

**REPORT TO: CHILDREN AND YOUNG PEOPLE'S SERVICES COMMITTEE ON
11 JUNE 2008**

SUBJECT: SERVICE IMPROVEMENT PLAN PROGRESS UPDATE FOR PERIOD FROM JANUARY TO MARCH 2008

BY: DIRECTOR OF EDUCATIONAL SERVICES

1. REASON FOR REPORT

- 1.1 The purpose of this report is to update the Committee on progress against the Educational Services Service Improvement Plan 2005-2008 (Revised April 2007)
- 1.2 This report is submitted to Committee in terms of Section D1 of the Council's Administrative Scheme relating to exercising all the functions of the Council as Education Authority.

2. RECOMMENDATION

- 2.1 **It is recommended that the Committee scrutinises the progress made against the Service Improvement Plan as detailed in Appendix 1.**

3. BACKGROUND

- 3.1 Educational Services' Service Improvement Plan 2005-2008 (Revised April 2007) was approved at Committee on 22 August 2007.
- 3.2 Covalent is the performance management software used by the Council. Educational Services uses the software to produce a performance report for this Committee. Progress made against Service Improvement Plan actions are reported using a 'traffic light' system.

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- 3.3 Educational Services Service Improvement Plan has 11 Dimensions, which have 42 underlying Activities. An Action Plan has been created for each Activity, creating a further 173 Actions. Monitoring progress in detail at an Action level ensures a greater level of transparency and confirms that targets can be achieved or allow measures to be put in place where slippages occur.

- 3.4 For the period to March 2008, 27 of the 42 Activities have been completed with the remaining Activities progressing as follows -

Progress against Activities	Number of Activities
100% complete	27
76% to 99% complete	6
51% to 75% complete	6
26% to 50% complete	2
0% to 25% complete	1
	42

- 3.5 For the reporting period, 15 Activities are overdue as one or more of the underlying actions have not been completed as expected by March 2008. All overdue Activities form part of long term improvements within Educational Services and have been carried forward into the Service Improvement Plan for 2008/09. In the majority, Activities have taken longer than anticipated to complete although, in some cases, delays have been due to external factors out with the control of the service.

4. SUMMARY OF IMPLICATIONS

(a) Corporate Development Plan/Community Plan/Service Improvement Plan

The Service Improvement Plan is linked to the Corporate Development Plan.

(b) Policy and Legal

None.

(c) Resources (Financial, Risks, Staffing and Property)

None.

(d) Consultations

This report has been circulated to Senior Officers in Educational Services.

5. CONCLUSION

5.1 That the Committee scrutinises the contents of this report.

Author of Report: Louise Marshall, Research and Information Officer

Background Papers: Held by author


Ref: DMD/JR/Reports/Children and Young People's Services Committee/11 June 2008/Service Improvement Plan Progress
Update for period from January to March 2008

Educational Services Service Improvement Plan


Quarter 4 – January to March 2008

Generated on: 21 May 2008




Theme: Dimension 01. Engage learners in the highest quality learning activities						
Strategy: Activity 01. Support establishments in improving practice in Learning and Teaching						
Action Code & Title	Status Icon	Start Date	Due Date	Assigned To	Progress	Notes
EdS07001.1 Support establishments in improving practice in Learning and Teaching		01/05/2007	31/03/2008	Paul Watson; Lynn Whitelaw	100 %	Quarter 4 update – This action has been completed within expected timescales. Higher Order Thinking skills support packs have been implemented in pilot schools with a follow up session completed with Hopeman Primary and scheduled with Buckie High School in May. CPD sessions and feedback has been completed in relation to the Listening and Talking initiative with the Forres associated school group. CPD sessions on Developing Professional Learning Communities have been arranged for June and September with Headteachers attending, who will then work with other schools during the 2009/2010 session. In supporting new Associated School Groups with Assessment is for Learning (AifL) initiatives, headline reports have been submitted and meeting has been organised to work with all ASG representatives on final case studies due to be submitted to Scottish Government in June.

