

# EDUCATION RESOURCES COMMITTEE

Minutes of meeting held in Committee Room 1, Council Offices, Almada Street, Hamilton on 18 September 2018

## Chair:

Councillor Katy Loudon

## Councillors Present:

Alex Allison, John Anderson, Stephanie Callaghan, Margaret Cooper, Margaret Cowie, Fiona Dryburgh, Alistair Fulton, Lynsey Hamilton, Mark Horsham, Monique McAdams, Ian McAllan, Julia Marrs, Gladys Miller, Lynne Nailon, Carol Nugent, Mo Razzaq, Graham Scott, Collette Stevenson (*substitute for Councillor Craig*), Margaret B Walker, Sheena Wardhaugh, David Watson, Jared Wark

## Councillors' Apologies:

Poppy Corbett, Peter Craig (Depute), Ian Harrow, John Ross

## External Members Present:

Christine Hall, Andy Harvey, John Mulligan

## External Members' Apologies:

Gillian Coulter, Ann Marie Hobson, Dr Nagy Iskander, Hilary Kirby

## Attending:

### Education Resources

T McDaid, Executive Director; G Barclay, Instrumental Music Co-ordinator; D Dickson, Operations Manager; A Donaldson, Head of Education (Inclusion); C McKenzie, Head of Education (Senior Phase); S Nicolson, Head of Education (Broad General Education); L Sherry, Head of Education (Support Services and School Estate)

### Finance and Corporate Resources

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

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## 1 Declaration of Interests

No interests were declared.

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## 2 Minutes of Previous Meeting

The minutes of the meeting of the Education Resources Committee held on 19 June 2018 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 2018/2019

A joint report dated 28 August 2018 by the Executive Directors (Education Resources) and (Finance and Corporate Resources) was submitted comparing actual expenditure at 17 August 2018 against budgeted expenditure for 2018/2019 for Education Resources, together with a forecast for the year to 31 March 2019.

As at 17 August 2018, there was an underspend of £0.232 million on Education Resources' revenue budget, with a forecast of a potential underspend of £2.3 million at 31 March 2019. The underspend of £0.232 million was due to the timing of employee recruitment and vacancies within the Early Years' service. The forecast underspend of £2.3 million reflected the current estimate of Pupil Equity Funding which could be carried forward, and would be transferred to Reserves at 31 March 2019, to meet spend and commitment in schools in line with the 2018/2019 School Improvement Plans.

Details were provided on proposed budget virements to realign budgets.

**The Committee decided:**

- (1) that the underspend on Education Resources' revenue budget of £0.232 million at 17 August 2018 be noted;
- (2) that the forecast to 31 March 2019 of a £2.3 million underspend be noted; and
- (3) that the budget virements, as detailed in the appendix to the report, be approved.

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#### **4 Education Resources – Capital Budget Monitoring 2018/2019**

A joint report dated 28 August 2018 by the Executive Directors (Education Resources) and (Finance and Corporate Resources) was submitted advising of progress on the Education Resources' capital programme 2018/2019 and summarising the expenditure position at 17 August 2018.

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

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#### **5 Education Resources – Workforce Monitoring - May to July 2018**

A joint report dated 14 August 2018 by the Executive Directors (Education Resources) and (Finance and Corporate Resources) was submitted on the following employee information for Education Resources for the period May to July 2018:-

- ◆ attendance statistics
- ◆ occupational health statistics
- ◆ accident/incident statistics
- ◆ disciplinary hearings, grievances and Dignity at Work cases
- ◆ analysis of leavers
- ◆ Staffing Watch as at 9 June 2018

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

*[Reference: Minutes of 19 June 2018 (Paragraph 3)]*

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#### **6 Education Resource Plan - Quarter 4 Progress Report 2017/2018 and Resource Plan 2018/2019**

A report dated 29 August 2018 by the Executive Director (Education Resources) was submitted on the Education Resource Plans 2017/2018 and 2018/2019.

Details were provided on:-

- ♦ progress made in implementing the priority projects identified in the Resource Plan 2017/2018, as detailed in the Quarter 4 Progress Report, attached as Appendix 1 to the report
- ♦ the Resource Plan for 2018/2019, attached as Appendix 2 to the report, which outlined the:-
  - ♦ objectives and actions for 2018/2019
  - ♦ capital and revenue resources for 2018/2019
  - ♦ organisational structure of the Resource

In line with the Council's performance management arrangements, a progress report on actions identified in the 2017/2018 Resource Plan would be submitted to a future meeting of the Committee.

