

# EDUCATION RESOURCES COMMITTEE

Minutes of meeting held via Microsoft Teams on 27 October 2020

**Chair:**

Councillor Katy Loudon

**Councillors Present:**

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

**Councillors' Apologies:**

Councillor John Ross, Councillor Margaret B Walker

**External Members Present:**

Andy Harvey, Christine Hall

**External Members' Apologies:**

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

**Attending:**

**Education Resources**

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

**Finance and Corporate Resources**

M M Cairns, Legal Services Manager; L Harvey, Finance Manager (Resources); P MacRae, Administration Adviser; K McLeod, Administration Assistant; M Milne, Human Resources Business Partner; L O'Hagan, Finance Manager (Strategy)

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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 18 August 2020 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 2020/2021

A joint report dated 24 September 2020 by the Executive Directors (Education Resources) and (Finance and Corporate Resources) was submitted comparing actual expenditure at 14 August 2020 against budgeted expenditure for 2020/2021 for Education Resources.

As at 14 August 2020, there was an overspend of £1.474 million, as detailed in Appendix A to the report. Costs incurred in relation to the Resources' Covid-19 response were outlined in Appendix B to the report.

**The Committee decided:**

- (1) that the overspend of £1.474 million at 14 August 2020 be noted;
- (2) that the expenditure incurred in relation to the Resources' Covid-19 response be noted;  
and
- (3) that the budget virements, as detailed in Appendix A to the report, be approved.

*[Reference: Minutes of 18 August 2020 (Paragraph 5)]*

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#### **4 Education Resources – Capital Budget Monitoring 2020/2021**

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A joint report dated 8 October 2020 by the Executive Directors (Education Resources) and (Finance and Corporate Resources) was submitted advising of progress on the Education Resources' capital programme for 2020/2021 and summarising the expenditure position at 14 August 2020.

The Education Resources' capital programme amounted to £22.656 million and expenditure as at 14 August 2020 was £2.558 million. The progress in delivery of the capital programme had been affected by the lockdown due to Covid-19 and the ongoing requirements of social distancing. As a result, on 23 September 2020, the Executive Committee approved a revised General Services capital programme based on deliverability which could be achieved in the current year. The revised base programme for Education Resources was £21.453 million. In addition, £1.253 million of additional funding received in relation to Digital Inclusion revised the Resources' capital programme to £22.656 million.

**The Committee decided:** that the 2020/2021 revised capital programme of £22.656 million, and expenditure to date of £2.558 million, be noted.

*[Reference: Minutes of 18 August 2020 (Paragraph 6) and Minutes of the Executive Committee of 23 September 2020 (Paragraph 4)]*

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#### **5 Education Resources – Workforce Monitoring – July and August 2020**

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A joint report dated 23 September 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 July and August 2020:-

- ◆ attendance statistics
- ◆ occupational health statistics
- ◆ accident/incident statistics
- ◆ discipline, grievance and Dignity at Work cases
- ◆ analysis of leavers and exit interviews
- ◆ staffing watch as at 13 June 2020

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

*[Reference: Minutes of 18 August 2020 (Paragraph 7)]*

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## **6 Acquisition of Our Lady of Lourdes Primary School Building, East Kilbride**

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A report dated 5 October 2020 by the Executive Director (Education Resources) was submitted on a proposal to acquire the accommodation at Our Lady of Lourdes Primary School Building, East Kilbride.

In January 2004, the Council had entered into a 20 year lease with Investec Asset Finance plc to provide a modular construction building to be utilised as a school building for Our Lady of Lourdes Primary School and Nursery Class, East Kilbride. The rental terms were 10 annual instalments of £580,800, followed by 10 further annual instalments of £59,900, with the lease terms ending on 24 January 2024. The report highlighted that:-

- ◆ a total of £177,900 in rental costs remained due between now and the end of the lease agreement
- ◆ at the end of the contract, the Council was obliged to pay for the removal of the modular units from the site, estimated to cost in the region of £200,000 to £300,000
- ◆ the East Kilbride Community Growth Area and Philipshill Housing Development would generate up to an additional 137 pupils and, consequently, required 3 additional classrooms which would be funded by Developer Contributions
- ◆ the 15 year old building required capital investment to ensure that it met the high standards of the Council's recently completed Schools' Modernisation Programme, however, it would be necessary for the Council to secure the future occupation of the property beyond the end of the current lease arrangement

On the basis that the purchase of the property would deliver control to the Council to decide when and how it wished to invest in the building, provisional negotiations had resulted in terms being offered, as outlined in section 5 of the report. Consideration had been given to all the property options and it was considered that the acquisition of the accommodation at Our Lady of Lourdes Primary School, East Kilbride represented best value for money.

