

## The Highland Council

Minutes of Meeting of the **Education, Children and Adult Services Committee** held in the Council Chamber, Council Headquarters, Glenurquhart Road, Inverness on Thursday 25 August 2016 at 10.05 am.

### **Present:**

#### **Highland Council:**

Mrs C Caddick	Mr D Mackay
Mrs I Campbell (Vice Chair)	Mr W Mackay (video conferencing)
Miss J Campbell (Substitute)	Mr G MacKenzie
Mr A Christie	Mrs B McAllister
Mrs M Davidson	Mr D Millar (Chair)
Mr H Fraser	Mr M Rattray
Mr S Fuller	Mrs F Robertson (Vice Chair)
Mr B Gormley	Mr G Ross
Mr K Gowans	Ms J Slater
Mr A Graham	Ms K Stephen
Mrs D Mackay	

#### **NHS Highland:**

Dr H van Woerden

#### **Religious Representatives:**

Ms M McCulloch  
Mr G Smith

#### **Youth Convener:**

Ms K Bateson

#### **Non-Members also present:**

Mr A Baxter	Mr T Prag
Ms J Douglas	Mr R Saxon
Mr B Fernie	Dr A Sinclair
Mrs I McCallum	Ms M Smith

#### **In attendance:**

Mr B Alexander, Director of Care and Learning  
Ms S Campbell, Head of Children's Services, Care and Learning Service  
Ms F Palin, Head of Adult Services, Care and Learning Service  
Mr B Porter, Head of Resources, Care and Learning Service  
Mr J Steven, Head of Education, Care and Learning Service  
Mr R Campbell, Estate Strategy Manager, Care and Learning Service  
Ms P Duncan, Birchwood Highland (Third Sector)  
Mr F Weir, Highland Parent Council Forum

Mr S Fraser, Head of Corporate Governance, Corporate Development Service  
Miss J MacLennan, Principal Administrator, Corporate Development Service  
Miss M Murray, Committee Administrator, Corporate Development Service

**Also in attendance:**

Mr C Marr, Chief Executive, Eden Court  
Mr C MacLennan, Youth Convener Designate

**An asterisk in the margin denotes a recommendation to the Council. All decisions with no marking in the margin are delegated to the Committee.**

**Mr D Millar in the Chair**

**Business**

**Preliminaries**

Prior to commencement of business, tribute was paid to Caroline Thomson who had been tragically killed in a recent car accident. Ms Thomson had been Chair of NHS Highland from 1997-2004, a critical period for the development of integrated children's services.

The Committee **AGREED** to suspend Standing Order 18, as it related to Petitions, so that the Petition contained within the Capital Expenditure Report could be debated at Item 6 and not as the first substantive item of business.

**1. Apologies for Absence**  
**Leisgeulan**

Apologies for absence were intimated on behalf of Mr M Finlayson, Mrs M Paterson, Mrs M Duncan, Dr M Foxley and Mr A MacLean.

**2. Declarations of Interest**  
**Foillseachaidhean Com-pàirt**

The Committee **NOTED** the following declarations of interest:-

Item 3 – Mr K Gowans and Ms J Slater (both non-financial)

Item 5 – Ms J Douglas and Ms J Slater (both non-financial) and Mr K Gowans (financial and non-financial)

Item 6 - Ms J Douglas (non-financial) and Mr K Gowans (financial and non-financial)

Item 8 – Ms K Stephen (non-financial)

Item 10 - Ms J Douglas (non-financial) and Mr K Gowans (financial and non-financial)

Mr B Gormley declared a financial interest as his wife was employed by the Care and Learning Service and advised that, if there was any specific discussion in relation to the Family Team in Lochaber he would leave the room.

Ms J Douglas declared a financial interest in those items relating to integrated health and social care services as a Board Member of NHS Highland but, in terms of the Specific Exclusion in Section 5.18(2)(i) of the Councillors' Code of Conduct, remained to participate in discussion on those items.