Theme: Dimension 01. Engage learners in the highest quality learning activities						
Strategy: Activity 02. Improve the use of ICT in Learning and Teaching through the use of Interactive Whiteboards and the implementation of Glow						
Action Code & Title	Status Icon	Start Date	Due Date	Assigned To	Progress	Notes

EdS07001.2 Improve the use of ICT in Learning and Teaching through the use of Interactive Whiteboards and the implementation of Glow		01/09/2007	31/03/2008	Donnie MacDonald	100 %	Quarter 4 update – All underlying actions have been completed. Implementation Plan agreed and customer agreement ready for signing. Local mentor training has been influenced by external provider scheduling and is to take place in the autumn. This underlying action will be carried forward to the 2008/09 Service Improvement Plan and be included with the next phase of actions to be delivered.
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Theme: Dimension 01. Engage learners in the highest quality learning activities

Strategy: Activity 03. Engage target groups in quality learning activities


Action Code & Title	Status Icon	Start Date	Due Date	Assigned To	Progress	Notes
EdS07001.3 Engage target groups in quality learning activities		01/06/2007	31/03/2008	Graham Jarvis	100 %	Quarter 4 update - All underlying actions have been completed although this will continue as an ongoing priority. All staff use local and national identification systems to identify target groups and of those identified, support is initiated and followed through. Accredited learners are involved in community activities.

Theme: Dimension 01. Engage learners in the highest quality learning activities


Strategy: Activity 04. Continue to develop and promote relevant lifelong learning opportunities

Action Code & Title	Status Icon	Start Date	Due Date	Assigned To	Progress	Notes
EdS07001.4 Continue to develop and promote relevant lifelong learning opportunities		01/04/2007	31/03/2008	Alistair Campbell	100 %	Quarter 4 update – This action has been completed within target timescales. In the development of publicity and promotional methods to raise number of learners participating in all service points, Open days were held in principal libraries as a joint promotion with Moray College. A Learning Festival is planned for September 2008. Effective local working continues to ensure involvement in local national literacy and numeracy programmes. Successful family learning days held in Forres and Buckie to build on those run in Elgin.


Theme: Dimension 02. Focus on outcomes and maximise success for all learners
Strategy: Activity 01. Inform and support staff in their engagement with, and implementation of, the agenda for Curriculum for Excellence

Action Code & Title	Status Icon	Start Date	Due Date	Assigned To	Progress	Notes
EdS07002.1 Inform and support staff in their engagement with, and implementation of, the agenda for Curriculum for Excellence		01/04/2007	31/03/2008	George Sinclair	100 %	Quarter 4 update – This action has been completed within target timescales. Progress in Moray in line with anticipation given the stage reached in National Developments. This initiative will continue to feature in future plans as a main strategic priority.

Theme: Dimension 02. Focus on outcomes and maximise success for all learners
Strategy: Activity 02. Support pre-school education providers and early years staff in engaging with Curriculum for Excellence


Action Code & Title	Status Icon	Start Date	Due Date	Assigned To	Progress	Notes
EdS07002.2 Support pre-school education providers and early years staff in engaging with Curriculum for Excellence		01/04/2007	31/03/2008	Sheena Duffus	100 %	Quarter 4 update – This action has been completed within target timescales. All meetings of the Curriculum for Excellence Strategy and Inter Authority Advisory Board have been attended, as have (inter) authority and national seminars. Information is disseminated via Head Teachers' and Partners Managers' meetings and CPD opportunities have been delivered.

Theme: Dimension 02. Focus on outcomes and maximise success for all learners
Strategy: Activity 03. Continue to address underachievement at - credit level and in S5/6

Action Code & Title	Status Icon	Start Date	Due Date	Assigned To	Progress	Notes
EdS07002.3 Continue to address underachievement at - credit level and in S5/6		01/08/2007	31/03/2008	Vivienne Cross; Mark Elvines	100 %	Quarter 4 update – All underlying actions have been completed to date with target timescales, although this will remain as a focus for 2008/09 and progress will be reviewed in August following the results of the SQA examinations.