**The Committee decided:** that the Quarter 4 Progress Report for 2017/2018, attached as Appendix 1 to the report, together with the achievements made by the Service during 2017/2018, be noted

**The Committee recommended to the Executive Committee:** that the Education Resource Plan for 2018/2019 be approved.

*[Reference: Minutes of the Executive Committee of 8 November 2017 (Paragraph 7) and South Lanarkshire Council of 6 December 2017 (Paragraph 3)]*

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## 7 Education Scotland Inspection Update

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A report dated 23 August 2018 by the Executive Director (Education Resources) was submitted providing an update:-

- ♦ in relation to the support provided to schools by the Curriculum and Quality Improvement Service (CQIS)
- ♦ on the outcome of Education Scotland inspections published in 2017/2018
- ♦ on CQIS developments for 2018/2019

In August 2016, a range of new inspection models was introduced to suit particular circumstances and contexts and also to reflect the changing educational landscape. The models introduced were:-

- ♦ full inspection
- ♦ short inspection
- ♦ localised thematic
- ♦ neighbourhood

Inspectors used the new Quality Indicators (QIs) from 'How Good is Our School?' (4<sup>th</sup> edition) (HGIOS4) and, in nursery classes and early learning and childcare centres, the equivalent QIs from 'How good is our early learning and childcare?' (HGIOELC).

The number of inspections undertaken within each local authority in a school session was dependent upon the size of the authority. The number of inspections, in each of the 32 local authorities, published by Education Scotland during 2017/2018, was detailed in Appendix 1 to the report.

The CQIS provided extensive support to all schools to best prepare establishments for the increased rigours and focus areas of changing educational policy, expectations around self-evaluation for improvement and the new inspection models. In addition, particular support was provided to those schools who were potentially facing inspection in the next few years. Information on the range of support provided was outlined in the report.

During 2017/2018, 18 inspection reports had been published in South Lanarkshire covering all sectors. All had received a 'positive' outcome, that is a grade of satisfactory or above for all QIs and there had been no requirement for follow-up inspection activity as an outcome of any inspection, as illustrated in appendices 2 and 4 to the report.

Appendix 3 to the report provided a comparative analysis which scrutinised South Lanarkshire primary inspection outcomes with comparator authorities of a similar size and which had a similar number of inspections. This demonstrated that South Lanarkshire was the only authority to have achieved a 100% success rate in relation to positive outcomes.

A summary of inspection results would be published in the Education Resources' Standards and Quality report. Education Scotland placed importance on the role of Associate Assessors (AAs) on their inspection teams. AAs were usually experienced headteachers who had been nominated by their local authority. The Council had 8 AAs and a further 12 had been nominated.

To secure further advances in establishments' self-evaluation for self-improvement, CQIS levels of support would be sustained and developed. This support would be a bespoke package to include professional learning opportunities, provision of resources and targeted support pre-inspection, during inspection and post-inspection.

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

*[Reference: Minutes of 19 June 2018 (Paragraph 11)]*

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## **8 Standards and Quality Report 2017/2018**

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A report dated 27 August 2018 by the Executive Director (Education Resources) was submitted providing information on Education Resources' Standards and Quality report for session 2017/2018.

The introduction of the Education (Scotland) Act 2016 had placed a statutory duty on schools and local authorities to report on progress towards achieving the National Improvement Framework (NIF) priorities, including raising attainment for all and closing the poverty related achievement gap. On 5 September 2017, the Committee noted that Education Resources had developed a revised format and structure of the Standards and Quality report for schools based on the national priorities and to meet the requirements of the legislation.

The purpose of the Standards and Quality report was to provide high level information on the successes and achievements of Education Resources, specifically, it had been designed to answer 3 main questions from 'How Good is our School' (4<sup>th</sup> edition), that is how good:-

- ◆ were we at ensuring the best possible outcomes for our learners?
- ◆ was the quality of the care and education we offered?
- ◆ was our relationship and approach to improvement?

The report made specific links to the priorities of Education Resources and the National Improvement Framework.

Arrangements would be made to publish the Standards and Quality report 2017/2018 on the Council's website and an electronic version would be sent to all schools, establishments, elected members and other stakeholders. Printed copies had been made available to members of this Committee.

A Standards and Quality report would be published each year, in the autumn term, and would reflect the work of the previous school session. The format and content would continue to meet national requirements for reporting and also provide information to stakeholders.

