

Highland Community Planning Partnership

Chief Officers Group – 4 September 2018

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| Agenda Item | 13. |
| Report No | COG 16/18 |

Education Scotland – Community Learning and Development (CLD)

Report by Director of Care and Learning

Summary

The Highland Council (as Education Authority) has the legal responsibility for the planning and delivery of Community Learning and Development (CLD) and for ensuring that this takes place within a Community Planning context. CLD is subject to inspection by Education Scotland. Education Scotland has indicated that an inspection will take place in the Highland Council area between September and December 2018. This report:

- provides background information on the inspection process; and
- sets out the expectations and implications for Community Planning Partners.

It is recommended that the Chief Officers Group:

- i. considers and agrees the representatives to attend the pre-inspection meeting with Education Scotland;
- ii. considers and agrees the representatives to be involved in the two day strategic part of the inspection; and
- iii. considers which of the Community Partnership areas to recommend to Education Scotland for the place based part of the inspection.

1. Background to CLD inspection process

1.1 Education Scotland has indicated that an inspection of CLD in Highland will take place some time between September and December 2018. This will be the first inspection of CLD in the Highland Council area since 2015 (when the Alness Academy associated school group areas was inspected) and a new inspection model has since been introduced.

1.2 Inspections are undertaken using the quality framework "[How good is the learning and development in our community](#)" and take place within the context of the Requirements for Community Learning and Development (Scotland) Regulations 2013 and the Strategic Guidance for Community Planning Partnerships: Community Learning and Development (2012). The Scottish Government's National Performance Framework sets out the strategic objectives for all public services, including those delivering CLD. Within this, it sets out the following as the focus for CLD:

- improved life chances for people of all ages through learning, personal development and active citizenship; and
- stronger, more resilient, supportive, influential and inclusive communities.

1.3 During inspections, inspectors work with local partners to consider:

1. How good is the strategic leadership of community learning and development; and
2. How good is the learning and development in a defined local community.

1.4 While inspectors focus on the strategic leadership and the quality of achievement for individuals, groups and communities in local communities, they also assess contributions to the national policy context including:

- closing the poverty related attainment gap;
- early intervention and prevention;
- learner journey and youth employment;
- reducing social isolation;
- tackling health inequalities; and
- empowering communities.

1.5 During inspections, the following quality indicators (QIs) from the “[How good is the learning and development in our community](#)” framework are used by Education Scotland:

| Quality Indicator | Description |
|-------------------|---|
| 1.1 | Improvements in performance |
| 3.1 | Impact on staff and volunteers |
| 4.1 | Impact on the local community |
| 5.1 | Delivering the learning offer with learners |
| 9.2 | Leadership and direction (including some themes from 9.3 and 9.4) |

2. Inspection process

2.1 Inspections are carried out in three parts:

- i. a pre-inspection visit by Education Scotland taking up to half a day;
- ii. a strategic focussed inspection taking two days; and
- iii. a place-based (Community Partnership area) inspection taking five days.

2.2 **Pre-inspection visit by Education Scotland (up to half a day)** – the Managing Inspector will arrange a pre inspection visit to:

- discuss the inspection process;
- discuss the preparation of the self-evaluation;
- agree the area for the place based part of the inspection; and
- discuss the range of documentation to be provided prior to the inspection.

2.3 It is recommended that the pre-inspection visit include the following:

- the Council’s Director of Care and Learning;
- the Council’s Acting Head of Policy;
- a Community Partnership Chair;

- a Community Partnership CLD lead; and
- the Council's Children's Planning Manager and the HLH Head of performance (as depute co-chairs of the CPP Community, Learning and Development and Engagement group).

2.4 **Strategic focussed inspection (two days)** – Education Scotland carries out a two day inspection meeting with senior officers and Community Planning Partners responsible for CLD provision. The CLD strategic group has already carried out a self-evaluation using Quality Indicator 9.2 – “How good is the Strategic Leadership of Community Learning and Development” in preparation for this. In addition to QI 9.2, the inspection team will also consider one QI which will not be graded, 3.1 - “Impact on staff and volunteers – the extent to which staff and volunteers are supported to reflect on and improve their practice through regular access to relevant, high quality learning and development activities and are developing leadership capacity”.

