

THE FIFE COUNCIL - EDUCATION & CHILDREN'S SERVICES COMMITTEE - GLENROTHES.

8th January, 2009

10.00 a.m. - 1.00 p.m.

PRESENT: Councillors Douglas Chapman (Chair), Ann Bain, Ron Caird, Kay Carrington, Judy Hamilton, George Kay, Keith Legg, David Mogg, Kay Morrison, Alice Soper, Willie Sullivan, Dave Walker and Robin Waterston; Mr. Tony Gavin.

ALSO PRESENT: Councillor Tim Brett (for paragraph 223).

ATTENDING: Ken Greer, Executive Director (Education); Steve Grimmond, Head of Community Services and Duncan Simpson, Service Manager - Young Peoples Services, Community Services; Garry Crosbie, James McKinstry and Craig Munro, Senior Managers, Donna Manson and Carrie Lindsay, Education Officers and Dawn Cook, School Estate Co-ordinator, Education Service; Alistair Gaw, Senior Manager, Social Work Service, Alan Paul, Corporate Asset Manager, Asset & Facilities Management Services; David Henderson, Team Leader (Democratic Services) and Sandra Hunter, Committee Administrator, Performance & Organisational Support.

ALSO ATTENDING: Anne Buchanan, Nurse Director, NHS Fife and Chair of Fife's Child Protection Committee (for paragraph 223).

APOLOGIES FOR ABSENCE: Councillors Raymond Duguid and George Leslie; Pastor Kevan Leckie and Rev. Andrew Philip.

219. **MINUTES**

The Committee considered the following Minutes:-

- (a) Education and Children's Services Committee of 13th November, 2008.

Decision

The Committee approved the Minute.

- (b) Education Appointment Committees of 10th, 14th and 21st November, 5th, 10th and 11th December, 2008.

Decision

The Committee approved the Minutes.

- (c) School Estate Development Group of 9th December, 2008.

Decision

The Committee approved the Minute.

Councillor Legg entered following consideration of the above item.

220. **SCHOOL ESTATE DEVELOPMENT PROGRAMME: PROGRESS REPORT**

The Committee considered a report dated December, 2008 by the Executive Director (Education) providing an update on the work of the school estate development member/officer working group and proposing an indicative 10 year development programme, a copy of which was appended to the report. The indicative programme proposed that the first three projects to be delivered should be the planned investment in a new primary school for Dunfermline East, Dunfermline High School and Madras College, followed by Burntisland Primary School, Auchmuty High School and the new high school for Kirkcaldy East. Business cases for Dunfermline High School and Madras College would be prepared by June, 2009 and options to be evaluated and appraised were detailed in the report together with the option of new build on the existing site at Dunfermline High School which had been omitted in error from the report. Also appended to the report was the Communication Plan considered by the working group outlining the work which had been undertaken to date and proposals for the development of the School Estate Development Programme. During the course of discussion, members commented on the timetable of delivery of the indicative programme and it was noted that if acceleration of the programme was feasible, this would be processed through the School Estate Development Group. Councillor Sullivan expressed concern that the options for Dunfermline High School did not include new build at an alternative location.

Decision

The Committee:-

- (1) noted the content of the report;
- (2) approved the indicative programme for Dunfermline East Primary School, Dunfermline High School and Madras College as detailed in Appendix 1 to the report; and
- (3) requested the School Estate Development Group to review the timescales for the start of the remaining projects in light of up-to-date information on roll projections and condition surveys.

221. **BUILDING FIFE'S FUTURE - DUNFERMLINE EAST PRIMARY SCHOOL: SITE OPTIONS UPDATE**

The Committee considered a report by the Executive Director (Education) providing an update on the progress of the School Estate Development Programme in relation to identifying a new site for the proposed new primary school for Eastern Dunfermline, following the Committee decision not to proceed with the option of using part of the existing site at St. Columba's High School. The two potential sites carried forward from the earlier exercise were South Fod (East) and Dunlin Drive and a further site at South Fod (West) had subsequently been identified. A plan showing details of the sites was appended to the report. The report provided details of the way in which it was intended to progress identification of a new site, including the use of a similar site assessment model (Appendix 1 to the report) which was used to establish the preferred site option(s) but would include one or two 'pass/fail' categories before the scored factors were assessed.

