

# Minutes

## Education, Children and Families Committee

10.00 am, Tuesday, 6 October 2015

### Present

Councillors Godzik (Convener), Fullerton (Vice-Convener), Austin Hart, Barrie (substituting for Councillor Key), Bridgman, Cardownie (substituting for Councillor Ritchie), Child, Nick Cook, Corbett, Day, Jackson, Lewis, Main, McVey (substituting for Councillor Lunn), Milligan, Mowat (substituting for Councillor Aitken), Redpath and Robson.

### Also present:

Councillors Booth and Munro (for item 4.3 below)

### Added members for Education items

Marie Allan, Craig Duncan, Alexander Ramage and John Swinburne.

### 1. Welcome – Alexander Ramage

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The Convener welcomed Alexander Ramage (Parent Representative) to his first meeting of the Education, Children and Families Committee.

### 2. Order of business

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

### 3. Partnership Work Between the City of Edinburgh Council and Edinburgh College

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An overview of partnership working between the Council and Edinburgh College through the Schools College Partnership Programme was provided. The South East Scotland Academies Partnership Programme developed by Edinburgh College, Queen Margaret College University, the City of Edinburgh Council, East Lothian Council, Midlothian Council and Borders Council was also detailed.

Jane Handley (Edinburgh College) addressed the Committee on how the partnership was working and on planned future improvements.

## Decision

- 1) To note the Service Level Agreement between the City of Edinburgh Council and Edinburgh College as outlined at Appendix 1 in the report by the Executive Director of Communities and Families.
- 2) That future Service Level Agreements between the City of Edinburgh Council and Edinburgh College and the South East Scotland Academies Partnership programme continue to ensure that they broaden and enrich the senior phase of education for pupils in Edinburgh schools.
- 3) To thank the officers for their work in this area.
- 4) To thank Jane Handley for her contribution to the Committee's discussion on this item.

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

## 4. Duncan Place and Leith Primary School

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### 4.1 Deputation – Leith Primary School Parent Council

The Committee agreed to hear a deputation from Jen Shepherd (Parent Council Chair), Kirsty Chatwood and Judith Weir on behalf of Leith Primary School Parent Council, in relation to a report by the Executive Director of Communities and Families on Duncan Place and Leith Primary School.

The deputation thanked Andy Gray and Lindsay Glasgow for their work in facilitating temporary nursery arrangements and the road closure required to enable the expansion of Leith Primary School playground. Billy MacIntyre was also thanked for his attendance at a meeting, chaired by Councillor Godzik, in order to take the Parent Council through the Executive Director's report in advance of this Committee meeting.

The deputation expressed concern at 2 aspects of the process to date:

- Due to the decision of the Education, Children and Families Committee last year to authorise immediate demolition of the Duncan Place building; children had not been able to access proper gym facilities. Progress would likely have been quicker if this decision had not been taken.
- The lack of consultation on anything other than a full demolition option.

The deputation strongly supported a new build nursery and gym option as recommended in the Executive Director's report; these would have a positive impact on the community, however, concerns were expressed that the 96 week timeframe might be delayed for the following reasons:

1. Partial demolition might not be allowed.
2. The building was complex and there was not a clear partition between the community and school sections. Reassurance would be required that the logistics surrounding this had been fully considered.
3. The demolition would take place in close proximity to a working primary school and concern was expressed about whether the timeframe took into account the fact that the school building would be occupied during this process.
4. The report stated that an equalities impact statement would not be required. If this was later deemed necessary, assurance would be required that it would not delay the timetable.

The deputation supported Council led community provision in part of the building as parents and children would benefit from this. It was recognised that after-school provision was not a statutory duty of the Council but it was requested that this was taken into account when considering options.

Concern was expressed about the proposal for community asset transfer (CAT) of part of the building. This was due to the listed status of the building and the deteriorated state it has been allowed to lapse into. Assurance was requested that if CAT proved untenable or unsuccessful then the site would not be turned into housing.

The Convener thanked the deputation for their presentation and invited them to remain for the Committee's consideration of the related report by the Executive Director of Communities and Families at item 4.3 below.

#### **4.2 Deputation – Duncan Place Management Committee**

The Committee agreed to hear a deputation from Elaine Samson on behalf of the Duncan Place Management Committee (DPMC), in relation to a report by the Executive Director of Communities and Families on Duncan Place and Leith Primary School.

