**NATIONAL DIGITAL LEARNING COUNCIL**

**FRIDAY 19 JANUARY 2018**

**CLAYTON HOTEL, CARDIFF**

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| **Council members in attendance** | | |
| Simon Billington (SB) | Dilwyn Owen (DO) | Ty Golding (TG) |
| Alison Howells (AH) | Paul Watkins (PW) | Gary Beauchamp (GB) |
| Chris Britten (CB) | Gareth Dacey (GD) | Simon Brown (SB) |
| Alyson Nicholson (AN) | Catherine Kucia (CK) | Hannah Mathias (HM) |
| Ruth Meadows (RM) – Interim Chair | Chris Owen (CO) | Joe Walsh (JW) |
| **Council member apologies** | | |
| Kay Morris (KM) | Mike Jones (MJo) |  |
| **Guest Speakers** | | |
| Gerard Pitt (GP) – Digital Competence Framework | Jamie Brotherton (JB) – Digital Pioneer School | Bethan Stacey (BS) – Education Workforce Council |

1. **Welcome and Introductions**

1.1 CO welcomed Council members to the meeting and introductions were made to guest speakers.

1. **Curriculum Reform Update / Digital Competence Framework – Ty Golding / Gerard Pit**
   1. TG gave a short update presentation around the curriculum reform programme. The presentation detailed:

* completed milestones;
* a detailed updated timeline of the reform; and
* outlining the next steps forward.
  1. TG confirmed that the ‘What Matters’ statements were circulated at the Curriculum Assessment Group for feedback in December 2017. TG highlighted the feedback was varied around each of the AoLEs.
  2. TG confirmed a set of workshops took place following the Curriculum Assessment Group which considered the feedback from experts within the group, and from members of the other AoLEs who were present. TG confirmed Camu were also present at these workshops.
  3. TG highlighted all the outputs from the workshops were taken to the Coherence Group on 20 December 2017. TG outlined the purpose of the Coherence Group. TG confirmed the outputs were also circulated to discipline experts within the AoLEs and specific panels (Literacy & Numeracy and Foundation Phase expert panel), which have responded with their own feedback.
  4. TG confirmed a set of workshops took place over three days, week commencing 8 January 2018. TG outlined the setup of the workshops, explaining two of the days were for the Professional Digital Pioneers. TG highlighted the Curriculum pioneers had the chance to engage and question each other on their ‘What Matters’ and the work that’s going on in each AoLE. TG confirmed these workshops were very productive.
  5. TG confirmed a Regional Induction Programme for professional digital pioneers was launched at the event. TG outlined the purpose of the programme is for the pioneers to test and explore the product, and provide feedback on this.
  6. TG highlighted a Programme Board took place on 12 January 2018. TG confirmed there were two sign-offs at the Board. The first one being the decision to continue with the ‘What Matters’ approach, with a paper presented to the Board regarding this. TG confirmed this will be shared with the NDLC when the paper is approved.
  7. TG confirmed the Coherence Group will be meeting on 24 January 2018. TG said following this, he will share the current product and reference points to the NDLC. TG stated work needs to start with regards to looking at organising structure, and TG asked if any members of the NDLC has any thoughts or input please forward them on before the next Coherence Group meeting.

**Action: TG to share materials following Coherence group on the 5 February 2018.**

* 1. TG confirmed workshops will take place at the end of January 2018. TG outlined the purpose of these workshops is for AoLEs to develop the initial progression framework, and SciTech are looking at continuing to develop their ‘What Matters’. TG confirmed SciTech have increased their ‘What Matters’ from five to eight; this now means they have a large volume of work. TG also confirmed there has been a change in personnel with regards to the SciTech AoLE lead. A new chair has now been appointed.
  2. TG highlighted the Coherence Group will meet again on 5 February 2018. This meeting will be a checkpoint for consistency, and all reference points 1,3 and 5 for all ‘What Matters’ will be complete.
  3. TG outlined a forward look on the reform and listed some key upcoming milestones. One of the key milestones is the refining of the ‘What Matters’ which will be in April.
  4. TG highlighted a few next steps for the NDLC; one of them being around how the NDLC can engage with the National Network for Excellence and Science and Technology group.
  5. CB mentioned that he had engaged with his link AoLE who weren’t ready at that time and asked TG what outcome he would like. TG highlighted the importance of engaging with the groups and recommended revisiting them soon.
  6. HM highlighted there has been no contact from the Humanities Group and ask if any others have had any contact from the groups.
  7. A discussion took place around the NDLC members liaising with AoLE leads individually and not contacting the group as a whole.

