

Corporate Policy & Strategy Committee

10am, Tuesday 21 January 2014

Education, Children and Families Policy Development and Review Sub-Committee: Work Programme – referral from the Education, Children and Families Committee

Item number	7.4
Report number	
Wards	All

Links

Coalition pledges	See attached report
Council outcomes	See attached report
Single Outcome Agreement	See attached report

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Terms of Referral

Education, Children and Families Policy Development and Review Sub-Committee: Work Programme

Terms of referral

Executive Committees are required to agree an annual work programme for their Policy Development and Review Sub-Committee.

The Education, Children and Families Committee on 10 December 2013 considered a report detailing the work of the Policy Development and Review Sub-Committee over the past 12 months and setting out a proposed work programme until May 2015.

The Education, Children and Families Committee:

- 1) Noted the work undertaken since December 2012 as set out in appendix 1 to the report.
- 2) Agreed the work programme until May 2015 as set out in appendix 2 to the report.
- 3) Agreed that recommendations from the Policy Development and Review Sub-Committee are referred to the Education, Children and Families Committee for approval.
- 4) Referred the work programme to the Policy Development and Review Sub-Committee for information.
- 5) Referred the report to the Corporate Policy and Strategy Committee for approval.

For decision/action

1. The Education, Children and Families Policy Development and Review Sub-Committee Work Programme, as detailed in appendix 2 of the attached report, is referred to the Corporate Policy and Strategy Committee for approval.

Background reading / external references

[Education, Children and Families Committee 10 December 2013](#)

Links

Coalition pledges	See attached report
Council outcomes	See attached report
Single Outcome Agreement	See attached report
Appendices	Report by the Director of Children and Families

Education, Children and Families Committee

10am, Tuesday, 10 December 2013

Policy Development and Review Sub-Committee Work Programme

Item number	7.14
Report number	
Wards	All

Links

Coalition pledges	P1 to P7 inclusive
Council outcomes	CO1 to CO6 inclusive
Single Outcome Agreement	SO3

Gillian Tee

Director of Children and Families

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Executive summary

Policy Development and Review Sub-Committee Work Programme

Summary

The purpose of this report is to inform Committee of the work of the Sub-Committee over the past 12 months and to set out its proposed programme until May 2015.

Recommendations

1. Note the work undertaken since December 2012 as set out in appendix 1 to the report
2. Agree the Work Programme until May 2015 as set out in appendix 2 to the report
3. Agree that recommendations from the Policy Development and Review Sub Committee are referred to the Education, Children and Families Committee for approval.
4. Refer the Work Programme to the Policy Development and Review Sub Committee for information.
5. Refer the report to the Corporate Policy and Strategy Committee for approval

Measures of success

Each item on the Work Programme has a measure of success that indicates how its achievement will be recognised. The work of the Sub-Committee and associated Working Groups will help to achieve the Children and Families' strategic outcomes and the Capital Coalition Pledges

Financial impact

There will be no financial impact

Equalities impact

There are no adverse impacts arising from this report. This will continue to be assessed as the different strands of the Work Programme develop.

Sustainability impact

There is no sustainability impact

Consultation and engagement

The Sub-Committee and the Working Groups will ensure ongoing, relevant consultation and engagement with a range of stakeholders throughout.

Background reading / external references

Policy Development and Review Sub-Committee Work Programme

1. Background

- 1.1 During 2013, the Policy Development and Review Sub-Committee met on four occasions. In that time, it has focused on developing the Vision for Schools. It has also overseen the progress of four working groups, set up to develop policy around the four major themes which have formed the remainder of the Sub-Committee's Work Programme: Improving Community Access to Schools; Estate Strategy and Rising Rolls; Early Years; and Strengthening Support for Pupils with Behavioural Needs. The information below summarises the progress and achievements of each area of work, and their areas for development and challenges still to be addressed.

