



**REPORT TO: CHILDREN AND YOUNG PEOPLE'S SERVICES COMMITTEE ON
4 FEBRUARY 2015**

SUBJECT: DEPARTMENTAL SELF-EVALUATION PROGRESS AND PLANS

BY: CORPORATE DIRECTOR (EDUCATION AND SOCIAL CARE)

1. REASON FOR REPORT

- 1.1 The purpose of this report is to inform Committee on the department's progress in evaluating aspects of its work over the last two years and to outline future plans.
- 1.2 This report is submitted to Committee in terms of Section III D (35) and (36) of the Council's Administrative Scheme in relation to developing and monitoring the Council's Performance Management Framework for Children & Young People's Services and contributing to public performance reporting.

2. RECOMMENDATION

2.1 It is recommended that Committee:

- (i) scrutinises and notes the contents of this report;**
- (ii) notes the progress in evaluating aspects of the work of the department; and**
- (iii) endorses future plans for departmental self-evaluation.**

3. BACKGROUND

- 3.1 At a meeting on 22 August 2012, the Children and Young People's Services Committee scrutinised and noted a report informing Committee of the background to, and planned work for, the Continuous Improvement Team (CIT), (paragraph 19 of the minute refers). At a meeting on 12 December 2012, the Committee endorsed the department's plans for self-evaluation, including thematic reviews (paragraph 10 of the minute refers).
- 3.2 The CIT was established within the newly integrated department to support the creation and ongoing development of self-evaluation practice across

services in a targeted and proportionate way; develop and implement quality audit tools using nationally agreed quality indicators and challenge the outcome from audits. The team, which comprised a manager and two Continuous Improvement Officers (CIOs), has undertaken a programme of thematic reviews across the department, undertaken a number of school reviews each year, supported and challenged the developing self-evaluation activities within Integrated Children's Services, conducted post inspection follow through visits to schools and extended support to establishments and teams on a needs-led basis.

- 3.3 The CIO (Education) post has been vacant since June 2014 when the post-holder took up a position in another authority. The Schools and Curriculum Development section has been operating with only two Quality Improvement Officers (QIOs) since September 2014 when one of the QIOs took up the post of Acting Head of Schools and Curriculum Development. The Continuous Improvement Team Manager has been seconded on a full time basis to work as Senior Education Adviser for the Sustainable Education Review since September 2014.
- 3.4 The capacity within the CIT now needs to be redirected as the initial phase of the team's work has been successfully achieved and both the Integrated Children's Services and Schools and Curriculum Development sections of the department require to focus on particular aspects of continuous improvement. A summary of the main aspects of the work completed by the CIT is contained in **Appendix 1**.
- 3.5 The CIO (Education) post will now have an amended remit and work within the Schools and Curriculum Development section as a QIO and work closely with the CIO (Social Care) to carry out thematic reviews and train, develop and manage the Peer Reviewer Team (teaching, social work and other professional staff who support, for a number of days per year, thematic reviews across services). The CIO (Social Care) will now have specific responsibilities to help the service produce a performance management framework that includes service standards; undertake thematic reviews; develop and support Peer Reviewers; support the Integrated Children's Services teams with their improvement plans; and undertake the more complex, cross-cutting complaints, customer satisfaction surveys and monitor actions arising from complaints. The Peer Reviewer team has been increased to fourteen officers and head teachers from across the department, in order to provide increased capacity and greater flexibility.

In light of the above updated plans to support and challenge establishments and services have been developed. These are summarised in **Appendix 2**.

4 SUMMARY OF IMPLICATIONS

(a) Moray 2023: A Plan for the Future/Service Plan

The contents of this report relate to Moray 2023 Priority 2 – ‘Ambitious and confident children and young people’.

(b) Policy and Legal

This report relates to the Standards in Scotland’s Schools etc Act (2000).

(c) Financial implications

The revised remits, reporting arrangements and processes can be accommodated within existing budgets.

(d) Risk implications

Continued provision of systems of robust internal challenge, with coherent focus on self-evaluation leading to service improvement, will reduce the risk of adverse external evaluations in service inspections and will demonstrate a further commitment to continued improvement in outcomes for children and young people.

(e) Staffing implications

- (i) The CIO (Education) post will be re-designated as QIO and will work in the Schools and Curriculum Development Team while retaining a departmental wide role for continuous improvement.
- (ii) The CIO (Social Care) will now be line managed by the Head of Integrated Children’s Services and will work closely with the QIO for continuous improvement, retaining a departmental wide role for continuous improvement.
- (iii) The Peer Reviewer team has been increased to fourteen officers and head teachers from across the department. They will work for up to 10 days per year on thematic reviews.
- (iv) The Continuous Improvement Team Manager, while seconded to the Senior Education Adviser role, will continue to provide advice and support and participate in self-evaluation activities as time permits.

(f) Property

None.

(g) Equalities

There are no equalities issues.

(h) Consultations

Senior Officers in Education and Social Care, Deborah Brands, Principal Accountant; Margaret Forrest, Legal Services Manager; Katrina McGillivray, Senior Human Resources Adviser; Don Toonen, Equal Opportunities Officer and Caroline Howie, Committee Services Officer have been consulted on this report and agree with the sections of the report relating to their areas of responsibility.

5. CONCLUSION

5.1 Departmental self-evaluation has improved over the last two years and revised strategies will now be implemented in order to continue to best address emerging priority areas.

Author of Report: Paul Watson, Continuous Improvement Team Manager

Background Papers:

Ref: