

## **SOUTH EAST IMPROVEMENT COLLABORATIVE BOARD**

Note of the South East Improvement Collaborative Board meeting held on Monday 4 March 2019 at 9.00 am in City Chambers, Edinburgh.

**Present:** Carrie Lindsay, Fife Council (Chair)  
Andy Gray, City of Edinburgh Council  
Lynn Black, Headteacher, Midlothian Council  
Justin Sinclair, Headteacher, Scottish Borders Council  
Julie Coyle, Skills Development Scotland  
Karyn Rennie, Headteacher, Fife Council  
Catriona Gill, Headteacher, City of Edinburgh Council  
Maria Lloyd, Midlothian Council  
Michelle Strong, Scottish Borders Council  
Rowena Arshad, Head of Moray House, University of Edinburgh  
Moir Cummings, Education Scotland  
Iain Hughes, South East Improvement Collaborative  
Jill McArthur, Fife Council (Notes)

**Apologies:** Helen Gillanders, Headteacher, East Lothian Council  
Fiona Robertson, East Lothian Council

	<u><b>Action</b></u>
<b>1. <u>Welcome / Introductions</u></b>	
Carrie welcomed the group to the meeting and apologies noted.	
<b>2. <u>Matters Arising from Minute of 1 February 2018</u></b>	
The previous minutes agreed as accurate with the following matters arising:	
<ul style="list-style-type: none"><li>• <u>ASN Network</u> – Carrie met with Alistair Haldane, chair of the ASN network recently. Emotional Health and Wellbeing is one area being explored by the network. There is also a health group looking at this therefore links are being made to form a joined-up approach.</li><li>• <u>SEIC Team</u> – Jill will arrange a meeting in the new term once all staff are in post.</li></ul>	JMcA
<b>3. <u>RIC Interim Review</u></b>	
The Interim Review of the RICs was published recently. The results from the review are what would be expected at this stage. Carrie met with Education Scotland regarding the next stage of the evaluation. It was also noted the SEIC will undertake their own evaluation through University of Edinburgh.	
<b>4. <u>Research / Evaluation</u></b>	
Rowena circulated the research/evaluation proposal and provided an overview. The following points were noted following discussion:	

- Online survey will allow a wide range of participants to take part. The results from this can be broken down to allow each local authority to target areas for improvement.
- Interviews with staff across each authority will also take place to gather views.
- There will be a separate page on the survey for ELC leaders to complete.
- It was suggested breaking down the question on impact into two separate questions i.e. Have you attended a SEIC event? What impact has SEIC made?
- It was acknowledged work/initiatives may have been undertaken with staff but not badged as SEIC therefore staff may not attribute this to SEIC. Collaboration is going on but need to show this.
- Maria suggested adding in a section on how the information gathered from the survey will be used.
- Slight concern was raised that staff may not complete the survey due to a high volume of surveys being carried out. However, it was acknowledged feedback will also be gathered in different ways to get a balance of people who have been involved in SEIC and those who haven't. Moira suggested gathering a sample of views from the conference which could be done via the marketplace. Catriona suggested herself and Lorna could do this.
- Rowena highlighted the way questions are asked is very important. The proposal will be revised following today's discussion and questions circulated to the group for information. Rowena will link with Carrie.
- The final report will be brought to the Board meeting in June 2019.
- Rowena asked if information could be gathered on what events/informal visits have taken place. Jill/Iain to gather this.
- Carrie discussed the Framework for Evaluation with Stuart Booker and advised the Data and Analysis workstream will look at the quantitative side of this.

RA

IH/JMcA

Justin gave an overview of the Research School initiative which was developed in England. Justin has used this model in the Earlston cluster and suggested it would be a good way forward for SEIC. Carrie advised this is similar to the model used in Wales. The Heads of Education have set time aside to discuss how this can be delivered across SEIC with a view to piloting it next term.

## 5. **SEIC Revised Budget**

Carrie submitted the revised budget proposals to the Scottish Government. However, these can be adjusted as necessary. Catriona highlighted a network for ELC is being developed therefore requested this is added to the document.