2.5 The inspection guidance indicates that the following activities should be included within the strategic focussed inspection:

- a meeting with key CLD partners such as the chairs of any CLD Partnership groups and third sector interface organisations;
- focus group of senior practitioners which may include relevant CLD partners responsible for CLD strategic implementation;
- focus groups of staff, volunteers and partners with a focus on workforce development and building leadership capacity;
- a meeting with chief officers, such as the chief executive, director of education and the community planning lead officer;
- a focus group looking at the data available to the local authority and partners which are used to assess community learning and development needs and priorities;
- time to review paperwork/written evidence; and
- a meeting to discuss preparation for the place-based inspection

2.6 It is recommended that the strategic phase of the inspection should include the following:

- i. the Council's Director of Care and Learning;
- ii. the Council's Acting Head of Policy;
- iii. the Community Partnership Chair who will be involved in the place based inspection;
- iv. the CLD Support Officer;
- v. the Community Partnership CLD lead who will be involved in the place based inspection;
- vi. the Council's Children's Planning Manager and the HLH Head of performance (as depute co-chairs of the CPP Community, Learning and Development and Engagement group); and
- vii. a representative from all of the other community planning partners including the HTSI.

2.7 **Place based inspection** – this normally takes place no later than three weeks after the strategic focussed inspection. The Education Scotland

inspection team will consist of two Education Scotland Inspectors and two Associate Assessors from other areas in Scotland.

- 2.8 The focus of the place based inspection is “How good is the learning and development in this local community” and will use the following three QIs and evidence gathered in the place based inspection will also support the overall evaluation of QI 9.2 – Leadership and Direction.

| Quality Indicator | Description |
|-------------------|---|
| 1.1 | Improvements in performance |
| 4.1 | Impact on the local community |
| 5.1 | Delivering the learning offer with learners |

- 2.9 In the place based inspection inspectors will be interested in:
- high level information that is evaluative;
 - how well the local partnership, knows the answers to the two key questions (above);
 - where the partnership, see its strengths, including features of good practice, and aspects for development;
 - where the partnership sees the need for improvements and how it knows;
 - what key pieces of evidence there are which underpin partners’ knowledge their area and the selected community;
 - how the partnership prioritises areas for improvement;
 - community engagement and consultation; and
 - specific areas of practice that emerge from strengths, innovative practice and aspects of development in self-evaluation.
- 2.10 In preparation for the place based inspection, a self-evaluation illustrating the key strengths of the local community for inspection focus; and areas for development involving partners will be required to be submitted to Education Scotland six days prior to the inspection.
- 2.11 The guidance indicates the following activities should be included within the place-based inspection which will involve all local partners in the area which is chosen for inspection:
- Focus group(s) of learners covering a sample representing the range of work undertaken in the area (including, work with children and families, young people, adult learners, local community groups and organisations). Max of 8 groups;
 - Focus group(s) of staff and volunteers working with learners from the inspection area;
 - Individual interview(s) or focus group(s) with staff of key Community Planning and CLD partners (including other local authority services) responsible for delivery in inspection area;
 - Individual interview(s) or focus group(s) of early learning and childcare, primary and secondary heads/managers of establishments

as appropriate;

- Individual interview(s) or focus group(s) with leaders of key community organisations. (For example the third sector interface, development trusts, social enterprises, Scottish Charitable Incorporated Organisations, community forums / councils);
- Individual interviews or focus group(s) of learners, parents and other stakeholders and/or observations of activities with time set aside for inspectors to talk with those taking part;
- A meeting to review and discuss the evidence for QI 1.1 for the local area including analysis from joint self-evaluation. This will include the profile of need for the local area and performance information relating to CLD including achievement. This should include key relevant data from across Community Planning partners; and
- A meeting with CLD practitioners including Community Planning partners to review and discuss examples of individual learning plans.

2.12 Feedback is provided on the last day of the inspection and should be attended by staff and partners involved at the strategic focussed inspection plus partners and available community reps and learners involved in the place based inspection.

3. Community Partnership Area for Place Based Inspection

3.1 The selection of the Community Partnership Area where the place based inspection will take place is a matter for discussion/agreement with Education Scotland. Factors to be taken account of in that discussion include:

- Will the CP area provide a representative focus to gain learning from the inspection which would be relevant across the Highland area;
- Has there been a recent inspection (school/community) - inspectors would not be likely to inspect CLD in an area were there has been a recent school inspection;
- What is the population and spread of the community? Place based inspections focus on an area of 20-25k of population. Min of 5k population in more rural areas.
- Is there an appropriate balance of CLD activity that will help answer the two questions above.