2. Main report

Vision for Schools

- 2.1 The work to date and the proposed next steps with the Vision for Schools was set out in the report to the Education Children and Families Committee on 8 October 2013
http://www.edinburgh.gov.uk/download/meetings/id/40849/item_7_1-vision_for_schools
- 2.2 The four Working Groups set up to develop and review specific areas of policy reported their achievements to date, and the areas for development and challenges still faced, to the Policy Development and Review Sub Committee on Monday 11 November 2013. This is summarised below and in Appendix 1.

Improving Community Access to Schools

- 2.3 The CATS Working Group met four times (January, February, April and October) in 2013. It aimed to support and advise work underway to increase the level of community access to schools and to ensure that this was meeting local needs. Important steps have been taken. There has been a review of charges. An on-line booking and payment system is in development. Community access at Queensferry High and The Royal High School have been transformed; Community Sports Hubs have proved a highly effective mechanism for bringing together local sports clubs and increasing participation. Budget arrangements have also been reviewed.

- 2.4 The Working Group has set out a number of challenges it has still to confront. It will develop a policy to increase access to school playgrounds out of school hours; carry out a management organisational review, ensure that CATS developments are aligned with Integrated Facilities Management, and identify how the CATS initiative can contribute to savings targets.

Early Years

- 2.5 This Working Group has met twice (June and September). It was set up to consider strategic issues in Early Years. The group considered the impact of national policies on Early Years provision across the Council and reviewed progress of the Early Years strategy.

The initial focus was to consider the implication of the Children's Bill on Early Years services and the intention to increase the entitlement of early education and childcare from 475 to 600 hours for all three year olds and increased support for two year olds. The working group also provided an update on the Early Years Collaborative and how it is being taken forward. Additionally, it briefed members on developments in outdoor learning and play, the integrated literacy strategy and the childcare funding review.

- 2.6 The Early Years Working Group has identified two future developments and challenges. Further engagement with parents is required concerning the implementation of 600 hours of early learning and care, with three options under consideration. In addition, Early Years will develop a strategy for affordable childcare together with a specification to deliver subsidised childcare to the lowest income families.

Estate Strategy and Rising Rolls

- 2.7 This Working group met four times (May, June, September and December). Work to date has focused on capacity and the effect of rising rolls being experienced in the primary sector. It set out the issues and challenges being faced, and agreed the overall approach to how these would be managed. £15m of capital investment was secured and all new accommodation required for August 2013 successfully completed. The Group has also identified the pressures facing ten city primary schools in August 2014 or beyond, and agreed an approach for each. A condition survey of the entire Children and Families estate has been carried out.
- 2.8 Future challenges will be focused on a five year forward investment programme; updating the primary school roll projections to identify potential further pressures in the future; and, produce a fully updated Asset Management Plan.

Strengthening Support for Pupils with Behavioural Needs

- 2.9 This Working Group met four times in 2013 (June, August, October and November). Its remit was to develop the necessary school and community-

based services for pupils and their families to enable the Council to support the best start in life for all children and to reduce the need for children and young people to be looked after. The work focused on strengthening behavioural and learning support in all Edinburgh schools and providing focussed additional supports where there is greatest need, including support in special schools. This has included visits to provision (including the APEX project in Dunfermline), identification of existing mainstream approaches, developing a case management approach, and mainstreaming the 'Growing Confidence' programme.

- 2.10 A major area of future development will be to consult on the closure of Wellington School. In addition, the case management approach will continue to be developed in secondary, integrating school, family and community support. Community-based family support and young people's services will continue to be strengthened.

Work Programme, January 2014 to May 2015

- 2.11 The next Work Programme will run from January 2014 until May 2015. This will allow work in the existing programme to be completed and a new programme to run for a complete academic year. The proposal is to set aside each Policy Sub Committee meeting to explore an identified theme in depth. The themes and topics for this period could include: Improving Community Access to Schools; Children and Families Asset Management Plan; Attendance and Exclusion; Attainment; and, Children with Disabilities.
- 2.12 The existing Working Groups will continue as follows: Strengthening Support for Pupils with Behavioural Needs will continue until May 2014 and then become subsumed within the Sub Committee; Improving Community Access to Schools will continue until further notice; The Early Years and Estate Strategy and Rising Rolls Working Groups will be subsumed. Further details about the Work Programme, January 2014 to May 2015 are in Appendix 2.