Theme: Dimension 02. Focus on outcomes and maximise success for all learners
Strategy: Activity 04. Continue to address issues of underachievement in lowest attaining 20%

Action Code & Title	Status Icon	Start Date	Due Date	Assigned To	Progress	Notes
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EdS07002.4 Continue to address issues of underachievement in the lowest attaining 20%		01/04/2007	31/03/2008	Vivienne Cross; Mark Elvines	100 %	Quarter 4 update – All underlying actions have been completed to date within target timescales. Lowest 20% identified using baseline data for all schools. Data to be shared with Headteachers. This will continue to be a focus for 2008/09.
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Theme: Dimension 02. Focus on outcomes and maximise success for all learners

Strategy: Activity 05. Address the needs of target groups such Looked after Children and those Not in Education Employment or Training


Action Code & Title	Status Icon	Start Date	Due Date	Assigned To	Progress	Notes
EdS07002.5 Address the needs of target groups such as Looked after Children and those Not in Education Employment or Training		01/05/2007	31/03/2008	Vivienne Cross; Karen Delaney; Mark Elvines	80 %	Quarter 4 update - 4 of the 5 underlying actions have been completed. Looked after Children database has been implemented. Data packs ready to be shared with Headteachers. Ongoing involvement by HEDS in More Choices More Chances working group and programmes to targeted groups of children and young people delivered and ongoing. Due to other work priorities, awareness and training event for schools with multi-agency input on Looked after Children will be carried forward to 2008/09.

Theme: Dimension 02. Focus on outcomes and maximise success for all learners


Strategy: Activity 06. Develop procedures and processes to ensure systematic use of Individual Learning Plans

Action Code & Title	Status Icon	Start Date	Due Date	Assigned To	Progress	Notes
EdS07002.6 Develop procedures and processes to ensure systematic use of Individual Learning Plans		01/10/2007	31/03/2008	Karen Delaney; Ian Todd	100 %	Quarter 4 update - All underlying actions have been completed with all learners completing Individual Learning Plans.


Theme: Dimension 02. Focus on outcomes and maximise success for all learners
Strategy: Activity 07. Identify and implement a tracking system to support operational planning and service delivery

Action Code & Title	Status Icon	Start Date	Due Date	Assigned To	Progress	Notes
EdS07002.7 Identify and implement a tracking system to support operational planning and service delivery		01/09/2007	31/03/2008	Graham Jarvis	100 %	Quarter 4 update - Negotiations with suppliers for an electronic tracking system was completed but to date the lack of an identified budget prohibits purchase of a system

Theme: Dimension 02. Focus on outcomes and maximise success for all learners
Strategy: Activity 08. Develop and support access to high quality information

Action Code & Title	Status Icon	Start Date	Due Date	Assigned To	Progress	Notes
EdS07002.8 Develop and support access to high quality information		01/04/2007	31/03/2008	Alistair Campbell	100 %	Quarter 4 update – This action has been completed within target timescales. Information handling skills included in open days. Statistics evidence that continued publicity campaigns to increase the usage of Council website via libraries have been successful. Performance in relation to Freedom of Information requests has significantly improved and is now excellent. An effective inter-departmental Records Management Group is in operation. The museums catalogue continues to be developed, and is scheduled go onto the web in the first quarter of 2008-09.

Theme: Dimension 02. Focus on outcomes and maximise success for all learners
Strategy: Activity 09. Roll out the Solution Oriented Schools Programme across all Moray schools

Action Code & Title	Status Icon	Start Date	Due Date	Assigned To	Progress	Notes
EdS07002.9 Roll out the Solution Oriented Schools Programme across all Moray schools		01/04/2007	31/03/2008	Wilma Milne	85 %	Quarter 4 update – 3 of the 4 underlying actions have been completed. The development and promotion of Solution Oriented approaches in schools will be progressed by the SOS Coordinator during 2008/09.