**3. Presentation: Eden Court  
Taisbeanadh: Cùirt Eden**

**Declarations of Interest: Mr K Gowans and Ms J Slater declared non-financial interests in this item as Directors of Eden Court Theatre but, having applied the test outlined in Paragraphs 5.2 and 5.3 of the Councillors' Code of Conduct, concluded that their interests did not preclude their involvement in the discussion.**

Eden Court's Chief Executive, Colin Marr, gave a presentation on the activity of the organisation. In so doing, he provided detail of the theatre's income, the contribution Highland Council made to supporting its work, what this delivered and the economic and educational impact that the theatre had in Highland. Despite having limited reserves the theatre was trying to become more self-sufficient and was looking to grow income. It recognised the Highland Council was facing significant financial pressures and that this would affect future funding levels. However, to minimise the impact, he asked that the theatre and the Council work closely together and that clear warnings of funding reductions were given to allow the theatre to plan ahead accordingly.

The Youth Convener having highlighted her own experiences of the services Eden Court provided and their importance to young people in Highland, the Committee **NOTED** the presentation.

**4. Outstanding Achievements  
Coileanaidhean Air Leth**

There had been tabled a list of outstanding achievements by people and groups.

The Committee **NOTED** the outstanding achievements and **AGREED** that the Director write to all those involved in recognition of their success.

**5. Revenue Budget – Final Outturn 2015/16 and Monitoring 2016/17  
Buidseat Teachd-a-steach – Toradh Deireannach 2015/16 agus Sgrùdadh 2016/17**

**The following Members declared non-financial interests in this item but, having applied the test outlined in Paragraphs 5.2 and 5.3 of the Councillors' Code of Conduct, concluded that their interests did not preclude their involvement in the discussion:-**

**Ms J Douglas – Director of High Life Highland**

**Mr K Gowans – Director of Eden Court Theatre and High Life Highland**

**Ms J Slater – Director of Eden Court Theatre**

**Mr K Gowans also declared a financial interest on the basis that his wife was an employee of High Life Highland and advised that if there was any specific discussion affecting his wife's employment he would leave the room.**

There had been circulated Report No ECAS/49/16 dated 15 August 2016 by the Director of Care and Learning which provided an update on the Care and Learning

revenue budget position to the end of June 2016, confirmation of the final outturn for 2015/16 and an update on other budget related matters.

During discussion, the following issues were raised:-

- the Chair suggested that recommendation (ii) should be to note, rather than agree, the forecast outturn for the 2016/17 financial year;
- officers were commended for their excellent work in obtaining savings on the PPP2 contract. Further information having been sought, it was confirmed that a comprehensive analysis of the contract savings could be provided;
- the underspend on catering and cleaning in 2015/16 merited further explanation;
- information was sought, and provided, in relation to the corporate savings allocated to the service; the impact on service delivery of the forecast overspend on Looked After Children; the savings relating to the transfer of management of secondary school community use to High Life Highland; and the £40k deficit in management savings;
- concern was expressed regarding the variance of approximately £800k between the forecast underspend reported to the Committee on 17 March 2016 and the final outturn for 2015/16;
- in relation to school transport, the budgeting baseline was incorrect and the forecast overspend could have been avoided by calculating the number of days in the school calendar and the cost per day;
- the Director of Public Health and Health Policy, NHS Highland, requested that consideration be given to reviewing the long-term impact of the deletion of Child and Adolescent Mental Health Service posts; and
- concern having been expressed that the Parent Council funded the drama and swimming lessons at St Duthus School in Tain, a report was sought on the projected overspend on Special Schools, including information on roll projections.

Thereafter, the Committee:-

- i. **NOTED** the final outturn for the 2015/16 financial year;
- ii. **NOTED** the forecast outturn for the 2016/17 financial year;
- iii. **AGREED** the Red/Amber/Green (RAG) status of budget savings;
- iv. **NOTED** that a signed commercial agreement had been reached in relation to PPP2 which provided the Council with a financial saving and reduced risk and uncertainty;
- v. **AGREED** that further information be provided to Members of the Committee on the reasons for the variance between the forecast underspend reported to the Committee on 17 March 2016 and the final outturn for 2015/16;
- vi. **AGREED** that Members' comments regarding the forecast overspend on school transport and the baseline number of school days be fed back to Finance officers;
- vii. **AGREED** that a comprehensive analysis of the PPP2 contract savings be provided to Members of the Committee; and
- viii. **AGREED** that a report be provided to Members of the Committee on the projected overspend on Special Schools, including information on roll projections.