Officers responded to members' questions and, following a full discussion, Councillor Loudon, seconded by Councillor Craig, moved the recommendations contained in the report. Councillor Anderson, seconded by Councillor Cooper, moved as an amendment that consideration of the report be deferred and that a further report be submitted detailing costs in respect of all options in relation to the school building.

On a vote being taken by roll call, members voted as follows:-

### **Motion**

Stephanie Callaghan, Peter Craig, Katy Loudon, Carol Nugent

### **Amendment**

Alex Allison, John Anderson, Margaret Cooper, Margaret Cowie, Mary Donnelly, Fiona Dryburgh, Joe Fagan, Gerry Convery, Christine Hall, Ian Harrow, Mark Horsham, Martin Grant Hose, Eileen Logan, Monique McAdams, Ian McAllan, Julia Marrs, Gladys Miller, Lynne Nailon, Graham Scott, Jared Wark, David Watson

### **Abstained**

Andy Harvey

4 members voted for the motion, 21 for the amendment and 1 abstained. The amendment was declared carried.

### **The Committee decided:**

that consideration of the report be deferred and that a further report be submitted detailing costs in respect of all options in relation to the school building.

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## **7 Developing the Young Workforce (DYW) - School Co-ordinators**

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A joint report dated 7 October 2020 by the Executive Directors (Education Resources) and (Finance and Corporate Resources) was submitted providing an update on:-

- ♦ an opportunity to create Developing the Young Workforce (DYW) School Co-ordinator posts in all South Lanarkshire secondary schools
- ♦ a funding application submitted by DYW Lanarkshire and the East Dunbartonshire Regional Group, in partnership with Educational Resources, to participate in a Scottish Government Initiative

Developing the Young Workforce (DYW) was the Scottish Government's Youth Employment Strategy, launched in 2014, to better prepare young people for the world of work. DYW Regional Groups, a network of 21 industry led groups, were established to strengthen employer engagement with education and to provide support to pupils in Scotland's publicly funded secondary schools. The DYW Lanarkshire and East Dunbartonshire (DYW LED) Regional Group supported DYW activity in schools in South Lanarkshire, North Lanarkshire and East Dunbartonshire. In South Lanarkshire, the DYW LED worked closely with schools, employers, the Youth Employability Service and Skills Development Scotland.

In response to the current economic challenges as a result of the Covid-19 pandemic and the anticipated increase in youth unemployment, the Scottish Government had invited DYW groups to submit applications to fund DYW Co-ordinator posts in all secondary schools.

The DYW LED Regional Group, working in partnership with Education Resources, submitted a funding application for £522,833 for the period November 2020 to March 2022 to support a DYW co-ordinator in South Lanarkshire's 20 secondary schools. The role of the Co-ordinator would be to ensure that the DYW agenda continued to be embedded in the curriculum, with a particular focus on those young people who were most at risk from leaving school and not securing a positive destination.

A decision on the funding application was expected to be confirmed in November 2020. If successful, an exercise would be undertaken to allocate funding to each secondary school and a partnership agreement developed between DYW LED and the Council to support this activity. The funding would support up to a 0.5 FTE post of DYW Co-ordinator in each school. A Development Officer, based centrally, would support the Co-ordinator posts.

The specific roles of the Co-ordinator were detailed in section 4.3 of the report.

### **The Committee decided:**

- (1) that the funding opportunity to create Developing the Young Workforce (DYW) Co-ordinators in all South Lanarkshire secondary schools be noted; and
- (2) that, subject to receipt of a grant award from the Scottish Government, the proposal to create Co-ordinator posts, as detailed in the report, be approved.

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## **8 Community Mental Health Support for Children and Young People**

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A joint report dated 5 October 2020 by the Executive Directors (Education Resources) and (Finance and Corporate Resources) and the Director, Health and Social Care was submitted on:-

- ♦ developments and funding in relation to Children and Young People's Community Mental Health Support (CYPCMHS) and the governance of CYPCMHS in South Lanarkshire
- ♦ a proposal to establish 2 posts to assist with developments and future commissioning for community mental health interventions

In 2019/2020, the Scottish Government allocated £2 million for councils across Scotland to enable them to prepare to implement community mental health and wellbeing services for children and young people. A Framework developed by the Children and Young People's Mental Health and Wellbeing Programme Board was issued to councils which outlined the support that was required and the expectation of how this would fit within existing mental health supports from universal services and clinical care, with an emphasis on early intervention.