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

*[Reference: Minutes of 5 September 2017 (Paragraph 12)]*

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## **9 Education Scotland Report – Inspection of Community Learning and Development in South Lanarkshire**

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A report dated 23 July 2018 by the Executive Director (Education Resources) was submitted on the outcome of the recent inspection of Community Learning and Development (CLD) in South Lanarkshire by Education Scotland.

During March and April 2018, Education Scotland undertook an inspection of CLD partners within South Lanarkshire and the areas of Rutherglen, Springhall and Whitlawburn. Inspectors considered:-

- ◆ the quality of the strategic leadership of CLD and CLD provision in the area
- ◆ how well paid employees were and how volunteers were developing their own practices and building capacity
- ◆ how partners contributed to current and evolving national policy objectives, such as closing the poverty related attainment gap; prevention; reducing social isolation; tackling health inequalities and empowering communities

The inspection report by Education Scotland, published on 23 July 2018, identified the following particular strengths of CLD in South Lanarkshire:-

- ◆ work with young people that was improving the learning offer across South Lanarkshire
- ◆ effective targeting and inclusion of people facing additional barriers
- ◆ learners accessing clear progression pathways
- ◆ stakeholders with a positive approach to learning
- ◆ creative and ambitious Community and Third Sector organisations

The following 2 areas were identified for continued improvement:-

- ◆ strengthen the coordination between Strategic, Locality and Local Planning
- ◆ improved use of target setting and shared evaluation to capture wider impacts

On 27 June 2018, the Executive Committee had approved a report on proposals to develop a new approach to community participation and the range of planned activity would address the above areas of improvement.

Inspectors noted that communities were achieving very well and, consequently, the inspection process was complete with no further visits.

To help monitor the quality of CLD across Scotland, Education Scotland evaluated 4 quality indicators (QIs). In each of the following QIs, the results for this inspection had been 'very good':-

- ◆ improvements in performance
- ◆ impact on the local community
- ◆ delivering the learning offer with learners
- ◆ leadership and direction

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

*[Reference: Minutes of the Executive Committee of 27 June 2018 (Paragraph 12)]*

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## **10 Period Poverty – Access to Sanitary Products in Schools**

A report dated 28 August 2018 by the Executive Director (Education Resources) was submitted on the Scottish Government's initiative to provide free sanitary products in schools.

On 30 May 2018, the Scottish Government, in their Programme for Government, gave a commitment that pupils and students in schools, colleges and universities should have access to free sanitary products. The aim of the initiative was to support equality, dignity and rights for young people and to ensure that they had access to products to enable them to fully participate in education, at all levels. £1.850 million had been set aside to cover the period August 2018 to March 2019 and the Council had received £124,534.

The Scottish Government had issued guiding principles in the delivery of the commitment which were detailed in the report. To accompany those guiding principles, Education Resources had produced a good practice document, attached as Appendix 1 to the report, both of which had been issued to schools.

Councils had been advised that the National Framework of Suppliers would be able to offer schools a selection of products, however, this would not be in place until 1 October 2018. Consequently, and in terms of the procurement process, the Council had used a social enterprise business to secure an initial supply of products, with most deliveries made to schools over the summer break.

During August 2018 to 31 March 2019, schools were required to gather information on the initiative which would be shared with COSLA and the Scottish Government. This information would be used to monitor and review the cost of delivery and uptake levels which would inform future funding levels from April 2019.

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

*Councillor Cooper left the meeting during this item of business*

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## **11 Learning Together – National Action Plan**

A report dated 27 August 2018 by the Executive Director (Education Resources) was submitted on the publication of 'Learning Together', the Scottish Government's national action plan on parental involvement, parental engagement, family learning and learning at home over the next 3 years.

In August 2018, the Scottish Government launched its new engagement plan to improve links between home and school. 'Learning Together' had been developed in collaboration with COSLA and was supported by the National Parent Forum of Scotland and set out a vision for parental involvement and engagement from 2018 to 2021. The plan was based on the guiding aim of Getting it Right for Every Child and its theme was relationships, based on trust, mutual respect and collaboration. A summary of the plan's 13 goals and 52 national actions, many of which were already being addressed by the Council, were detailed in Appendix 1 to the report.