The deputation endorsed the views expressed by Leith Primary School Parent Council and stated their relief that the decision to completely demolish the building had now been ruled out.

The following points were highlighted by the deputation:

- The Duncan Place building brought together a diverse group of over 450 regular attendees in a way that would not be possible in a modern community centre.
- The DPMC had found it difficult to engage with Council Officers over the previous year. The lack of communication and due process had cost time, money and ultimately had damaged the Council's reputation.

- The withdrawal of the application to fully demolish the building had never been officially communicated to stakeholders.
- The commissioning of a feasibility study in June 2015, without any consultation with stakeholders, was another missed opportunity to take account of the views of the community.
- The proposed Community Asset Transfer (CAT) had not been raised with the DPMC in advance of this Committee meeting. While this approach should not be ruled out, time for consideration would be required to make an informed decision.
- Provision of community space in the Leith area was the priority of the DPMC. If CAT was a genuine commitment of the Council, then timescales, resources and a plan to move this forward would be required as a priority.
- The options presented in the Executive Director's report did not provide the clarity or quality of information that was required to make an informed decision.
- Option 7 (the Council's preferred option) would deliver a real net loss in community provision and community space in the Leith area.
- The first preference of the DPMC would be to retain the whole building. It was disappointing that the £600k now available was not available last time the matter was considered by the Education, Children and Families Committee.
- The DPMC supported the provision of a gym and nursery within the 96 week timeline.

The deputation stated their support for option 2 in the Executive Director's report, with the following amendments:

- That the space offered in any CAT should include the three stories in section A of the building.
- That the Council gave a commitment that the DPMC would be the lead organisation in any discussions regarding CAT.
- That the Council identified the support and the resources that they would put into the process.
- That the building was made safe and watertight as a priority and any further asset stripping was reversed. The building needed to be habitable and in a decent state of repair.
- That the council clarify whether it intended to provide any future community services from the Duncan Place Resource Centre.

The stated aim of the DPMC was a sustainable and positive solution to retaining as much of the building and community provision as possible. A commitment was given to joint-working, including researching funding streams that would be available to meet the shortfall in funding.

The Convener thanked the deputation for their presentation and invited them to remain for the Committee's consideration of the related report by the Executive Director of Communities and Families at item 4.3 below.

### **4.3 Report by the Executive Director of Communities and Families**

On 9 December 2014, the Committee approved the immediate demolition of the existing Duncan Place building and requested that further work be undertaken on the scoping of options to provide long term accommodation, the outcome of which was to be reported back to Committee.

An application to demolish the building was submitted, however, the Planning Service advised they did not consider that the proposed demolition would meet the relevant tests, therefore it would not be possible to demolish the entire building as proposed.

An update regarding work undertaken to consider a range of alternative options to provide long term accommodation and to recommend a way forward was submitted. An update regarding the interim re-provision measures and stopping up of St Andrew Place, as previously requested by the Committee, was also provided.

Councillors Booth and Munro were heard as Local Ward Members.

#### **Decision**

- 1) To note that it was not possible to progress with the demolition of the existing entire Duncan Place building as had been previously approved.
- 2) To approve the recommended way forward to provide replacement accommodation as set out in paragraph 3.17 of the report by the Executive Director of Communities and Families.
- 3) To request that a further report was provided to a future Committee meeting on the outcome of the discussions with the local community regarding the possibility of community asset transfer of the part of the existing Duncan Place building which would remain.
- 4) To agree that a working group be established involving locally elected members, relevant officers and the Duncan Place Management Committee to take forward the discussions outlined in paragraph 3.17 (ii) of the report by the Executive Director.

(References – minutes of the Education, Children and Families Committee 9 December 2015 (item 4) and 19 May 2015 (item 3); report by the Director of Communities and Families, submitted.)

## **5. Petition – Save the Adult Learning Project**

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### **5.1 Deputation – Adult Learning Project Association**

The Committee agreed to hear a deputation from Bill Day (Convener), Rona Brown and Brian McGill on behalf of the Adult Learning Project Association (ALPA), in relation to a report referred from the Petitions Committee on the Save the Adult Learning Project Petition, and a response to the referral report from the Executive Director of Communities and Families.

The deputation felt that the recommendation in the Executive Director's report that the council agree to maintain support to the Adult Learning Project (ALP) at the current level was misleading, as following the voluntary early release agreement for the one member of staff employed by the organisation, 90% of staffing support had been lost.