Decision/

Decision

The Committee:-

- (1) noted the content of the report;
- (2) agreed that it be delegated to the Executive Director (Education), in consultation with the Chair and Vice-Chair of the Committee and the Opposition Spokesperson for Education and Children's Services, to determine the site or sites to be investigated further; and
- (3) approved the proposed way forward as detailed in section 3.0 of the report, subject to a request that the site assessment process be accelerated for consideration by the Committee at its meeting due on 9th April, 2009.

222. **PROPOSED INTERIM ARRANGEMENTS FOR PRIMARY EDUCATION IN EAST DUNFERMLINE**

(Previous Minute Ref: para. 118 of 2008.E.Ch.S.95)

The Committee considered a report dated 8th December, 2008 by the Executive Director (Education) proposing a way forward regarding the medium to long-term future of primary education in East Dunfermline. The report provided details of (i) the proposed arrangements for Masterton Primary and adjacent schools and for Duloch Primary School; and (ii) priorities for enrolment in P1. The report concluded that, following extensive feedback from parent councils, an analysis of the options available, the time constraints and available finance, the proposals currently offered the best solution for parents and pupils living in the East Dunfermline area.

Decision

The Committee:-

- (1) noted the views expressed by parent councils on behalf of their wider parent bodies;
- (2) approved the recommendation for Masterton Primary School that, with effect from August, 2009, the existing nursery provision should close and that the school should be re-configured to provide a two stream P1 intake in future years;
- (3) approved the recommendation for Duloch Primary School that, with effect from August, 2009, the existing nursery provision should remain and that the school should be configured to provide a two stream P1 intake in future years;
- (4) agreed that enrolment priorities for P1 entry into both schools would follow existing procedures;
- (5) approved the recommendation that a "new school" serving the existing Duloch catchment area should be established in August, 2009 and should be located at Inverkeithing Primary School until the new school was built; and
- (6) requested the Executive Director (Education) to continue discussions and consultations with relevant stakeholders to ensure that the future proposals for the construction of a new primary school were progressed as quickly as possible.

223. **FIFE CHILD PROTECTION COMMITTEE ANNUAL REPORT AND PLAN**

The Chair welcomed Councillor Brett and invited him to contribute to discussion on this item, in accordance with Standing Order 27.

The Committee considered a report dated 2nd December, 2008 by the Executive Director (Social Work) which introduced the contents of the Fife Child Protection Committee (CPC) Annual Plan 2008/2009 (which was appended to the report). The introductory report also provided information on the work and functions of the Fife CPC. The Annual Plan 2008/2009 contained 28 work streams, 16 of which were completed. Anne Buchanan highlighted and commented on the following from the Plan -

- Development of the website
- Child protection messaging and access to Child Protection Registers
- Vulnerable families including unborn baby policy and vulnerable in pregnancy
- Training and education programme
- National Child Protection Helpline

Councillor Brett commented on the importance of demonstrating joint working between the relevant Council Committees and agencies and ensuring that everything possible was done to protect the safety of vulnerable children.

Decision

The Committee:-

- (1) noted the contents of the report;
- (2) expressed appreciation of the work of the Child Protection Committee; and
- (3) noted that future Child Protection Committee reports and plans setting out progress of inter-agency child protection activity would be reported to both the Social Work & Health and Education & Children's Services Committees.

