

# Rolling Actions Log

## Education, Children and Families Committee

10 December 2019

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
1	07-03-17	<a href="#">Communities and Families Policy and Guidance on Sponsorship</a>	To review the policy in March 2018.	Executive Director for Communities and Families	December 2019		Report on agenda for this meeting (item 7.8)
2	10-10-17	<a href="#">Lifelong Learning Service Officers</a>	To agree to receive a further report on the impact of staffing changes, including the total number of activity hours offered at each community centre, within 3 months.	Executive Director for Communities and Families Executive Director of Place	October 2019	October 2019	<b>Recommended for closure.</b> Report no longer applicable, groups will be briefed on staffing changes and activity hours offered to this point.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
3	12-12-17	<a href="#"><u>Transfer of the Management of Secondary School Sports Facilities to Edinburgh Leisure</u></a>	<p>To request a report on the transfer of management of sport facilities at the remaining Council owned and managed secondary schools.</p> <p>To request the Culture and Communities Committee ask for a report from Edinburgh Leisure on how they, as a partner, are helping to reduce child poverty and the cost of living for families in the city through:</p> <ul style="list-style-type: none"> <li>• An increased range of free and affordable activities for children and families experiencing poverty.</li> <li>• Equitable access to activities and opportunities in high SIMD areas</li> <li>• Ensuring that the priority in the use of school premises is given to local community</li> </ul>	Executive Director for Communities and Families	March 2020		<p>Decision relating to Action 30 below will also be included in this report.</p> <p>Edinburgh Leisure to take this to Culture and Communities in January 2020 and then to Education Children and Families in March 2020.</p>

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			<p>groups working with local children and families.</p> <p>To request that this report is referred to the Education, Children and Families Committee and Child Poverty Action Unit for information.</p>				
4	06-03-18	<a href="#">Anti-Bullying</a>	<p>1) To ask for a subsequent report in six months once the current policy and procedures had been reviewed.</p> <p>2) To ask for the subsequent report to highlight resources available for schools that helped with specific forms of bullying, for example ENABLE Scotland's Be The Change Campaign, which provided resources to help tackle bullying of children with a learning disability.</p>	Executive Director for Communities and Families	October 2019	October 2019	<p><b>Recommended for closure.</b></p> <p>A report was submitted to Committee on 8 October 2019.</p>

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5	14-08-18	<a href="#"><u>Appointments to Sub-Committees, Etc Wester Hailes Working Group</u></a>	To submit a progress review and update to the Education, Children and Families Committee in six months.	Executive Director for Communities and Families	December 2019		Report on agenda for this meeting (item 7.6)
6	14-08-18	<a href="#"><u>Sport and Outdoor Learning</u></a>	To agree a further and more detailed report on Community Asset Transfer of sports facilities shall be presented to this Committee in 2018/19.	Executive Director for Communities and Families	October 2019		<b><u>October 2019</u></b> An update was provided to Committee in the Business Bulletin on 8 October 2019.
7	14-08-18	<a href="#"><u>Edinburgh Community Learning and Development Partnership Plan 2018-21</u></a>	That Committee notes the Edinburgh Community Learning and Development Plan 2018-2021 and will receive annual updates on progress.	Executive Director for Communities and Families	March 2020		This report should go to the Edinburgh Partnership first for approval in December and then come to E, C&F in March 2020 for noting.

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8	09-10-18	<a href="#"><u>Towerbank Primary School – On-Site Cooking of School Meals</u></a>	<p>1. To ask that additional detail be provided to the next sitting of the Committee to include:</p> <p>(a)- Details on why six deliveries per day are still required and if this could be reduced.</p> <p>(b) Details of when and why the access point covered by point 3.6 was removed from planned works; and if such works should be considered even if no changes are made to catering in light of the current requirement for vehicles to access the servery via the playground.</p> <p>(c)- Further exploration into the</p>	Executive Director of Resources	December 2019		Report on agenda for this meeting (item 7.1)

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			<p>alternative/hybrid models, for example Rieber micro kitchens, including a break-down on requirements based on component parts of the existing menu.</p> <p>(d) Quotations for options explored from a range of contractors with costings available for review by committee members.</p>				
			<p>2. To agree to set up a working group, comprising a representative from each political group, or ward member, with officers and interested parties from Towerbank to explore further</p>	Executive Director of Resources			Political Groups have been contacted to nominate members for the Working Group.

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			<p>options for a hybrid model, including the micro kitchens currently used in Hull, other options for drainage, an examination of the foods best prepared on site, and if there are any intermediate steps that could be put in place as part of a journey to a production kitchen</p> <p>3. A report covering the options explored by the Working Group should be presented to Committee when the work is complete.</p>				

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9	09-10-18	<a href="#">Lifelong Learning Plan</a>	To agree to receive an annual progress update report.	Executive Director for Communities and Families	October 2020		<b>October 2019</b> An update was provided to Committee on 8 October 2019 as part of the report on Lifelong Service Plan/Arts and Creative Learning Update.
10	09-10-18	<a href="#">Arts and Creative Learning Update</a>	To agree to receive a further report in October 2019.	Executive Director for Communities and Families	October 2019	October 2019	<b>Recommended for closure.</b> An update was provided to Committee on 8 October 2019 as part of the report on Lifelong Service Plan/Arts and Creative Learning Update.

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11	09-10-18	<a href="#"><u>Raising Attainment: Frameworks for Learning: Teaching and Learning</u></a>	To ensure impact of this framework by requesting an annual update on the quality of Teaching and Learning.	Executive Director for Communities and Families	October 2020		<b>October 2019</b> An update was provided to Committee in the report on Educational Attainment in the BGE, 2018-19 on 8 October 2019.
12	09-10-18	<a href="#"><u>Educational Attainment in the Broad General Education for Primary and Secondary Schools 2018</u></a>	To agree to receive further annual reports on attainment/improvements in performance.	Executive Director for Communities and Families	October 2020		<b>October 2019</b> An update was provided to Committee in the report on Educational Attainment in the BGE, 2018-19 on 8 October 2019.
13	09-10-18 <b>B Agenda Item</b>	<b>Delivery of the New Boroughmuir High School – Post Project Review</b>	To request that a follow-up report is submitted to the Education, Children and Families Committee in May 2019 so that progress on implementing all the	Executive Director for Communities and Families	Date to be confirmed		

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			recommendations included in the Post Project Review can be considered.				
15	11-12-18	<a href="#">Energy in Schools Annual Report</a>	<p>1) To note that an annual progress report will be submitted to Committee in 2019 on Energy in Schools.</p> <p>2) To note the urgency of meeting statutory obligations outlined in 3.9 and therefore requests that the 2019 report set out a clear pathway, with quantifiable targets by activity and indicative costs, by which those statutory obligations can be met.</p>	Executive Director of Resources	December 2019		Report on agenda for this meeting (item 7.2)

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16	11-12-18	<a href="#"><u>Community Access to Secondary School Sport Facilities – Impact of Introduction of Non-Core Hour Charges</u></a>	To request that officers work in partnership with clubs to create a strategy which supports the wider inclusion agenda which would enable access to Council facilities without additional charges being imposed and return with a report in two cycles outlining how this will be managed.	Executive Director for Communities and Families	Date to be confirmed		
17	11-12-18	<a href="#"><u>Update on South East Improvement Collaborative</u></a>	Request a further annual update.	Executive Director for Communities and Families	December 2019		Report on agenda for this meeting (item 7.15)
18	11-12-18	<a href="#"><u>Edinburgh Learns: Learning Together Framework for Parental Engagement and Involvement</u></a>	Ensure impact of Edinburgh Learns Framework: Learning Together by requesting an annual update report from the Edinburgh Learns Strategic Group for 'Learning Together'.	Executive Director for Communities and Families	August 2020		Report on agenda for this meeting (item 7.12)

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19	11-12-18	<a href="#"><u>Primary and Special Schools Letting Update</u></a>	To request a further report on any future changes to the letting service to ensure continuous improvement and consistent service comes to Education, Children and Families Committee in two cycles.	Executive Director for Communities and Families	December 2019 October 2019		Report on agenda for this meeting (item 7.17)  An update was provided to Committee on 8 October 2019 and a further update is provided for this Committee as requested by Committee in October.
20	11-12-18	<a href="#"><u>Early Years 1140 Expansion: Progress and Risk Update</u></a>	Request an Admissions and Appeals update report in December 2019.	Executive Director for Communities and Families	March 2020		An update on early years expansion was provided to Committee on 8 October 2019.

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21	05-03-19	<a href="#"><u>Promoting Children's Rights, Equalities and Inclusion in Schools and Services</u></a>	Detailed information on attendance figures and part-time timetables to be included in the next report to Committee.	Executive Director for Communities and Families	December 2019		Report on agenda for this meeting (item 7.12)
22	05-03-19	<b>Motion by Councillor Laidlaw - Adjustment of Christmas Holiday 2020/21 School Year</b>	Agrees to consult with head teachers on the proposition that the term ends on Tuesday 22 December and returns Tuesday 5 January and report back to Committee after two cycles.	Executive Director for Communities and Families	December 2019		Report on agenda for this meeting (item 7.13)
23	21-05-19	<a href="#"><u>What Kind of Edinburgh? Outcomes and Next Steps</u></a>	To request a further report on how the various youth engagement activities (i.e. What Kind of Edinburgh, Youth Talk, Young Edinburgh Action and Scottish Youth Parliament, Making a Difference) can work together in a more consistent and coherent way including the possibility	Executive Director for Communities and Families	December 2019		A progress update on Children and Young People's Participation is included in the Business Bulletin on the agenda for this meeting (item 6.1)