Each local authority was allocated £62,500 for planning, development, programme and change management costs. During this initial planning period, the Scottish Government's expectation was that the funding provided would be utilised, as appropriate, in planning and preparation and could be used to support a post with the capacity to take this work forward.

A further £15 million per annum would be available in 2020/2021, with the Council due to receive around £800,000, however, this funding would only be paid as part year costs due to the delay caused by the Covid-19 pandemic.

Details of the governance arrangements for the programme were outlined in the report. The Getting it Right for South Lanarkshire's Children's Services Strategy Group would oversee the initiative and a partnership steering group would be created and chaired by a proposed new Senior Educational Psychologist, within Education Resources, who would oversee and manage the programme. There was a requirement that the programme would be community facing with engagement with children at community level. It was, therefore, proposed that a post of Planning and Development Officer, within Social Work Resources, be created to support the Senior Educational Psychologist. The posts would be established on the following basis:-

- ♦ 1 FTE post of Senior Educational Psychologist within Education Resources on Salary Grade 1, SNCT (£62,787)
- ♦ 1 FTE post of Planning and Development Officer within Social Work Resources on Salary Grade 3, Level 2 to 4 (£32,994 to £38,779)

**The Committee decided:**

- (1) that the governance arrangements of the Children and Young People's Community and Mental Health Support be noted; and
- (2) that the establishment of the 2 posts, as detailed above, be approved.

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## 9 School Holiday Dates for Sessions 2021/2022

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A report dated 5 October 2020 by the Executive Director (Education Resources) was submitted on the proposed holiday arrangements for schools in South Lanarkshire for session 2021/2022. Neighbouring educational authorities, all teachers, trades unions and parent councils had been consulted on the proposals.

**The Committee decided:** that the following school holidays for session 2021/2022 be approved:-

**Session 2021/2022**

<b>First Term</b>	<b><i>Teachers' In-service</i></b>	<b><i>Thursday</i></b>	<b><i>12 August 2021</i></b>
	<b><i>In-service day</i></b>	<b><i>Friday</i></b>	<b><i>13 August 2021</i></b>
	Pupils return	Monday	16 August 2021
September	Close on	Thursday	23 September 2021
Weekend	Re-open	Tuesday	28 September 2021

October Break	Close on Re-open	Friday Monday	8 October 2021 18 October 2021
	<b><i>In-service day</i></b>	<b><i>Monday</i></b>	<b><i>15 November 2021</i></b>
Christmas	Close on Re-open	Wednesday Wednesday	22 December 2021 <b>at 2.30pm</b> 5 January 2022
<b>Second Term</b>			
February break	Close on Closed	Friday Monday and Tuesday	11 February 2022 14 February 2022 15 February 2022
	<b><i>In-service day</i></b>	<b><i>Wednesday</i></b>	<b><i>16 February 2022</i></b>
Spring break/Easter	Close on Re-open	Friday Tuesday	1 April 2022 <b>at 2.30pm</b> 19 April 2022
<b>Third Term</b>			
Local Holiday	Closed Re-open	Monday Tuesday	2 May 2022 3 May 2022
	<b><i>In-service day</i></b>	<b><i>Thursday</i></b>	<b><i>5 May 2022</i></b>
Local Holiday*	Close on Re-open	Thursday Tuesday	26 May 2022 31 May 2022

\*Lanark schools to observe 9 and 10 June 2022 (Lanimers)

Summer break	Close	Friday	24 June 2022 <b>at 1.00pm</b>
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Proposed in-service days	*2 dates for teachers' in-service training for August 2022 still to be confirmed.
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## Working Days for Teachers

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[Reference: Minutes of 27 November 2018 (Paragraph 6)]

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## 10 Covid-19 Update on Education Recovery

A report dated 12 October 2020 by the Executive Director (Education Resources) was submitted on the Education Resources' response to the Covid-19 pandemic by schools and educational settings since the beginning of the new term in August 2020.

Ongoing communication and consultation had taken place with stakeholders which included Headteachers of primary, secondary and ASN schools, representatives of the professional associations and unions. Advice and guidance provided to schools and education establishments enabled them to complete their individual and detailed plans for re-opening on 12 August 2020.

