**NATIONAL DIGITAL LEARNING COUNCIL**

**10:00 TO 14:00 THURSDAY 16 JUNE 2016**

**WELSH GOVERNMENT OFFICES, LLANDUDNO JUNCTION**

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| **In attendance** | | **Apologies** |
| Janet Hayward (JH) [Chair] | Geoff Elliott (GE) | Jessica Jones (JJ) |
| Ty Golding (TG) | Huw Marshall (HM) | Darren Long (DL) |
| Iain Tweedale (IT) | Angharad Lloyd Williams (ALW) | Tom Crick (TC) |
| Chris Britten (CB) | Sian Thomas (ST) | Mathew Jones (MRJ) |
| Gareth Dacey (GD) | **WELSH GOVERNMENT** | Dilwyn Owen (DO) |
| Mark Jones (MJ) | Ruth Meadows (RM) | Janice Lane (JL) |
| Robin Williams (RW) | Chris Owen (CO) | Catherine Kucia (CK) |
| Simon Brown (SBr) | Chris Roderick (CR) |  |
| Simon Billington (SBi) | Mari Williams (MW) |  |

1. **Welcome**
   1. JH thanked members for attending the final meeting for this term of the NDLC.
2. **Overview of the Learning in Digital Wales (LiDW) Programme – Chris Owen**
   1. CO provided an overview of the high-level achievements of the Learning in Digital Wales Programme throughout this two-year term of the Council, in particular relating to:

* Supporting the target to increase learner attainment;
* Improvements in the use of digital technology;
* Financial benefits for all stakeholders;
* Developing a unified, consistent approach;
* Greater collaboration at all levels.
  1. Specific examples included:
* the provisioning of over 500,000 users on Hwb;
* the provision of public-facing websites for every school across Wales;
* the provision of training on how to use the Hwb platform to every school;
* regularly achieving over one million page views per month, with statistics improving month on month; and
* 65% of schools being ‘actively engaged’ with the platform.
  1. CO stated that as part of the continual updates to the Hwb platform, the Hwb homepage had recently undergone a redesign following stakeholder feedback. This now providers a cleaner interface consisting of five main resource zones. The help area is also scheduled for an overhaul with more straight forward FAQ type pages.
  2. CO provided an update on the extension of the Hwb contract, through to January 2017. Timescales have had to be reconsidered and the delay now means that current Council members will no longer be able to participate on the moderation panel.
  3. CO highlighted developments regarding Office 365. The Hwb team is currently working with local authorities to migrate where required. This provides the opportunity for the local authorities to make considerable savings and improve their service delivery to schools.
  4. CO confirmed that Hwbmail accounts are as secure as they need to be in order to handle school data, as long as appropriate controls are in place. One such control will see any e-mails containing a keyword in the subject heading will automatically be encrypted.
  5. CO provided an overview of the e-Safety contract. The Welsh Government e-Safety co-ordinator has been working with SWGfL to manage arrangements for the 360 degree tool, the development of lesson plans and the running of a number of training sessions being held across Wales.
  6. To date, 77% of schools in Wales have registered for the 360 degree tool (a higher percentage than any of the other home nations), with 45% having achieved all 28 ratings.
  7. The computing workshops undertaken by Technocamps have now trained more than 9000 learners in 195 secondary schools, involving over 400 teachers.
  8. The Hwb Content Team is actively reviewing the legacy NGfL Cymru content on Hwb to determine whether this is still relevant and worth keeping / updating or archiving.
  9. Additional features have been introduced to Hwb networks, now allowing users to edit and manage network groups themselves, rather than relying on one of the admins.
  10. CO stated that all Hwb+ school websites will be locked with read-only access over the summer, whilst Learning Possibilities migrates the platform to SharePoint 2013. The sites will look identical once the upgrade has been completed and will be available for editing again in time for the new school term in September. This will be communicated to schools via consortia and local authority contacts shortly.
  11. CO provided an update on the Single Sign On pilot running in University of Wales Trinity St David. Students are able to login to their regular site dashboard which now includes a link to Hwb, providing access to Hwb networks, resources and other relevant features. (It has been agreed that access to the Hwb+ platform is not required).
  12. The pilot went live in early May, so metrics aren’t yet available to show the use of the platform. However these will be monitored closely by the Hwb Team over the summer term and beyond.
  13. It is hoped that access will be rolled out wider, with ITETs (Teachers in training) being the focus initially, to ensure that new teachers are fully up to speed with the platform as soon as they start teaching.
  14. Following the end of the Hwb Team’s Digital Leader programme in August 2016, funding of £500k per annum has been agreed to support consortia in implementing the Learning in Digital Wales Programme from 2016 to 2019, with consortia due to submit their spending plans for approval shortly.
  15. IT questioned whether the possibility of a Hwb app had been considered. CO confirmed that this is part of the roadmap for Hwb. Consideration will be given to which elements of the platform would be most effective – including the ability to search or favourite resources, access Hwb networks etc.

