

**Note of ADES Executive Committee Meeting
held on 25 October 2019 in the
A&DS (Architecture & Design Scotland) Offices
9 Bakehouse Close, 146 Canongate, Edinburgh. EH8 8DD**

Angela Morton, Lead of the Implementation of the ASL Review met with some ADES members prior to this meeting to give them a briefing on way she proposed to take this review forward. See item 2 (17).

Diarmaid Lawlor of A&DS tabled a briefing note and gave a 10 minute talk outlining the work of A&DS. Diarmaid advised that A&DS engaged with all users of new buildings they are involved in designing and, in the case of schools, young people and teachers, on how they would like the space in their new building designed and what type of furnishings they would like in it. Noted that budget is taken into account.

It was agreed that it was a very interesting outline of the work of A&DS. Thanks were expressed to Diarmaid for allowing ADES to use the accommodation of A&DS and for supplying their lunch. Diarmaid advised that ADES could use the accommodation any time, just need to check in advance if it is available.

Present

Helen Budge	Shetland
Sheena Devlin	P&K
Douglas Hutchison	South Ayrshire
Jennifer King	Dundee City
Terry Lanagan	ADES Executive Officer
Carrie Lindsay	Fife
Maureen McKenna	Glasgow City – President of ADES and Chair
Peter McNaughton	ADES Executive Officer
Catherine Thomson	ADES Administrator (Notes)

1. **Apologies**

Mary Arthur	Glasgow City
Craig Clememt	Aberdeenshire
Lesley Gibb	Dundee City
Andy Griffiths	Aberdeenshire
Donna McMaster	West Lothian
Steven Quinn	Renfrewshire
Michael Wood	ADES General Secertary

The President welcomed Peter McNaughton to his first meeting as the ADES Executive Officer.

2. **Note of meeting held on 6 September 2019**

Item 5: Presidents Update

It should be noted that Peter McNaughton is the ADES Executive Officer and Colin Grant is the ADES Professional Development Officer.

Finance

Maureen McKenna advised that the next meeting of this group is to take place on 5 December 2019. Maureen reiterated the need to drive this issue forward. Noted that Stuart's surname is Booker.

Item 7

Executive Officer Report: Religious Observance

Douglas Hutchison and Terry Lanagan reported they had met with Craig Flunkett, SG, to discuss the proposed new legislation on RE in schools. Douglas and Terry had advised Craig that it was their view that the proposed new legislation may not be workable or feasible. They were also of the opinion that when SG complete their consultation process they will pass it directly to schools to implement. If this was the case there would be a huge amount of work for schools to undertake as it would be an unworkable system. It was agreed to keep a watching eye on this issue.

ACTION: ALL

Item 8

SCS:Black and Asian Leadership Initiative

Terry Lanagan reported that he had contacted Staff College England (SCE) about this programme. It is residential and very expensive but a Scottish model could be adopted. ADES could perhaps develop their own model. It was agreed that Colin Grant could take this matter forward when he starts his new role as ADES PDO.

ACTION: Terry Lanagan/Colin Grant

Item 18

ASN Review

At a meeting held on 25 October 2019 Jennifer King reported that Angela Morton had given an outline on how the ASN Review would be taken forward. Terry Lanagan said it had been a good discussion and, in his opinion, Angela Morton had a real insight into taking forward a tricky piece of work. However the amount of work to be covered between now and February 2020, which is the proposed completion of the Review, was felt to be totally unrealistic. It was thought that maybe some of the work involved could be sub-contracted. It was felt that the review had been instigated politically and was linked to the last announcement of £15M which had been made available for classroom assistants.

3. **Matters Arising**

None.

4. **Treasurers Report**

Helen Budge reported that Maureen McKenna yesterday (24th October 2019) had managed to finalise the grant due to ADES from SG and a letter confirming the SG contribution was on its way to the ADES Treasurer. It was noted that the second grant secured to cover RIC was with the Depute First Minister to be signed off.

The Executive gave Terry Lanagan permission to begin talks with VSCS, VSCE and the Bank to begin the process of moving the funds of the VSCS from the joint VSCS/VSCE account into a single VSCS account.

It was noted that 2 ADES accounts required to be kept, ie. one for ADES and one for VSCS. It should also be noted that the ADES Executive Officer fees should be paid from the ADES account and the ADES Professional Development Officer fees should be paid from the VSCS account.

The detail of these changes which are required to be made would be on the agenda of the 2019 AGM to be approved by ADES members.

It was further agreed to invite Zoe Anderson to the conference to allow Zoe, Helen Budge, Terry Lanagan and Michael Wood to meet to discuss and agree ADES budgets.