The recommendation of the Petitions Committee that the Council fund 50% of the cost of employing a Development Officer was welcomed by the deputation, however, it was noted that this would still represent a 40% reduction in staffing.

The deputation felt it was important to point out the difference between the ALP and ALPA. ALPA was a student body established in 1990, to support and work in partnership with the ALP – a council run organisation. The deputation clarified that they were not seeking support for the ALPA but for the ALP, as this was the responsibility of the Council.

The ALP had a track record of providing a wide range of courses to thousands of adults across the city over its 36 years of existence. It was a flagship programme which was recognised across the world and many international delegations had visited to observe the project. The ALP was exactly the sort of project that was important during hard times as it provided value to the citizens of Edinburgh. It was a fantastic project with a great history. If all funding was removed, as proposed in the Executive Director's report, then it was unlikely that the project would be able to continue to function.

The deputation asked the Committee to support the recommendation of the Petitions Committee and to release funding for 50% of the cost of employing a Development Officer to support the ALP.

The Convener thanked the deputation for their presentation and invited them to remain for the committee's consideration of the related reports at item 5.2 below.

### **5.2 Reports by the Head of Legal, Risk and Compliance; and Executive Director of Communities and Families**

The Petitions Committee on 3 September 2015 considered a report by the Deputy Chief Executive outlining the petition 'Save the Adult Learning Project'. The Committee agreed to refer the petition to the Education, Children and

Families Committee for consideration with a recommendation that it consider funding 50% of the cost of employing a Development Officer to support the Adult Learning Project.

A response by the Executive Director of Communities and Families outlining the support already in place from Community Learning and Development for the Adult Learning Project Association and why this was the maximum level of support currently possible was also submitted.

### **Motion**

- 1) To take no action on the recommendation from the Petitions Committee.
- 2) To agree to continue support for the Adult Learning Project at the current level within available resources.

- Moved by Councillor Godzik, seconded by Councillor Fullerton.

### **Amendment**

To agree to fund 50% of the cost of employing a Development Officer to support the Adult Learning Project.

- Moved by Councillor Corbett, seconded by Councillor Main.

### **Voting**

For the motion 18 votes

For the amendment 4 votes

### **Decision**

To approve the motion by Councillor Godzik.

(References – minute of the Petitions Committee 3 September 2015 (item 5a); report by the Head of Legal, Risk and Compliance; report by the Executive Director of Communities and Families, both submitted.)

## **6. Physical Contact and Physical Intervention**

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### **6.1 Deputation – EIS and Unison**

The Committee agreed to hear a deputation from Alison Thornton (Secretary, EIS) on behalf of the EIS and Unison, in relation to a report by the Executive Director of Communities and Families on physical contact and physical intervention.

The deputation welcomed the Executive Director's report, however, noted that it only applied to CEC's special schools, special classes and the Additional

Support for Learning (ASL) Service. It was acknowledged that in certain instances physical intervention was required and it was therefore important that proper guidance was made available to keep staff and pupils safe. The deputation requested the Committee to instruct officers to produce a similar report giving information and guidance to all staff in mainstream schools.

The Convener thanked the deputation for her presentation and invited her to remain for the committee's consideration of the related report at item 6.2 below.

## **6.2 Report by the Executive Director of Communities and Families**

A new procedure for physical contact and physical intervention by Head Teachers and staff within Edinburgh's special schools, special classes and the ASL service; including the purpose and context for its use; was outlined.

### **Decision**

- 1) That the Physical Contact and Physical Intervention procedure be implemented within special schools, special classes and the ASL Service.
- 2) To note that revised guidance and information would be disseminated to the wider school community at an appropriate time.

(Reference - report by the Executive Director of Communities and Families, submitted.)

## **7. Minutes**

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### **Decision**

To approve the minute of the Education, Children and Families Committee of 19 May 2015 as a correct record.

## **8. Education, Children and Families Committee Key Decisions Forward Plan – December 2015 to March 2016**

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The Education, Children and Families Committee Key Decisions Forward Plan for the period December 2015 to March 2016 was presented.

### **Decision**

To note the Key Decisions Forward Plan for December 2015 to March 2016.

(Reference – Key Decisions Forward Plan – December 2015 to March 2016, submitted.)