## **6. Capital Expenditure – Final Outturn 2015/16 and Monitoring 2016/17 Caiteachas Calpa – Toradh Deireannach 2015/16 agus Sgrùdadh 2016/17**

**Ms J Douglas and Mr K Gowans declared non-financial interests in this item as Directors of High Life Highland but, having applied the test outlined in Paragraphs 5.2 and 5.3 of the Councillors' Code of Conduct, concluded that their interests did not preclude their involvement in the discussion.**

**Mr K Gowans also declared a financial interest on the basis that his wife was an employee of High Life Highland and advised that if there was any specific discussion affecting his wife's employment he would leave the room.**

There had been circulated Report No ECAS/50/16 dated 18 August 2016 by the Director of Care and Learning which advised on the final monitoring position for the Care and Learning capital programme in 2015/16 and the position for the 2016/17 programme as at 30 June 2016. The report also outlined the current status of the major projects that were underway and future capital investment priorities. In addition, it provided an update on the review of Inverness schools and the current position on Alness and Invergordon schools. Finally, it incorporated a petition received in relation to the Upper Achintore multi-use games area in Fort William.

Introducing the report, the Chair highlighted significant achievements which had been made in the Capital Programme. In 2015/16 almost £100m had been invested and this had included the completion of two new primary schools in Fort William, one in Wick and major refurbishments at Lochaber High School and Inverness Leisure.

Turning to the current year, over the summer 32 Care and Learning projects had been taken forward, 24 of which had been completed during the school holidays, and he commended staff for their efforts. However, not all projects had successfully been completed and, in particular, Duncan Forbes Primary had been unable to open as planned and a two day delay had resulted with parents only being advised the day before term was due to start. He provided an assurance that an investigation was underway as to why this had occurred.

Continuing, he was pleased to report that the new Inverness Royal Academy had opened to pupils on the planned date of 18 August. However, formal occupancy had only been granted the day before resulting in significant challenges for both the Council and school staff. Consequently, also taking into account that the new Wick Campus facility would not be completed to programme, he informed Members that the Council was undertaking a review of its projects being delivered by Hub North Scotland Limited. It was important lessons were learnt to improve delivery arrangements through the Hub model.

During discussion, the following issues were raised:-

- in relation to the petition regarding the Upper Achintore Multi-Use Games Area, Local Members emphasised the importance to the local community of retaining the space in some form, thanked the Head of Resources for the pragmatic short-term approach and supported the recommendations in the report;
- with regard to the Capital Programme Review, the Chair suggested that it would be helpful to arrange a Members' Briefing, following preparation of Outline

Business Cases, to ensure a unified approach prior to consideration by the full Council;

- whilst welcoming the positive impact on the local economy, Local Members expressed a number of concerns in relation to the Wick Community Campus project and Hub North Scotland. The disappointment of the local community that the project would not be completed on time was emphasised, as was the need to obtain a final date and ensure it was met. The Chair reiterated that lessons had to be learnt and confirmed that there would be a briefing for Local Members prior to the next stakeholder meeting. It was hoped that the contractor and representatives of Hub North Scotland would be in attendance at the stakeholder meeting to respond to questions;
- an update was sought regarding the condition of the synthetic pitch at Charleston Academy, which formed part of the Highland Football Academy and could not be used by the elite players for its intended purpose. The Head of Resources undertook to respond to Mr G Ross following the meeting;
- with regard to Inverness Schools, Members raised a number of concerns including the impact of a lack of staff resources on the programme of projects; Charleston Academy science block; slippage in relation to Inverness High School; the need to allocate a realistic budget; and the possible relocation of Bun-sgoil Ghàidhlig Inbhir Nis. In relation to Inshes Primary, a PPP school, information was sought on any measures officers might seek to employ. Given the scale of the Inverness Schools element of the Capital Programme, a separate report was requested to the next meeting of the Committee, setting out the various projects in order of priority, including costs and estimated completion dates. The Chair suggested that, in the first instance, a Members' Briefing be arranged, including a comprehensive paper, and that separate reports be presented to future meetings of the Committee, if necessary;
- in relation to the proposed collaborative approach with Moray and Aberdeenshire Councils, it was requested that the potential savings be provided as percentages. The Head of Resources explained that the figures were indicative at this stage and undertook to provide further information to Mr A Graham following the meeting;
- Members commended the efforts of the Head of Resources and the Estate Strategy Manager in managing the Care and Learning Capital Programme and welcomed the proposed additional posts within the Estates Team. In addition, information was sought on the full year cost of the additional posts and the sustainability of the funding given that the projects would come to an end at some point;
- having welcomed the recommendations regarding the installation of sprinkler systems in care homes, information was sought on how robust the Council was in ensuring that care homes where placements were spot purchased had sprinkler systems. The Estate Strategy Manager undertook to respond to Ms K Stephen following the meeting;
- whilst welcoming the opening of Inverness Royal Academy, there had been considerable delays and there were lessons to be learnt by all parties. In particular, communication was an issue and it was requested that, in future, Members in all wards with constituents in the catchment area of the school in question be kept up to date. The Chair confirmed that Members' comments would be taken on board and emphasised the importance of communication, not only with Members but with parents and local communities; and
- in relation to Duncan Forbes Primary School, Members thanked the Chair for his apology and acknowledged the last-minute arrangements that a lot of families

