

# Item 4.1 - Minutes

## Education, Children and Families Committee

10.00 am, Tuesday, 10 December 2013

### Present

Councillors Godzik (Convener), Fullerton (Vice-Convener), Aldridge, Austin Hart, Balfour (substituting for Councillor Aitken), Barrie (substituting for Councillor Lewis), Brock, Cardownie, Child, Nick Cook, Corbett, Day, Dixon, Howat, Jackson, Main, Milligan, Redpath, Robson (substituting for Councillor Lunn) and Rust.

### Also present for Education items

Marie Allan, Rev Thomas Coupar, Allan Crosbie and Craig Duncan.

### Performance by Towerbank Primary School Choir

---

Prior to the start of the meeting, the Committee viewed a performance by the Towerbank Primary School Choir.

The Convener thanked the school choir for their performance.

### 1. Order of business

---

The convener agreed that the items of business be dealt with in the following order.

### 2. Piping and Drumming Tuition

---

#### 2.1 Deputation – Morningside Youth Pipe Band and the Boroughmuir High School Pipe Band

The Committee agreed to hear a deputation from Fiona Maclean and her son Callum Downie on behalf of the Morningside Youth Pipe Band and the Boroughmuir High School Pipe Band. The deputation were heard in support of Councillor Main's Motion on providing instructor support for pupils that wanted to study bagpipes and drumming as part of their SQA music exams.

The deputation asked the Committee to take into account the following points:

- Bagpipe and drumming tuition was not currently funded through the Council's Instrumental Music Service (IMS).
- There was no logic as to why the Council had consciously decided not to support the tuition of Scotland's national instruments.

- There had been some misinformation about the costs of implementing the proposal. It would not cost hundreds of thousands of pounds or displace other services.
- Costs would be low as Councillor Main's motion was only about supporting pupils who currently chose to study the music for their SQA qualification.
- In SQA music exams, bagpipe playing could account for 60% of final mark.

### **Decision**

The convener thanked the deputation for their presentation and invited them to remain for the Committee's consideration of the related motion by Councillor Main as detailed at item 2.2 below.

## **2.2 Motion by Councillor Main.**

The following motion by Councillor Main was submitted in terms of Standing Order 16.1:

"This Committee notes that:

The Council currently offers no tuition in piping and drumming to its pupils either as an extracurricular activity nor as part of any qualification within the school system.

Further notes that this is in contrast to almost all of the other Scottish local authorities and runs contrary to the increasing level of interest and participation of children and young people across our Capital City in what could be regarded as our national instruments.

Committee therefore agrees a policy that the City of Edinburgh Council now gives parity to the study of piping and drumming, in line with other musical instruments, and provides support, including teaching, for those pupils wishing to study these instruments as part of their SQA qualifications.

Committee further agrees that the appropriate means of resourcing and implementing this policy is identified within the Instrumental Music Service."

- moved by Councillor Main, seconded by Councillor Corbett.

### **Amendment 1**

Committee notes the terms of the motion by the Green Group and that such additional demand cannot presently be accommodated within the existing service without significantly impacting on existing provision.

Council seeks to provide support for the provision of bagpipe and drumming initiatives, in welcome co-operation with the wide parental, school and local communities.

Committee agrees to take no action on the Green proposal and notes that a report on bagpipe provision will be presented to Committee in March.

Committee instructs that this report is informed by the outcomes of the Council's budget conversation and the budget deliberations of 13 February 2014.

- moved by Councillor Godzik, seconded by Councillor Fullerton.

## **Amendment 2**

In similar terms to Amendment 1, subject to:

- 1) The insertion of the words "and drumming" after the word bagpipe in the second line of paragraph 3; and.
- 2) The insertion of the following words at the end of paragraph 3, "including options for:
  - External funding and Creative Scotland,
  - Links with the independent sector, and
  - Investigating the potential for school and community pipe bands."

- moved by Councillor Rust, seconded by Councillor Jackson.

In accordance with Standing Order 20(7), Amendment 2 was accepted as an addendum to Amendment 1.

## **Voting**

The voting was as follows:

For the motion	-	3 votes
For Amendment 1 (as adjusted)	-	19 votes

## **Decision**

To approve amendment 1 (as adjusted) by Councillor Godzik as follows:

Committee notes the terms of the motion by the Green Group and that such additional demand cannot presently be accommodated within the existing service without significantly impacting on existing provision.

Council seeks to provide support for the provision of bagpipe and drumming initiatives, in welcome co-operation with the wide parental, school and local communities.