**HwbMeets**

* 1. There has been very positive feedback from recent HwbMeets in Cardiff and Builth Wells.
  2. Details of events throughout the 2016-17 academic year will be made available prior to the end of the summer term. Events will continue to focus on teachers and practitioners, rather than Hwb suppliers, to ensure sessions are based on disseminating good practice. Consortia and local authority staff will be asked to identify speakers worth approaching to give keynotes at these events.

**Highlight successes**

* 1. CO summarised the highlights of the LiDW Programme up to this point.
     1. Adoption and usage of the platform has increased significantly.
     2. Issues are being identified and resolved as quickly as possible.
     3. There is now a solid foundation to build on and improve the Hwb platform further, as more tools are becoming available.
     4. All Ministerial commitments have been achieved.
  2. Regarding the developments in digital learning, JH stated that the landscape has been entirely transformed since 2012 and that technologies must continue to evolve in order to keep up with the requirements of today’s society.
  3. IT reiterated Professor Donaldson’s comments from the National Digital Learning Event. The achievements have been exemplary and should be celebrated.

**LiDW Connectivity Grant**

* 1. RM provided an update on the LiDW Connectivity Grant. There are now only two eligible schools that have not achieved the required broadband speeds. The first is expected to be installed imminently but the second is in a more difficult position and will take more time to overcome infrastructure complications in conjunction with PSBA and SOCITM.

**Marketing**

* 1. The effect of the recent Hwb marketing campaign is difficult to analyse, but given that usage is continuing to rise, the campaign has been deemed a success. Consideration to future campaigns will be given if usage of the platform appears to level out or dip.

**Gaps in provision**

* 1. JH asked Council members to specify any gaps in current provision that could be considered in future.
     1. MJ highlighted concerns around the many Professional Learning Communities that are developing teaching resources. It is believed that there are a range of independent groups at present, and that it would be helpful information and details could be consolidated to establish priorities and avoid overlaps.
     2. MJ also suggested the possibility of tweaking specific tools to make them available to more age groups than those specified. Provision for the J2e tools should currently end at Year 8, though the packages could potentially be extended to cover KS3 with some relatively minor tweaks.
     3. MJ outlined the significant benefits of centrally licencing Microsoft licences across Wales. CO explained that discussions were already underway with colleagues across Welsh Government and WLGA.
     4. HM stated that S4C are already committed to disseminating content through Hwb and are working with CDSM to plan the best approach.
     5. The viability of virtual classrooms was proposed. CO confirmed that Skype for business is currently included within Office 365, and that Microsoft Classroom is expected to be launched soon providing more tailored functionality.

1. **Feedback from National Digital Learning Event 2016**
   1. CO stated that there had been an enthusiastic response to this year’s event, though more formal evaluations and feedback will be sought shortly.
   2. CO also thanked Council members for their efforts in promoting the event. The event was over-subscribed with 285 people registered, and the Hwb Team needing to turn large numbers away in the lead up, showing considerable demand and interest. CO stressed that almost all of the attendees were practising teachers – a goal of the Hwb Team. This year also had the highest number of entries for the National Digital Learning Awards, and most of the workshops were oversubscribed.
   3. The viability of live streaming future events was proposed. CO and RM stated that these had not proven popular in the past. The speakers and some of the workshops were however filmed throughout the day and these will be released on Hwb in the next few weeks. Schools will be able to use these during INSET sessions at any point through the academic year.
2. **Review of National Digital Learning Council success criteria (set in July 2015)**
   1. To promote the benefits and increase take-up of Hwb as widely as possible.
      * + 500,000 users have been provisioned with login credentials
        + 98% of schools have received training in how to use the platform effectively
        + Usage of the Hwb platform is steadily increasing, hitting over 1.4 million page views in May 2016.
        + 65% of schools are actively engaged with the platform and tools
        + SB confirmed that Estyn only report on ICT by exception (if provision is particularly good or detrimental to learning.) All inspectors have now received training on Hwb and they aim to engage more with schools in this regard. It will also be down to schools’ Senior Leadership Teams to take risks and the resulting lessons learned.
        + It was suggested that the HMCI be invited to give a keynote at next year’s NDLE, picking up points from the Estyn Annual Report and the new Common Inspection Framework which will have been published. CO confirmed that arrangements for the 2017 event will be taken forward once wrap up activities for this year’s event (a full evaluation, uploading of all content etc.) have been completed.
   2. To publicise the role of the Council further – potentially through Dysg.
      * + Limited opportunities to date – some members stated that they had spoken at events where attendees had no knowledge of the Council.
        + JH suggested promoting the new Council once members had been appointed and the possibility of preparing a promotional piece to go to consortia, covering all aims and achievements to date.
   3. To provide advice on the implementation of the Digital Competence Framework
      * + Council members considered a draft version of the framework at a workshop in May 2016. Comments were passed back to the Welsh Government policy team, reinforcing messages from the Quality Assurance Group and Pioneer Schools regarding development and rollout.
        + MJ highlighted concerns regarding who will take ultimate responsibility for the framework, if not the Quality Assurance Group, and who will sign this off and monitor once finalised.
        + RM confirmed that this is a valid issue to be discussed within the Welsh Government.
   4. To explore the possibility of merging this year’s NDLE with Digital 2016.
      * + Following feedback and lengthy discussions, it was agreed that it would be more beneficial for the NDLE to remain solely focussed on education, specifically targeting teachers, rather than linking with the more corporate Digital 2016 event.
   5. To have regular update meetings with the Minister for Education and Skills on a six monthly basis.
      * + Representatives from the Council met with the Minister for Education and Skills in February where the successes to date and the future of the Council were discussed.
        + There will be an opportunity for members of the new Council to meet with the new Education Secretary and Minister for Lifelong Learning and Welsh Language towards the end of this year.
   6. To provide a steer for the implementation of the STEM elements of the Donaldson review.
      * + Due to delays in implementing the new curriculum, it is anticipated that this will roll forward to the new Council.
3. **Minutes of last meeting (15 March 2016)**