JMcA

Each local authority will be required to submit an invoice to Fife Council for the staffing costs. Jill will contact each Head of Education in April with details.

JMcA

Carrie advised each local authority will be provided with an allocation to cover costs such as backfill, travel expenses etc.

Agreement is required from each local authority on taking the proposals forward as staff cover will be required.

## 6. Update on General SEIC Activity

Iain provided an update and the following points were noted:

- Recruitment – QIO has been appointed for the Borders therefore all posts now filled. Staff now need to be released to take up the posts as work needs taken forward. The QIO posts within the workstreams weren't filled therefore other options are being explored.
- SEIC Film – filming will take place on 29 March and will be done in a workshop setting with staff speaking about collaboration. Iain is exploring venue options.
- CLD – initial discussions have taken place with two CLD colleagues. However, further discussion is required with all CLD colleagues.
- Schools Review – a couple of reviews have taken place with HTs from other local authorities. A review was held in Beeslack HS and Lynn acknowledged it was quite daunting but the results and feedback were very positive. Andy suggested sharing this type of practice as schools may then volunteer to take part. Carrie asked Lynn to highlight this as the HT event on 8 March.

LB

Maria advised Midlothian have also been involved and the process seems very positive. Michelle queried if support could be provided from Education Scotland. Moira advised this may be a possibility once the restructure has settled.

- Maths Workstream – the moderation event held in February went well. Another event is scheduled for 14 March and will look at the use of technology to improve the attainment gap.
- Comms – the SEIC website will be enhanced to provide more information.
- Digital Technology – currently exploring other ways for people to collaborate, such as shared learning spaces.

- Improvement Framework – the Heads of Education are meeting on 18 March to look at pilot areas and learning from the visit to Wales.
- Mental Health Seminar – proposal to be discussed at the ASN network.

## 7. **Education Scotland Support Teams**

The Education Scotland restructure will be implemented on 1 April 2019. The Senior Regional Adviser post is currently advertised and this post will lead a team across each RIC. Need to ensure SEIC makes best use of the Education Scotland resource.

## 8. **Recruitment Delays/Solutions**

It was noted there has been some delays in releasing staff recruited to SEIC posts. Carrie will discuss with Fiona.

CL/FR

## 9. **Teacher Conference with Education Scotland**

The joint conference with SEIC and Education Scotland will be held on Tuesday 5 March at Murrayfield. There are currently 220 teachers signed up to attend. It was acknowledged there were some issues with cover for teachers but solutions have been given for this.

There will be a follow-up to the conference in the form of a 'pledge'. Noted it will be good to gather information from teachers on possibilities going forward via the evaluation form.

## 10. **Secondary Headteacher Conference**

Secondary HT conference scheduled for Friday 8 March. Lynn will send a reminder email to Heads of Education to be forwarded to all secondary HTs to sign up for the event. This will also include a link to choose which workshops they would like to attend. The workshops are reflective of the workstreams.

LB

## 11. **Any Other Competent Business**

- Primary HT Event – Catriona suggested holding an event on Evaluative Writing at the start of the new term. Maria advised there is staff in Midlothian trained in this area therefore support can be given. Catriona will link with Iain regarding the organisation of the event. The event will be open to HTs interested in attending.
- Skills Development Scotland – Julie suggested it would be good for SDS to link into some of the SEIC events and also consider the City Deal as well. Julie suggested asking the SDS Skills Lead to attend a Board

CG/IH

meeting to explain their role within the City Deal. Julie will explore options.	JC
Julie and SDS colleagues from each local authority will explore possible events in relation to positive destinations.	JC
<ul style="list-style-type: none"> <li>• <u>Information Sharing</u> – the Data and Analysis Workstream are developing an ISP for SEIC. The West Partnership has provided an example of this which can be adapted.</li> </ul>	
<b>12. <u>Date of Next Meeting</u></b>	
The next meeting will be held on Friday 5 April 2019, 9.00-11.00 am in City Chambers, Edinburgh.	