Committee agrees to take no action on the Green proposal and notes that a report on bagpipe and drumming provision will be presented to Committee in March. Committee instructs that this report is informed by the outcomes of the Council's budget conversation and the budget deliberations of 13 February 2014, including options for:

- External funding and Creative Scotland,
- Links with the independent sector, and
- Investigating the potential for school and community pipe bands.

### 3. Minute

---

#### Decision

To approve the minute of the Education, Children and Families Committee of 8 October 2013 as a correct record.

### 4. Education, Children and Families Committee Key Decisions Forward Plan – March to May 2014

---

The Education, Children and Families Committee Key Decisions Forward Plan for the period March to May 2014 was presented.

#### Decision

To note the Key Decisions Forward Plan for March to May 2014.

(Reference – report by the Director of Children and Families, submitted.)

### 5. Education, Children and Families Committee Business Bulletin

---

The Education, Children and Families Committee Business Bulletin for 10 December 2013 was presented.

#### Decision

To note the Business Bulletin.

(References – report by the Director of Children and Families, submitted.)

### 6. Edinburgh Young People's Participation Strategy

---

Following a review and consultation regarding the Edinburgh Youth Issues Forum (EYIF) and young people's participation in Edinburgh, a new strategy for young people's participation was created in early 2013.

An update was provided on the work of the Young People's Participation Team and the achievements of the young people to date within the new participation structure.

A short presentation on the work of the EYIF was provided to the Committee by a number of Forum members.

#### Decision

- 1) To support the Edinburgh Young People's Participation Strategy and the new EYIF structure.
- 2) To invite young people to report on their work to the Education, Children and Families Committee on a yearly basis.
- 3) To advocate, when required, on behalf of young people and support them to be heard within the full range of Council Committees and structures.

- 4) To note that young people's participation in Edinburgh was healthy, diverse and not limited to involvement in forums or other formal groups.
- 5) To note that although Council formal structures might be useful for some issues raised by young people, in general formal structures did not always meet the needs of young people and therefore alternative approaches to young people's participation in decision making were required.
- 6) To note the new protocol for consulting with young people which enabled young people's effective involvement in decision making whilst avoiding 'consultation overload' and allowing young people themselves to prioritise issues.
- 7) To thank the members of the EYIF for their presentation.
- 8) To congratulate Councillor Day, the members of the EYIF and officers for their work in taking the strategy forward.

(Reference – report by the Director of Children and Families, submitted.)

## **7. Castlebrae Community High School – Progress Report**

---

The Committee had previously agreed to establish a Working Group, including a panel of external experts, to advise on options for longer term improvements at Castlebrae Community High School.

An update was provided on progress towards improving outcomes for learners, parental and community engagement and increasing the school roll. Longer term improvements which would be required until a new school was built, which was currently anticipated to be in 2020, were outlined together with options for the new school.

### **Decision**

- 1) To note the contents of the Director's report.
- 2) To note the progress of strategies within the school to deliver a high quality educational experience for learners.
- 3) To note the progress in parental and community engagement.
- 4) To approve the introduction of a revised management structure to deliver a Castlebrae Learning Community by August 2015 and the appointment of a permanent Head Teacher by August 2015.
- 5) To approve the development of an East of Edinburgh Hub to deliver the Senior Phase including the development of a partnership with the Bio Quarter and Universities.
- 6) To agree to receive a further progress report in March 2014.
- 7) To thank the members of the working group and the external experts for their hard work.

(References – minute of the Education, Children and Families Committee 21 May 2013 (item 7); report by the Director of Children and Families, submitted.)

## 8. Educational Attainment/Improvements in Performance 2013

---

The Committee had previously approved a motion by Allan Crosbie requesting further information on the implementation of the new Higher qualifications scheduled for session 2014/15.

A summary of key outcomes in relation to attainment/improvements in performance in City of Edinburgh Council Schools for the year 2012-13 was provided, together with an update on the introduction of the new national qualifications in 2013/14 and 2014/15.

