

# Minutes

## Education, Children and Families Committee

**10.00am, Tuesday 14 August 2018**

**Present:**

Councillors Perry (Convener), Dickie (Vice-Convener), Bird, Mary Campbell, Corbett, Griffiths, Howie, Laidlaw, Rust, Webber (substituting for Councillor Smith) and Young.

**Parent Representative**

Alexander Ramage (non-voting)

### 1. Minutes

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**Decision**

- 1) To approve the minute of the Education, Children and Families Committee of 22 May 2018 as a correct record.
- 2) To approve the minute of the Additional Meeting of the Education, Children and Families Committee of 21 June 20 18 as a correct record.

### 2. Rolling Actions Log

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The Education, Children and Families Committee Rolling Actions Log for August 2018 was presented.

**Decision**

- 1) To close the following actions:
  - Action 1 – Duncan Place and Leith Primary School
  - Action 7 – Schools and Lifelong Learning Estate Strategic Review – Additional Capacity for Boroughmuir High School on the India Quay site
  - Action 8 – Educational Attainment in Primary and Secondary Schools 2016
  - Action 12 – Schools and Lifelong Learning Review – Update on Informal Consultation
- 2) To update the rolling actions log to reflect decisions taken at this meeting.
- 3) To otherwise note the remaining outstanding actions.

(Reference – Rolling Actions Log 14 August 2018, submitted)

### 3. Key Decisions Forward Plan

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The Education, Children and Families Committee Key Decisions Forward Plan was submitted.

#### **Decision**

To note the Key Decisions Forward Plan.

(Reference – Key Decisions Forward Plan, submitted)

### 4. Business Bulletin

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The Education, Children and Families Committee Business Bulletin for 14 August 2018 was presented.

#### **Decision**

To note the Business Bulletin.

(Reference – Business Bulletin, submitted)

#### **Declaration of Interest**

Councillor Perry declared a non-financial interest in the above item as his daughter was a member of a dance charity supporting the holiday play scheme for children and young people with disabilities.

### 5. The Edinburgh Children's Partnership – Annual Report 2017-18 for the Children's Service Plan

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Approval was sought for the first Annual Report on the Edinburgh Children's Partnership Children's Services Plan 2017-2020. Performance progress was reported against the following five strategic outcomes in the Plan:

- Every child will have the best start in life.
- Children and young people's attendance, engagement and achievement will be improved and the poverty related attainment gap will be reduced.
- Every child and young person will have good wellbeing and achieve the best possible health.
- Equity amongst children and young people and their families will be advanced.
- Children and young people, their families and their communities will be empowered to improve their wellbeing.

#### **Decision**

To approve the Annual Report for 2017-18 for the Edinburgh Children's Partnership's Children's Services Plan 2017-2020.

(References – Minute of the Education, Children and Families Committee 15 August 2017 (item 6); report by the Executive Director for Communities and Families, submitted)

## **6. Appointments to Sub-Committee on Standards for Children and Families, Consultative Committee with Parents and Working Groups 2018/2019**

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The Committee was required to annually re-appoint the membership of its Sub-Committee on Standards for Children and Families, Consultative Committee with Parents and Working Groups. The proposed membership structures and remits were detailed in appendices 1 to 5 of the report by the Chief Executive.

### **Motion**

- 1) To agree the membership, Conveners and remits for the Sub-Committee on Standards for Children and Families, Consultative Committee with Parents and Working Groups for 2018/19 as set out in Appendices 1 to 5 of the report by the Chief Executive.
  - 2) To amend the recommended membership of the Wester Hailes Working Group as set out in Appendix 6 of the report as follows:
    - To appoint a representative from each political party.
    - A parent council representative from Wester Hailes Education Centre and a parent council representative from the three feeder Primary Schools (Canal View, Clovenstone and Sighthill).
    - The Head Teacher from Wester Hailes Education Centre and a Head Teacher to represent the three feeder Primary Schools.
    - An officer from Quality, Improvement and Curriculum.
- moved by Councillor Perry, seconded by Councillor Dickie.

### **Amendment**

- 1) To agree the membership, Conveners and remits for the Sub-Committee on Standards for Children and Families, Consultative Committee with Parents and Working Groups for 2018/19 as set out in Appendices 1 to 5 of the report by the Chief Executive.
  - 2) To appoint membership of the Wester Hailes working Group as set out in Appendix 6 of the report.
  - 3) To call for the Committee to appoint the four local Ward members in addition to the five councillors listed in Appendix 6.
- moved by Councillor Webber, seconded by Councillor Cook

In accordance with Standing Order 20(7), the amendment was adjusted and accepted as an addendum to the motion.