## 9. Education, Children and Families Committee Rolling Actions Log

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The Education, Children and Families Committee Rolling Actions Log for 6 October 2015 was presented.

### Decision

To note the Rolling Actions Log and to approve the closure of actions 1, 2, 5, 7, 8 (last bullet point of decision 3 only), 9, 11, 15, 20, 22, 24 (part 2 only), 25 and 29.

(Reference – Rolling Actions Log – 6 October 2015, submitted.)

## 10. Education, Children and Families Committee Decisions – November 2014 to June 2015

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On 19 June 2014, the Governance, Risk and Best Value Committee had agreed increased monitoring for the dissemination and implementation of committee decisions. It had been agreed that a report outlining all decisions taken in the previous year with an update on the implementation of decisions and recommendations to discharge actions would be presented to Executive Committees annually.

An update was provided on decisions taken by the Education, Children and Families Committee, not included on the Rolling Actions Log, for an initial period covering November 2014 to June 2015.

### Decision

- 1) To note the position on the implementation of Education, Children and Families Committee decisions as detailed in the appendix to the report by the Deputy Chief Executive.
- 2) To note that an annual summary report would be presented to Committee in 12 months time.

(References – minute of the Governance, Risk and Best Value Committee 19 June 2014 (item 9); report by the Deputy Chief Executive, submitted.)

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

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The Education, Children and Families Committee Business Bulletin for 6 October 2015 was presented.

### Decision

To note the Business Bulletin.

(Reference – Business Bulletin – 6 October 2015, submitted.)

## 12. Improving Positive Destinations

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An update was provided on strategies and progress towards improving school leaver destinations based on the follow up census data undertaken by Skills Development Scotland in March 2015. The follow up data showed 93.1% of young people were in a positive destination compared with 91% the previous year; an increase of 2.1%. Edinburgh's figures were 1.6% above the national average and the highest of Scottish cities.

### Decision

- 1) To note the contents of the report by the Executive Director of Communities and Families.
- 2) To note the significant improvement in school leavers positive and sustained destinations.
- 3) To thank officers for their work on improving performance on positive destinations.

(References – minute of the Education, Children and Families Committee 11 September 2014 (item 5); report by the Executive Director of Communities and Families, submitted.)

## 13. Child Poverty

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Just over 21% of children in Edinburgh lived in poverty and this was forecast to increase significantly by 2020. A series of actions implemented by Children and Families, in partnership with a range of service areas and providers, to mitigate the impact of poverty on outcomes for children was detailed.

### Decision

- 1) To note the progress made with work to mitigate the impact of child poverty and to request a further update in October 2016.
- 2) To request a further report in six months with a performance dashboard indicating measures/ indicators used to record progress.

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

## 14. 1 + 2 Modern Foreign Languages

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An overview was provided of the first two years of the implementation of the 1 + 2 Languages Programme in Council primary and secondary schools. The approaches taken in developing the Council's 1 + 2 Languages Strategy, the progress made in

implementing the recommendations and areas of key strengths and challenges were highlighted.

### **Decision**

- 1) To note the continuing positive progress in the implementation of 1 + 2 languages across the City of Edinburgh schools.
- 2) To note the strength of national and local partnerships and networks established and maintained by the City of Edinburgh to deliver 1 + 2 languages.
- 3) To note that Scottish Government 1 + 2 funding, allocated from 2013 – 2015, had enabled the implementation of the policy.
- 4) To note the valuable role placed by native speakers in language learning in City of Edinburgh schools.

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

## **15. Numeracy Strategy Report**

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Progress with priorities in numeracy and mathematics in 2014/15, with the aim of raising attainment in both areas, was outlined.

### **Decision**

- 1) To note the good progress made in improving teachers' numeracy understanding and raising attainment in early primary through the implementation of the Stages of Early Arithmetical Learning (SEAL) methodology.
- 2) To note Edinburgh's participation in the inter authority Numeracy Hub and the Hub's value as a vehicle for developing and sharing numeracy practice.
- 3) To note the overwhelming success of 'Upper Primary Mathematics' CPD and the need to extend this programme to meet the needs of a wider range of primary teachers to further develop their understanding of numeracy and mathematics.
- 4) To note the need for ongoing support for implementation of SEAL throughout primary.
- 5) To note the need for the further development of numeracy through an Edinburgh Integrated Numeracy Strategy on the model of the Edinburgh Integrated Literacy Strategy (EILS).