224. **PROPOSED SERVICE LEVEL AGREEMENT BETWEEN FIFE COUNCIL AND SCOTTISH YOUTH PARLIAMENT**

The Committee considered a report by the Head of Community Services outlining the work of the Scottish Youth Parliament, and requesting that the draft Service Level Agreement between Fife Council and the Scottish Youth Parliament, to ensure the future development and sustainability of this important work in Fife, was agreed. The report also provided background information to the establishment of the Scottish Youth Parliament (SYP), together with its role, and advised that Fife was represented by 10 Members of the Scottish Youth Parliament (MSYP) who were supported by the Dialogue Youth Team within Community Learning and Development. The report also advised that in order for the SYP to work effectively in local areas, local authorities required to support their MSYPs, which was now being done through the development of service level agreements. The MSYP structure in Fife was supported by Community Services; budget support had been found from within youth work budgets, and staff from the Dialogue Youth Team had been allocated specific responsibilities in relation to developing this important cornerstone of the citizenship agenda. The report concluded that the service level agreement provided a strong basis for the future sustainability and development of the SYP by Fife Council. Appended/

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Appended to the report was the proposed service level agreement between Fife Council and the Scottish Youth Parliament for the period 1st January, 2009 to 31st March, 2012. Reference was made during discussion to the potential development of a supportive role in future for Area Committees.

Decision

The Committee recommended that the Service Level Agreement be agreed.

225. **ANNUAL REVIEW REPORTS 2007-08**

The Committee considered a report dated 15th December, 2008 by the Executive Director (Performance & Organisational Support) which introduced the contents of the Education Service Annual Review Report 2007/08 and was presented as part of the revised corporate performance reporting framework. A copy of the Annual Review Report was appended to the report. Craig Munro expanded on the contents, and responded to questions and comments by members.

Decision

The Committee:-

- (1) noted the revised approach to Annual Review Reports within the context of the previously approved corporate performance reporting arrangements; and
- (2) acknowledged the opportunity to scrutinise the performance of the Education Service as described in the Annual Review Report 2007/08.

226. **ST. PATRICK'S RC PRIMARY SCHOOL, LOCHGELLY** (Previous Minute Ref: para. 193 of 2008.E.Ch.S.98)

The Committee considered a report dated 18th December, 2008 by the Executive Director (Education) referring to the decision to allocate an indicative sum of £310,000 to investigate the possibility of improving classroom and PE accommodation at St. Patrick's RC Primary School, Lochgelly. The report advised that initially the possibility of constructing a gym hall of size 170 m² with height of 2.7 m² had been investigated and that following consideration, and in order to satisfy full requirements for the PE curriculum, it was felt that the minimum size should be 170 m² with a height of 4.8 m and be of a more permanent nature to provide long term sustainability. The report also advised that the change in scope allowed the Education Service the opportunity to review the current classroom provision and investigate the possibility of adding an additional classroom onto the new build to ensure that the school could meet the reduced class size regulations in future years. The cost to provide this permanent facility was now likely to approach £750,000 and would be confirmed as part of the tender process for the project which would address the addition of the classroom, I.T. infrastructure, additional storage space and furniture, fixtures and fittings, and included a provisional sum to provide a covered walkway to connect the buildings. It was proposed that the additional cost would be funded from the three year Reduced Class Sizes budget.

Decision/

Decision

The Committee:-

- (1) noted the contents of the report; and
- (2) authorised additional capital expenditure from the Reduced Class Sizes budget.

Councillor Sullivan temporarily left during consideration of the above item.

227. **QUALITY IMPROVEMENT (SCHOOLS) OVERVIEW**

The Committee considered a report dated 18th December, 2008 by the Executive Director (Education) providing a brief overview of the updated quality improvement framework for schools, including a review of current HMIE quality indicators as measured by HMIE following primary and secondary school inspections in 2008. The report provided background information and referred to:-

- the national context;
- the quality improvement policy statement;
- school standards and quality statements/improvement plan;
- support for self-evaluation;
- framework for support and challenge;
- associate reviewers;
- new HMIE school inspections;
- secondary inspections;
- single outcome agreement.

Decision

The Committee:-

- (1) noted the content of the report; and
- (2) commended the Education Service on the ongoing improvements and teaching staff for delivering the results.

Councillor Sullivan re-entered during consideration of the above item.