3. Recommendations

- 3.1 Note the work undertaken since December 2012 as set out in appendix 1 to the report
- 3.2 Agree the Work Programme until May 2015 as set out in appendix 2 to the report
- 3.3 Agree that recommendations from the Policy Development and Review Sub Committee are referred to the Education, Children and Families Committee for approval.
- 3.4 Refer the Work Programme to the Policy Development and Review Sub Committee for information.
- 3.5 Refer the report to the Corporate Policy and Strategy Committee for approval

Gillian Tee

Director of Children and Families

Links

Coalition pledges	<p>P1. Increase support for vulnerable children, including help for families so that fewer go into care</p> <p>P2. Hold the maximum P1 class size at 25 and seek to reduce class sizes in line with Scottish Government recommendations</p> <p>P3. Rebuild Portobello High School and continue progress on all other planned school developments, while providing adequate investment in the fabric of all schools</p> <p>P4. Draw up a long-term strategic plan to tackle both over-crowding and under use in schools</p> <p>P5. Seek to ensure the smooth introduction of the Curriculum for Excellence and that management structures within our schools support the new curriculum</p> <p>P6. Establish city-wide co-operatives for affordable childcare for working parents</p> <p>P7. Further develop the Edinburgh Guarantee to improve work prospects for school leavers</p>
Council outcomes	<p>CO1. Our children have the best start in life, are able to make and sustain relationships and are ready to succeed</p> <p>CO2. Our children and young people are successful learners, confident individuals and responsible citizens making a positive contribution to their communities</p> <p>CO3. Our children and young people in need, or with a disability, have improved life chances</p> <p>CO4. Our children and young people are physically and emotionally healthy</p> <p>CO5. Our children and young people are safe from harm or fear of harm, and do not harm others within their communities</p> <p>CO6. Our children's and young people's outcomes are not undermined by poverty and inequality</p>
Single Outcome	<p>SO3. Edinburgh's children and young people enjoy their childhood and fulfil their potential</p>
Appendices:	<ol style="list-style-type: none">1. Work Programme to November 20132. Work Programme January 2014 to May 2015

Education, Children and Families Committee

Work programme outline (Appendix 1)

Policy Development and Review Sub-Committee

Until November 2013

Title / description	Sub section	Category or type	Lead officer	Starting point	Stakeholders	Progress updates	Start date	Due date
Vision for Schools		Pledges 1 – 6 Policy Development	Gillian Tee	Vision for Schools produced in consultation with head teachers, parents, pupils, Children and Families staff and other interested stakeholders	School staff, parents, pupils, elected members, community groups with an interest in schools and education.	PDR Sub-Committee February, April and June 2013. E, C & F Committee May and October 2013.	4 February 2013	January 2014
Improving Community Access to Schools		Policy Review Pledge 04	David Bruce	Committee Report approved 9.10.12. Short Life Member Working Group has contributed to developing the main recommendations.	Schools, community users, Edinburgh Leisure	Reports to E, C & F Committees in Dec 2012, May and December 2013. Working Group met	4 February 2013	Report to E, C & F Committee, 21 May 2013. Further report to Committee in Dec 2013

Title / description	Sub section	Category or type	Lead officer	Starting point	Stakeholders	Progress updates	Start date	Due date
						in January, February, April and October.		
Strengthening Support for Pupils with Behavioural Needs		Pledge 01 Policy Review	Mike Rosendale/Alistair Gaw	Member Working Group identified	School and C&F central staff, pupils, parents	Met in June, August, October and November 2013. Update on progress presented to Sub Committee on 11 Nov 2013. Report re future of Wellington School agreed at Committee, October 2013	May 2013	
Estate Strategy and Rising Rolls (2013 onwards)		Pledge 04 Policy Review	Billy MacIntyre	Short Life Working Group met three times and reported to E, C & F Committee. Five primary schools identified initially	School and C&F central staff, parents, pupils, elected members	Working Group met in May, June, September and December	May 2013	