### Decision

- 1) To note the levels and evaluations of attainment/improvements in performance presented in the Director's report.
- 2) To note that the strategies which have been deployed continue to raise attainment.
- 3) To agree to the areas identified to raise attainment in session 2013/14 as outlined in the Director's report.
- 4) To agree to receive further annual reports on attainment/improvements in performance.
- 5) To note the position with regard to the implementation of new Higher qualifications and agree to receive a further report on this issue in March 2014.
- 6) To note that officers have engaged with teachers, trade unions and the Scottish Government and had led calls for flexibility to be provided for the introduction of the new Highers.
- 7) To note that there may be circumstances within schools and by subject where there is a sound rationale for additional flexibility
- 8) To note that the Local Negotiating Committee for Teachers (LNCT) would consider a clear statement about the factors to be taken into account in providing this flexibility.
- 9) To note, for clarification, that in relation to paragraph 1.5 of the Director's report, the Teacher Representatives represent all teachers in Edinburgh, irrespective of their union membership, and do not act as EIS representatives on the Committee.

(References – minute of the Education, Children and Families Committee 8 October 2013 (item 24); report by the Director of Children and Families, submitted.)

## 9. School Admissions

---

Information was provided on the school admissions process and issues associated with placing requests for out of catchment schools.

### Decision

- 1) To note paperwork for admissions had been reviewed to ensure clarity and an online form to request an outwith catchment place had been created.

- 2) To note seminars on admissions had been delivered to all Head Teachers.
- 3) To note accurate and consistent messages about school placements would be delivered to parents by means of an updated booklet and media messages.
- 4) To note composite class and team teaching policies would be updated to include reassurance to parents on learning and teaching.
- 5) To note parents would be told where there were likely to be places for outwith catchment pupils and where there were likely to be no places.
- 6) To note proposed changes to the independent appeals process was at present being considered by the Scottish Parliament.
- 7) To note there would be clarity of information for parents about the role of Children and Families in the appeals process.
- 8) To note the intention to raise the issues described in the Director's report with the Scottish Government.
- 9) To request a report in October 2014 reviewing the 2014 Admissions and Appeals process.

(Reference – report by the Director of Children and Families, submitted.)

## 10. Primary School Roll Projections

---

An update on projected primary school roll projections at a city-wide level was detailed together with a summary of how projections had been derived. A detailed analysis would be undertaken on expected accommodation pressures in future years.

### Decision

- 1) To note the content of the Director's report.
- 2) To note the intention to bring a further report update to Committee on 4 March 2014 together with a report regarding the provision of a new primary school in South Edinburgh.

(References – minute of the Education, Children and Families Committee 8 October 2013 (item 5); report by the Director of Children and Families, submitted.)

## 11. School Meals Service

---

As previously requested by the Committee, an update was provided on the School Meals Service including information on the measures being put in place to improve school meals uptake.

### Decision

- 1) To note the contents of the report including the continued increase in the level of uptake of school meals.
- 2) To note that a further report would be submitted to the Committee in March 2014

(Reference – minute of the Education, Children and Families Committee 5 March 2013 (Item 6); report by the Director of Children and Families, submitted.)

## 12. Review of Community Access to Schools

---

An update was provided on the work of the project team established to undertake a review of community access to schools (CATS), including proposals and consideration of: management arrangements; charging structure; test areas; online booking and payment; communication plan and finances.

### Decision

- 1) To note the contents of the Director's report.
- 2) To note the successes achieved to date from collaborative working with partners in relation to CATS in schools across the city.
- 3) To note the organisational review of staffing and the development of a new management structure that would ensure the effective implementation and delivery of new CATS arrangements.
- 4) To note that testing of revised charges for CATS had commenced and that, in-depth testing of revised charges for use of all high school facilities, the impact of this on income generation targets and budgets that support CATS and details of proposed charges for use of school facilities, would be undertaken and reported to Committee in March 2014.
- 5) To approve the CATS Communication Strategy.

(References – minute of the Education, Children and Families Committee 21 May 2013 (item 6); report by the Director of Children and Families, submitted.)

## 13. Children and Families Capital Asset Management Programme Priorities 2014-2019

---

Approval was sought for a programme of capital investment works required across the Children and Families estate to maintain establishments in a satisfactory condition.

### Decision

- 1) To note the condition of the estate as set out in the joint report.
- 2) To note the proposed £30m programme of investment in the Children and Families estate over the next five years.
- 3) To approve the capital spend prioritisation criteria, as follows:
  - That establishments across the estate would be kept Wind and Water tight and Health and Safety issues are addressed, thereafter
  - Priority 1: Upgrade of Condition 'C' establishments
  - Priority 2: Upgrade of Condition 'B' establishments where large capital spend has been identified.



- 4) To approve the content of the programme and prioritised scope of works focussing on roofs, external building fabric improvements, upgrade of mechanical and electrical services and statutory requirements.
- 5) To note that unforeseen issues may emerge over the course of the programme which would require use of the contingency element of the budget and possible reprioritisation of the programme in later years.