228. **CURRICULUM FOR EXCELLENCE: IMPLEMENTATION IN FIFE SCHOOLS**

(Previous Minute Ref: para. 153 of 2008.E.Ch.S.77)

The Committee considered a report by the Executive Director (Education) outlining developments in taking forward the implementation of a Curriculum for Excellence (CfE) in Fife schools, and providing further information on progress made since the previous report to Committee. The report advised of (i) Fife's response to national issues, including (a) phasing of implementation of CfE, (b) consultation on the next generation of national qualifications in Scotland, (c) building the Curriculum 3: a framework for learning and teaching, (d) new inspection model, and (e) a new framework for early years; (ii) support and local developments, namely (a) funding, (b) the curriculum team, (c) literacy and numeracy, (d) recognising personal achievement, and (e) promoting leisure, sport, cultural activities and festivals; and (iii) progress in Fife, covering (a) peer learning, (b) raising attainment, (c) assessment for learning, (d) cross-cutting themes, rich tasks and inter-disciplinary work projects, (e) active learning, and (f) an officers' Curriculum for Excellence strategic committee.

Decision/

Decision

The Committee:-

- (1) noted the developments which had taken place in Fife schools in session 2008;
- (2) noted the proposals for the further development of Curriculum for Excellence; and
- (3) requested the Executive Director (Education) to bring forward further reports as CfE developed, with an update on progress and recommendations for session 2009-2010 by June, 2009.

229. **E1: MIS (MANAGEMENT INFORMATION SYSTEM) IMPLEMENTATION UPDATE REPORT**

The Committee considered a report dated 18th December, 2008 by the Executive Director (Education) providing an overview of the proposed implementation of the new Management Information System (MIS) in Fife's schools. The report also provided background information to the implementation of the new system which was intended to take place between February and December, 2009 in all schools, and set out the governing principles of the implementation programme, key ambitions and key messages. The report advised that (i) pilot projects were currently ongoing in Pitteuchar West Primary School, Kirkcaldy West Primary School, Leuchars Primary School and Kirkland High School; (ii) feedback from the schools had been very positive to date, and (iii) full evaluations of the pilot projects would take place in February prior to full roll-out.

Decision

The Committee noted the contents of the report.

230. **HEALTH AND WELLBEING OVERVIEW: AN EDUCATION SERVICE PERSPECTIVE**

(Previous Minute Ref: para. 97 of 2008.E.Ch.S.48)

The Committee considered a report by the Executive Director (Education) providing an update on some of the activities being progressed within the Education Service in the area of children and young people's health and wellbeing. The report commented on (i) the national context and gave details of a range of documents which had been published by the Scottish Government which provided direction and advice for schools and partners who work in this area, and (ii) the local context, advising that (a) the national strategies were linked to local plans in Fife and that the Education Service made a substantial contribution to their implementation, and (b) the detail of work locally was largely contained within the Joint Health Improvement Plan (JHIP) 2007/10 which was monitored by the Fife Health and Wellbeing Alliance (with details of its structure and links with Education shown at Appendix 1 to the report). Appendix 2 to the report provided examples of the Education Service contribution to improving health and wellbeing for all children and young people in Fife.

Decision

The Committee noted the major contribution the Education Service was making towards improving the health and wellbeing of Fife's children and young people.

Councillor David Mogg and Mr Tony Gavin left during consideration of the above item.

231. **WORKFORCE PLANNING**

The Committee considered a report dated December, 2008 by the Executive Director (Education) outlining progress and providing details of future developments in implementation of formal workforce planning within the Education Service. The report provided background information relating to the workforce planning process and advised of progress which had been made and future developments, which involved (i) further realignment of staffing to ensure a match between the number of permanent posts and the number of permanent employees; (ii) further development of effective processes for the management and analysis of data; (iii) forward planning to ensure changes in the national and local context were accounted for, and (iv) refinement and development of the process to take greater account of qualitative data such as Contribution Management, CPD, etc.

Decision

The Committee noted the actions detailed in the report which were being taken to continue the development and implementation of the workforce planning strategy.