**Action: All AoLE leads to make direct contact with their NDLC contacts to have a discussion in the first instance. To be facilitated by TG team.**

2.16 JB highlighted he attended the Humanities AoLE meeting and commented on how interesting it was having updates from all the other AoLEs. JB felt having the chance to question the AoLE members was very beneficial.

**DCF Update**

2.17 GP confirmed DCF wall charts were circulated at the start of 2018 to schools across Wales, and this was tied in with the Headteacher conference which took place in early 2018. GP highlighted the wall chart displays a timeline and outlines the Welsh Government’s expectation for the DCF. GP confirmed the wall chart will be uploaded to the Digital Competence section of Learning Wales website.

2.18 GP highlighted the three National Headteacher conferences were very successful. GP confirmed two Digital Pioneers had presented at each of the conferences. The received feedback was that all presentations were well received.

2.19 GP noted that all the Digital Pioneers were now working within their allocated AOLEs and had all attended the three day January workshop. GP also confirmed a meeting will be held in March 2018 for the Digital Working Group. The purpose of this meeting would be for Digital Pioneers to identify where all the AoLEs currently stand in terms of embedding the DCF.

2.20 GP introduced JB who spoke briefly about three day AOLE workshop at SWALEC. JB noted that it was important that the digital pioneers were involved at this stage to ensure that the DCF was considered appropriately.

2.21 GP asked for general comments from the NDLC on how they think the DCF is currently being implemented.

2.22 CK stated from an EAS region perspective, the DCF is gaining momentum however this is only in pockets. CK highlighted where school leadership is on board, leaders are embedding, however some schools are still introducing it. SB noted that secondary schools had immediate concerns to deal with such as GCSEs and needed to be continually reminded of the importance of the DCF.

2.23 A discussion took place around the communications of key DCF messages to schools. NDLC members suggested using more social media, and getting the message through important networks such as governors.

2.24 CO highlighted the reports received from the Professional Learning Needs tool regarding the usage, indicates that around 55 per cent of secondary schools have engaged with the tool.

2.25 GB highlighted the issue with the PLNT rating system. GB reiterated that within a four star rating system that a two star is still a positive outcome and that it was difficult to know where support was needed. GB noted that it would be useful to see the percentage of one stars and possibly where these were in order that this could support appropriate interventions and resources.

**Action: GP to liaise with GB around the DCF PLNT (Action from last meeting)**

**Action: GP to liaise with CO re: numbers of one star ratings across Wales**

1. **ALN Transformation Programme Presentation Overview – Rhiannon Evans**

3.1 RE gave a presentation on the Additional Learning Needs (ALN) Transformation Programme, outlining:

* the vision of the programme
* core aims of the Additional Learning Needs and Education Tribunal (Wales) Bill
* the programmes five work strands
* current milestones
* the next steps of the programme.

3.2 RE highlighted in detail the five work strands which the programme will be delivered through: legislation and statutory guidance, workforce development, implementation/transition support, awareness-raising, and supporting policy.

3.3 RE highlighted the implementation approach for the new ALN system which has been developed using stakeholder feedback from a consultation which ran from February – June 2017 on how the new system should be implemented. A detailed implementation guide which will explain the timescales for roll-out of individual development plans to each cohort of learners in the phased approach will be published in due course.

3.4 RE highlighted some of the next steps for programme:

* the Bill to gain Royal Assent and become and Act in January 2018
* transformation leads to take up their post in early 2018, to begin work with Local Authorities, FEIs and key delivery partners to develop implementation plans
* roll-out of implementation training in early 2020, which will be available on Hwb
* new system expected to go live from September 2020
* old system entirely phased out by summer 2023.

