

# EDUCATION RESOURCES COMMITTEE

Minutes of meeting held in Committee Room 1, Council Offices, Almada Street, Hamilton on 3 March 2020

## Chair

Councillor Katy Loudon

## Councillors Present:

Councillor Alex Allison, Councillor John Anderson, Councillor Stephanie Callaghan, Councillor Graeme Campbell, Councillor Margaret Cooper, Councillor Margaret Cowie, Councillor Peter Craig (Depute), Councillor Mary Donnelly, Councillor Fiona Dryburgh, Councillor Joe Fagan, Councillor Lynsey Hamilton, Councillor Mark Horsham, Councillor Richard Lockhart (*substitute for Councillor Ian Harrow*), Councillor Eileen Logan (*substitute for Councillor Graham Scott*), Councillor Julia Marrs, Councillor Monique McAdams, Councillor Ian McAllan, Councillor Gladys Miller, Councillor Lynne Nailon, Councillor Carol Nugent, Councillor Bert Thomson (*substitute for Councillor Mo Razzaq*), Councillor Margaret B Walker, Councillor Jared Wark, Councillor David Watson

## Councillors' Apologies:

Councillor Ian Harrow, Councillor Mo Razzaq, Councillor John Ross (ex officio), Councillor Graham Scott

## External Members Present:

Christine Hall, Andy Harvey, Dr Nagy Iskander, John Mulligan

## External Members' Apologies:

Gillian Coulter, Ann Marie Hobson, Hilary Kirby

## Attending:

### Education Resources

T McDaid, Executive Director; D Dickson, Operations Manager; A Donaldson, Head of Education (Inclusion); S March, Principal Psychologist; C McKenzie, Head of Education (Broad General Education); S Nicolson, Head of Education (Senior Phase); L Sherry, Head of Education (Support Services and School Estate)

### Finance and Corporate Resources

M M Cairns, Legal Services Manager; L Harvey, Finance Manager (Resources); M Milne, Human Resources Business Partner; L O'Hagan, Finance Manager (Strategy); L Paterson, Administration Officer

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## Chair's Opening Remarks

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The Chair welcomed S March, Principal Psychologist to his first meeting of the Committee.

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## 1 Declaration of Interests

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The following interests were declared:-

<b>Councillor(s)</b>	<b>Item(s)</b>	<b>Nature of Interest</b>
Dryburgh	<ul style="list-style-type: none"><li>♦ Summer Holiday Programme Update</li><li>♦ Update on Full Roll-out of Breakfast Clubs In School Session 2019/2020</li></ul>	Involvement with Machan Trust

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## **2 Minutes of Previous Meeting**

The minutes of the meeting of the Education Resources Committee held on 10 December 2019 were submitted for approval as a correct record.

**The Committee decided:** that the minutes be approved as a correct record.

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## **3 Education Resources – Revenue Budget Monitoring 2019/2020**

A joint report dated 29 January 2020 by the Executive Directors (Education Resources) and (Finance and Corporate Resources) was submitted comparing actual expenditure at 3 January 2020 against budgeted expenditure for 2019/2020 for Education Resources, together with a forecast for the year to 31 March 2020.

As at 3 January 2020, there was an underspend of £2.988 million against the phased budget. After the transfers to reserves were taken into account, there was an overspend of £0.035 million.

Following the Council's final Probable Outturn exercise, there was an underspend of £2.985 million on the Education Resources' revenue budget. On 29 January 2020, the Executive Committee approved transfers to reserves of £3.023 million and, after those transfers, there would be an overspend of £0.038 million.

The main factors contributing to the underspend on the Education Resources' revenue budget and proposed budget virements were detailed in the report.

**The Committee decided:**

- (1) that, as at 3 January 2020, the underspend of £2.988 million, before transfers to reserves, as detailed in the appendix to the report, and the overspend of £0.035 million, after transfers to reserves, be noted;
- (2) that the forecast to 31 March 2020 of an underspend of £2.985 million, before transfers to reserves of £3.023 million, as detailed in the appendix to the report, and the forecast overspend of £0.038 million, after transfers to reserves, be noted, and
- (3) that the budget virements, as detailed in the appendix to the report, be approved.