Theme: Dimension 03. Develop a common vision across the service and staff
Strategy: Activity 01. Review and update Community Learning and Development Strategy

Action Code & Title	Status Icon	Start Date	Due Date	Assigned To	Progress	Notes
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EdS07003.1 Review and update Community Learning and Development Strategy		01/08/2007	31/03/2008	Graham Jarvis	95 %	Quarter 4 update – 1 of the 2 underlying actions have been completed. Discussions required as to whether the CLD strategy should be combined with the Life Long Learning strategy. Completion date deferred for 6 months to September 2008.
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Theme: Dimension 03. Develop a common vision across the service and staff


Strategy: Activity 02. Develop shared values which support and sustain the mission statement and aims


Action Code & Title	Status Icon	Start Date	Due Date	Assigned To	Progress	Notes
EdS07003.2 Develop shared values which support and sustain the mission statement and aims		01/04/2007	31/03/2008	George Sinclair; Lynn Whitelaw	41 %	Quarter 4 update – Progress against the 3 underlying actions has taken longer than anticipated. Plans in place for Senior Office 'values' in-service in April 2008, which will support future development in this area but this action will be rolled forward to 2008/09.


Theme: Dimension 04. Foster high quality leadership at all levels


Strategy: Activity 01. Continued implementation of the National Leadership Project

Action Code & Title	Status Icon	Start Date	Due Date	Assigned To	Progress	Notes
EdS07004.1 Continued implementation of the National Leadership Project		01/04/2007	31/03/2008	George Sinclair	100 %	Quarter 4 update – This action has been completed within target timescales. Coaching of newly appointed headteachers continues.


Theme: Dimension 04. Foster high quality leadership at all levels						
Strategy: Activity 02. Revise senior appointment procedures						
Action Code & Title	Status Icon	Start Date	Due Date	Assigned To	Progress	Notes
EdS07004.2 Revise senior appointment procedures		01/04/2007	31/03/2008	Marion Kessack	100 %	Quarter 1 & 2 updates – Senior appointment procedures revised and approved by Committee in October

Theme: Dimension 05. Work in partnership with other agencies and the community						
Strategy: Activity 01. Develop integrated work with Community Services						
Action Code & Title	Status Icon	Start Date	Due Date	Assigned To	Progress	Notes
EdS07005.1 Develop integrated work with Community Services		01/08/2007	31/03/2008	Wendy Jamieson; Eric Scarborough	100 %	Quarter 4 update - Complete. Work will now continue as an ongoing review in light of current strategic planning and SOA which will extend through and beyond the 2008/09 transitional year for SOA.


Theme: Dimension 05. Work in partnership with other agencies and the community						
Strategy: Activity 02. Develop effective inter-agency locality teams focusing on "Getting it Right for Every Child"						
Action Code & Title	Status Icon	Start Date	Due Date	Assigned To	Progress	Notes
EdS07005.2 Develop effective inter-agency locality teams focusing on "Getting it Right for Every Child"		01/09/2007	31/03/2008	Wendy Jamieson; Eric Scarborough	62 %	Quarter 4 update - 2 of the 8 underlying actions have been completed. All proposals submitted. Progress made in securing capital to develop accommodation needs and in defining a more detailed basis of the model. Integrated Assessment Framework now being progressed by a short term Development officer: progress made in awareness raising training planned for May (Training for Trainers and Headteachers session) and autumn (interagency and locality based). Aberdeen City single plan software not currently at workable stage for Moray. Continuing networking and liaison across Grampian. Agreement on Locality Team Structures expected in May 2008 with further meetings to discuss with Locality Teams following until June 2008. Both Youth and Adult Community Learning and Development teams are utilising local profiles with the Adult Team recently having completed 2008/09 Activity Analysis based on information profiles. This action is progressing although the shape of the proposal has changed over time as a result of discussion with stakeholders and implementation is likely to be incremental during 2008/09.