3.2 The inspection will be an opportunity to obtain an external view on the strength of provision and areas for development across Highland. In order to inform the discussion with Education Scotland on the most appropriate Community Partnership area(s), the following table has been developed and it is recommended that the COG consider which area or areas would be best suited to the inspection.

| CP Area | CLD Factors to Consider |
|------------------------------|--|
| Caithness | Interim CP chair arrangements in place and CLD lead position vacant. Locality plan in place for Lybster& Dunbeath shaped with community. |
| Sutherland | Recent school inspection in Golspie. Evidence of extensive community engagement across the CP area supported by Kyle of Sutherland Development trust. |
| East Ross | Recent school inspection in Tain and CLD inspection in Alness (2015). Locality plan in place for Balintore. Strong community engagement has occurred. Community involved in all working groups. |
| Mid Ross | CP area represents Highland within defined geography – urban/rural deprivation and affluence. Variety of cross sector CLD activity. Evidence of community shaping CP plans / good engagement at CP meetings. |
| Inverness | CP area covers significant proportion of highland population. Locality plan in place for South Kessock and Merkinch with locality plan sub group meeting on regular basis to take forward actions. Evidence of targeted youth consultation to shape children’s plan. |
| Nairn | CLD lead position is vacant. Locality plan in place and sub group meeting to progress actions. Evidence of young people leading on place standard consultation in school. |
| Badenoch & Strathspey | No locality identified through SEP for partnership action. CLD lead position is vacant. Evidence of strong Third Sector CLD activity and partnership working. |
| Lochaber | Self-evaluation approach taken to inform planning for improvement. Locality plan in place for Kinlochleven. Variety of community engagement methods taken. |
| Skye, Lochalsh & Wester Ross | Different approach taken on CLD planning – CP wide CLD plan in place. CLD network in place. Recent school inspection in Portree. |

3.3 It is considered that it would be best to focus the inspection on an area where the structure established by the CPP is in place. Because of the vacancies listed above in chairs/CLD leads, it is suggested that Caithness and Nairn are not recommended for inspection.

3.4 Badenoch and Strathspey has no communities which have been identified for partnership action, and therefore does not require to produce a Locality plan and it is suggested that this area is not recommended for the inspection.

- 3.5 There has been a different approach to CLD planning in Skye and Lochalsh so it is suggested that this area is not recommended for the inspection.
- 3.6 Inverness is unique in that it is the only City area and to enable to roll out any learning from the inspection it is suggested that an area with a town and rural area be considered.
- 3.7 The recent Education Scotland inspections which have taken place are: Alness CLD 2015, Nairn Academy 2016, Golspie High School 2017, Tain Royal Academy 2017, Portree High School 2018, Gairloch High School 2018, Glenurquhart High School 2018.
- 3.8 Taking account of the above, it is recommended that, to inform the pre-inspection meeting with Education Scotland, the COG consider which of the following CP areas to recommend for inspection:
- Mid Ross
 - Lochaber

4. Locality Partnership Preparation and Support

- 4.1 The inspection process will require commitment from all members of the CP to contribute to pre inspection self-evaluations; provide records of meetings and community engagement activity; and contribute to focus group meetings and discussions during the inspection. There will however, be dedicated resource and support provided by the Community Learning and Development Support Officer prior to, during and after the inspection. This will include:
- supporting self-evaluation sessions with CPs and CLD partners;
 - providing pre inspection support, advice and training for CPs and CLD partners;
 - collating evidence for the portfolios;
 - preparing paperwork for inspectors;
 - coordinating timetables for place-based inspection;
 - contacting CLD partners in the CP area to invite to focus groups and discussions; and
 - providing advice and support throughout the process for CPs and CLD partners.

5. Implications

- 5.1 Resources: the requirements for the CLD inspection will be delivered within the existing resources of the Community Planning Partnership and will be supported by the CLD Support Officer.
- 5.2 Legal: there is a legal duty on the Highland Council to develop a three year CLD plan.
- 5.3 Equalities: the focus for CLD work is on reducing disadvantage and inequality.

- 5.4 Climate Change/Carbon Clever and risk: there are no climate change/carbon clever and risk implications arising from this report.
- 5.5 Gaelic and Rural: There are no Gaelic or rural implications arising from this report.

Recommendations

It is recommended that the Chief Officers Group:

- i. considers and agrees the representatives to attend the pre-inspection meeting with Education Scotland;
- ii. considers and agrees the representatives to be involved in the two day strategic part of the inspection; and
- iii. considers which of the Community Partnership areas to recommend to Education Scotland for the place based part of the inspection.

Author: Bill Alexander

Date: 27 August 2018