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			of a mechanism that would allow young people to input thoughts to Committee Members.				
24	21-05-19	<a href="#">Future Statutory Consultation Requirements</a>	To approve that draft statutory consultation papers are brought forward to future Committee meetings for consideration before publication after informal consultation with affected communities.	Executive Director for Communities and Families	Ongoing		
25	21-05-19	<a href="#">Primary and Special School Lets Update</a>	<p>1) To request that an update report is brought to the next committee when the activity during the summer will be known and able to be compared with 2018/19.</p> <p>2) To request a further report in October 2019 on the numbers of lets applies and any issues.</p>	Executive Director for Communities and Families	October 2019	October 2019	<p><b>Recommended for closure.</b></p> <p>An update was provided in the report on the 8 October 2019 on Primary and Special School Lets Update: Impact of the Asset Management Works</p>

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							Programme on Summer Holiday bookings.
26	21-05-19	<a href="#"><u>Improving Attainment – Care Experienced Children and Young People Fund</u></a>	To ask for a follow-up report to this Committee in early 2020 setting out progress on the implementation of current proposals and the outcomes of participation work with Care Experienced Young People and how that work will impact on Fund spend next year and beyond.	Executive Director for Communities and Families	March 2020		
27	21-05-19	<a href="#"><u>Choose Youth Work</u></a>	To note that a further report detailing awards in North West locality will be reported to Committee at a later date.	Executive Director for Communities and Families	March 2020		
28	21-05-19	<a href="#"><u>Senior Phase Attainment 2017-18</u></a>	To agree to receive further annual reports on attainment/improvements in performance in the Senior Phase.	Executive Director for Communities and Families	May 2020		

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29	21-05-19	<a href="#"><u>Response to Incident Survey</u></a>	<p>Ensure that any future report includes details on:</p> <ul style="list-style-type: none"> <li>• Quality assurance to ensure that incidents are reported correctly and consistently.</li> <li>• Actions that are taken when incidents are being reported.</li> <li>• Work with the Unions to ensure there are no gaps in the reporting data.</li> <li>• Actions that are being taken to support teachers and PSAs who experience a violent incident.</li> </ul>	Executive Director for Communities and Families	Date to be confirmed		
30	21-05-19	<a href="#"><u>Edinburgh Learns: Equity – Actions to Improve Outcomes for Children in Poverty</u></a>	To agree to receive further annual reports on Edinburgh Learns: Equity.	Executive Director for Communities and Families	December 2019		Update is included in the report on Lifelong Learning referred to in item 2 above.

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31	21-05-19	<a href="#">Edinburgh Learns: Framework for Digital Learning</a>	To request a report in December 2019 which details the progress made on the implementation of the digital strategy. This should focus on any technical difficulties encountered with the infrastructure and any technical support required as identified by the officer working group including cluster technicians, school budgets and the affordability of hardware, and wifi access at home.	Executive Director for Communities and Families	March 2020		
32	21-05-19	<a href="#">Edinburgh Learns: Health and Wellbeing</a>	To agree to receive further annual reports on Health and Wellbeing in Edinburgh schools.	Executive Director for Communities and Families	May 2020		
33	30-05-19 (Council)	<b>Motion by Councillor Laidlaw – Subject Choice in Schools</b>	To request a report within two cycles to the Education, Children and Families Committee. This should cover the whole school experience, including	Executive Director for Communities and Families	December 2019		This is included in the Edinburgh Learns Pathway Framework

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			<p>subject choice, methods for gaining qualifications, including National Qualifications, Skills for Work, Vocational Qualifications, and opportunities for wider achievement. The report should detail any changes suggested by the Scottish Government after their review of the implementation of the Curriculum for Excellence and the potential impact on Edinburgh Council Schools. This will include information in relation to points 1 to 5 as identified in the final part of the motion.</p>				Report on agenda for this meeting (item 7.11)

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34	16-08-19	<a href="#"><u>Reducing Child Poverty</u></a>	To agree to receive six monthly report to Committee from the Child Poverty Action Unit to effectively scrutinise progress and actions to mitigate/reduce child poverty.	Executive Director for Communities and Families	March 2020		
35	16-08-19	<a href="#"><u>2020/23 Communities and Families Grants to Third Parties Programme</u></a>	To request a report in March 2020 which details the process and outcome of the funding programme and makes recommendations for awards.	Executive Director for Communities and Families	March 2020		
36	16-08-19	<a href="#"><u>Revenue Monitoring 2019/20</u></a>	To note that the Executive Director of Communities and Families is taking measures to reduce budget pressures and progress will be reported to the Finance and Resources Committee on 6 December 2019 and to the meeting of this Committee on 10 December 2019.	Executive Director for Communities and Families	December 2019		Report on agenda for this meeting (item 7.16) Report also on agenda for the Finance and Resources Committee on 6 December 2019.

