<b>Administration</b>					
Entrance/Foyer	1	30	30		
Waiting Area/Cafeteria	1	40	40		
School Office/Reception	1	40	40		
Admin Staff Kitchen/Rest Area	1	15	15		
Reprographics Room	1	20	20		
Office General Store	1	15	15		
Exam Store	1	15	15		
Office Archives etc Store	1	15	15		
Medical Room	1	15	15		
First Aid Room	1	15	15		
Medical Waiting Area	1	10	10		
Head Teacher Office	1	20	20		
DHT Offices	2	15	30		
Conference Room	1	50	50		
Interview Rooms	2	10	20		
Visiting Services Room	1	10	10		
Visitor Toilets	3	3/5	11		<b>371</b>
<b>Facilities Management</b>					
FM Office	1	15	15		



FM Store/Workshop	1	20	20		
FM Cleaner Cupboards	3	7	21		<b>56</b>
<b>Net Internal Floor Area (sqm)</b>					<b>6235</b>

## **OBAN HIGH SCHOOL**

Please refer to the A3 handout for the following:

Appendix 4 - Proposed Site Layout

Appendix 5 - Proposed Ground Floor Plan and Adjacencies

Appendix 5 (Continued) - Proposed First Floor Plan and Adjacencies

Appendix 5 (Continued) - Proposed Second Floor Plan and Adjacencies

Appendix 5 (Continued) - Proposed Third Floor Plan and Adjacencies

## Appendix 6

### Oban High School - Proposed Accommodation Schedule

<b>Oban High School - Accommodation Schedule</b>	
<b>Accommodation Area</b>	<b>Area (sqm)</b>
Faculty of English	491
Faculty of Mathematics	486
Faculty of Languages	371
Faculty of Social Studies	751
Faculty of Science	936
Faculty of Business Design & Technologies	1181
Faculty of Expressive Arts	1169
Faculty of Health & Wellbeing	2741
Pupil Support	719
Vocational Areas	210
Whole School Areas	1657
Administration	533
Facilities Management	77
<b>Net Internal Floor Area (sqm)</b>	<b>11322</b>
Circulation/plant room/partitions estimated @ 21.56% (sqm)	2441
<b>Total Gross Internal Floor Area (GIFA) (sqm)</b>	<b>13763</b>

**Appendix 6 (continued) Oban High School – Accommodation Schedule**

<b>Type</b>	<b>No</b>	<b>Area (sqm)</b>	<b>Total (sqm)</b>	<b>Area Total (sqm)</b>	
<b>Faculty of English</b>					
Classrooms	7	60	420		
Storage	1	30	30		
Staff Base	1	30	30		
Male Toilet	1	3	3		
Female Toilet	1	3	3		
DDA Toilet	1	5	5		<b>491</b>
<b>Faculty of Mathematics</b>					
Classrooms	7	60	420		
Storage	1	30	30		
Staff Base	1	25	25		
Male Toilet	1	3	3		
Female Toilet	1	3	3		
DDA Toilet	1	5	5		<b>486</b>
<b>Faculty of Languages</b>					
Classrooms	4	60	240		
Project/Seminar Room	2	30	60		
Recording Room	1	15	15		
Storage	1	20	20		
Staff Base	1	25	25		
Male Toilet	1	3	3		
Female Toilet	1	3	3		
DDA Toilet	1	5	5		<b>371</b>
<b>Faculty of Social Studies</b>					
Classrooms – Social	7	60	420		
Classrooms – RMPS/Social Educ.	4	60	240		
Storage	1	45	45		
Staff Base	1	35	35		
Male Toilet	1	3	3		
Female Toilet	1	3	3		
DDA Toilet	1	5	5		<b>751</b>
<b>Faculty of Science</b>					
Laboratories	9	80	720		
Classroom Areas	1	40	40		
Project/Seminar Lab	1	20	20		
Greenhouse	1	20	20		
Technician Prep/Base/Storage	1	80	80		
Chemical Store	1	10	10		
Staff Base	1	35	35		
Male Toilet	1	3	3		
Female Toilet	1	3	3		
DDA Toilet	1	5	5		<b>936</b>