had had to make. The first day at school was a milestone in a child's learning journey and a number of parents had been denied that experience. A report having been sought on the issues that led to the delay, the Chair reiterated that an investigation was underway and confirmed that the findings would be reported to Committee in due course.

The Leader of the Council referred to the increasing problems with Hub North Scotland and explained that she had asked the Chief Executive to invite them to talk to her and senior officials about their performance. In addition, it was important that they were accountable in the Council Chamber and she intended to ensure their attendance at the next Education, Children and Adult Services Committee or full Council. She praised the design and layout of the new Inverness Royal Academy and commended the Head of Property Services for not accepting the building until it was ready. In terms of improving communication, discussions should include schools, Head Teachers and Parent Councils. With regard to the Capital Programme as a whole, she had asked the Chief Executive to examine the Council's capacity to deliver it and would report back to Members. In relation to Inverness Schools, she emphasised the complexity of the issues and requested that the proposed Members' Briefing take place as soon as possible.

Thereafter, the Committee:-

- i. **NOTED** the final monitoring position for 2015/16, the overall level of investment during that period and the major outcomes achieved as set out in paragraph 1.1;
- ii. **NOTED** the monitoring position for 2016/17 as at the end of June 2016 as set out in paragraph 1.2;
- iii. **NOTED** the position with regard to the review of the Council's overall Capital Programme as set out in paragraph 2.1;
- iv. **NOTED** the updates provided in relation to major projects, and the issues and actions in relation to Inverness Royal Academy and Wick Community Campus as set out in section 3;
- v. **AGREED** to homologate the decision to award the contract for the refurbishment of the Grantown Swimming Pool as set out in paragraph 3.5;
- vi. **NOTED** the current position with regard to identifying future investment priorities and allocating funding from generic budget headings as set out in paragraphs 4.1 and 4.2;
- vii. **NOTED** the outcome of the projects carried out in schools over the summer holiday period as set out in paragraph 4.3;
- viii. **AGREED** that funding be allocated from the Life Cycle Investment budget heading for a synthetic playing field at Acharacle Primary School as set out in paragraph 4.4;
- ix. **NOTED** the position with regard to potential roll pressures in primary schools and **AGREED** that design work commence where necessary prior to formal approval at the next meeting of the Committee as set out in paragraph 4.5;
- x. **AGREED** that funding be allocated from the Life Cycle Investment budget heading for the replacement of the synthetic surfaces at Gairloch High School and Ullapool High School as set out in paragraph 4.6;
- xi. **AGREED** that funding be allocated from the Children's Services budget heading for the installation of sprinkler systems in three properties as set out in paragraph 4.7;
- xii. **AGREED** that funding be allocated from the Adult Services budget heading for the installation of a sprinkler system in one property as set out in paragraph 4.8;