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

## 16. Arts and Creative Learning Update

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An update was provided on the work of the Arts and Creative Learning Team, including the Instrumental Music Service, the Youth Music Initiative, Creative Learning and Screen Education Edinburgh.

### Decision

- 1) To note the contents of the report by the Executive Director of Communities and Families.
- 2) To note the progress of the Instrumental Music Service.
- 3) To note the progress of the Creative Learning Network funded by Education Scotland and related creative learning initiatives.
- 4) To note the progress of developments of the Scottish Government's Youth Music Initiative funded via Creative Scotland.
- 5) To note the progress of work carried out by Screen Education Edinburgh.
- 6) To note the high level of external funding and partnership working.
- 7) To agree to receive a further report in October 2016.

(References – minute of the Education, Children and Families Committee 9 December 2014 (item 21); report by the Executive Director of Communities and Families, submitted)

## 17. Early Years Change Fund – Progress Update on Year Three

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An update was provided on progress and performance during year three of the Early Years Change Fund. Details were also presented of progress on the Early Years Collaborative.

### Decision

- 1) To note progress on the implementation of the Early Years Change Fund to March 2015.
- 2) To note progress on performance indicators in relation to Change Fund goals.
- 3) To note investment in service development in relation to the Change Fund to March 2015.
- 4) To note progress made on the work of the Early Years Collaborative.

- 5) To note progress on shifting the balance of care would continue to be reported through the Looked After Children Transformation Programme progress reports.

(References – minute of the Education, Children and Families Committee 20 May 2015 (item 5); report by the Executive Director of Communities and Families, submitted.)

## **18. Looked After Children Transformation Programme – Progress Report**

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The Governance, Risk and Best Value Committee on 23 September 2015 considered a report which provided an update on the Looked After Children Transformation Programme, which was shifting the balance of care towards more preventative services that reduce the need for children to come into care. The programme aimed to secure better outcomes for children, avoid a continued increase in costs and deliver cashable savings by 2015/16. The report was referred to the Education, Children and Families Committee for further consideration.

### **Decision**

To note the report.

(References – minute of the Governance, Risk and Best Value Committee 23 September 2015 (item 10); report by the Head of Legal, Risk and Compliance, submitted.)

## **19. Breakfast Club Review**

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Breakfast Clubs were originally developed in schools to support a healthy start to the day for vulnerable children, whilst promoting attendance, punctuality and a 'readiness to learn'. More recently Breakfast Club places had been in increasing demand by parents who were working or in training.

An update was provided on the current provision of Breakfast Clubs delivered in schools across the city. Children from 55 of the Council's 88 primary schools currently had access to a Breakfast Club and the aim was to have a breakfast club in every school.

### **Decision**

- 1) To note the report by the Executive Director of Communities and Families.
- 2) To note the continued success in providing breakfast clubs and the Council's aspiration to have a breakfast club in every primary school.

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

## **Declaration of Interests**

Councillor Day declared a non-financial interest in the foregoing item as a Director of Drylaw Neighbourhood Centre.

## **20. Playgroups and Nurseries in the Voluntary Sector**

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The Committee had previously requested a further report on voluntary sector nurseries, including action that could be taken to support their continued operation and valued contribution to the early years sector.

Details were presented of the particular challenges facing voluntary playgroups and nurseries and the Council's key strategies to provide support. Approval was sought to increase the per capita funding allocation to partner provider voluntary playgroups.

### **Decision**

- 1) To note the wide range of support available from the Council for the playgroup sector.
- 2) To approve an increase from £50 per head per capita to £65 per head per capita for partner provider voluntary playgroups.
- 3) That a report be submitted to a future meeting of the Committee on how the work was being taken forward.

(References – minute of the Education, Children and Families Committee 19 May 2015 (item 2.2); report by the Executive Director of Communities and Families, submitted.)

## **Declaration of Interests**

Councillor Godzik declared a non-financial interest in the foregoing item as a parent of a child in attendance at a nursery mentioned in Executive Director's report.

## **21. Children and Families Capital Asset Management Programme 2014-2019 – Progress Update**

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An update was provided on the delivery of the Children and Families five year capital asset management programme covering the period to September 2015. Further projects planned for the remainder of the financial year were also outlined.