A jointly agreed protocol was in place with NHS Lanarkshire Public Health for reporting on, and acting quickly, to assess any reported positive case involving a young person or adult which might impact on a school or educational setting. This 7 a day week process of reporting had enabled NHS Lanarkshire Public Health, Education Resources, schools and services to work together to provide clear and coherent outcomes in a timeous manner and in the context of a global pandemic.

Further advice and guidance had been provided to schools in relation to:-

- ♦ compliance with new restrictions which came into place across the NHS Lanarkshire area

- ◆ arrangements around restrictions in place for visitors to take account of the national directive which included the exclusion of parents/cares from entering school premises, except for a specific and agreed purpose
- ◆ mandatory wearing of masks for staff and pupils in secondary schools when entering and leaving the building and when moving around in corridors, communal areas and school transport

A series of meetings had taken place with Headteachers, some focus groups of pupils and parents and trades unions to hear what had gone well and if there were any suggested changes or improvements. A summary of some of the key learning points, attached as Appendix 1 to the report, would be kept under review. Focus groups would continue to meet and their views would be used to help and shape Resource guidance.

**The Committee decided:** that the Education Resources' response, in partnership with NHS Lanarkshire Public Health, to Covid-19 be noted.

*[Reference: Minutes of 18 August 2020 (Paragraph 12)]*

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## **11 West Partnership Improvement Collaborative on Regional Improvement Plan 2019/2020**

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A report dated 25 September 2020 by the Executive Director (Education Resources) was submitted on the evaluation of work undertaken by the West Partnership (Glasgow Regional Education Improvement Collaborative) in 2019/2020.

On 6 August 2019, the Committee noted the progress of the West Partnership and the content of its Improvement Plan for 2019/2020. Progress over the academic year 2019/2020 towards achieving each of the associated target outcomes and expected impacts set out in the Improvement Plan was detailed in Appendix 1 to the report.

Overall, the West Partnership had made good progress implementing its Regional Improvement Plan and the evidence findings would help inform and shape the West Partnership's Improvement Plan for 2020 to 2023.

The evaluation report had been submitted to Education Scotland and the Scottish Government.

**The Committee decided:** that the West Partnership's evaluation of the Regional Improvement Plan 2019/2020 be noted.

*[Reference: Minutes of 6 August 2019 (Paragraph 11)]*

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## **12 West Partnership Improvement Collaborative Improvement Plan 2020 to 2023**

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A report dated 25 September 2020 by the Executive Director (Education Resources) was submitted on the West Partnership's Improvement Plan 2020 to 2023.

The West Partnership Improvement Plan 2020 to 2023, attached as Appendix 1 to the report, set out the key areas for collaborative action to enable improvement across the partnership region. The Improvement Plan captured those areas where collaboration between partners would be beneficial. Not all schools and local authorities would participate in all activities, however, the Plan set out the Partnership's offer to schools and educational settings, based on stakeholder views, on what they would benefit from.

The Plan was organised under the following 3 key areas, each led by 2 Directors of Education/Chief Education Officers:-

- ◆ collaborative learning networks
- ◆ curriculum, learning and teaching
- ◆ leadership, empowerment and improvement

A fourth workstream, evaluation and reporting, was also led by 2 Directors of Education.

The Improvement Plan had been submitted to Education Scotland and the Scottish Government.

The Scottish Government had again invited bids to support the implementation of each Regional Improvement Collaborative's Improvement Plan. The West Partnership's bid for 2020 to 2023 was £1.339 million.

**The Committee decided:** that the West Partnership Improvement Collaborative Improvement Plan 2020 to 2023 be noted.

*[Reference: Minutes of 6 August 2019 (Paragraph 11)]*

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### **13 Education Resources - Notification of Contracts Awarded -1 April to 30 September 2020**

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A report dated 1 October 2020 by the Executive Director (Education Resources) was submitted on contracts awarded by Education Resources during the period 1 April to 30 September 2020.

In terms of Standing Order Nos 21.8 and 22.5 of the Standing Orders on Contracts, Resources were required to notify the relevant Committee of contracts awarded. Details of the contracts awarded by Education Resources were provided in the appendix to the report.

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

*[Reference: Note of 19 May 2020 (Paragraph 10)]*

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### **14 Urgent Business**

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There were no items of urgent business.