On 14 November 2017, the Committee noted:-

- ♦ the National Parent Forum for Scotland's key findings on the impact of the Scottish Schools (Parental Involvement) Act 2006
- ♦ that a working group would be established to review the Council's Parental Involvement Strategy

This review group would take account of the recommendations in the national action plan to ensure that the revised Parental Involvement Strategy reflected the shift in emphasis from involvement to collaboration and supporting family learning and learning at home. In South Lanarkshire, evidence showed that there was a strong track record in supporting parental engagement and involvement.

A report on the progress in taking forward the goals and actions points of the Scottish Government's national action plan would be submitted to a future meeting of this Committee.

**The Committee decided:**

- (1) that the Scottish Government's national action plan, 'Learning Together', be noted; and
- (2) that it be noted that a report on the progress in taking forward the goals and action points of the national action plan would be submitted to a future meeting of this Committee.

*[Reference: Minutes of 14 November 2017 (Paragraph 8)]*

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## **12 West Partnership Update**

A report dated 28 August 2018 by the Executive Director (Education Resources) was submitted on the progress of the West Partnership.

On 6 February 2018, the Committee noted the contents of the Initial Improvement Plan of the West Partnership which had been submitted to Education Scotland. On 19 June 2018, the Committee noted that feedback on the Plan had been received which highlighted certain high level strengths and also areas to be considered when devising phase 2 of the Improvement Plan.

The second phase of the Regional Improvement Plan aimed to build on the outcomes and measures outlined in the previous version, working towards the vision of Equity, Excellence and Empowerment. The Plan, attached as Appendix 1 to the report, set out the workstreams to be delivered over the coming year together with a remit and outline action plan for each workstream. Those action plans would remain in draft form as it was envisaged that, following consultation with stakeholders, they could be subject to change to take account of feedback received.

**The Committee decided:**

- (1) that the content of phase 2 of the Improvement Plan of the West Partnership be noted; and

(2) that update reports be submitted to future meetings of this Committee.

*[Reference: Minutes of 6 February 2018 (Paragraph 9) and 19 June 2018 (Paragraph 8)]*

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### **13 Celebrating the Musical Success of Young People and the Instrumental Music Service**

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A report dated 29 August 2018 by the Executive Director (Education Resources) was submitted on the range of achievements and musical success of young people and employees from South Lanarkshire in a variety of highly prestigious national and local events during 2018.

The Council's instrumental music service provided high quality instrumental music tuition to over 9,000 children and young people from P4 to S6, across the entire school estate, including Additional Support Needs schools. A variety of creative and practical learning was offered using a selection of delivery methods and South Lanarkshire was recognised as one of Scotland's leading local authorities in nurturing musical excellence and success.

Example of the breadth of events and individual achievements were detailed in the report, including the following:-

- ◆ Battle of the Bands event held in February 2018, which showcased the emerging rock and pop talents of 11 school bands
- ◆ Instrumental Music Service Showcase held in March 2018, which celebrated the talent and musical excellence of over 350 young instrumentalists and vocalists from secondary schools
- ◆ Primary Music Showcase held in June 2018, which provided performance opportunities for 400 young musical learners and featured the inaugural public performance of South Lanarkshire's Primary Schools' Chorus featuring 60 young voices
- ◆ South Lanarkshire Schools' Big Band performed as part of the Children's Classics Concert; provided musical entertainment at the South Lanarkshire Leisure and Culture Limited Sports Award event and staged a successful sell out concert
- ◆ Local and Regional ensembles where many young musicians and their teachers had represented the Council within a number of regional ensembles, including the South Lanarkshire Orchestral Society (SLOS), Strathclyde Youth Jazz Orchestra, West of Scotland Schools' Orchestra and West of Scotland Schools' Concert Band
- ◆ 8 South Lanarkshire based school and community concert bands participated in the national finals of the Scottish Concert Band Festival where all bands received high commendation, with the SLOS Senior Concert Band awarded a Platinum Award which celebrated the band's position as the highest achieving youth band in Scotland

Many young musicians continued to represent their communities in Scotland's national ensembles, including the Youth Orchestra of Scotland, Youth Jazz Orchestra of Scotland, Youth Choir of Scotland and Youth Brass Band of Scotland. A senior pupil from Calderglen High School, East Kilbride performed as part of the BBC London Proms Youth Ensemble's brass section.

Education Resources would continue to promote the musical success of young people and encourage them to participate in a wide range of active learning activities.

**The Committee decided:** that the musical success of young people and the Instrumental Music Service, in national and regional contexts during 2018, be noted.



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**14 Urgent Business**

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There were no items of urgent business.