*[Reference: Minutes of 10 December 2019 (Paragraph 3)]*

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## **4 Education Resources – Capital Budget Monitoring 2019/2020**

A joint report dated 13 February 2020 by the Executive Directors (Education Resources) and (Finance and Corporate Resources) was submitted advising of progress on the Education Resources' capital programme for 2019/2020 and summarising the expenditure position at 3 January 2020.

**The Committee decided:** that the report be noted.

*[Reference: Minutes of 10 December 2019 (Paragraph 4)]*

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## **5 Education Resources – Workforce Monitoring – October to December 2019**

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A joint report dated 24 January 2020 by the Executive Directors (Education Resources) and (Finance and Corporate Resources) was submitted on the following employee information for Education Resources for the period October to December 2019:-

- ♦ attendance statistics
- ♦ occupational health statistics
- ♦ accident/incident statistics
- ♦ disciplinary hearings, grievances and Dignity at Work cases
- ♦ analysis of leavers
- ♦ Staffing Watch as at 14 December 2019

A number of questions were raised in relation to the following:-

- ♦ the number of physical incidents reported by school staff
- ♦ the intended benefits which would arise from the Promoting Positive Relationships and Understanding Distressed Behaviour guidelines
- ♦ the number of job applications submitted from candidates from an ethnic background and those who had a disability

In response, officers advised that:-

- ♦ information would be sent to members providing:-
  - ♦ a sector breakdown in relation to the 249 physical incidents reported by school staff
  - ♦ the number of job applications submitted from candidates who identified as Black and Minority Ethnic (BME) and those who had a disability
- ♦ a report by the Scottish Government on a review of the Implementation of the Presumption of Mainstreaming was due to be published and an update on this matter would be provided to a future meeting of this Committee

### **The Committee decided:**

- (1) that the report be noted;
- (2) that, taking account of the requirements of the General Data Protection Regulation, information relating to physical incidents and recruitment, as detailed above, be sent to members; and
- (3) that a report on the outcome of the Scottish Government's review of the Implementation of the Presumption of Mainstreaming be submitted to a future meeting of this Committee.

*[Reference: Minutes of 10 December 2019 (Paragraph 5)]*

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## **6 Counselling Through Schools – Update Report**

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A joint report dated 6 February 2020 by the Executive Directors (Education Resources) and (Finance and Corporate Resources) was submitted:-

- ♦ providing an update on the delivery of counselling services through primary, secondary and special needs schools
- ♦ advising of the development of a guidance document for schools entitled 'South Lanarkshire Framework for the delivery of Counselling through Schools'
- ♦ proposing that a post of Quality Improvement Officer be established

On 1 October 2019, the Committee noted that COSLA Officers and Scottish Government officials had developed a set of principles for the delivery of counselling through schools which would:-

- ♦ achieve the policy intent behind the commitment to increase access to counselling for children and young people
- ♦ enable local authorities to ensure any provision would be complementary and linked to existing local provision

The Committee also noted the position in South Lanarkshire in relation to the range of key organisations that currently offered help and support with mental health issues.

It was also noted that counselling was only one of a range of supports which might be available within schools to support children and young people's emotional wellbeing needs. Information was provided on a 'tiered model' of intervention to support a young person which would take account of their perspective. Where counselling was agreed as an individual support, referrals should be prioritised through appropriate school level planning groups, to provide an overview of who was accessing counselling, for what purpose, and over what timescale.

During November and December 2019, a draft document entitled 'South Lanarkshire Framework for the delivery of Counselling through Schools' was developed which provided guidance to schools on all aspects of delivery of counselling through the schools service, including key practice issues, quality assurance and financial management.

On 16 January 2020, at the Education Resources' Inclusion Conference, a presentation was delivered to all headteachers and other education employees, on the detail and implementation of counselling through the schools programme. The opportunity was given to provide feedback through Learning Community meetings held during January and February 2020. The 'South Lanarkshire Framework for the delivery of Counselling through Schools' document had been made available in the Members' Areas.

Counselling services would be procured through the Procured Service Arrangement for Educational Services Framework. This would provide improved procurement arrangements, in line with the requirements of the Council's Financial Regulations, quality delivery of services and improved compliance in procured spend.

As it was recognised that there were staffing implications for the implementation and co-ordination of counselling through the schools programme, it was proposed that a post of Quality Improvement Officer (QIO) be established on SNCT national salary Points 1 to 3 (£59,580 to £66,780).