## Decision

- 1) To appoint the membership of the Sub-Committee on Standards for Children and Families as set out in Appendix 1 of the report by the Chief Executive.
- 2) To appoint Councillor Perry as the Convener of the Sub-Committee on Standards for Children and Families.
- 3) To appoint the membership of the Consultative Committee with Parents as set out in Appendix 2 of the report.
- 4) To appoint Councillor Perry as the Convener of the Consultative Committee with Parents for 2018/2019.
- 5) To appoint membership of the Working Groups as set out in Appendices 3 to 5 of the report.
- 6) To amend the recommended membership of the Wester Hailes Working Group as set out in Appendix 6 of the report as follows:
  - To appoint a representative from each political party.
  - To agree that substitutes are permitted from within the membership of the Education, Children and Families Committee or local Ward Members.
  - A parent council representative from Wester Hailes Education Centre and a parent council representative from the three feeder Primary Schools (Canal View, Clovenstone and Sighthill).
  - The Head Teacher from Wester Hailes Education Centre and a Head Teacher to represent the three feeder Primary Schools.
  - An officer from Quality, Improvement and Curriculum.
- 7) To investigate ways of engaging young people in the Working Group's discussions.
- 8) To submit a progress review and update to the Education, Children and Families Committee in six months.

(References – report by the Chief Executive, submitted)

## 7. Expansion of Early Learning and Childcare from 600-1140 hours by 2020. Current Progress and Next Steps

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An update was provided on the Council's approach to delivering 1140 hours of Early Learning and Childcare to all eligible 2, 3 and 4 year olds by August 2020. The multi-year revenue and capital funding provided by the Scottish Government had now been agreed and the finalised plan would continue to be reviewed and adapted where necessary.

## **Decision**

- 1) To note the progress made towards 1140 hours.
- 2) To approve the phasing in expansion plan, (appendix 1 of the report by the Executive Director for Communities and Families) including increasing the number of local authority early years settings open all year round between the hours of 8.00am and 6.00pm.
- 3) To approve the plan to setup a working group to explore the centralisation of the allocation of early learning and childcare places.
- 4) To approve the proposed capital investment plan as outlined in appendix 2 of the report.
- 5) To note the risks as outlined in Section 6 of the report in particular the significant challenges in the Council's ability to deliver the expansion from 2020 and ask officers to assess and report back on risk mitigation strategies within two cycles.

(References – Education, Children and Families Committee 15 August 2017 (item 12); report by the Executive Director for Communities and Families, submitted)

## **8. Communities and Families Assurance Framework Report**

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The Communities and Families Assurance Framework had been in place for two years during which time the service, Internal Audit and Business Partners had created a Local Assurance Statement for Head Teachers and Heads of Establishment to complete.

The key themes emerging from the Assurance Framework were reported together with recommendations towards providing continual improvements in Communities and Families establishments' management of risk through a robust control environment. The focus was on the self-assurance process, findings and subsequent actions.

## **Decision**

To note the report.

(Reference – report by the Executive Director for Communities and Families, submitted)

## **9. Daylight Impact Assessment Central Library**

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The Committee had previously agreed that an independent daylight impact assessment be undertaken for the Central Library to provide information on the potential daylight levels impact of the Cowgate development. Malcolm Hollis Independent Building Consultants were instructed to undertake this work and had completed a report highlighting the impacts and some recommendations for mitigation.

## **Decision**

- 1) To note the findings of the daylight impact assessment.
- 2) To note that this assessment did not include the book stack, which was an area of the Central Library proposed for public use in the future.
- 3) To note that Library Services had not determined the target levels for daylight, in excess of minimum requirements identified in the report, that may be required for a building of such cultural and community importance, for sustainability reasons (to limit use of artificial lighting) and/or when designing for elderly or visually impaired users.
- 4) To agree to carry out the recommended mitigation measures in the report by Malcolm Hollis Independent Building Consultants.
- 5) To agree to refer this report to Planning Committee for a decision:
  - i) To request that the developers of India Buildings and the gap site to the west of the library also take mitigation measures, and report this decision back to Education Children and Families Committee.
  - ii) To request the Planning Committee to consider reviewing the required lighting standards to be applied to planning applications coming forward in the future.

(References – Education, Children and Families Committee 6 March 2018 (item 5); report by the Executive Director for Communities and Families submitted).

## **10. Looked After Children: Transformation Programme Progress Update**

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Expenditure on Looked After Children (LAC) had increased by an average of £1.8m a year from 2007 to 2013 as a result of increases in the number of LAC and increased use of purchased foster carers.

At March 2018 many of the targets had been achieved or exceeded. These included an overall reduction in the LAC population, a reduction in the number of children in foster care, an increase in overall kinship care placements and a reduction in the use of secure care.

### **Decision**

- 1) To note the progress made to date against the starting position at March 2013 as set out in appendix 1 of the report by the Executive Director for Communities and Families.
- 2) To note the actions in progress to deliver further improvements during 2018/19.
- 3) To refer the report to Governance, Risk and Best Value Committee.

(References – Education, Children and Families Committee 8 December 2015 (item 13); report by the Executive Director for Communities and Families, submitted)

## **11. Accounts Commission – Local Government in Scotland – Challenges and Performance 2018- Referral from the Governance, Risk and Best Value Committee**

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The Governance, Risk and Best Value Committee on 5 June 2018 had considered a report detailing the Accounts Commission's report assessing the Councils' readiness to confront the growing challenges that lay ahead following its earlier Scotland-wide review of 2016/17 local government financial performance.