<b>Faculty of Business Design &amp; Technologies</b>					
Staff Base	1	45	45		
Male Toilet	1	3	3		
Female Toilet	1	3	3		
DDA Toilet	1	5	5	56	
<b>Business St/Computing</b>					
Classrooms	7	70	490		
Storage	1	20	20		
ICT Technicians	1	20	20		
Computer Store	1	20	20		
Server/Comms Room	1	20	20	570	
<b>Technologies/Graphics</b>					
Craft Rooms	2	110	220		
Craft Prep/Storage	1	70	70		
Craft 3D Store	1	20	20		
Craft Tool Store	1	15	15		
Craft General Store	1	10	10		
Graph Com/Engineering Science	3	70	210		
Graph Com General Store	1	10	10	555	<b>1181</b>
<b>Faculty of Expressive Arts</b>					
Staff Base	1	40	40		
Male Toilet	1	3	3		
Female Toilet	1	3	3		
DDA Toilet	1	5	5	51	
<b>Art &amp; Design</b>					
Classrooms	2	70	140		
3D Classroom	1	80	80		
Kiln Room	1	20	20		
Project/Seminar Room	1	20	20		
Storage	1	20	20		
3D Storage	1	20	20		
Clay Store	1	15	15		
General Store	1	10	10	325	
<b>Music</b>					
Classrooms	3	70	210		
Recording Room	1	20	20		
Practice Rooms	4	12	48		
Instrument Store	1	20	20		
Pipe Band Drum Store	1	20	20		
Pupil Instrument Store	1	20	20		
General Store	1	10	10	348	
<b>Drama</b>					
Teaching Studio	2	70	140		
Musical Theatre Room	1	100	100		
Design Room	1	20	20		

Make up Area	1	15	15		
Male Changing	1	15	15		
Female Changing	1	15	15		
Furniture Store	1	40	40		
Recording Room	2	15	30		
Editing Suite	2	10	20		
Prop/Costume Store	1	40	40		
General Store	1	10	10	445	<b>1169</b>
<b>Faculty of Health &amp; Wellbeing</b>					
<b>Home Economics</b>					
Food Rooms	2	85	170		
Classroom Area	1	40	40		
Multi-purpose area	1	50	50		
Central Food Store	1	15	15		
Chilled Storage Area	1	15	15		
Food Preparation Area	1	20	20		
General Store	1	10	10		
Laundry	1	10	10		
Staff Base	1	10	10	340	
<b>Physical Education</b>					
Sports Hall	1	646	646		
Sports Hall Store	1	95	95		
Gymnasium	2	216	432		
Gymnasium Store	1	70	70		
Dance Studio	2	216	432		
Dance Studio Store	1	70	70		
Fitness Room	1	105	105		
Fitness Studio Store	1	40	40		
Classroom	1	60	60		
Changing Rooms	6	40	240		
Laundry	1	10	10		
Outdoor Activities Store	1	50	50		
Outdoor Education Area	1	30	30		
Community Use Storage	1	25	25		
PE Staff Base/Changing	1	60	60		
Male Toilet	1	3	3		
Female Toilet	1	3	3		
DDA Toilet	1	5	5		
Sports Coordinators Staff Base	1	25	25	2401	<b>2741</b>
<b>Pupil Support</b>					
Learning Arena	1	50	50		
Classrooms	4	40	160		
Tutorial Rooms	3	20	60		
Quiet Rooms	4	10	40		
Lifeskills Flat	1	35	35		

Lifeskills Kitchen	1	50	50		
High Sensory Room	1	15	15		
Low Sensory Room	1	15	15		
Physiotherapy Room	1	20	20		
Medical Room	1	15	15		
Personal Care Room	1	12	12		
Laundry	1	10	10		
General Store	1	15	15		
Furniture Store	1	35	35		
Equipment Store	1	35	35		
Meeting Room	1	25	25		
Visiting Services Room	1	20	20		
Guidance/Pupil Support Office	1	40	40		
Staff Base	1	50	50		
Male Toilet	2	3	6		
Female Toilet	2	3	6		
DDA Toilet	1	5	5		<b>719</b>
<b>Vocational Areas</b>					
Hairdressing Salon	1	30	30		
Cosmetology Suite	1	30	30		
Craft Skills Area	1	150	150		<b>210</b>
<b>Whole School Areas</b>					
Learning Arena	1	70	70		
Library/Resource Centre	1	250	250		
Librarian Office	1	15	15		
Careers Office	1	12	12		
Library Store	1	20	20		
Assembly Hall	1	400	400		
Sound/Lighting Control Room	1	15	15		
Exam Desk Store	1	40	40		
Dining Area	1	250	250		
Dining Furniture/Mobile Store	1	50	50		
External Mobile Store	1	20	20		
Kitchen/Servery	1	130	130		
Social Space	1	150	150		
Breakout Spaces	0	75	75		
Pupil Toilets Male	0	80	80		
Pupil Toilets Female	0	80	80		<b>1657</b>
<b>Administration</b>					
Entrance/Foyer	1	30	30		
Waiting Area/Cafeteria	1	50	50		
School Office/Reception	1	50	50		
Admin Staff Kitchen/Rest Room	1	15	15		
AFA Office	1	10	10		
Reprographics Room	1	30	30		

