

Rolling Actions Log

Education, Children and Families Committee

09.10 2018

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
1	13-12-16	Breakfast Club Development Fund Update	To call for a progress report within 2 cycles of the end of 2017/18, which would include a financial report based on Appendix 2, and report against the agreed measures of success, namely an increase in the number of children from low income and vulnerable families accessing breakfast club provision at no cost, and an increase in the number of school which support children in SIMD categories 1-4.	Executive Director for Communities and Families	December 2018		

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2	13-12-16	Implementation of the Children and Young People (Scotland) Act 2014 - Update	To agree that a separate report specifically around the transition process from children's to adult services be submitted to the first meeting of the Committee following the Local Government elections in May 2017.	Executive Director for Communities and Families	TBC		
3	13-12-16	Communities and Families Senior Management Team Risk Update	To note the content of the risk register and request that the risk register be presented to Committee on an annual basis.	Executive Director for Communities and Families	August 2018		Included in Communities and Families Assurance Framework Report 2017/18 (see agenda item 7.4) Recommended for closure

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4	07-03-17	Communities and Families Policy and Guidance on Sponsorship	To review the policy in March 2018.	Executive Director for Communities and Families	TBC		
5	07-03-17	Support to Children and Young people with Disabilities: Annual Progress Report.	To note that a further report on progress would be presented to Committee in March 2018.	Executive Director for Communities and Families	October 2018		
6	10-10-17	Child Poverty - Equity Framework	To instruct officers to evaluate the impact of the Equity Framework and bring a further report to Committee in December 2018.	Executive Director for Communities and Families	December 2018		
7	10-10-17	Arts and Creative Learning Update	Agree to receive a further report in October 2018.	Executive Director for Communities and Families	October 2018		

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8	10-10-17	Lifelong Learning Service Officers	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 for Place	December 2018		This will be reported on jointly by Locality Managers (Place) and the Strategic Manager, CLD & Libraries (Communities and Families)
9	12-12-17	Education Governance and the Establishment of a Regional Collaboration	Request an annual update on progress of the South East Improvement Collaborative.	Executive Director for Communities and Families	December 2018		
10	12-12-17	Expansion of Early Learning and Childcare from 600-1140 hours by 2020	To note the intention to return a report on the finalised plan to the Committee in March 2018 when the multi-year revenue and capital funding has been agreed by the Scottish Government.	Executive Director for Communities and Families	March 2018	August 2018	Update reported to Committee on 6 March 2018 Update reported to Committee on 22 May 2018

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			Note the intention to return a report on the finalised plan to Education, Children and Families Committee in August 2018 following the recent announcement of the multi-year revenue and capital funding by the Scottish Government	Executive Director for Communities and Families	August 2018		Included in Early Years Update (see agenda item 7.3) Recommended for closure.
11	12-12-17	Unaccompanied Asylum Seeking Children	To request that future reports on LAAC transformation include a section containing data on UASC and progress made in relation to strategies for managing demand for service.	Executive Director for Communities and Families	Ongoing.		Ongoing and included in LAC reports

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12	12-12-17	Transfer of the Management of Secondary School Sports Facilities to Edinburgh Leisure	To request a report on the transfer of management of sport facilities at the remaining Council owned and managed secondary schools.	Executive Director for Communities and Families	Not Specified.		
13	12-12-17	Strategic Management of School Places	Request an Admissions and Appeals update report in December 2018.	Executive Director for Communities and Families	December 2018		
14	12-12-17	Open Library	That an update report be submitted to Committee in six months.	Executive Director for Communities and Families	December 2018		
15	12-12-17	Energy in Schools Annual Report	Notes that an annual progress report will be submitted to Committee in 2018 on Energy in Schools.	Executive Director for Communities and Families	December 2018		

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16	06-03-18	Digital Learning in Schools	<p>1. To request an update within nine months on the progress of implementation of each of the key strategic actions contained within the Framework.</p> <p>2. To request an update within nine months on the progress as detailed in the scoping document (Appendix 2 of the report).</p> <p>3. To agree that an update report be submitted to the next meeting of the Committee on 22 May 2018 on progress with desktops.</p>	Executive Director for Communities and Families	December 2018		
17	06-03-18	Raising Attainment – Framework for Learning	To request reports from the above groups on an annual basis. The reports should look to measure the impact of the working group's activities.	Executive Director for Communities and Families	March 2019		

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18	06-03-18	Year of Young People 2018 and Child Friendly Edinburgh – Young People’s Contribution to Decision Making	<p>1. To agree to receive a further report in October 2018, updating the Committee on young people’s views, feedback and suggestions.</p> <p>2. To agree that the report to Committee would be authored and presented by young people.</p>	Executive Director for Communities and Families	October 2018		
19	06-03-18	Holiday Activity Programme for Disabled Children and Young People	To ask officers to report on the feasibility and financial implications of meeting the request for a return to 6 weeks holiday provision and inform committee within two cycles as to how this could be implemented for 2019/2020.	Executive Director for Communities and Families	August 2018		<p>Included in Playscheme/ Disability report (see agenda item 7.8)</p> <p>Recommended for closure</p>

