

FIFE COUNCIL

Madras College
Local Development Group
06 May 2009
Agenda Item No 3

REMIT AND MEMBERSHIP OF LOCAL DEVELOPMENT GROUP AND WORK PLAN

1.0 Purpose

- 1.1 The purpose of this report is to advise the Group of its remit and membership and to propose a work plan

2.0 Remit and Membership

- 2.1 Key to the success of the School Estate Development Programme will be effective communication with stakeholders and the wider community. At its meeting of 21 August, 2008 the Education and Children's Services Committee considered a report by the Executive Director (Education) providing an update on work of the School Estate Development Programme; outlining the overall work programme being followed; proposing governance, communication and reporting arrangements, and suggesting the brand identity "Building Fife's Future". The Committee approved the recommendations contained in the report (minute paragraph 163 of 2008.E.Chs.84 refers), including the formation of a local development group for each of the schools in the School Estate Development Programme and a remit for such local development groups.

- 2.2 The remit for each local development group approved by the Education and Children's Services Committee is as follows:-

- Be a forum for discussing the benefit outcomes and design development of specific school estate projects
- Provide good communication links amongst Fife Council Services, the design team, construction contractor, school and community representatives, parents, pupils and other users of the facilities
- Cascade information to stakeholders represented by members of the Group
- Participate in surveys and workshops and other feedback sessions on specific school estate related projects
- Receive reports on the progress of specific school estate related projects

- 2.3 Membership of the Madras College Local Development Group is as follows:-

Ian Jones- Head Teacher
John McLaughlin- Education Officer
Andy Herd- Community Services
Adam Smallwood- Teaching Staff
Morag Wilson- non-teaching staff
TBC- Pupil
TBC- Pupil

Arlene Herzog, Lawhead Primary School Parent Council or Jane Pettegree-
Canongate Primary School Parent Council (alternates)
Diane McGhie, Wormit Primary School Parent Council or Sharon Watson,
Leuchars Primary School Parent Council (alternates)
Andy Primmer- Madras College Parent Council
Zoe Smith Chairperson of the Royal Burgh of St Andrews Community Council
Sally Walker Tayport Community Council
TBC – University of St Andrews

2.0 Work Programme

Meeting Dates	Topic for Discussion
6 May 2009	Appointment of Chair Remit and Membership and Work Plan Cost Benefit analysis Benefit criteria Draft Strategic Design Brief
26 May 2009	Development of specific school requirements
23 June 2009	Evaluation of business case options

:

3.0 Recommendation

The Group is asked to note the content of this report and approve the work plan detailed in paragraph 2.0.

Morag Wallace, Partnerships Manager –
Tel No. 08451 555555 ext 440394
Asset and Facilities Management Services
April 2009