Title / description	Sub section	Category or type	Lead officer	Starting point	Stakeholders	Progress updates	Start date	Due date
				as priorities: Balgreen, Granton, Trinity, Victoria, Wardie. New Member Working Group Identified and began meeting in May 2013		2013. Reports to Committee in March and October 2013.		
Early Years		Pledge 01, 06 Policy Review	Aileen McLean	Launched at E, C & F Committee in January 2010. Progress of Early Years Strategy reported in June 2011 and 2012 to same Committee. Member Working Group identified and began work in June	Nursery Schools, Early Years Centres, Childcare Providers and C&F central staff, children, parents, elected members	Working Group met in June and September 2013. Reports to Committee about Integrated Literacy Strategy in March and October 2013; Early Years Progress Report, May 2013; Early Years Change Fund, May 2013; and Outdoor Play and	May 2013	

Title / description	Sub section	Category or type	Lead officer	Starting point	Stakeholders	Progress updates	Start date	Due date
						Learning, October 2013.		
Educational Attainment		Pledge 05 Policy Scrutiny	Karen Prophet	A report was presented to the E, C & F Committee on 11 December 2012.	School and C&F central staff, pupils, parents, elected members	This work will be taken forward in the new work programme, January 2014 to May 2015		

Education, Children and Families Committee

Work programme outline (Appendix 2)

Policy Development and Review Sub-Committee

January 2014 to May 2015

Title / description	Sub section	Category or type	Lead officer	Starting point	Stakeholders	Progress updates	Start date	Due date
Improving Community Access to Schools	Working Group	Policy Review Pledge 04	David Bruce	.	Schools, community users, Edinburgh Leisure	Reports to E, C & F Committees in Dec 2012, May and December 2013. Working Group met in January, February, April and October.	January 2013	May 2015
Strengthening Support for Pupils with Behavioural Needs	Working Group	Pledge 01 Policy Review	Mike Rosendale		School and C&F central staff, pupils, parents	Met in June, August, October and	May 2013	May 2014

Title / description	Sub section	Category or type	Lead officer	Starting point	Stakeholders	Progress updates	Start date	Due date
						November 2013. Update on progress presented to Sub Committee on 11 Nov 2013. Report re future of Wellington School agreed at Committee, October 2013		
Early Years	Working Group	Pledge 01, 06 Policy Review	Aileen McLean		Nursery Schools, Early Years Centres, Childcare Providers and C&F central staff, children, parents, elected members	Working Group met in June and September 2013. Reports to Committee about Integrated Literacy Strategy in March and October 2013; Early Years Progress	January 2014	May 2015

Title / description	Sub section	Category or type	Lead officer	Starting point	Stakeholders	Progress updates	Start date	Due date
						Report, May 2013; Early Years Change Fund, May 2013; and Outdoor Play and Learning, October 2013.		
Attainment		Pledge 05	Karen Prophet	Scrutiny of attainment, including specific reference to Curriculum for Excellence and the introduction of new qualifications, and including special schools and Looked After and Accommodated Children	School and C&F central staff, pupils, parents, elected members	This work will be taken forward in the new work programme, January 2014 to May 2015	January 2014	May 2015
Attendance and Exclusion		Pledge 01	Alistair Gaw	Review and development of policy concerning attendance and inclusion	Schools, C&F Central Staff, pupils, parents, elected members		January 2014	May 2015

Title / description	Sub section	Category or type	Lead officer	Starting point	Stakeholders	Progress updates	Start date	Due date
C&F Asset Management Plan		Pledge 03, 04	Billy MacIntyre	Review of progress in relation to asset management, including new buildings to accommodate rising rolls	Schools, C&F Central Staff, pupils, parents, elected members	.	January 2014	May 2015
Children with Disabilities		Pledge 01, 05	Alistair Gaw	Review of policy and progress in relation to disabilities.	Schools, C&F Central Staff, pupils, parents, elected members		January 2014	May 2015