232. **EDUCATION SERVICE: REVENUE BUDGET PROJECTED OVERTURN 2008/09**

The Committee considered a report dated 18th December, 2008 by the Executive Director (Education) providing an update on the current projected revenue overturn position. The report advised that updated financial projections indicated that the projected overspend on non-devolved budget was £2.322 million and that the current projected overturn was an underspend of £0.388 million. The report also advised that, following corrective actions, the projected overspend on the non-devolved budget was now in the region of £1.450 million and that senior management would continue to review all levels of expenditure with the objective of reducing the overspend further. Appended to the report was information on absence levels for the previous year compared with all other Services of the Council and with other local authorities, which had previously been requested by Committee.

Decision

The Committee:-

- (1) noted the continued pressures within the Education Service 2008 Revenue Budget; and
- (2) noted the corrective actions detailed in paragraph 2.1 of the report.

233. **EDUCATION CAPITAL INVESTMENT PLAN 2008-2011 - PROGRESS REPORT**

The Committee considered a report by the Executive Director (Education) providing further information on progress and projects under the individual headings within the Capital Investment Plan in the current year and the impact of slippage and advancement on years 2 and 3 of the current Capital Investment Plan. The report advised that the Council's Investment Strategy Group had agreed that all projects exceeding £250,000 would require an outline business case to be taken to the respective scrutiny committee. Appended to the report were details of progress for the Capital Investment Plan for the current financial year split into two main areas, namely school replacement and refurbishment, and investment themes. The report also advised that there was significant slippage in the school replacement and refurbishment financial allocations, resulting in projects being advanced under the Investment Themes in order to compensate for this slippage. This would result in a reduction to the sums allocated under the investment themes in future years (Appendix 2 refers).

Decision/

Decision

The Committee noted the progress of projects within the 2008-2011 Capital Programme and the impact on future years of the programme.

234. **CAPITAL INVESTMENT PLAN 2008-2011 - BUSINESS CASES**

The Committee considered a report by the Executive Director (Education) presenting business cases for Education Service capital projects over the value of £250,000 for consideration and endorsement. Business cases for the new schools being taken forward as part of the Building Fife's Future project were currently being developed in conjunction with the Council's Asset and Facilities Management Service. Appended to the report were the business cases for the Education Service Investment Themes:

- E1: Environmental Improvements;
- E2: Wind and Watertight;
- E3: Curriculum Enhancements;
- E4: Under One Roof;
- E5: Removal of Temporary Accommodation;
- E6: Safer Schools;
- E7: Information and Communication Technology (ICT);
- E8: Accessibility;
- E9: Fire Safety in Schools; and
- E10: Reduced Class Sizes.

Business Cases for the themes outlined the options explored and recommended a preferred option.

Decision

The Committee supported the recommended options, as follow:-

- (1) for the environmental improvements theme, where a planned and prioritised programme would target those areas of school estate in most need of investment based on audit information;
- (2) for the wind and watertight theme, where a planned and prioritised programme would target those schools in most need of investment based on school condition ratings;
- (3) for the curriculum enhancements theme, where a planned and prioritised programme would target those areas of the school estate in most need of investment based on audit information;
- (4) for the under one roof theme, where a planned and prioritised programme would target those schools which had separate teaching areas based on audit information;
- (5) for the removal of temporary accommodation theme, where a planned and prioritised programme would target those schools which had the least suitable hatted accommodation based on their condition information;
- (6) for the safer schools theme, where a planned and prioritised programme would target those schools with the greatest need for any safer school initiatives based on audit information;
- (7)/

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- (7) for the information and communication technology (ICT) theme, where a planned and prioritised programme would target those areas of ICT improvements in most need of investment;
 - (8) for the accessibility theme, where a planned and prioritised programme targeting specific schools was identified in association with the Accessibility Group;
 - (9) for the fire safety theme, where a planned and prioritised programme would target those areas within special education and then nursery provision in most need of investment based on audit information; and
 - (10) for the reduced class sizes theme, where a planned and prioritised programme had identified projects based on current issues across the school estate.
-