The Scottish Government had provided funding of £709,000 in 2019/2020 for the provision of counselling services and would provide funding of £961,000 in each of the 3 financial years 2020/2021 to 2022/2023. The QIO post would be funded from the above allocations each year, with the remaining funds allocated to whole school initiatives and schools, and to support the 'Framework for the delivery of Counselling through Schools' as part of the programme delivery.

#### **The Committee decided:**

- (1) that the progress on the provision of counselling through primary, secondary and special needs schools, as detailed in the report, be noted;
- (2) that the development of the guidance document 'South Lanarkshire Framework for the delivery of Counselling through Schools' be noted; and

- (3) that the establishment of a post of Quality Improvement Officer (QIO) on SNCT national salary Points 1 to 3 (£59,580 to £66,780) be approved.

*[Reference: Minutes of 1 October 2019 (Paragraph 10)]*

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## **7 Summer Holiday Programme Update**

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A report dated 13 February 2020 by the Executive Director (Education Resources) was submitted providing an update on the roll-out of the summer holiday programme during 2019 and proposals for the delivery of the summer holiday programme in 2020.

On 13 March 2019, the Executive Committee considered an update on the provision of the pilot lunch clubs programme which had taken place during the 2018 summer holiday period and approved the planned roll-out and associated level of funding required to deliver the programme in 2019.

The aim of the programme was to prevent children going hungry during school holidays and to improve health and wellbeing through active learning, fun, and engaging activities over the summer holiday period.

13 summer clubs had been delivered during 2019, an increase from 4 clubs in 2018. The following 4 voluntary sector partners were actively engaged in the delivery of the programme:-

- ◆ Machan Trust
- ◆ Healthy Valleys
- ◆ Blantyre Youth Development Team (Terminal One)
- ◆ Hamilton Information Project for Youth

Parents had reported that the main benefits from the programme were that their children had the opportunity to meet new friends, stay in a routine, engage in healthy activities and receive a healthy lunch. In addition, many parents had expressed an interest to contribute their time to the clubs. A number of external partners, including City of Play, Forest Friends, ScotRail (Railway Safety), Scottish Fire and Rescue Service, The Dogs' Trust, libraries, Regen:fx and the NHS, had been involved in the delivery of the programme to further embed educational input.

Details were provided on the operation of the 2019 programme, including participation rates, achievements and impact of provision. The total number of participants was 668, an increase of 525 from the previous year. A total of 9,534 meals had been provided across the duration of the programme.

When considering the model of delivery for 2020, practice in other local authorities had been explored to gain an understanding of both delivery models and challenges. Having taken account of evidence based research from other local authorities and also other work in schools for early years' provision, it was proposed that:-

- ◆ given the first class primary school estate within South Lanarkshire with access to gyms, dining and external play, the summer holiday programme to continue to be delivered in primary schools, as detailed in Appendix 1 to the report
- ◆ the Youth, Family and Community Learning Service events bus be utilised to provide a 'pop up' club in rural or hard to reach areas
- ◆ a pantry model be developed with food items stocked within Universal Connections locations

The budgeted staffing complement for 2019, approved by the Executive Committee in March 2019, would remain in place for the 2020 provision. As the programme continued, and with uptake in numbers anticipated to increase, consideration would be given to making the allocation of hours to employees permanent, where appropriate.

The Council's investment in addressing child food poverty (summer holiday provision and breakfast clubs) amounted to £1.330 million for 2020/2021. The total costs for the 2019 programme had been identified as approximately £0.375 million and the anticipated expenditure for the 2020 summer programme would be maintained within that existing spend level. This would allow the remaining budget of £0.955 million to be used to assist with the increasing number of children who participated in breakfast clubs.

**The Committee decided:**

- (1) that the delivery and impact of the 2019 summer holiday programme be noted;
- (2) that the delivery of the 2020 summer holiday programme, which continued to reflect the needs of local communities, and as detailed in Appendix 1 to the report, be approved; and
- (3) that the anticipated costs and funding arrangements, as detailed in the report, be noted.