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20	06-03-18	Supporting Children and Young People's Mental Health and Wellbeing in School	To agree to receive a further report in March 2019.	Executive Director for Communities and Families	March 2019		
21	06-03-18	Anti-Bullying	<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	<p>October 2018</p> <p>March 2019.</p>		

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22	22-05-18	Central Library Daylight Impact Assessment – motion by Councillor Miller	<p>“Committee:</p> <p>Notes that the planned development of the Cowgate gap site to the rear of the Central Library may affect daylight enjoyed by library staff and users. Calls for an independent daylight impact assessment report for the Central Library in one cycle, including but not limited to, recommendations on how to maintain lighting levels in the library.”</p>	Executive Director for Communities and Families	May 2018 August 2018		<p>Continued from 22 May 2018.</p> <p>Report on this agenda (see item 7.5).</p> <p>Recommended for closure.</p>
23	22-05-18	Additional Support for Learning and Special Schools – Inclusion and Engagement of Children, Young People and Families	To note that a further update on progress will be provided in December 2018.	Executive Director for Communities and Families	December 2018		

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24	22-05-18	Educational Attainment in Primary and Secondary Schools 2017	To agree to receive further annual reports on attainment/improvements in performance.	Executive Director for Communities and Families	May 2019		
25	14-08-18	Appointments to Sub-Committees on Standards for Children and Families, CCWP and Working Groups 2018/2019	To request a report back to Committee in October 2018 setting out the proposed aims and objectives of the Wester Hailes Working Group To submit a progress review and update to the Education, Children and Families Committee in six months.	Executive Director for Communities and Families Executive Director for Communities and Families	October 2018 March 2019		
26	14-08-18	Expansion of Early Learning and Childcare from 600-1140 hours by 2020, Current Progress and Next Steps	To note the risks as outlined in Section 6 of this report in particular the significant challenges in the Council's ability to deliver the expansion from 2020 and asks officers to assess and report back on	Executive Director for Communities and Families	December 2018		

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			risk mitigation strategies within two cycles.				
27	14-08-18	Play Schemes for Children with Disabilities Progress Report	To request a further report on the outcome of parental engagement and consultation of the future management of the holiday activity play scheme in December 2018	Executive Director for Communities and Families	December 2018		
28	14-08-18	Sport and Outdoor Learning	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	T.B.C.		
29	14-08-18	Revenue Monitoring 2018/19 – Month Three Position	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 11 October 2018 and to	Executive Director for Communities and Families	December 2018		

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			the meeting of the Education, Children and Families Committee on 11 December 2018.				
20	14-08-18	Edinburgh Community Learning and Development Partnership Plan 2018-21	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	Ongoing		
21	Council 20-09-18	Motion by Councillor Jim Campbell – School Recruitment	See appendix 1.	Executive Director for Communities and Families	December 2018		
22	Council 20-09-18	Motion by Councillor Smith – Liberton High School	See appendix 2.	Executive Director of Resources	December 2018		

9.1 By Councillor Jim Campbell – School Recruitment

“Council

Notes the efforts Officers made this year to recruit newly qualified teachers earlier than previous years, and is interested to understand how successful this was.

Therefore, asked for a report to Education, Children & Families Committee within two cycles to include:

- 1) The number of teaching and teaching assistant posts which were (a) taken up and (b) still vacant as schools and nurseries returned for this new academic year, providing a comparison with the previous five years.
- 2) A survey of Head Teachers assessing their satisfaction with the end to end recruitment process. Other sources of Head Teachers' views should also be included.
- 3) Data covering the last five years obtained from Education or HR records, indicating the average number of days between:
 - (a) Head Teachers advising of a vacancy (or the need to re-advertise a vacancy) and an advert being placed?
 - (b) Head Teachers advising of a vacancy and the last interview being held?
 - (c) A successful candidate first being interviewed and an offer being made to that candidate?
 - (d) A candidate accepting an offer and the Council gaining PVG clearance?
 - (e) A Head Teacher advising of a vacancy and a new appointment taking up that role?
- 4) An analysis of any candidates that were made offers but chose not to take up any role with this Council.
- 5) Reviews any benchmark reporting of end to end recruitment performance for similar vacancies within the Council, with other Councils, or with other organisations.”

9.1 By Councillor Smith – Liberton High School

“Council

- 1) Notes serious concerns over the Liberton High School remedial works which were to be completed over the summer break which have not been completed in line with deadlines set out to both the parent council and the Education, Children and Families Committee.
- 2) Calls for an action plan and strategic timetable be drawn up urgently for the required works to reassure parents, children and teachers at Liberton High School that the safety in our schools is of utmost importance.
- 3) Requests that a report to update members on the remedial works is brought to the next Education, Children and Families Committee.”

Coalition Addendum Approved

- 4) To note that the Convener and Vice-Convener had agreed to meet with the Head Teacher and Chair of the Parent Council at Liberton High School and that local ward councillors will be invited to attend.