- xiii. **NOTED** the current position and identified actions in relation to the review of Inverness schools and **AGREED** that funding be allocated from the SSER Inverness Schools budget heading for the new annexe at Cauldeen Primary School as set out in section 5;
- xiv. **NOTED** progress in relation to the Alness Academy replacement and the planned collaborative approach with Moray and Aberdeen-shire Councils as set out in section 6;
- xv. **AGREED** to establish a specific project line for Alness Academy from within the SSER Future Projects funding line with the required budget to be reported to the next meeting of the Committee as set out in paragraph 6.10;
- xvi. having considered the petition received in relation to the Upper Achintore multi-use games area, **AGREED** the proposed short-term works to bring the pitch back into use and **NOTED** the steps proposed for consideration for long-term uses of the site as set out in section 7;
- xvii. **NOTED** the current position on the school statutory consultations that were underway as set out in section 8;
- xviii. **AGREED** the changes to the structure of the Care and Learning Estates team as set out in section 9;
- xix. **AGREED** that a Members' briefing be arranged, following preparation of Outline Business Cases, to ensure a unified approach prior to consideration of the Capital Programme Review by the full Council;
- xx. **AGREED** that a Members' briefing on Inverness Schools, including a comprehensive paper, be arranged as soon as practicable and that separate reports be presented to future meetings of the Committee, if necessary; and
- xxi. **AGREED** that information on the full year cost of the additional posts within the Care and Learning Estates Team be provided to Members of the Committee.

## 7. Children's Services – Performance Report Seirbheisean Chloinne – Aithisg Choileanaidh

There had been circulated Report No ECAS/51/16 dated 15 August 2016 by the Director of Care and Learning which provided an update on the performance framework for Children's Services.

During discussion, the following issues were raised:-

- the improving picture across a number of performance indicators was acknowledged;
- in relation to the percentage of school staff who had up-to-date child protection training it was suggested that this target be revisited so that every school staff member received this training;
- with regard to the percentage of statutory health assessments completed within 4 weeks of becoming a Looked After Child, it was suggested that this should be RAG'd as Amber and not Green. However, the improvements made in these health assessments were welcomed and it was important to recognise how this had been achieved;
- the validity of Indicators involving Education Scotland inspections was questioned given that there were now relatively fewer inspections taking place;
- the increase in the time taken between a child being accommodated and permanency was disappointing but some of the reasons for this were explained;



- it was recognised that some of the measures were outwith the control of the Service, Indicator 91 (the number of children needing to live away from the family home but supported in kinship care) cited as an example; and
- Mrs D MacKay sought additional information regarding respite services in Sutherland as a result of changes at Thor House, Thurso.

In responding to points raised, assurance was provided that the indicators were constantly under review and Members' comments would be fed back to the Improvement Groups which, in turn, fed into the consideration of targets at the Joint Monitoring Committee.

The Committee:-

- NOTED** the performance information; and
- AGREED** that Members' comments on the performance indicators would be fed back to the relevant Improvement Groups.

## **8. Children's Services – Assurance Report Seirbheisean Chloinne – Aithisg Bharantais**

**Declaration of Interest: Ms K Stephen declared a non-financial interest in this item given her previous involvement in a telehealth project but, having applied the test outlined in Paragraphs 5.2 and 5.3 of the Councillors' Code of Conduct, concluded that her interest did not preclude her involvement in the discussion.**

There had been circulated Report No ECAS/52/16 dated 27 July 2016 by the Director of Care and Learning, the purpose of which was to provide assurance to NHS Highland in relation to services commissioned and delivered through Highland Council. The content of each assurance report was informed by the Highland Health and Social Care Committee and discussion with the Child Health Commissioner.

During discussion, the following issues were raised:-

- whilst welcoming the training of practitioners, it was disappointing that there were relatively few places available on the Solihull Foundation Early Years programme;
- clarification was sought as to whether, for those delivering parenting programmes, backfill was provided to address existing caseloads. In response, it was explained that the delivery of parenting programmes was an integral part of these posts;
- disappointment was expressed that there was a range of paper health records still being archived and transported between NHS Highland and Highland Council, sometimes using the Royal Mail, and it was hoped that, in time, this could move towards an electronic records system. Identification of the barriers preventing this was critical if risks were to be minimised;
- the use of tele conferencing as a method of addressing the demand placed on the speech and language therapy service was questioned. Skype and/or FaceTime, where practitioners could see the face of the young person, might be more effective;
- it was questioned how the Council's ICT reprovision could address some of the issues highlighted by Members;

- in relation to revenue finance, the Director of Public Health and Health Policy, NHS Highland highlighted an issue relating to a £2.2 million underspend on the Council-side across a range of services such as Health Visitors and Child and Adolescent Mental Health;
- it was essential guardianship assessments were in place to facilitate the transition between children and adult services. In this regard, further information was sought, including a possible presentation to Members, regarding the larger piece of work required to consider how best to take forward the development of a clear pathway;
- further detailed analysis was sought on each of the issues identified in the Risk Register, bearing in mind the severity of the consequences. In particular, concern was raised regarding the absence of a school nursing programme which had a risk rating of “Very High”; and
- clarification was sought as to how the electronic sharing of concerns could be achieved in the Named Persons Scheme when there was a lack of compatible systems.

