

## **EDUCATIONAL SERVICES COMMITTEE**

At a Meeting of the Educational Services Committee held in the Civic Space, Council Offices, 16 Church Street, Dumbarton on Wednesday, 5 June 2019 at 2.05 p.m.

**Present:** Provost William Hendrie and Councillors Jim Brown, Karen Conaghan, Ian Dickson, Diane Docherty, Daniel Lennie, Caroline McAllister, Jonathan McColl, John Mooney and Martin Rooney, and Mr Gavin Corrigan, Miss Ellen McBride, Miss Sheila Rennie, Ms Julia Strang and Ms Michelle Stuart.

**Attending:** Angela Wilson, Strategic Director - Transformation & Public Service Reform; Laura Mason, Chief Education Officer; Andrew Brown, Senior Education Officer - Performance and Improvement; Claire Cusick, Senior Education Officer - Pupil Support; Julie McGrogan, Senior Education Officer - Raising Attainment/Improving Learning; Annabel Travers, Procurement Manager; Susan Gray, Education Officer; Kathy Morrison, Lead Officer – Early Years; Geraldine Lyden, HR Business Partner; Alan Douglas, Legal Manager; and Scott Kelly, Committee Officer.

**Apologies:** Apologies for absence were intimated on behalf of Councillors Jim Finn, John Millar and Sally Page, and Mrs Barbara Barnes.

**Councillor Karen Conaghan in the Chair**

### **STATEMENT BY CHAIR – AUDIO STREAMING**

Councillor Conaghan, Chair, advised that the meeting was being audio streamed and broadcast live to the internet and would be available for playback.

### **DECLARATIONS OF INTEREST**

It was noted that there were no declarations of interest in any of the items of business on the agenda.

### **MINUTES OF PREVIOUS MEETING**

The Minutes of Meeting of the Educational Services Committee held on 6 March 2019 were submitted and approved as a correct record.

## **LOCAL NEGOTIATING COMMITTEE FOR TEACHERS**

The Minutes of Meeting of the Local Negotiating Committee for Teachers held on 5 March 2019 were submitted and all decisions contained therein were approved.

### **OPEN FORUM**

The Committee noted that no open forum questions had been submitted by members of the public.

### **STRATEGY TO RAISE ATTAINMENT AND ACHIEVEMENT IN WEST DUNBARTONSHIRE**

A report was submitted by the Chief Education Officer providing an update on activity and progress with regard to implementing West Dunbartonshire's Strategy to Raise Attainment and Achievement.

After discussion and having heard the Senior Education Officer - Raising Attainment/Improving Learning and the Chief Education Officer in further explanation of the report and in answer to Members' questions, the Committee agreed to note the progress made in the past three months with the Strategy to Raise Attainment and Achievement in West Dunbartonshire

### **EARLY YEARS IMPLEMENTATION UPDATE**

A report was submitted by the Chief Education Officer providing an update of the plan for the expansion of Early Learning and Childcare in West Dunbartonshire Council.

After discussion and having heard the Lead Officer – Early Years, in further explanation of the report and in answer to Members' questions, the Committee agreed:-

- (1) to note the contents of the current phasing of the Early Learning & Childcare Expansion (as detailed in Appendix 1, 'Early Learning & Childcare Phasing Plan 2018 – 2020'); and
- (2) that a further update be provided to the next meeting of the Committee in September 2019.

### **CHAIR'S REMARKS**

At this point in the meeting, Councillor Conaghan, Chair, informed the Committee that two new parent representatives had recently been appointed to the Committee, one of whom, Ms Michelle Stuart, was in attendance. Councillor Conaghan welcomed Ms Stuart to her first meeting of the Committee.

## **REVISED WDC PARENTAL AND FAMILY ENGAGEMENT STRATEGY**

A report was submitted by the Chief Education Officer seeking approval of a revised West Dunbartonshire Council Parental and Family Engagement Strategy 3-18. It was noted that an additional appendix to the report, containing an Equality Impact Screening and Assessment Form, had been issued in advance of the meeting.

After discussion and having heard the Education Officer and the Chief Education Officer in further explanation of the report and in answer to Members' questions, the Committee agreed:-

- (1) to approve the revised strategy (Appendix 1 to the report); and
- (2) to note the associated action plan (Appendix 2 to the report).

Note: Councillors Docherty and McAllister left the meeting at this point.

## **PUPIL EQUITY FUNDING IN WEST DUNBARTONSHIRE SCHOOLS**

A report was submitted by the Chief Education Officer:-

- (a) informing of practices to narrow the poverty related attainment gap resourced from the Pupil Equity Fund (PEF); and
- (b) providing an update on how adherence to policy and guidance has been ensured.

It was noted that an additional appendix to the report, containing an Equality Impact Screening and Assessment Form, had been issued in advance of the meeting.

After discussion and having heard the Senior Education Officer - Pupil Support in further explanation of the report and in answer to Members' questions, the Committee agreed:-

- (1) to note the Council's practices in relation to PEF; and
- (2) to note the Council's governance of PEF.

