

Meeting	Advisory Board
Date	06.03.19
Time	10:00-13:00
Venue	Boardroom OH & CE office DH

Minute of board meeting

Attendees

Moi Ali	Roslyn McCracken
Alan Armstrong	Janie McManus
Gayle Gorman (Chair)	Linn Phipps
Gillian Hamilton	Stephen Ross

1. Welcome and apologies

- 1.1 The Chair welcomed everyone to the meeting.
- 1.2 Apologies were noted from Brian Taylor and Mike Ewart.

2. Minute and Action log

- 2.1 Amendments to the previous minute were noted; Missing word in 2.1; amendment in wording in 7.1.
- 2.2 The action log was reviewed and it was agreed that all actions set as 'to be closed 06/06/19' were to be closed.

3. Declarations of conflicts of interest

- 3.1 There were no declarations made.

4. Chair's update

- 4.1 The chair shared that the Organising to Deliver (OtD) had progressed significantly and was on track to move to the new structure on 1 April. It was also noted that the allocation process was now complete and that 90%+ were able to get their first choice and everyone got at least their third choice.
- 4.2 Positive feedback on OtD has been received from staff and unions.
- 4.3 It was noted that recruitment was underway for HMIE, SEO and EOs.
- 4.4 An update was given on the Joint Agreement, as Gayle Gorman Chairs the steering group for this. It was noted that various materials had now been released and work was ongoing around this.
- 4.5 It was noted that a discussion had taken place at the last ET meeting, around preparations for 'Brexit' and a document was being prepared to outline any foreseen issues and plans for these.

5. SD Hot Topics

5.1 A Scrutiny update paper was provided by Janie McManus. This noted a significant increase in national thematic inspection, as well as an update around the ongoing recruitment for inspectors. Key areas of the paper were discussed and it was shared that 98% of teachers felt that the inspection process was helpful. Positive feedback was given from the board, regarding this report.

5.2 The Chair noted that there is ongoing work in to how inspection fits in with our empowered system.

5.3 Stephen Ross shared that in his role as a head teacher, he is been involved in the new inspection model and finds it positive and appropriate.

5.4 Alan Armstrong provided a verbal update on his areas, including Curriculum Innovation, sharing that the priority for this is to support learning, creativity and progression. There has been a focus around School and college links, as well as vocational qualifications. It was noted that new STEM officers have now been recruited for the advertised vacancies.

5.5 In the area of inclusion, it was shared that large amounts of work had been taking place to support practitioners and specialists around support for learners with autism.

5.6 Maria Walker provided a verbal update on Regional Improvement, it was noted that the main focus was to support RICs and Local Authorities as we move in to the new empowered system.

5.7 A focus around SAC and NIF was identified and it was noted that there were six new NIF posts in place to work with Regional Advisers.

6. Professional Learning and Leadership (PLL)

6.1 A paper was provided by Gillian Hamilton, key points from this paper were discussed by the board.

6.2 It was noted that recruitment for this area is ongoing and healthy, the team has grown significantly already to support the new areas of work.

6.3 PLL are working on creating positive links between themselves, the Curriculum, Digital and Creativity teams.

6.4 It was noted that the redesigned endorsement programme was going live in April and that Excellence in Headship Board were looking at engagement with Head Teachers around this.

6.5 An update was given around the progress on SLF2019 and it was shared that a meeting has taken place with Youth work organisations and they are keen to be involved, along with young people.

7. Organising to Deliver Implementation

7.1 This was discussed under the Chair's Brief

8. Organisational Development

8.1 A verbal update was given on Organisational Development from Gillian Hamilton.

8.2 A new Head of HR and Organisational Development was appointed. This is a new role in Education Scotland and will take forward some key areas of development work. A draft OD strategy was provided at the October meeting of Advisory Board and the OD Board have worked to pull out the key messages from this as their key areas of work.

8.3 An animation on OD was shared with the Board, this was due to be shared with all staff at the OD, Me and Afternoon Tea sessions.

8.4 It was noted that Leadership Development will be a part of learning week.

9. Corporate Plan

9.1 A near final version of the Corporate Plan was shared and it was asked that any changes or issues should be sent to Roz before the end of week.

ACTION 31/18-19 Amendments to Corporate Plan to be sent to RM by 8 March

9.2 The Corporate Plan was due to go live by 1 April 2019.

10. Chair's Update from ARC

10.1 A written update was provided by ARC chair, no questions or comments were given on this.

11. Finance

11.1 A paper was provided to give an update around the financial improvement plan and budget for 2019/20.

11.2 The Board asked for a clearer understanding of where we are this year, compared to last year and it was noted that we are in a much better position considering recruitment and a new leadership team.

11.3 It was noted that ES has been slightly risk adverse this year due to legacy budget lines, but this is set to improve next year.

12. AOB

12.1 No risk implications were noted.

12.2 Key messages from this meeting were recorded as:

- NEBM commented favourably on inspection experiences
- Thanks to teams for their hard work in end of year regarding budgets

- NEBM endorsement of Corporate Plan

Date of next meeting – 6 June 2019 St Andrews House

**Erin Middlemass
Secretary**