The Committee **NOTED** the issues raised in the report and that Members’ comments would be incorporated into a report to NHS Highland as part of the revised governance arrangements.

#### **9. Audit Scotland Report: Health and Social Care Integration Aithisg Amalachaidh Sgrùdadh Alba**

There had been circulated Report No ECAS/53/16 dated 15 August 2016 by the Director of Care and Learning which summarised the findings of a recent Audit Scotland report on progress in the integration of health and social care.

The Committee **NOTED** the Audit Scotland report.

#### **10. Care and Learning Service Plan 2015-2019 Update Plana Ath-sgrùdaichte Seirbheis a’ Chùrain agus an Ionnsachaidh**

**Ms J Douglas and Mr K Gowans declared non-financial interests in this item as Directors of High Life Highland but, having applied the test outlined in Paragraphs 5.2 and 5.3 of the Councillors’ Code of Conduct, concluded that their interests did not preclude their involvement in the discussion.**

**Mr K Gowans also declared a financial interest on the basis that his wife was an employee of High Life Highland and advised that if there was any specific discussion affecting his wife’s employment he would leave the room.**

There had been circulated Report No ECAS/54/16 dated 15 August 2016 by the Director of Care and Learning which explained that the Service Plan 2015-2019 for the Care and Learning Service updated on enabling actions and key performance indicators, including as part of the Council programme, ‘Highland First’. The report sought approval of the updated plan.

Amongst the risks identified within the Plan were “Not developing Highland’s young workforce” and “Inefficient or unaffordable school transport”. In this vein, it was important that awareness of these risks were built in when planning projects. Reference was made to the East Sutherland Vocational Hub, a creatively designed

project by Dornoch Academy and Golspie High School to deliver courses in construction, care, early years and tourism, but which had nearly failed when issues had arisen surrounding transport. It was essential such risks were taken into account but, where these could not be addressed by the Council or its partners, clarification was sought as to when they were escalated to Scottish Government level.

Clarification was also sought as to how the Service measured success in meeting some of the commitments, particularly given the aspirational nature of many. In response it was acknowledged that this was an issue which would be considered when the Council Programme was being deliberated.

The Committee **AGREED** the draft Service Plan update 2015-2019.

#### **11. Statutory Consultation – Strontian Primary School Ath-sgrùdadh air Oighreachd Sheasmhach Sgoile – Bun-Sgoil Sròn an t-Sìthein**

There had been circulated Report No ECAS/55/16 dated 15 August 2016 by the Director of Care and Learning which, following conclusion of the Statutory Consultation process, set out a recommendation to re-locate the existing Strontian Primary School to a new build to be developed by the community, on land close to Ardnamurchan High School. The full proposal and associated appendices had been circulated separately as Booklet A. Additional representations received following publication of the agenda and papers were tabled.

In discussion, Strontian Community School Build Ltd was commended for putting forward the proposal, one that demonstrated community empowerment in action.

- \* Having considered the proposal and the further representations received, the Committee **AGREED TO RECOMMEND** to the Council the re-location of Strontian Primary School to a new build on land close to Ardnamurchan High School, with the re-location dependent on the community proposal to own, fund and develop the facility as outlined in the report.

#### **12. Statutory Consultation – Closure of Dalwhinnie Primary School Bun-Sgoil Dhail Chuinnidh – Toradh na Co-chomhairle Reachdail**

There had been circulated Report No ECAS/56/16 dated 15 August 2016 by the Director of Care and Learning which, following conclusion of the statutory consultation process, set out a recommendation to discontinue the provision of education at Dalwhinnie Primary School, re-assigning its catchment area to that of Newtonmore Primary School. The final proposal and associated appendices had been circulated separately as Booklets B(i) and B(ii). Additional representations received following publication of the agenda and papers were tabled.

In recognising that the majority of representations supported the proposal to close Dalwhinnie Primary School, the main issue had been the realignment of the catchment area to Newtonmore Primary. In this regard, it was important to emphasise that this proposal did not detract from the excellent education provided at Gergask Primary. The participation in the consultation process by the local community was welcomed, particularly the responses submitted by the pupils themselves.