Theme: Dimension 05. Work in partnership with other agencies and the community						
Strategy: Activity 03. Strengthen provision in specific areas (e.g. Autism, Challenging Behaviour)						
Action Code & Title	Status Icon	Start Date	Due Date	Assigned To	Progress	Notes
EdS07005.3 Strengthen provision in specific areas (e.g. Autism, Challenging Behaviour)		01/04/2007	31/03/2008	Wilma Milne; Eric Scarborough	57 %	Quarter 4 update – 3 of the 11 underlying actions have been completed. Completing the process of establishing locality teams with a consultation event in May, following which a framework will be established. Training has been provided and CPD opportunities exist. The remaining underlying actions to Audit Pinefield PARC and Beechbrae as well as determining a permanent framework of staff supporting TCARPS will be rolled forward to 2008/09.


Theme: Dimension 05. Work in partnership with other agencies and the community
Strategy: Activity 04. Ensure joint service planning at Associated School Group Level

Action Code & Title	Status Icon	Start Date	Due Date	Assigned To	Progress	Notes
EdS07005.4 Ensure joint service planning at Associated School Group Level		01/11/2007	31/03/2008	Graham Jarvis	50 %	Quarter 4 update - Development of Locality Teams are at an advanced stage of development planning with negotiations with stakeholders ongoing therefore this action will be carried forward to 2008/09 Service Improvement Plan.


Theme: Dimension 05. Work in partnership with other agencies and the community
Strategy: Activity 05. Increase usage of libraries and museums by identified community groups

Action Code & Title	Status Icon	Start Date	Due Date	Assigned To	Progress	Notes
EdS07005.5 Increase usage of libraries and museums by identified community groups		01/04/2007	31/03/2008	Alistair Campbell	100 %	Quarter 4 update – This action has been completed within target timescales. An increase in user numbers has demonstrated effective promotional programmes. With the support of the Friends of the Falconer, a series of group/class visits have been delivered. Foreign language users are supported with specific programmes in place and an ESOL worker is now based in Elgin Library encouraging increased membership and greater family involvement.


Theme: Dimension 06. Work together with parents and the wider community to improve learning
Strategy: Activity 01. Implement the Parental Involvement Act

Action Code & Title	Status Icon	Start Date	Due Date	Assigned To	Progress	Notes
EdS07006.1 Implement the Parental Involvement Act		01/04/2007	31/03/2008	John Trodden	73 %	Quarter 4 update - 1 of the 3 underlying actions has been completed. Parent Councils are established in 53 Moray schools. Further training events were held over two evenings in March 2008. These were well attended and well received. Two further training meetings are due to take place in May. One of the successful elements of these meetings is the opportunity for parent council members to come together to share experiences and ideas. The work to devise and implement the Authority Strategy for parental involvement has taken longer than expected, as advice from the National Parental Involvement Team was required, although it is anticipated that the Strategy will be completed by July 2008. Likewise, work to update and publish The Moray Good Practice Guide to include contributions from Moray schools is underway but has taken longer than expected but again is anticipated to be completed by July 2008.


Theme: Dimension 07. Reflect on our work and thrive on challenge
Strategy: Activity 01. Improve systems for audit and improvement planning at school and pre-school levels

Action Code & Title	Status Icon	Start Date	Due Date	Assigned To	Progress	Notes
EdS07007.1 Improve systems for audit and improvement planning at school and pre-school levels		01/04/2007	31/03/2008	Sheena Duffus; Paul Watson	100 %	Quarter 4 update – This action has been completed within target timescales. Consultation on revised draft policy & procedures with officers and LNCT completed. Revised policy approved by ESS Committee 9/4/09. Audit and improvement planning CPD training delivered 27/2/08 and guidance pack updated and issued to schools.