The report had been referred to the Education, Children and Families Committee for consideration.

### **Decision**

To note the report.

(References - Governance, Risk and Best Value Committee on 5 June 2018 (item 8); report by the Executive Director for Communities and Families, submitted)

## **12. Play Schemes for Children with Disabilities Progress Report**

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An update was provided on the review being undertaken on the provision of the holiday play scheme service for children with disabilities.

A consultation paper had been prepared to gather views of families and service users on term time support, out of school activities and transition to adult services.

It was proposed that a full report would be brought back to Committee with recommendations for future service provision once the outcomes of the consultation had been analysed and agreed with the families affected.

### **Decision**

- 1) To note the report.
- 2) To request a further report on the outcome of parental engagement and consultation on the future management of the holiday activity play scheme in December 2018.

(References – Education, Children and Families Committee 6 March 2018 (item 18); report by the Executive Director for Communities and Families, submitted).

### **Declaration of Interest**

Councillor Perry declared a non-financial interest in the above item as his daughter was a member of a dance charity supporting the holiday play scheme for children and young people with disabilities.

### 13. Sport and Outdoor Learning

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An update was provided on the work undertaken by the Sports and Outdoor Learning Unit which was now part of the recently created Lifelong Learning service. The Unit provided front line service delivery for children, young people and adults engaging in sport and physical activity both in schools and in community settings.

Further details were provided of the scope of the work, the composition of the unit and funding arrangements.

#### **Decision**

- 1) To note the scope of work and the impact on key outcomes.
- 2) To note the importance of the connecting links and pathways between physical education active schools and community sport and the success of this approach in Edinburgh.
- 3) To note the high level of external funding secured by the Sports and Outdoor Learning Unit and the fine example of transformational change shown by the self-funding success of the Residential Outdoor Centres.
- 4) To agree the intention to create a new Physical Activity and Sport Strategy for the city from 2019 onwards following full assessment of the emerging priorities from the Local Improvement Plans (LIP's) and other key funding arrangements.
- 5) To agree that a further and more detailed report on Community Asset Transfer of sports facilities would be presented to this Committee in 2018-19.

(Reference – report by the Executive Director for Communities and Families, submitted)

### 14. Revenue Monitoring 2018/19 – Month Three Position

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Details were provided of the projected month three revenue monitoring position for the Communities and Families Directorate, based on analysis of actual expenditure and income to the end of May 2018 and expenditure and income projections for the remainder of the financial year.

The total projected full year unfunded budget pressure was currently £9.9m, partially offset by mitigations totalling £0.1m, and resulting in a net residual unfunded budget pressure of £9.8m.

#### **Decision**

- 1) To note the net residual budget pressure of £9.8m which remained at month three and the estimated £5m potential overspend.
- 2) To note that approved savings in 2018-19 total £2.84m, with £2.29m on track to be delivered in full, £0.15m assessed as amber pending further detailed implementation plans and £0.40m assessed as red and non-deliverable.



- 3) To note that the Executive Director for Communities and Families was taking measures to reduce budget pressures and progress would be reported to the Finance and Resources Committee on 11 October 2018 and to the meeting of the Education, Children and Families Committee on 11 December 2018.

(Reference – report by the Executive Director for Communities and Families, submitted)

## **15. Edinburgh Community Learning and Development Partnership Plan 2018-2021**

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Details were provided of the Edinburgh Community Learning and Development Plan 2018-2021. The plan would focus on key areas of activity identified by partners, which would add value to community learning and development delivery.

### **Decision**

- 1) To note the Edinburgh Community Learning and Development Plan 2018 – 2021.
- 2) To agree to receive annual updates on progress.

(Reference – report by the Executive Director for Communities and Families, submitted)

## **16. Motion by Councillor Mary Campbell – Towerbank Primary School – On-Site Cooking of School Meals**

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The following motion by Councillor Mary Campbell was submitted in terms of Standing Order 16:

“Committee notes Towerbank Primary School is one of the largest primary schools in the City of Edinburgh’s school estate, with a roll of over 600. Situated on a very limited site, it recently had a large extension added which allowed more pupils to eat school lunches at once, but did not include an on-site kitchen/preparation function.

Committee notes that Towerbank Parent Council have been working with council staff to make any improvements they can to the quality of school meals. They are concerned about the level of waste and the number of pupils rejecting school meals that are often overcooked or under-heated given the limitations of delivering food ‘ready to serve’. They are therefore interested to see if there is capacity at Towerbank to pilot increasing the amount of food that is cooked on-site.

Committee calls for a report in one cycle looking at the feasibility of a hybrid model of food production at Towerbank, whereby dishes are still largely prepared off-site but are cooked/assembled on site to improve quality and uptake of school meals.

The report should cover:

- Physical resource requirements (an examination of different models/ methods eg: oven, grills, microwave)
  - Staff resource requirements to include training requirements for current employees
  - Costs
  - Potential timescale for implementation
- moved by Councillor Mary Campbell, seconded by Councillor Callum Laidlaw

### **Decision**

To approve the motion by Councillor Mary Campbell.