Having considered the proposal and the further representations received, the

- \* Committee **AGREED TO RECOMMEND** to the Council that it discontinue education provision at Dalwhinnie Primary School, reassigning its catchment area to that of Newtonmore Primary School.

### **13. Care and Learning Health and Safety Policy Poileasaidh Slàinte is Sàbhailteachd**

There had been circulated Report No ECAS/57/16 dated 8 August 2016 by the Director of Care and Learning which advised the Committee of the annual review of the Service Health and Safety Policy.

In discussion, the following points were made:-

- information was sought, and provided, as to the process involved in registering volunteers and if there was a need for them to be Disclosure Scotland checked; and
- assurance was sought, and received, given the number of Council properties which contained showers, that there was an overview of all potential sources of Legionella.

The Committee:-

- NOTED** the review of the Service Policy; and
- APPROVED** the amendments highlighted in the report.

### **14. Care and Learning Health and Safety Annual Report Aithisg Bhliadhnail Slàinte is Sàbhailteachd**

There had been circulated Report No ECAS/58/16 dated 1 August 2016 by the Director of Care and Learning which advised the Committee of the Service's performance during 2015/16 in respect of the health, safety and wellbeing of staff and outlined the priorities for the forthcoming year.

In discussion, Mr A Christie referred to the number of Accident Reports submitted from the Service in 2015/16 and sought information as to whether or not this represented an increase or a decrease from previous years. Furthermore, the numbers of staff who attended health and safety courses appeared to be relatively low, bearing in mind the number of employees in Care and Learning, and he sought confirmation as to the nature of this training.

The Committee otherwise **NOTED** the content of the report.

### **15. Internal Audit Reports Aithisgean In-Sgrùdaidh**

There had been circulated Report No ECAS/59/16 dated 15 August 2016 by the Director of Care and Learning which provided an overview and update in relation to four reports recently considered by the Audit and Scrutiny Committee:-

- Ben Wyvis Primary School (update on audit actions and lessons learned)
- Self Directed Support
- Inspection of Equipment in Schools (follow up)

- Managing School Rolls

In relation to Managing School Rolls, reassurance was given that the Care and Learning and Development and Infrastructure Services liaised closely to ensure accurate information was extracted concerning the impact of housing developments on school rolls and general infrastructure both in the short and long term. In addition, with regard to monitoring the impact of Self Directed Support, it would be useful for Members to know how much of this budget was returned, unspent, due to specific services not being available.

The Committee:-

- NOTED** progress in relation to the agreed management action arising from the internal audit reports; and
- AGREED** that information on how much Self Directed Support funding was being returned unspent due to lack of service provision be reported to a future meeting of the Committee.

#### **16. Complaints Review Committee Outcome Toradh Comataidh Ath-sgrùdaidh nan Gearanan**

There had been circulated Report No ECAS/60/16 dated 9 August 2016 by the Depute Chief Executive and the Director of Care and Learning which set out the findings and recommendations following a Complaints Review Committee held in May 2016. The report also provided an overview of the complaints process and highlighted the requirement for decisions of the Complaints Review Committee to be reported to the Education, Children and Adult Services Committee.

The Committee **NOTED** that:-

- the Complaints Review Committee had met to consider the case, and the findings; and
- no recommendations had been made by the Complaints Review Committee.

#### **17. Membership of Sub-Committees Ballrachd Fho-chomataidhean**

The Committee **AGREED** the following:-

##### **Adult Services Development and Scrutiny Sub-Committee**

Ms J Slater to replace Ms G Ross

Mr G MacKenzie to replace Mr D Fallows as Substitute

#### **18. Minutes Geàrr-chunntas**

The Committee:-

- NOTED** the Minutes of the Highland Child Protection Committee – 9 February 2016;

- ii. **NOTED** the Minutes of the Highland Alcohol and Drugs Partnership Strategy Group – 16 February 2016;
- iii. **NOTED** the Minutes of the Community Justice Partnership – 2 June 2016;
- iv. **NOTED** the draft Minutes of the Local Negotiating Committee for Teachers – 17 June 2016; and
- v. **APPROVED** the Minutes of the Adult Services Development and Scrutiny Sub-Committee – 30 June 2016.

The meeting concluded at 1.00 pm.