### **Decision**

- 1) To note the significant progress made with the asset management programme at the end of quarter two, year two, of the programme.
- 2) To note the issues of the sixth year of the programme and priorities.

- 3) To note the additional works proposed for this financial year, as detailed in appendices 2 and 3 of the report by the Acting Director of Services for Communities.
- 4) To note the budget, programme and staffing resource pressures being experienced.
- 5) To note that should unforeseen issues or emergencies emerge over the course of the five year programme, it may require the reprioritisation of the later years of spend.
- 6) To request a further report, within two cycles, on measures of success, including progress on the categorisation of all Children and Families establishments as condition A or B.

(References – minute of the Education, Children and Families Committee 9 December 2014 (item 12); report by the Acting Director of Services for Communities, submitted.)

## **22. Food for Life Accreditation in Edinburgh's Schools - Update**

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An update was provided on progress in achieving Food for Life Accreditation in all Council schools.

### **Decision**

- 1) To note that the Food for Life programme had been successfully rolled out across all Council Schools, including PPP1 and PPP2 schools, with Bronze Catering Mark accreditation awarded in December 2014.
- 2) To note that the Food for Life Catering Mark achievement had been attained in conjunction with the introduction of Free School Meals for pupils in Primary 1-3 classes, which commenced in January 2015.
- 3) To note that the Food for Life roll-out is in alignment with the Scottish Government's *Better Eating, Better Learning* report and contributes to fulfilling the Council's commitment to the *Edible Edinburgh* Sustainable Food City Plan.
- 4) To confirm the commitment proposed in the "Trust in the Food We Eat" report to Council on 30 May 2013, to roll-out the Soil Association Scotland's Food for Life, to attain the Bronze Catering Mark accreditation across all the other production kitchen operations, by summer 2016.

(References – Act of Council No. 12 of 30 May 2013; minute of the Education, Children and Families Committee 20 May 2014 (item 14); report by the Acting Director of Services for Communities, submitted.)

## **23. Short-Life Member Officer Group: School Admissions/Appeals**

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Approval was sought to establish a short-life Member Officer Working Group to review the school admissions and appeals process.

### **Decision**

- 1) To establish a short-life Member Officer Group to review the admissions and appeals process for session 2015/16.
- 2) To appoint Councillor Paul Godzik as Convener and to approve the composition of the Group as detailed at paragraph 3.1 of the report by the Executive Director of Communities and Families.
- 3) To approve the remit of the Group as detailed at paragraph 3.3 of the report by the Executive Director.
- 4) To request a report on the 2015/16 Admission and Appeals process in December 2015.

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

## **24. Professional Review and Development Policy Statement and Guidance for Staff Registered with the General Teaching Council for Scotland**

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Details were provided of changes to the Professional Review and Development Policy and Guidance for all staff registered with the General Teaching Council for Scotland.

### **Decision**

- 1) To note the report by the Executive Director of Communities and Families.
- 2) To approve the new policy.

(References – minute of the Education, Children and Families Committee 11 September 2014 (item 17); report by the Executive Director of Communities and Families, submitted.)

## **25. Review of Positive Action Funding in Primary Schools**

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An update was provided on progress to review positive action funding across Council primary schools in order to ensure the effective targeting of funding to those children most in need.



## **Decision**

- 1) To note the work that was underway to review positive action funding to ensure effective targeting of resources to those children most in need.
- 2) To request a report on the conclusion of this work in December 2015.
- 3) That a briefing session be arranged for elected members in advance of the further consideration by the Committee in December 2015.

(References – minute of the Education, Children and Families Committee 11 December 2012 (item 7); report by the Executive Director of Communities and Families, submitted.)

## **26. Better Relationships, Better Learning, Better Behaviour Policy and Procedures**

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Approval was sought for the Better Relationships, Better Learning, Better Behaviour Policy. The purpose of the Policy was to ensure clarity and consistency for all staff, parents and pupils in implementing the behaviour policy and procedures in all education and early years' establishments.

## **Decision**

- 1) To note the contents of the report by the Executive Director of Communities and Families.
- 2) To approve the Better Relationships, Better Learning, Better Behaviour Policy.

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

## **27. Children and Families Grants to Third Parties 2016/19**

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As previously requested by the Committee, an update was provided on the process for establishing a redesigned Children and Families grants programme from April 2016 onwards.