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37	08-10-19	<a href="#">Promoting Equality</a>	<p>1) Update to be provided in the Business Bulletin for the December Committee to include:</p> <ul style="list-style-type: none"> <li>• Information on communications which have taken place with young people in the deputation and across the city to explain in a user-friendly way the actions being taken forward by the Council together with proposed next steps to promote equality across the city.</li> <li>• Information on what engagement has taken place with young people across the city in terms of</li> </ul>	Executive Director for Communities and Families	December 2019		Update included in the Business Bulletin for this meeting (item 6.1)

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			<p>leading change on promoting equality.</p> <ul style="list-style-type: none"> <li>information on ways in which a better understanding of black history in Edinburgh and Scotland could be included in the school curriculum.</li> </ul> <p>2) To agree that report is presented in March 2020 to provide sufficient time for the impact of proposed actions at section 5 to be evaluated.</p>		March 2020		
38	08-10-19	<a href="#"><u>Primary and Special School Lets Update: Impact of the Asset Management Works Programme on</u></a>	1) To note the unprecedented access pressures on the Primary and Special School estate where 51 schools were part of the Asset Management Works (AMW) Programme.	Executive Director for Communities and Families	December 2019		Customer satisfaction data is included in report on the agenda for this meeting (item 7.17)

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		<a href="#"><u>Summer Holiday Bookings</u></a>	<p>2) To note the work done by Facilities Management, AMW and the School Lets Team to support each other to minimise the impact on the let holders.</p> <p>3) To request an impact report of the AMW Programme on Term Time bookings academic year 2019/20 for the next Committee meeting, the report to include customer satisfaction data.</p>				Note: Key performance indicators relating to let request response times to be provided to members
39	08-10-19	<a href="#"><u>Children and Young People's Participation</u></a>	<p>1) To provide a progress update in the Business Bulletin for the December Committee.</p> <p>2) Request a further report on participation and progress relating to the top priorities in six months, to be</p>	<p>Executive Director for Communities and Families</p> <p>Executive Director for Communities and Families</p>	<p>December 2019</p> <p>March 2020</p>		Update is included in the Business Bulletin for this meeting (item 6.1)

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			delivered by children and young people.				
40	08-10-19	<a href="#"><u>Preventing and Responding to Bullying and Prejudice Amongst Children and Young People</u></a> –	To provide an update in the Business Bulletin for the December Committee giving details on the level of additional resource that would be required to establish a service to support children and young people with reporting bullying including racist bullying.	Executive Director for Communities and Families	December 2019		Update is included in the Business Bulletin for this meeting (item 6.1)
41	08-10-19	<a href="#"><u>Education Improvement Plan</u></a>	To note the intention to return a report on the revised Early Years Admissions policy to Education, Children and Families Committee in March 2020.	Executive Director for Communities and Families	March 2020		
42	08-10-19	<a href="#"><u>Edinburgh Learns Inclusion Annual Report</u></a>	To agree to receive further annual reports on inclusion. To agree that the board will identify strategic tasks in	Executive Director for Communities and Families	October 2020		

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			relation to inclusion and liaise with senior managers to request the establishment of working groups to progress them.				
43	08-10-19	<a href="#">Edinburgh Learns Pathway Framework</a>		Executive Director for Communities and Families	December 2019		Report on agenda for this meeting (item 7.11) Action 33 above refers also.
43	08-10-19	<a href="#">Breakfast Clubs: St Francis RC, Niddrie Mill and Ferryhill Primary Schools</a>	To agree to receive a further update in two committee cycles.	Executive Director for Communities and Families	December 2019		Report on agenda for this meeting (item 7.18)
44	08-10-19	<b>Motion by Councillor Arthur – Reducing Child Poverty and Hunger</b> (see <a href="#">agenda</a> )	1) To note the next Reducing Child Poverty report will come to the Education, Children and Families Committee in March 2020 which will include an update on the work ongoing to reduce	Executive Director for Communities and Families	March 2020		

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			<p>child poverty and holiday hunger.</p> <p>2) To request that this report also includes information on the feasibility of the Council doing more to tackle holiday hunger either alone or via increased partnership working in this area.</p>				