(Reference – joint report by the Directors of Services for Communities and Children and Families, submitted.)

## 14. Chair

---

Councillor Fullerton (Vice-Convener) took the Chair for items 15 and 16 below. Councillor Godzik resumed the Chair for the remaining items of business thereafter.

## 15. Affordable Childcare

---

The challenges related to the development of an affordable childcare strategy and the work already in progress to respond to the needs of parents/carers in low income households were outlined.

### Decision

- 1) To note the content of the joint report and the challenges associated with the development of affordable childcare.
- 2) To approve the development of an Affordable Childcare Strategy on a joint basis by officers from Economic Development and Children and Families and that the aim of the strategy is that average childcare costs in Edinburgh compare more favourably with national averages.
- 3) To approve the establishment of a joint steering group to direct the work and monitor the development of an Affordable Childcare Strategy.
- 4) To approve that the Strategy would:
  - define the population towards which the strategy is targeted;
  - define 'affordability' which the Council would then apply when referencing costs of childcare provided by its own and other organisations;
  - identify steps that the Council might take to influence the pricing structures used by its key partners in order to reduce the costs of childcare in Edinburgh;
  - to identify the key structures and resources to be used to achieve the strategy; and
  - to integrate with employment and enterprise services supporting families to maximise their earned income.

(Reference – joint report by the Directors of Children and Families and Economic Development, submitted.)

## 16. Consultation on Proposal for the Establishment of a Nursery Class at Wardie Primary School

---

Approval was sought to consult on a proposal to establish a new nursery class at Wardie Primary School. The rationale for, resulting implications and consultation process were detailed.

### Decision

- 1) To approve that statutory consultation is carried out on the proposed establishment of a new nursery class at Wardie Primary School based on the rationale set out in the Director's report.
- 2) To approve that the statutory consultation process should commence on 16 December 2013.
- 3) To note that the outcome of the consultation would be reported to full Council on 1 May 2014.

(Reference – report by the Director of Children and Families, submitted.)

## 17. Consultation on Proposal for the Establishment of a Nursery Class at Fox Covert Primary Schools

---

Approval was sought to consult on a proposal to establish a new nursery class at Fox Covert Primary Schools. The rationale for, resulting implications and consultation process were detailed.

The capital funding required to deliver the new nursery was approved by the Education, Children and Families Committee on 21 May 2013 based on the delivery of a 40/40 nursery. However in the intervening period, the necessity to expand the proposed building to accommodate additional accommodation for 0-3 year olds had been identified.

### Decision

- 1) To approve that statutory consultation is carried out on the proposed establishment of a new nursery class at Fox Covert Primary Schools based on the rationale set out in the Directors report.
- 2) To approve that the statutory consultation process would commence start on 16 December 2013.
- 3) To approve the revised cost of delivering the new nursery of £1,074,000 and the associated sources of funding set out in the report.
- 4) To note that the outcome of the consultation would be reported to Full Council on 1 May 2014.

(Reference – minute of the Education, Children and Families Committee 21 May 2013 (item 9); report by the Director of Children and Families, submitted.)

## 18. Children and Families Revenue Budget Monitoring 2013/14 – Month Five Position to 31 August 2013

---

The month five revenue budget monitoring position to 31 August 2013 was outlined for the Children and Families Directorate.

### Decision

- 1) To note the content of the Director's report and the currently projected balanced budget position for 2013/14.
- 2) To note that at month five the projected residual budget pressures for the Children and Families Department totalled £1.9m.
- 3) To note that the £1.9m position had since improved to £1.4m, based on management action taken between period five and the end of November 2013.
- 4) To note that further management action, excluding schools, was being implemented to offset the residual pressures to enable the delivery of a balanced budget.

(Reference – report by the Director of Children and Families, submitted.)

## 19. Sub-Committee on Standards for Children and Families – Appointments

---

The Council on 24 October 2013 had considered a number of options to revise the Council's political management arrangements and had agreed, amongst other things, to reduce the number of Sub-Committees on Standards for Children and Families, from the five at present, to one.

The Committee was invited to appoint the Convener and members of the sub-committee and approve the sub-committee's remit.

### Decision

- 1) To appoint the following members to the sub-committee:  
Councillor Godzik (Convener)  
Councillor Aitken  
Councillor Child  
Councillor Fullerton  
Councillor Lewis  
Councillor Main  
Councillor Paterson  
Councillor Redpath  
Craig Duncan (Religious Representative)
- 3) To approve the Sub-Committee remit as detailed at Appendix 1 to the Director's report.
- 4) To note that the Sub-Committee would meet four times a year.