**Action: Presentation to be circulated to NDLC.**

**Professional Learning Passport – Bethan Stacey (EWC)**

4.1 BS highlighted ­­­the Welsh Government approached the Education Workforce Council (EWC) back in March 2015 to develop the Professional Learning Passport.

4.2 BS highlighted the brief which was given by the Welsh Government to EWC, which outlines the purpose of the Professional Learning Passport: “All practitioners would be able to record their professional learning in a single place and would enable them to develop a detailed online portfolio capturing all their professional learning”.

4.3 BS highlighted engagement with the profession to find out if there was an appetite for this kind of tool and the types of tools and functionality that the workforce might expect/find useful. BS confirmed feedback clearly showed there were interest and definitely an appetite for a tool like this.

4.4 BS confirmed the product was launched in September 2016. BS highlighted the passport is available to all EWC’s registered groups (teachers, school learning support workers, further education teachers, further education learning support, those delivering work based learning and youth workers).

4.5 BS confirmed the passport is an optional system, and is not mandatory. BS highlighted this poses a challenge to encourage people to use the system and the intention is to build up usage from all angles, those beginning their career in the workforce (ITE (school & FE), Induction, trainee youth workers etc.), those aspiring to become leaders (NPQH, Leadership Academy etc.) and all those in between (engaging with professional learning via the consortia, professional standards, performance management, middle leaders etc.).

4.6 BS highlighted the importance of receiving user feedback. BS confirmed functionality is available where users can leave feedback via the website itself.

4.7 BS confirmed there are over 11,000 registered users currently on the system, and over 4,500 of them are active.

4.8 HM questioned if the system can accept digital badges from the Microsoft Education Community Site. BS confirmed yes it can accept these badges.

4.9 BS confirmed a bilingual mobile phone app is currently being developed.

4.10 CB highlighted that the current usage levels are very low based on the stats provided.

4.11 A discussion took place around promotion of the system, and a number of NDLC members suggested having a single sign on via Hwb. BS highlighted the difficulty doing this due to EWC being an “independent professional body”. BS would feed back their suggestion to management in EWC.

4.12 A number of the NDLC members suggested a standard link on Hwb would help promote it, and having this link should be seriously considered. BS agreed with this and again would provide feed back to management.

4.13 DO stated that he was on the EWC website with a view to registering for the PLP and that the first thing he saw under the ‘Registration’ menu was the information about live disciplinary orders and restriction on employment – he stated that this was negative. BS explained that he was on the EWC website and not in the PLP and that FTP is different strand of work for which the EWC has responsibility.

4.14 BS made the NDLC aware that if they had any questions to contact her directly.

**5.** **Learning in Digital Wales Programme – Chris Owen**

* 1. CO gave a presentation covering key updates of the programme. Some of these included:
* Contract updates
* Google for Education
* Future planning
* Key workstreams
* NDLE 2018

5.2 CO highlighted Hwb statistics to the NDLC, showing the increase in both logins and page views from October 2016 to October 2017. CO confirmed there are now 300,203 active Hwb accounts.

5.3 CO confirmed UX testing will be taking place on the Hwb Platform external site. CO confirmed results will available at the end of March.

5.4 CO outlined the new All Wales Identity Provider source, which displays the service layer, IDP layer, and data sources.

5.5 CO confirmed a news article was published on 27 November 2017 by the Welsh Government Press Office which announced that Google for Education will be rolled out to all schools in Wales by next year. CO highlighted that this has caused some mixed messages between users who had read the article and thought that Hwb was going to be replaced by Google for Education. CO confirmed this is not the case, and Google for Education is becoming an additional tool accessed via the Hwb Platform.

5.6 CO outlined future LiDW contracts, explaining the All Wales Identity Provider will be brought in-house by the Welsh Government; CDSM and Microsoft will continue, and the Google for Education will be included.

5.7 CO confirmed a number of workshops and technical design scoping sessions have been held with the Google for Education UK team to look at the different tool sets. CO confirmed proof of concept is already up and running and they are currently looking at single sign on.

5.8 Outline timescales for Google for Education deployment are pilot in the summer term with roll out from September.

5.9 CO confirmed stakeholder sessions for Google for Education will be taking place.

5.10 CO highlighted future planning events, some of these included: Learning Possibilities contract ending; and online adaptive tests which start in September 2018.