*[Reference: Minutes of the Executive Committee of 13 March 2019 (Paragraph 7)]*

*Councillor Dryburgh, having declared an interest in this and the following item, withdrew from the meeting during their consideration*

*Councillor Cooper left the meeting after consideration of this item of business*

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## **8 Update on Full Roll-out of Breakfast Clubs in School Session 2019/2020**

A report dated 31 January 2020 by the Executive Director (Education Resources) was submitted providing an update on the:-

- ◆ roll-out of breakfast clubs across all primary schools during school session 2019/2020
- ◆ progress made to date on the full pilot initiative
- ◆ potential financial and personnel implications

On 29 May 2019, the Executive Committee approved recommendations from this Committee in relation to:-

- ◆ the expansion of the pilot initiative to establish breakfast clubs in all primary schools from August 2019
- ◆ increases in the staffing establishments of Education Resources and Community and Enterprise Resources required as part of the expansion programme

Following the implementation of the initiative to pilot free breakfast clubs in a number of primary schools during 2018/2019, 36 free breakfast clubs had been introduced between August and November 2019, with a further club established in Blacklaw Primary School, East Kilbride in February 2020. Breakfast clubs operated in 98% of primary schools, however, due to difficulties related to availability of staff/volunteers, breakfast clubs had yet to be established in Calderwood Primary School, Rutherglen, Machanhill Primary School, Larkhall and St Mary's Primary School, Lanark.

Details were provided on the operation of the breakfast clubs, including levels of uptake and feedback received from parents, pupils and headteachers. Evidence based research findings, since the roll-out of breakfast clubs in April 2018, was attached as Appendix 1 to the report.

Education Resources would continue to:-

- ◆ seek to establish a breakfast club in the remaining 3 schools
- ◆ undertake further evaluation work with parents, children and staff to fully explore and identify good practice and barriers to uptake
- ◆ explore new marketing materials to raise awareness of the programme and the benefits
- ◆ seek to increase the number of parent volunteers or senior volunteers from neighbouring high schools
- ◆ consider the potential to offer parent volunteers and senior pupils the opportunity to undertake a recognised qualification in volunteering
- ◆ progress, and be informed by, good practice across the authority, in order to share with headteachers

The employee requirements for breakfast clubs in 2019 had been estimated at 800 hours per week, however, actual hours had increased to 1,000 per week. Additional hours worked by employees were currently on a temporary basis, however, as the programme continued and numbers settled, consideration would be given to making the allocation of hours to employees permanent.

The Council's investment in addressing child food poverty (summer holiday provision and breakfast clubs) amounted to £1.330 million for 2020/2021. The total costs for the full roll-out of breakfast clubs from August 2019 had been identified as approximately £0.680 million. The anticipated expenditure for the 2020/2021 breakfast club initiative could be managed within the £0.955 million available after a budget of £0.375 million was allocated to the summer holiday programme.

**The Committee decided:**

- (1) that the update on the full roll-out of the breakfast clubs across all primary schools, be noted;
- (2) that the initial evaluation findings on the full programme initiative be noted;
- (3) that the continuing arrangements to monitor uptake rates and engage with stakeholders to identify and share areas of good practice be noted; and
- (4) that the anticipated costs and funding arrangements, as detailed in the report, be noted.

*[Reference: Minutes of the Executive Committee of 29 May 2019 (Paragraph 8)]*

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## **9 Headteacher Recruitment Legislation**

A report dated 5 February 2020 by the Executive Director (Education Resources) was submitted on the new Headteachers' Education and Training Standards (Scotland) Regulations 2019, which would come into effect on 1 August 2020.

The Regulations related to the recruitment of headteachers and stated that-

- ◆ from 1 August 2020, any teacher appointed for the first time to a permanent post of headteacher must have achieved the Standard for Headship
- ◆ a headteacher who had not achieved the Standard for Headship could be appointed after 1 August 2020, provided that the appointment did not exceed 30 months

Leadership development, a key priority for Education Resources, was designed to support teachers on their leadership journey. The Standard for Headship, designed for aspiring headteachers, could be achieved by successfully completing the Into Headship programme, which had replaced the Scottish Qualification for Headship (SQH) and Flexible Route to Headship (FRH) programmes.

The Into Headship programme, fully funded by the Scottish Government, was a national post graduate qualification delivered in partnership with local universities and focused on developing strategic leadership capacity. Local authorities played a key role in identifying appropriate candidates through a robust recruitment process.

**The Committee decided:** that the requirements of the new Headteachers' Education and Training Standards (Scotland) Regulations 2019, which would come into effect on 1 August 2020, be noted.