## **Decision**

- 1) To note the progress to date on the development of the new grants approach for 2016 onwards.
- 2) To agree to receive a report containing award recommendations in December 2015.

(References – minute of the Education, Children and Families Committee 19 May 2015 (item 20); report by the Executive Director of Communities and Families, submitted.)

## **28. Implementation of the Children and Young People (Scotland) Act 2014 - Update**

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The Children and Young People (Scotland) Act 2014 placed children and young people at the heart of planning and services and aimed to ensure that their rights were respected across the public sector.

An update was provided on the main provisions of the Act, which come into effect between 2014 and 2017, together with a detailed timetable for implementation.

### **Decision**

- 1) To note the progress on implementation of the legislation in Edinburgh.
- 2) To request a further report on progress in October 2016.

(References – minutes of the Education, Children and Families Committee 20 May 2014 (item 10) and 19 May 2015 (item 11); report by the Executive Director of Communities and Families, submitted.)

## **29. Energy in Schools Annual Report**

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An overview of the 2014/15 energy use across the Council's school estate was provided, including an update on energy/carbon reduction projects.

Consumption levels across the school estate was largely stable, however, ongoing projects had the potential to deliver significant energy and carbon reductions.

### **Decision**

- 1) To note the content of the report by the Acting Director of Services for Communities and, in particular, progress made against key energy efficiency projects.
- 2) To note that an annual progress report would be submitted to the Committee in 2016 on Energy in Schools.

(References – minute of the Education, Children and Families Committee 11 September 2014 (item 9); report by Acting Director of Services for Communities, submitted.)

## **30. Youth Work Services – Proposed New Contract Arrangements**

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The Children and Families directorate (Schools and Community Services) has contracts with ten organisations that deliver a range of youth work services, and these contracts come to an end on 31 March 2016.

Details were provided of the intention to undertake a consultation exercise to design a new service specification that would prioritise the commissioning of open access youth work services. It was proposed that the new commissioned services would be in place from October 2016.

As the new specification would not be up and running by April 2016, a waiver report would be required to be considered by the Finance and Resources Committee to enable the offer of contract extensions to some or all of the ten organisations.

### **Decision**

- 1) To note that work was underway to consult with young people and other stakeholders to design a new set of open access youth work services across the city that the Children and Families directorate would support through contractual arrangements.
- 2) To note that a report would be submitted to the Finance and Resources Committee on 29 October 2015 requesting a waiver from Contract Standing Orders to enable the award of extensions of contracts to up to ten providers based on the negotiated specifications that reflect a renewed focus on open youth work provision.
- 3) That a briefing session be arranged for committee members following the conclusion of the information gathering process outlined in paragraph 3.8 of the report by the Executive Director of Communities and Families.

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

## **31. Review and Redesign of Affordable Childcare Support to Children and Young People with Disabilities in Mainstream Childcare Settings**

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The Council had a Service Level Agreement (SLA) with Capability Scotland which supported the inclusion of children and young people with disabilities in mainstream childcare settings. The SLA was set to end on 31 March 2016.

Details were provided of the intention to undertake a consultation exercise to review and redesign the service currently commissioned through the SLA with Capability Scotland. It was proposed that a new commissioned service would be in place by 1 April 2017.

### **Decision**

- 1) To note that a consultation/commissioning process would be carried out with stakeholders to design a new specification for the delivery of this service.

- 2) To note that a report would be submitted to the Finance and Resources Committee requesting a waiver from Contract Standing Orders to maintain current funding arrangements until 31 March 2017. This would ensure continuity of service and give sufficient time to complete the commissioning process.

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

### **32. Children and Families Revenue Monitoring 2015/16 – Month Three Position**

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The projected month three revenue budget monitoring position for the Children and Families directorate was outlined. The directorate was continuing to manage significant levels of budget pressure in many areas of the service, including a number of challenges relating to the delivery of approved savings.

#### **Decision**

- 1) To note the net residual budget pressure of £2.4m which remained at month three which includes the necessity to contribute £2.025m towards addressing financial pressures within Health and Social Care.
- 2) To note that approved savings in 2015/16 totalled £14.075m; the savings programme being closely monitored with action having been taken to address any highlighted risks of non-delivery.
- 3) To note that achieving a balanced position for the year was subject to the development of further mitigating actions of £2.4m.
- 4) To note that whilst all opportunities for further mitigating action would be explored, at this stage in the financial year there was a significant risk of over-spend.