Office General Store	1	20	20		
Exam Store	1	20	20		
Office Archives (Pupil/Financial) Store	2	15	30		
Medical Room	1	15	15		
DDA Toilet	1	5	5		
First Aid Room	1	15	15		
Medical Waiting Area	1	10	10		
Head Teacher Office/Meeting	1	40	40		
Head Teacher PA Office	1	10	10		
DHT Offices	4	15	60		
Reception/Welfare Officer	4	10	40		
Interview Rooms	1	10	10		
Conference Room	1	50	50		
Chaplain's Office	1	12	12		
Visitor Toilets	3	3/5	11		<b>533</b>
<b>Facilities Management</b>					
FM Office	1	15	15		
FM Store/Workshop	1	20	20		
FM Cleaner Cupboards	6	7	42		<b>77</b>
<b>Net Internal Floor Area (sqm)</b>					<b>11322</b>

Additional to the net internal floor area will be space required for:

- Plant room;
- Circulation; and
- Partitions.



## Appendix 7

### Schools Redevelopment Project Communications Strategy

#### Project details

As part of the Scottish Government's Schools for the Future (SSF) initiative, Argyll and Bute Council has three approved projects in the SSF programme – a new Campbeltown Grammar school, a new Oban High school and a new Kirn Primary school.

#### Aim of communications plan

To co-ordinate Argyll and Bute Council communications activity before, during and after the Schools Development Project – Campbeltown Grammar, Oban High and Kirn Primary schools.

#### Objectives

- To ensure that key stakeholders – pupils, parents, staff – feel **involved** and **informed** through the development of each project
- To provide information to key audiences
- To build confidence in, and positive perceptions of, the three school projects
- To manage expectations where required about timescales and outcomes
- To inform people about timescales - when work will start, what happens in the meantime, what their new schools will look like, when they will be open

#### Key messages

- The council is making a significant investment in good quality schools for the future which meet the needs of 21<sup>st</sup> century education
- Argyll and Bute as a whole will benefit from this investment as well as each area
- The schools and the best interests of each area are at the heart of the process
- The school communities are involved in the design process
- Young people will have modern, well equipped new schools to learn in
- Good quality schools will help the council in its work to grow the population

#### Target audiences

- Pupils
- Parents
- School staff
- The local community
- Local media
- Elected members

#### Communications activity

##### 1 Council website – for all audiences

- A dedicated web page for the whole project to highlight the council's significant investment in education in Argyll and Bute.

- Clearly signposted links to pages for each school project, providing background information, plans when appropriate, regular progress updates.
- Copies of newsletters (see below) to download.
- Links to existing school websites.

## 2 School websites – for pupils, parents, staff

- Links to the main council website pages.
- PDF copies of newsletters to download.

## 3 Social media – all audiences

- Updates to be published on council and schools' social media channels – Facebook and Twitter.
- *Note: We are looking at expanding our use of YouTube and similar – where possible, utilise these – recording foundation building, etc.*

## 4 Newsletters – pupils, parents, staff, local community

- Produced centrally and distributed to schools for issue as a school bag drop. PDF copies can be available for download on council and school websites.

## 5 Email updates – head teachers, elected members

- To be issued to announce and to follow up on key milestones or developments in the project

## 6 Press releases – media, local community

- To be issued to announce and to follow key milestones or developments in the project. Also consider dedicated features, working with local newspapers in the area – interviews with head teacher, Policy Lead, etc.

## 7 Launch event

- To be held in the afternoon of Thursday 4<sup>th</sup> December 2014 in the Council Chambers, Kilmory.

## **Risks**

- Timescale slippage
- Quality problems
- Disruption to education
- Disruption to community life

## **Managing risks**

Refer to key messages. If disruption is likely, early communication is key.

## **Evaluation**

- Key stakeholders will engage and co-operate with the process – they will **be** and **get involved**
- Positive media coverage
- Positive elected member engagement

**Action plan – some details still to be confirmed**

<b>Activity</b>	<b>Details</b>	<b>Timescale</b>	<b>Lead</b>
Initial press release	Ahead of launch event	TBC	Communications
Launch event	Council Chambers, Kilmory, Lochgilphead	Thursday 4 <sup>th</sup> December at 2pm	All
Web page live	At launch event	Thursday 4 <sup>th</sup> December	Communications and Web Team
First newsletter	At launch event or close after	Thursday 4 <sup>th</sup> December	All
Newsletters	Keeping pupils etc up to date	Quarterly	All
Email updates	Keeping staff and members up to date	Coincide with newsletters and with key milestones	TBC
Press releases	Keep community up to date through local media	Key milestones	Communications
Press features/interviews	Generate positive perceptions	At significant events	Communications