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| **Action 2.4** | Due to delays in the process, the moderation of bids received will now fall outside the scope and timescales of the current Council. |
| **Action 2.19** | Due to other priorities on the day of the event, there was limited media attention. |
| **Action 3.5** | The Digital Competence Framework workshop took place on 13 May as planned. |
| **Action 7.6** | Due to conflicts regarding an entry for the National Digital Learning Awards, GD was not able to provide the keynote for the HwbMeet. |

1. **Future of the National Digital Learning Council**
   1. The Minister for Lifelong Learning and Skills has agreed for the Council to continue for a third two-year term with a refreshed membership. This will run from September/October 2016 to July 2018.
   2. Any current members wishing to be part of the new Council will be required to re-apply. The opportunity will be promoted through various channels over the coming weeks.

**Action: Secretariat to inform current members once application process goes live (expected week of 4 July).**

* 1. There was discussion of a number of areas which the new Council could focus on:
     1. Hwb access for school Governors – CO confirmed that Governors were now able to access the platform, with guidance and documentation having been made available. Further to previous discussions, it has been decided that parental access should not be pursued at the present time due to safeguarding implications and seemingly little pressure from schools.
     2. TG stated that parental engagement is important and should be harnessed where possible – possibly via school Governors rather than direct contact.
     3. CO stated that the new Cabinet Secretary for Education, Kirsty Williams AM is very keen on parental involvement, so consideration will be given to alternative methods of engagement.
     4. Ensuring that young people’s voices are heard was raised – learners’ views are potentially more valuable than those of governors or parents, in ensuring that the platform and tools are fit for purpose, engagement via Hwb will also be considered. It was proposed that someone could be funded/appointed to co-ordinate these views – possibly in a similar vein to Funky Dragon. This will be discussed and put to the Education Secretary as an option if this is considered viable by officials.
     5. MJ proposed that a Group be appointed to consider the ICT Curriculum and monitor the quality and delivery of the Digital Competence Framework. He also questioned whether ICT should be made a mandatory qualification at KS4, given its importance in the current climate.
     6. The need to establish mechanisms to improve baseline support, funding and infrastructure was stressed.
     7. The disparity between the funding and support provided for the rollout of the Literacy and Numeracy Framework compared to that for the DCF was highlighted as a major concern. RM confirmed that this will be something for the new Ministers to consider over the coming months.
     8. CO stated that the Council’s support for the LiDW Programme has proven invaluable in recent years, providing a much needed steer and reinforcement in progressing the various elements.
  2. JH summarised the major issues
     1. To identify the impact of the LiDW Programme – possibly from a young person’s viewpoint
     2. Wider representation on the Council – including SOCITM
     3. To provide a steer for the next LiDW CPD Grant
     4. Curriculum for ICT – Digital Learning’s impact on the curriculum
     5. Next year’s National Digital Learning Awards to mirror ambition.
     6. Accountability for the Digital Competence Framework
     7. STEM
     8. Ensuring the Minister is aware of progress

1. **Any other Business** 
   1. The Council members were thanked for their time, co-operation and valuable steer on the various elements of the LiDW programme over the last two years and were encouraged to apply for a position on the new Council if they would be interested in continuing.