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## **10 Draft Statutory Guidance for the Scottish Schools (Parental Involvement) Act 2006 (the Act) - Consultation**

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A report dated 12 February 2020 by the Executive Director (Education Resources) was submitted on the Scottish Government's consultation on the draft statutory guidance for the Scottish Schools (Parental Involvement) Act 2006. The Act required each local authority to facilitate the establishment of Parent Councils and to prepare a 'Strategy for Parental Involvement'.

Following an independent review of the Act by the National Parent Forum of Scotland, a commitment to modernise and strengthen the guidance, first issued in 2007, was included within the Scottish Government's national Action Plan, 'Learning Together', which set out a vision for parental involvement and engagement from 2018 to 2021.

On 6 August 2019, the Committee endorsed a revised 'Parental Involvement and Engagement Strategy' which took account of the recommendations in the national Action Plan.

The re-drafted guidance aimed to take account of changes in practice and wider legislation that had occurred since 2007 and to strengthen the guidance, as far as possible, whilst recognising that the duties and powers in primary statute remained unchanged.

In updating the guidance, the Scottish Government wanted to ensure that parental involvement and engagement was given due prominence and recognition, as part of the wider aims to develop an empowered education system.

Education Resources would prepare and submit a response to the Scottish Government's consultation on the draft statutory guidance by the deadline date of 30 April 2020, which would take account of the revised 'Parental Involvement and Engagement Strategy'. Parent Councils would also be encouraged to respond to the consultation.

Copies of the 'Parental Involvement and Engagement Strategy' had been made available in the Members' Areas.

**The Committee decided:** to note that Education Resources would submit a response to the Scottish Government's consultation on the draft statutory guidance for the Scottish Schools (Parental Involvement) Act 2006 by 30 April 2020.

*[Reference: Minutes of 6 August 2019 (Paragraph 12)]*

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## **11 Holocaust Memorial Commemorative Event**

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A report dated 13 February 2020 by the Executive Director (Education Resources) was submitted on the Holocaust Memorial Commemorative event held on 22 January 2020, in Trinity High School, Rutherglen.

The Council, through Education Resources, hosted a Holocaust Commemorative event, on an annual basis, on a date close to 27 January, the Holocaust Memorial Day (HMD).

HMD 2020 marked the following:-

- ◆ 75<sup>th</sup> anniversary of the liberation of Auschwitz
- ◆ 25<sup>th</sup> anniversary of the genocide in Bosnia

The theme for HMD 2020 was 'Stand Together' which was used to encourage people to reflect on how the enforced loss of a safe place to call 'home' was part of the trauma faced by anyone experiencing persecution and genocide.

The event was opened by Mr Bollen, headteacher of the host school and the Leader of the Council. Amy Cunningham, Luke McCauley and Giuliano Piacentini, school captains, led the event and were excellent comperes. Pupils from a number of schools participated in the event, which included drama, dance, poetry readings, song and the reflections of pupils who participated in the 'Lessons from Auschwitz' programme. The Chair, Councillor Loudon, closed the evening and thanked pupils for their inspirational performances which had successfully captured the theme to 'Stand Together'.

**The Committee decided:** that the report be noted.

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## **12 Celebrating Success – Young People and Staff in Schools and Services**

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A report dated 13 February 2020 by the Executive Director (Education Resources) was submitted on the wider achievements and the learner journeys of children and young people, as well as the good work undertaken by teachers, employees and parents across South Lanarkshire.

Following on from the Year of Young People 2018, Education Resources, through its nurseries, schools and Services, continued to recognise the achievements, success, talents and skills of children, young people and adults. The report provided details on a range of activities and achievements which had taken place recently from across the 4 geographical areas of the Council.

It was noted that gaining recognition for achievements, increased young people's confidence, raised aspirations, improved motivation for learning and kept them engaged in education.

**The Committee decided:** that the report be noted.

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## **13 Urgent Business**

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There were no items of urgent business.

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**Chair's Closing Remarks**

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The Chair, on behalf of the Committee, congratulated the parent representatives on their achievements as follows: -

- ◆ Hilary Kirby on receiving the Diocesan Medal for Services to Catholic Education
- ◆ Christine Hall for her voluntary work in supporting charity ventures