Theme: Dimension 07. Reflect on our work and thrive on challenge
Strategy: Activity 02. Improve access to, and use of, school performance data to enhance intervention strategies

Action Code & Title	Status Icon	Start Date	Due Date	Assigned To	Progress	Notes
EdS07007.2 Improve access to, and use of, school performance data to enhance intervention strategies		01/08/2007	31/03/2008	Vivienne Cross	100 %	Quarter 4 update – The performance data given to officers and headteachers continues to improve with STACS training offered to Headteachers and Depute Headteachers in June. Intervention is targeted based on data analysis of examination results.

Theme: Dimension 07. Reflect on our work and thrive on challenge
Strategy: Activity 03. Ensure the delivery of services to appropriate standards


Action Code & Title	Status Icon	Start Date	Due Date	Assigned To	Progress	Notes
EdS07007.3 Ensure the delivery of services to appropriate standards		01/04/2007	31/03/2008	Alistair Campbell	100 %	Quarter 4 update - The Public Library Quality Improvement Matrix carried out in March and preliminary results have been received and a report from the Scottish Library and Information Council is due May/June 2008. Museum accreditation is anticipated in December 2008.

Theme: Dimension 08. Value and empower staff and young people
Strategy: Activity 01. Develop understanding and depth of CPD experiences for staff across Moray to ensure quality CPD which impact positively on learning and service delivery


Action Code & Title	Status Icon	Start Date	Due Date	Assigned To	Progress	Notes
EdS07008.1 Develop understanding and depth of CPD experiences for staff across Moray to ensure quality CPD which impact positively on learning and service delivery		01/09/2007	31/03/2008	Jim Morris; Lynn Whitelaw	66 %	Quarter 4 update – 2 of the 5 underlying actions have been completed. This action is being rolled forward to 2008/09 as the review and development of the CPD provision for support staff and PR&D policy and practice have taken longer than anticipated due to work now being undertaken at a national level. Succession planning for teachers will also be carried forward to Service Improvement Plan 2008/09.

Theme: Dimension 08. Value and empower staff and young people
Strategy: Activity 02. Develop more systematic procedures for consulting with staff and service users in pre-school


Action Code & Title	Status Icon	Start Date	Due Date	Assigned To	Progress	Notes
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EdS07008.2 Develop more systematic procedures for consulting with staff and service users in pre-school		01/09/2007	31/03/2008	Sheena Duffus	100 %	Quarter 4 update – This action has been completed within target timescales. Systematic procedures have been developed to ensure the issue and collation of practitioners questionnaires on a 3 yearly basis. Resources have been developed for consulting with children and its use trailed with a small sample.
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Theme: Dimension 08. Value and empower staff and young people
Strategy: Activity 03. Review Support Staff Structure


Action Code & Title	Status Icon	Start Date	Due Date	Assigned To	Progress	Notes
EdS07008.3 Review Support Staff Structure		01/10/2007	31/03/2008	Marion Kessack	5 %	Quarter 4 update – This action will be carried forward into the 2008/09 Service Improvement Plan with a full review during school session 2008/09

Theme: Dimension 08. Value and empower staff and young people
Strategy: Activity 04. Develop and implement a recruitment strategy for full-time, part-time and voluntary staff


Action Code & Title	Status Icon	Start Date	Due Date	Assigned To	Progress	Notes
EdS07008.4 Develop and implement a recruitment strategy for full-time, part-time and voluntary staff		01/11/2007	29/02/2008	Graham Jarvis	100 %	Quarter 4 update - Recruitment Strategy in draft and to put to service staff for comment.

Theme: Dimension 08. Value and empower staff and young people						
Strategy: Activity 05. Involve, support and develop staff in delivering current and future service requirements						
Action Code & Title	Status Icon	Start Date	Due Date	Assigned To	Progress	Notes
EdS07008.5 Involve, support and devleop staff in deliverying current and future service requirements		01/04/2007	31/03/2008	Alistair Campbell	91 %	Quarter 4 update – 2 of the 3 underlying actions have been completed. To ensure delivery of the Diploma in Application of ICT in Libraries, providers have been agreed, staff have been identified for early 2008/09 implementation. Future skills requirements have been identified and job descriptions are under revision. The remaining action to revise the staff manual and include on the intranet has been delayed due to the provision of Sharepoint by ICT.