5.11 CO confirmed seven new technical posts to support the in-house All Wales Identity Provider service have agreed, and two posts have already progressed to external advert.

5.12 CO outlined procurement updates. CO confirmed a contract has been awarded to Computacenter for the user provisioning tool.

5.13 CO confirmed a Microsoft Premium Support contract is being scoped.

5.14 CO outlined security updates and outlined the GDPR compliance and a number of security checks that will be taking place.

5.15 CO highlighted the governance arrangements that are in place.

5.16 CO outlined the Hwb+ exiting plan. CO confirmed the Hwb+ contract ends in August 2018. CO stated there is estimated 5Tb of school data stored on Hwb+ servers, which is currently being reviewed in line with active schools.

5.17 CO highlighted the Hwb+ initial findings: 38 high usage schools have been identified, 23 schools have been contacted directly to date, however no response for additional support have been received. Most of these schools have confirmed that they have already moved to other Hwb tools and any content on Hwb+ would be out of date and no longer required.

5.18 CB asked CO what the biggest risks of this project are. CO outlined the risks around recruitment, procurement and migration. CO outlined that he would being a high-level risk register to the next meeting

**Action: CO to bring risk register to the next meeting.**

**NDLE 2018**

5.19 CO confirmed the NDLE event will take place on Wednesday 20June 2018 at the Celtic Manor, Newport.

5.20 CO highlighted the structure of this year’s event will be different from previous year’s.

5.21 CO outlined key dates of the National Digital Pupil Award

**Action: CO to change event on NDPA timeline 9 April due to Easter break.**

5.22 CO reminded the NDLC to contact Stefano if you’re interested in becoming one of the six judges for the award.

**Other workstreams**

5.23 CO highlighted a number other workstreams, some of them being:

* Safer Internet Day (6 February 2018)
* Online Safety Action Plan
* Information Governance Guidance
* Web Filtering Guidance

5.24 CO confirmed that in financial year 2018/19, £50k from the LiDW CPD Grant to the four regional consortia will be reprioritised and moved to the Education Improvement Grant. This is part of the government-wide decision to prioritise support for local services, schools and social care, allowing greater flexibility for local government to deliver our shared priorities for schools.

5.25 CO confirmed the Hwb Release will be on 22 January 2018. CO highlighted some of the updates that will be part of the release: Search function improvements, Delete Hwb Classes, 401 Redirect, and Auto subscription to Network Activity.

**Action: CO to circulate presentation to the group.**

1. **Learning in Digital Wales programme - Mike Jones (RM)**

**Investment in broadband update**

* 1. RM gave a short update presentation around the broadband programme.
  2. RM confirmed the programme is going very well. Currently there are 262 orders underway and the delivery of these is progressing well. 196 of these schools are already benefitting from improved connectivity.
  3. RM confirmed the programme is expecting to meet delivery milestone three by the end of January, two months ahead of schedule. All Flintshire, RCT, Swansea and Wrexham schools have been completed.
  4. RM highlighted the Vale of Glamorgan are hoping to place their orders soon. CB confirmed headteachers have met with the directors recently and the process should start moving quickly.
  5. RM confirmed twelve schools are not in a position to benefit from the investment. RM confirmed work is taking place with BT, PSBA and Superfast Cymru to look at different options on how to deliver to these schools.
  6. CB inquired where the schools are located. RM confirmed they are located all around Wales, however can share the location of schools if required.
  7. RM confirmed lack of telecommunications infrastructure and therefore cost to provision superfast broadband service is the issue with all twelve schools.

**Strategic Update**

* 1. RM confirmed work with PSBA around the web filtering and internet services is going well and are hoping the new service will go live on 1 April 2018. RM also confirmed five Local Authorities have already signed up to the new service.
  2. RM highlighted an agreement has been made with PSBA to remove the rate limits and this will be done as soon as possible.
  3. CB outlined the benefits of the Centralised Web Filtering service will be free to schools.
  4. SB highlighted the service is not free to local authorities. CO confirmed the service is not free, and explained the service costs were calculated on a per user basis. CO did note some local authorities may be meeting the costs centrally, rather than passing the costs onto schools.
  5. CO also explained the service cost represented a fully managed filtering service, which included internet transit and all required infrastructure. CO suggested further details would be provided to the Council.