## **SCOTTISH ATTAINMENT CHALLENGE CARE EXPERIENCED CHILDREN FUND IN WEST DUNBARTONSHIRE SCHOOLS**

A report was submitted by the Chief Education Officer informing of:-

- (a) West Dunbartonshire Council's Scottish Attainment Challenge grant offer for Care Experienced Children and Young People;
- (b) governance and scrutiny arrangements for planning outcomes, spending and reporting; and

- (c) outcomes of spend for session 2018-2019.

It was noted that an additional appendix to the report, containing an Equality Impact Screening and Assessment Form, had been issued in advance of the meeting.

After discussion and having heard the Senior Education Officer - Pupil Support in further explanation of the report and in answer to a Member's questions, the Committee agreed:-

- (1) to note the Council's practices in relation to Care Experienced Children Fund between Integrated Children's Services partners; and
- (2) to note the Council's governance for the Care Experienced Children's Fund.

### **HOLIDAY HUNGER FUND**

A report was submitted by the Chief Education Officer informing of:-

- (a) plans to reduce holiday hunger across West Dunbartonshire Council; and
- (b) governance regarding allocation, spend and impacts of projects and funding.

After discussion and having heard the Chief Education Officer and the Senior Education Officer - Pupil Support in further explanation of the report and in answer to a Member's questions, the Committee agreed:-

- (1) to note Authority wide plans by partners to reduce holiday hunger; and
- (2) to note the ways in which the fund would be administered and governed.

### **SUPPORTING DISTRESSED AND CHALLENGING BEHAVIOUR IN EDUCATIONAL SETTINGS**

A report was submitted by the Chief Education Officer informing of:-

- (a) practices supporting children and young people exhibiting distressed and challenging behaviour; and
- (b) the roles and responsibilities of all stakeholders in ensuring adherence to policy and guidance.

It was noted that an additional appendix to the report, containing an Equality Impact Screening and Assessment Form, had been issued in advance of the meeting.

After discussion and having heard the Senior Education Officer - Pupil Support and the Chief Education Officer in further explanation of the report and in answer to Members' questions, the Committee agreed:-

- (1) to note the Council's support practices; and
- (2) to note the Council's policy on supporting distressed and challenging behaviour (Appendix 1 to the report).

### **EDUCATION, LEARNING & ATTAINMENT (ELA) DELIVERY PLAN: AUGUST 2019 TO JULY 2020**

A report was submitted by the Chief Education Officer presenting the Education Learning & Attainment Delivery Plan 2019/20. It was noted that an additional appendix to the report, containing an Equality Impact Screening and Assessment Form, had been issued in advance of the meeting.

After discussion and having heard the Senior Education Officer - Performance and Improvement and relevant officers in further explanation of the report and in answer to Members' questions, the Committee agreed to note the 2019/20 Delivery Plan.

### **EMPLOYEE WELLBEING: ATTENDANCE MANAGEMENT – EDUCATION ANNUAL UPDATE 2018/19**

A report was submitted by the Strategic Lead – People and Technology providing a detailed analysis on employee wellbeing and annual attendance performance for 2018/19 for Education, Learning & Attainment.

After discussion and having heard the HR Business Partner in answer to a Member's question, the Committee agreed:-

- (1) to note the increase in annual sickness absence of 1,013.86 Full Time Equivalent (FTE) days lost compared to the previous year for Education, Learning & Attainment, as detailed in Appendix 1 to the report; and
- (2) to note the increase in Council wide annual sickness absence of 2932.45 FTE days lost compared to the previous year, as detailed in Appendix 2 to the report.

### **PROCUREMENT OF CONTRACTS**

A report was submitted by the Chief Education Officer providing an update on contracts that require to be procured and seeking approval:-

- (a) to authorise the continuation of the existing contracts utilising the Scotland Excel framework agreements for Children's Residential Care, Secure Care, Special Day Education and Residential Short Breaks Placements;
- (b) to authorise the continuation of call off contracts utilising the Scotland Excel framework agreements for Education Supplies; and

- (c) to initiate the procurement processes for the procurements described in the report for other specialist services.

After discussion and having heard the Procurement Manager in answer to Members' questions, the Committee agreed:-

- (1) to authorise the continuation of the existing contracts utilising the Scotland Excel framework agreements for Children's Homes and Secure Care and Specialist Services identified in paragraph 4.1 of the report for the next four financial years when the position would be reviewed and reported to a future meeting of the Committee;
- (2) to authorise the continuation of call-off contracts utilising the Scotland Excel framework agreements for Educational Supplies identified in paragraph 4.2 of the report for the next four financial years when the position would be reviewed and reported to a future meeting of the Committee; and
- (3) to authorise the initiation of the procurement processes, for the procurements set out in paragraph 4.3 of the report, noting that the outcome of these process would be reported to a future meeting of the Tendering Committee.

The meeting closed at 4.15 p.m.