(Reference – Act of Council No12 of 24 October 2013; report by the Director of Corporate Governance, submitted.)

## 20. Policy Development and Review Sub-Committee – Work Programme

---

Details were presented of the work undertaken by the Education, Children and Families Policy Development and Review Sub-Committee over the past 12 months and approval was sought for a proposed work programme until May 2015.

### Decision

- 1) To note the work undertaken since December 2012 as set out in appendix 1 to the Director's report.
- 2) To agree the Work Programme until May 2015 as set out in appendix 2 to the report.
- 3) To agree that recommendations from the Policy Development and Review Sub-Committee are referred to the Education, Children and Families Committee for approval.
- 4) To refer the Work Programme to the Policy Development and Review Sub-Committee for information.
- 5) To refer the report to the Corporate Policy and Strategy Committee.

(Reference – report by the Director of Children and Families, submitted.)

## 21. Family and Community Support Service

---

An update was provided on developments within the Family and Community Support Service.

### Decision

- 1) To note the contents of the Director's report.
- 2) To note the intention to bring a further update report to Committee with performance information during 2014.

(Reference – report by the Director of Children and Families, submitted.)

## 22. Additional Support Needs Planning and Performance Update 2013

---

An update on performance, trends and planning in relation to provision for additional support needs was provided.

### Decision

- 1) To note the scale and complexity of demographic challenges and the continuing trend in the growth in additional support needs in Edinburgh.
- 2) To note that increasingly, further growth would need to be met in mainstream provision where the great majority of growth in population requiring significant additional support is found.

- 3) To note the continuing progress in service improvement, in particular in literacy and integrated child planning.
- 4) To note the significant progress in the support for children requiring additional support for social, emotional and behavioural needs in the early years and primary sector through the case management approach.
- 5) To note a potential advantage of a co-ordinated approach to the development of future care options for children with complex disabilities in conjunction with the commissioning of new accommodation for St Crispin's within the Children and Families strategy to shift the balance of care.
- 6) To note the contributions of Additional Support for Learning (ASL) services and special schools to progress in shifting the balance of care when combined with improvements in family support and care options that allow children to remain in Edinburgh.
- 7) To note progress in the strategic development of provision for Additional Support Needs provision to address current and future needs and improve performance.
- 8) To note the provisions made to address demographic pressures and proposed savings in the period 2014-16 which is subject to consultation.
- 9) To request a further update in 6 months time.

(References – minute of the Education, Children and Families Committee 11 December 2012 (item 10); report by the Director of Children and Families, submitted.)

### **23. Summer Schools Maintenance Report - Update -referral report from the Governance Risk and Best Value Committee**

---

The Governance, Risk and Best Value Committee had considered a report on the findings of the '2012 Schools Summer Works' Internal Audit Report. The report was referred to the Education, Children and Families Committee for information.

#### **Decision**

To note the report

(Reference – minute of the Governance, Risk and Best Value Committee 14 November 2013 (Item 5); report by the Head of Legal, Risk and Compliance, submitted.)

### **24. Responsible Citizenship – Volunteering in Schools – referral from the Communities and Neighbourhoods Policy Development and Review Sub-Committee**

---

The Communities and Neighbourhoods Policy Development and Review Sub-Committee had considered a report which detailed work currently being undertaken by Children and Families contributing to the wider volunteering strategy. The report was referred to the Education, Children and Families Committee for information.

## **Decision**

- 1) To note the report
- 2) To request an update on a yearly basis.

(Reference – minute of the Policy Development and Review Sub-Committee of the Community and Neighbourhood Committee 26 November 2013 (item 3); report by the Head of Legal, Risk and Compliance, submitted.)

## **25. Social Work Complaints Review Committee**

---

### **25.1 10 October 2013**

The recommendations of the Social Work Complaints Review Committee held on 10 October 2013 on a complaint against the Children and Families Department were detailed.

#### **Decision**

To approve the recommendations of the Social Work Complaints Review Committee

(Reference – report by the Chair of the Social Work Complaints Review Committee, submitted.)

### **25.2 14 November 2013**

The recommendations of the Social Work Complaints Review Committee held on 14 November 2013 on a complaint against the Children and Families Department were detailed.

#### **Decision**

To approve the recommendations of the Social Work Complaints Review Committee

(Reference – report by the Chair of the Social Work Complaints Review Committee, submitted.)