

## **CENTRAL SOUTH CONSORTIUM JOINT EDUCATION SERVICE**

### **JOINT COMMITTEE REPORT**

**3<sup>RD</sup> OCTOBER 2023**

### **ANNUAL MONITORING & REPORTING CYCLE 2023-2024**

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#### **1. PURPOSE OF REPORT**

- 1.1 To provide Members with the monitoring and reporting cycle for Central South Consortium (CSC) during 2023-2024

#### **2. RECOMMENDATIONS**

It is recommended that Members:

- 2.1 Note the contents of the report; and
- 2.2 Consider whether there are any areas of the work of CSC Members would like to see included within the reports.

#### **3. BACKGROUND INFORMATION**

- 3.1 Central South Consortium produces a variety of reports for several different stakeholders and audiences throughout the year. Following a review of reporting processes within CSC, Professor Caroline Daly<sup>1</sup> worked with members of the executive leadership team in CSC, members of the management board, headteacher and governor stakeholder governance groups and CSC staff to consider how this reporting could be more effective in their intended audience and purpose.
- 3.2 Following a series of workshops and discussions with stakeholders, CSC developed a reporting cycle for consideration by Members in September 2022, which addressed the following:

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<sup>1</sup> Professor of Teacher Education, Director of Centre for Teachers, and Teaching Research, UCL

- Shared understanding of the purposes of evaluation
  - Shared language to discuss evaluation and impact
  - Development of a Framework for Evaluation
  - Revised Monitoring and Reporting Framework
- 3.3 However, feedback from stakeholders and further expectations on reporting from Welsh Government within the terms and conditions of grant funding for 2023/24 means a further review of this reporting cycle is required.

#### **4. CURRENT MONITORING & REPORTING ARRANGEMENTS (SUMMARY)<sup>2</sup>**

##### **4.1 Ongoing Logs:**

- **School Improvement Partnership log (SIPL)** to record and monitor progress towards school priorities and provide an effective communication tool between CSC and schools.

##### **4.2 Termly Reports<sup>3</sup>:**

- **Local Authority Information Report** to provide officers with a summary of information for all schools in their local authority
- **Termly School Summary report** to governors
- **Curriculum for Wales Reports** to Local Authorities to provide information on the progress of schools regarding the development of Curriculum for Wales
- Schools Causing Concern reports
- All schools risk reports
- Estyn update reports
- Performance report (progress of schools receiving enhanced monitoring)
- Scrutiny reports
- Etc

##### **4.3 Annual reports:**

- **Annual Academic Year Scrutiny Report** presented to Members of the Joint Committee in December each year and once approved by Members, would be presented to the LA Scrutiny Committees in the Spring Term. This includes a mid-year analysis on progress towards business plan priorities.

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<sup>2</sup> CSC Governance reports have not been included within this summary e.g. Annual Governance Statement, Medium Term Financial Plan, CSWC etc. Internal reporting has also not been included e.g. dashboard, PL dashboard, bespoke support analysis, CLO, area leads reports

<sup>3</sup> The expectations on these differ according to the individual LA requirements

- **Annual Financial Year Report** presented to Members of the Joint Committee in June each year. This includes progress and impact analysis of the financial year's business plan.
- **Local Authority Scrutiny Reports** presented to LAs in the Spring Term following the previous academic year which includes the progress LA priorities
- **PDG Evaluation Report** to both Welsh Government and Local Authorities

#### 4.4 Welsh Government Reports

- **Curriculum for Wales** report provide a termly update to the Minister
- **Global Futures** report to provide an update against consortia actions as outlined in the Global Futures plan
- **Siarter Iaith Framework** update report provides updated data, progress and impact against the framework
- **Welsh cross regional project** report provides an update on progress against the cross regional objectives
- **Regional Consortia Grant** report provides an update (six monthly) against delivery requirements within the grant terms and conditions
- **Regional Consortia Grant** termly report against specific areas within the grant

#### 4.5 Local Authority Reports:

- LA quarterly reports
- WESP quarterly reports
- Progress review reports
- LA Estyn pre inspection reports
- SACRE
- Specific project reports (E.g. Literacy)
- LA Annex
- LA Council Statement
- Etc

### 5. DATA SOURCES

In order to be able to produce these reports there are a variety of different data capture methodologies, in addition to the data and intelligence from improvement partners as well as the curriculum and professional learning team. The surveys required to populate the reporting requirements include:

Title of Survey	Contributor	Purpose	Method
Collaboration	Headteacher	Capture the school's internal and external collaborations	Excel template (Completed by headteachers)

		related to curriculum reform	
Annual School	Sample of schools (teaching staff and pupils)	Capture teaching workforce and learner voice	MS Forms (staff and pupils)
Curriculum for Wales	IP (in discussion with schools)	Capture the progress of schools in curriculum reform related to the Journey to roll out and the 8 contributory factors	Excel template (Completed by IPs)

## 6. PROPOSALS FROM SEPTEMBER 2023<sup>4</sup>

### 6.1 Formal reporting moves to twice yearly (January and July).

**January Report:** Data collections will close in December of the previous calendar year with quality assurance processes taking place in early January. Reports to be published at the end of January each year. Reporting period for this will be from June – December each year.

**July Report:** Data collections will close end the end of May each year with quality assurance processes taking place in early June. Reports to be published at the beginning of July each year. Reporting period for this will be from January – May each year.

- 6.2 SIPL has been developed to ensure the progress and impact of bespoke support as well as evaluative commentary in respect of curriculum, teaching & assessment / progress of all learners (inc vulnerable learners) / leadership & management / effectiveness of evaluation and improvement activities is captured in the log in a timely manner.
- 6.3 SIPLs now include all engagement with schools (including CSC brokered support from lead practitioners, school to school, regional leaders of governance, system leaders and external consultants (where applicable)).
- 6.4 The School Summary report (previously known as the Termly School Summary (TSS)) meets the requirements of WG guidance and includes an evaluative summary. In addition, the report will include guidance to governors on the purpose and use of the document, as well as an executive summary written by the IP.

<sup>4</sup> Dates have been revised to reflect proposals from Directors in the summer term

- 6.5 The local authority information report is further developed to include an executive summary on progress from the PIP, the evaluative commentaries for each schools and the data pack.

## **7. CONCLUSIONS**

- 7.1 The proposed changes to the monitoring and reporting cycle would ensure stakeholders are receiving updates in a timely manner and processes will be embedded to ensure effective data capture is in place.
- 7.2 CSC to develop and publish a 'Suite of Reports' to outline to different stakeholders the audience, purpose, contents and frequency of the various reports.
- 7.3 Consider the timelines for publication to incorporate data collections, writing of executive summaries, quality assurance, translation etc
- 7.4 The proposals are sustainable and will ensure CSC focuses on support for school improvement whilst remaining accountable for the progress and impact of its work. CSC will continue to work with governance groups to ensure the information presented meets the needs of the various audiences.
- 7.5 There is a greater understanding of the purpose of evaluation across the region and adoption of the evaluation framework will provide improved use of evaluation for knowledge and development as well as for accountability.

**LOCAL GOVERNMENT ACT 1972**

**AS AMENDED BY**

**THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985**

**RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL**

**3<sup>rd</sup> OCTOBER 2023**

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**List of background papers**

Freestanding matter

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