

**ANGUS COUNCIL  
EDUCATION COMMITTEE**

**30 SEPTEMBER 2004**

**THE IMPLEMENTATION OF ANGUS CPD ONLINE – A WEB-ENABLED CPD  
MANAGEMENT FRAMEWORK – PROGRESS REPORT**

**REPORT BY DIRECTOR OF EDUCATION**

**ABSTRACT**

This report advises the Committee of progress made in implementing Angus CPD Online and of proposals to further develop the system.

**1 RECOMMENDATIONS**

It is recommended that the Education Committee notes the terms of this report, in particular:

- a) the considerable progress made in implementing Angus CPD Online
- b) the commitment to further develop this web-enabled software for the management of Continuing Professional Development (CPD) within the education service.

**2 BACKGROUND**

- 2.1 Approval to purchase Angus CPD Online from goodpractice.net was granted in November 2002 [Report 1391/02]. The software was developed between December 2002 and May 2003 and was launched in Angus schools in August 2003.
- 2.2 Initially the system was used solely by teachers but it is now increasingly being used by support staff and centrally-based staff in the Education Department. Responsibility for implementing the system lies with the Principal Quality Improvement Officer.
- 2.3 The overall cost of the system was £46,000, paid over two financial years. In addition, a payment of £10,000 was made for customised on-line CPD resources and there are continuing contractual costs of £4,000 per annum for maintenance and support until financial year 2006-2007.

**3 MAIN FEATURES OF ANGUS CPD ONLINE**

- 3.1 Angus CPD Online allows all Education Staff to produce an annual CPD plan, and to maintain a record of all CPD undertaken. It also allows staff to book Angus CPD courses electronically and all central administration of the system is also carried out electronically. This has resulted in a considerable reduction in paperwork associated with the administration of CPD in Angus.

- 3.2 Angus CPD Online allows school managers to monitor CPD activities undertaken by staff and to monitor expenditure. A range of management reports are available. CPD Online also provides centrally-based staff with a range of Authority-wide CPD related management information.
- 3.3 Staff can now access Angus CPD Online on the internet and the Angus CPD Programme may be accessed by staff from other authorities through the same website.

#### **4 PROGRESS**

- 4.1 The phased implementation of Angus CPD Online has been facilitated by an extensive training programme in schools and clusters delivered by the CPD Development Officer. Support for managers has also been provided in training sessions and through Primary Head Teacher and Secondary CPD Co-ordinator meetings.
- 4.2 All staff applications for activities in the Angus Education CPD Programme are now being made electronically and staff are increasingly using the system to record their activity evaluations. All school staff now have access to the system to plan and record their CPD activities online and steady progress is being made in supporting them to do this.
- 4.3 Angus CPD Online has attracted national interest and has featured as a case study in a national CPD Co-ordinators' briefing paper and has been demonstrated at a national Conference for ICT and School Management.

#### **5 FUTURE DEVELOPMENTS**

- 5.1 The implementation of Angus CPD Online has been the product of close co-operation between staff from goodpractice.net and Angus Council. As a result of feedback, a number of enhancements have been made to the system. To date these have cost £7,185.
- 5.2 Arrangements are in place to review the effectiveness of the system. Where further developments or improvements are considered appropriate, these will be taken forward in accordance with service expenditure priorities.

#### **6 FINANCIAL IMPLICATIONS**

There are no direct financial implications arising from this report. It should be noted that the costs referred to in paragraphs 2.3 and 5.1 above have been contained within the Education Department's revenue budget.

#### **7 HUMAN RIGHTS**

There are no human rights implications arising from this report.

#### **8 CONSULTATION**

The Chief Executive, the Director of Law and Administration and the Director of Finance have been consulted in the preparation of this report.

JIM ANDERSON  
DIRECTOR OF EDUCATION

**BACKGROUND PAPERS**

**Note:** No background papers, as defined by Section 50D of the Local Government (Scotland) Act 1973 (other than any containing confidential or exempt information), were relied on to any material extent in preparing the above report.