Theme: Dimension 09. Promote well-being and respect						
Strategy: Activity 01. Promote Health, Well-Being and Respect within all learning communities in Moray						
Action Code & Title	Status Icon	Start Date	Due Date	Assigned To	Progress	Notes
EdS07009.1 Promote Health, Well-Being and Respect within all learning communities in Moray		01/04/2007	31/03/2008	Sheena Duffus; Jim Gibson	100 %	Quarter 4 update – This action has been completed with target timescales. The Council continues to promote with Partners that children should take part in daily outdoor energetic play. Training on physical development and movement continues. Pre-School Education Centres are supported in the implementation of the national guidance for early years. 50 out of 54 schools have now received Grampian Health Promoting School accreditation awards. All remaining schools are actively working towards receiving an initial award. Many schools are working towards the next higher level of award. Staff development opportunities to support this work have been provided to more than 35 schools. Overall very good progress is being maintained. Health Promoting School network continues to provide staff development advice. Recent events have provided advice on new national nutrition guidance and offered development activities on appreciative enquiry techniques. Advice and support continues to be provided to all schools through Hungry for Success and Health Promotions work. A short questionnaire has established the progress towards more physical education within the curriculum although the target has been overtaken by the Government announcement of the revised approach through Health and Wellbeing within the Curriculum for Excellence. Approval has been gained for development of synthetic turf pitches and other projects.


Theme: Dimension 09. Promote well-being and respect						
Strategy: Activity 02. Promote the equalities agenda consistently among staff and learners						
Action Code & Title	Status Icon	Start Date	Due Date	Assigned To	Progress	Notes
EdS07009.2 Promote the equalities agenda consistently among staff and learners		01/04/2007	31/03/2008	Graham Jarvis	100 %	Quarter 4 update - All staff are aware of national legislation and training events are ongoing

Theme: Dimension 10. Promote a culture of ambition and achievement						
Strategy: Activity 01. Deliver the Moray Determined to Succeed Plan for 2006 to 2008						
Action Code & Title	Status Icon	Start Date	Due Date	Assigned To	Progress	Notes

EdS07010.1 Deliver the Moray Determined to Succeed Plan for 2006/08		01/04/2007	31/03/2008	John Trodden	100 %	Quarter 4 update – This action has been completed within target timescales. The recent evaluation of Skill Force involving school staff, pupils and parents was very positive in terms of the impact of this initiative. A further application for European Social Funding has been submitted to cover costs in Forres and Speyside.
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Theme: Dimension 10. Promote a culture of ambition and achievement

Strategy: Activity 02. Celebrate the success and achievements of learners


Action Code & Title	Status Icon	Start Date	Due Date	Assigned To	Progress	Notes
EdS07010.2 Celebrate the success and achievements of learners		01/04/2007	31/03/2008	Donald Duncan	100 %	Quarter 3 update – The strategy to celebrate success is complete and implementation is underway

Theme: Dimension 10. Promote a culture of ambition and achievement


Strategy: Activity 03. Develop indicators of achievement for Moray and collate information on achievement

Action Code & Title	Status Icon	Start Date	Due Date	Assigned To	Progress	Notes
EdS07010.3 Develop indicators of achievement for Moray and collate information on achievement		01/04/2007	31/03/2008	Alistair Campbell; Vivienne Cross; Karen Delaney	100 %	Quarter 4 update – This action has been completed within target timescales. Evidence of how libraries and museums identify, record and report achievement has been gathered to show libraries adopted the Public Library Quality Improvement Matrix and have introduced mini-LEAP, with museums using ILFA.