**Action: MJo to provide further information on the pricing of the centralised web filtering.**

**Digital Standards Update (incl. highlight report)**

6.13 RM confirmed the first Education Digital guidance document was published on 23 November 2017, and received lots of positive feedback on this. RM highlighted work is being carried out to promote the document and circulate it to schools. RM also confirmed schools will try to use the document as part of their improvement plan.

6.14 RM highlighted the document will be reviewed regularly and will be kept online so changes can be made easily if needed.

6.15 RM confirmed a Technical Working Group has been formed to look at the next phase of the standards. There are representatives from Conwy, Flintshire and Powys who the Welsh Government will be working with. A commission will be circulated to local authorities this month to see if any of them would like to work on the new standards and when the first meeting will be.

6.16 RM outlined the purpose of the School Network Assessment. The aim is to contact up to 200 schools and liaise with them to find out what issues and challenges they are facing with their infrastructure. RM confirmed they are currently going through a procurement process to procure a contract for this project in January. RM highlighted the current projections indicate the work to be completed by June 2018.

6.17 RM highlighted the purpose of the School ICT Support Model project. RM confirmed contact was made via Soctim to find out how different local authorities provide their ICT support to schools. RM confirmed the initial response rate was low hitting only 45 per cent (ten local authorities), however Soctim are now visiting local authorities to encourage them to respond and are highlighting the importance of this work for schools.

1. **Minutes, actions and next steps**

*Accuracy & Actions of 07 November 2017 minutes:*

**Action: Simon Brown to be added to the attendance list.**

The accuracy of the minutes was agreed.

1. **Any other business**

8.1 GB had received an e-mail from a member of the public who expressed concerns over the data security of some of the digital platforms which schools are engaging with, outside of the Hwb Platform.

8.2 The main concerns noted were around:

* digital security issues that surround acceptance of 'free' platforms
* digital platform agreement/consent forms should be very transparent and readily understood by parents
* pressures for schools to accept free platforms
* lack of understanding in schools when accepting free platforms

8.3 The member of the public outlined that HWB provides a good, secure and more transparent digital learning platform.

8.4 The council had a lengthy discussion around the points raised and revisited the debate that was held at the last meeting around the option to mandate the Hwb platform.

8.4 The council agreed that each school should retain their choice over which digital platforms meet the needs of their school and that the Hwb platform should not be mandated. The expansion of tools accessed via Hwb including some mandatory services such as Online Adaptive Tests would ensure that any schools who are not currently engaging, would need to revisit their position. Further promotion of the benefits of the Hwb platform, specifically in relation to GDPR, would also take place.

8.5 CO confirmed he would respond to the email on behalf of the NDLC.

8.6 A discussion took place around any future emails that are similar, and what the process would be for replying to them. A protocol was agreed that all future emails would be forwarded Stefano Fontanella (centrally), copied to CO / RM and a response would then be made once it has been raised at the Council meeting.

8.7 The next meeting will take place in Cardiff on Friday 27 April, venue Caerdydd 1, Cathays Park. A diary marker will be sent out in due course.

**Actions**

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| **Ref** | **Action** |
| 2.8 | **Action: TG to share materials following Coherence group on the 5 February 2018.** |
| 2.15 | **Action: All AoLE leads to make direct contact with their NDLC contacts to have a discussion in the first instance. To be facilitated by TG team.** |
| 2.25 | **Action: GP to liaise with GB around the DCF PLNT (Action from last meeting)** |
| 2.25 | **Action – GP to liaise with CO re: numbers of one star rating across Wales** |
| 3.4 | **Action: Presentation to be circulated to NDLC.** |
| 5.22 | **Action: CO to bring risk register to the next meeting.** |
| 5.21 | **Action: CO to change event on NDPA timeline 9 April due to Easter break.** |
| 5.29 | **Action: CO to circulate presentation to the group.** |
| 6.12 | **Action: MJo to provide further information on the pricing of the centralised web filtering.** |
| 7.0 | **Action: SB to be added to the attendance list.** |
| 8.5 | **Action: CO to respond to query sent to GB.** |