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

### **33. Governance Arrangements and Council Support to Community Centre Management Committees**

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As previously requested by The Governance, Risk and Best Value Committee, details were provided of the governance arrangements (including the escalation of issues, service management and the interaction with Neighbourhood Partnerships) and Council support to community centre management committees.

#### **Decision**

- 1) To note the content of the report by the Executive Director of Communities and Families.

- 2) To refer the report by the Executive Director to the Governance, Risk and Best Value Committee for consideration.

(References – minute of the Governance, Risk and Best Value Committee 5 March 2015 (item 1 (b)); report by the Executive Director of Communities and Families, submitted.)

## **34. Appointments to Sub-Committees and Working Groups 2015/16**

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The Committee was invited to appoint the membership of its Sub-Committees and Working Groups for 2015/16

### **Decision**

- 1) To re-appoint the existing Conveners of the Sub-Committees and Working Groups and to request the Head of Legal, Risk and Compliance to seek nominations for the remaining vacancies from the political groups and religious, teacher and parent representatives. Details of the nominations received are set out in the appendix to this minute.
- 2) To note that, as part of a review of the Council's political management arrangements, the Council on 23 October 2014 had agreed to discontinue Policy Development and Review Sub-Committees and return policy review and development to executive committees.
- 3) To note that the Third Party Payments Working Group was no longer required to be appointed as the work of the group had come to an end.

(References – Act of Council No. 9 of 23 October 2014; report by the Deputy Chief Executive, submitted.)

## **35. Recommendations of the Social Work Complaints Review Committee – 27 August 2015**

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The recommendations of the Social Work Complaints Review Committee held on 27 August 2015 to consider a complaint against the Social Work Service within the Children and Families directorate were detailed.

### **Decision**

To approve the recommendations of the Social Work Complaints Review Committee of 27 August 2015

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

## **36. Advice and Complaints (Education) Annual Report 2015**

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The Advice and Complaints (Education) Annual Report 2015 was presented. The report highlighted the performance of the complaints management process within the Education service and made recommendations for improvement.

### **Decision**

To note the Advice and Complaints (Education) Annual Report 2015, including the recommendations for improvement.

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

**Appendix** (as referred to in item 34 of the foregoing minute)

**Appointments to Sub-Committees and Working Groups 2015/16**

<b>Sub-Committee on Standards for Children and Families - 9 Members – 3 Labour, 2 SNP, 2 Conservative, 1 Green and 1 Religious Representative</b>	
Councillor Godzik (Convener) Councillor Aitken Councillor Child Councillor Fullerton Councillor Lunn	Councillor Main Councillor Paterson Councillor Redpath Craig Duncan (Religious Rep)

<b>Consultative Committee with Parents – 8 members - Convener and Vice-Convener of Education, Children and Families Committee and one member from each political group and 1 Teacher Representative</b>	
Councillor Godzik (Convener) Councillor Aldridge Councillor Corbett Councillor Fullerton	Councillor Lunn Councillor Redpath Councillor Rust John Swinburne (Teacher Rep)

<b>Joint Officer/Member Group on Corporate Parenting of Looked After Children – 14 members - Convener and Vice-Convener of Education, Children and Families Committee and two members from each political group, 1 Religious Representative and 1 Teacher Representative</b>	
Councillor Fullerton (Convener) Councillor Aldridge Councillor Child Councillor Nick Cook Councillor Corbett Councillor Day Councillor Godzik	Councillor Key Councillor Main Councillor Rust Councillor Shields Councillor Tymkewycz Marie Allan (Religious Rep) Allan Crosbie (Teacher Rep)

<b>Edinburgh Youth Issues Forum – 7 members - Convener and Vice-Convener of Education, Children and Families Committee and one member from each political group.</b>	
Councillor Day (Convener) Councillor Aldridge Councillor Nick Cook Councillor Godzik	Councillor Key Councillor Fullerton Councillor Main

**Improving Community Access to Schools Working Group – 8 Members – 2**  
Labour, 2 SNP, 1 Conservative, 1 Green, 1 SLD and 1 religious, teacher or parent representative

Councillor Fullerton (Convener)  
Councillor Aldridge  
Councillor Austin Hart  
Councillor Child

Councillor Corbett  
Councillor Jackson  
Councillor Lewis  
Alex Ramage (Parent Rep)