Theme: Dimension 11. Provide high quality environments for learning and leisure**Strategy: Activity 01. Develop a departmental estate management plan**


Action Code & Title	Status Icon	Start Date	Due Date	Assigned To	Progress	Notes
EdS07011.1 Develop a departmental estate management plan		01/04/2007	31/03/2008	Nick Goodchild	63 %	Quarter 4 update – 1 of the 7 underlying actions have been completed. There has been limited progress on this activity due to competing work priorities. In addition in the light of the developing Corporate Asset Management Plan consideration will be given to the necessity for a departmental plan.


Theme: Dimension 11. Provide high quality environments for learning and leisure**Strategy: Activity 02. Review and develop school estate management plan**

Action Code & Title	Status Icon	Start Date	Due Date	Assigned To	Progress	Notes
EdS07011.2 Review and develop school estate management plan		01/04/2007	31/03/2008	Nick Goodchild	55 %	Quarter 4 update – 5 of the 9 underlying actions have been completed. The Draft plan has been submitted to the executive and positive comments have been received with suggestions for minor amendments. The document will be completed and implemented following approval of the 5 year financial plan.


Theme: Dimension 11. Provide high quality environments for learning and leisure**Strategy: Activity 03. Plan for the replacement of the schools' ICT managed service contract**

Action Code & Title	Status Icon	Start Date	Due Date	Assigned To	Progress	Notes
EdS07011.3 Plan for the replacement of the schools' ICT managed service contract		01/04/2007	31/03/2008	Donnie MacDonald	100 %	Quarter 3 update - A Project Manager has been appointed corporately. Decisions relating to the schools' ICT contract are awaited following Full Council Committee meeting on 28 th January 2008.

Theme: Dimension 11. Provide high quality environments for learning and leisure						
Strategy: Activity 04. Plan for a replacement management information system for Educational Services						
Action Code & Title	Status Icon	Start Date	Due Date	Assigned To	Progress	Notes
EdS07011.4 Plan for a replacement management information system for Educational Services		01/09/2007	31/03/2008	Donnie MacDonald	100 %	Quarter 4 update – This action has been completed and although it looks increasingly likely that there will only be one option available, discussion with SMT have taken place but a decision is awaited.

Theme: Dimension 11. Provide high quality environments for learning and leisure						
Strategy: Activity 05. Ensure the effective use of ICT in delivering and developing services						
Action Code & Title	Status Icon	Start Date	Due Date	Assigned To	Progress	Notes
EdS07011.5 Ensure the effective use of ICT in delivering and developing services		01/04/2007	31/03/2008	Alistair Campbell	90 %	Quarter 4 update – 1 of the 2 underlying actions has been completed. The remaining underlying action to implement and ensure public access via the web of the museums and archives catalogue is well progressed with input continuing, the catalogue will be web enabled early in 2008/09.

Theme: Dimension 11. Provide high quality environments for learning and leisure
Strategy: Activity 06. Ensure the development of appropriate future facilities and services and ensure collections meet the needs of current and future users

Action Code & Title	Status Icon	Start Date	Due Date	Assigned To	Progress	Notes
EdS07011.6 Ensure the development of appropriate future facilities and services and ensure collections meet the needs of current and future users		01/04/2007	31/03/2008	Alistair Campbell	92 %	<p>Quarter 4 update – 2 of the 4 underlying actions have been completed. The libraries future facilities programme has been agreed to reflect the needs of the services and the council's obligation and European funding to enhance the provision is being sought. Tomintoul identified by key partners for gateway development with initial studies to take place 2008-09. Evidence gathered shows that library usage by targeted groups has increased and work with specific group is being further developed. The remaining two actions are not complete but are both in the final stages. Identifying options, costs, potential funders and timescales for the Local Heritage Centre proposals are progressing with a feasibility study completed for reporting to a future committee. The process to ensure improved care and promotion of museums and the heritage collection has been delayed by staff absences. Friends support has been secured but full implementation delayed until accreditation is secured.</p>