ACTION: Helen Budge, Terry Lanagan and Michael Wood

5. **President's Update**

Maureen McKenna advised she had attended her last meeting as the ADES representative on the Scottish Education Council and therefore there was a need to agree a replacement. It was noted that 6 Directors already serve on this Council as anyone other than a Director is unacceptable to SEC. It was noted that Carrie Lindsay and Douglas Hutchison are members but serve as RIC leads. Carrie Lindsay undertook to talk to Graham Logan about the matter of representation.

ACTION: Carrie Lindsay

ADES as an Enabler

Maureen's report on ADES as an Enabler was noted. Maureen advised that it has been had been positively received by COSLA and SOLACE.

Carrie Lindsay will attend the next meeting of the group of officers from COSLA, SG, SOLACE and ES on 13 November 2019 regarding the report when the issue of inconsistencies across Authorities will be debated.

Maureen proposed that ADES:

- establish a small group consisting of Maureen McKenna, Sheena Devlin, Colin Grant, Peter McNaughton, Lawrence Findlay, Michael Wood and Kevin Kelman
- the purpose of this group would be to create a model on what the next stage of the process would look like which would allow ADES to see what the footprint looks like
- the group present their proposed model to a forum in January 2020
- a copy of the ADES model be given to Graham Logan to let John Swinney see how the peer improvement approach is being taken forward by ADES

It was noted that ES needed to be a partner in this area. However it was agreed that ADES should be steering the process. It was noted that Graham Logan is very supportive of the work done by ADES.

It was also noted that the Depute First Minister (DFM) has asked officials to take forward the enactment of the role of the Chief Education Officer.

It was agreed that Maureen would convene a meeting of the proposed group asap.

ACTION: Maureen McKenna

6. **Executive Officer Report**

Report noted. A few questions were asked by members, vs:

- **what is a home-school link worker?**

Terry reported that COSLA had advised that it is the remit of someone who supports family learning and supporting families. COSLA are presently looking at this remit/role.

Concern was expressed by Sheena Devlin as this post did not cover the remits which COSLA clearly thought it did. Family learning was an education role but supporting families was quite clearly a social work matter.

The remit of the home school link worker when it was established was:

- help children and families increase school attendance and punctuality
- develop and maintain positive relationships between the home and school
- act as a link between home and school

It was agreed that there was a need to establish what paper Eddie Follan, COSLA, is working on.

ACTION: *Terry Lanagan/Peter McNaughton*

- **Historic child abuse**

Sheena Devlin reported that this matter had cost P&K Council a huge amount of money as they had to trace back as far as 1913 to check records and it was discovered that abuse had taken place

- **what was the work of the Education Scotland Professional Learning & Leadership Stakeholders Forum?**

Advised that this was formerly SCEL.

There was discussion about the SQA Headship qualification which prospective applicants for Headteacher posts required to have. It was noted that applicants applying for Headteacher posts require the qualification but existing Headteachers do not.

It was further noted that at present many Councils have either shared or joint headships as staff who would have considered applying for a Headteacher post do not have this particular qualification. It is a possibility that studying for the Headship qualification could flag up that a candidate may not be suitable for a Headteacher post.

It was felt that if ADES had a course/programme available on Headship qualification this could be an alternative to meet the verification required by the SQA.

Terry Lanagan agreed to discuss this with L Wheelan as a matter of urgency.

ACTION: *Terry Lanagan/Peter McNaughton*

7. **Executive Officer Hand Over Arrangements**

Terry Lanagan advised that he, Peter McNaughton and Colin Grant had met to talk through their new roles. Michael Wood was unable to attend as he had another engagement. Peter McNaughton stated that having period of hand over was extremely helpful as it allowed him to shadow meetings with Terry . It was noted that Colin Grant hoped to take up his new remit on 27 November 2019.

8. **Staff College Scotland**

Terry Lanagan reported that all the arrangements are in place for the ADES Annual Conference 2019. John Swinney's attendance and input to the conference had finally been agreed. It was noted that attendance is up on last year. Approximately 100 will attend.

Terry Lanagan advised the item on Systems Leadership2 is on the agenda of the Annual Conference and there will be a discussion on what role Anton Florek will have.

9. **Election Process**

Maureen McKenna expressed her:

- congratulations to Carrie Lindsay who will be the new ADES President
- congratulations to Douglas Hutchison who will be the new ADES Vice-President
- ADES Treasurer: it was noted that no one had expressed an interest in this role. Helen Budge who is presently the Treasurer, agreed to continue in this role. Thanks were expressed to Helen for taking this on for a second term.
- thanks to the Network Chairs who are continuing in their role as Chair with the exception of Donna McMaster who will be replaced by Mark Ratter as Chair of the P&I Network (PIN)

All of this information would be reported at the AGM in November 2019.

ACTION: Michael Wood

10. **ADES Review (AGM Motion)**

It was noted that the ADES Review report will be on the agenda of the AGM 2019.

There was discussion on several matters related to this report, viz:

- the name ADES requires to be updated to reflect its membership. However it was agreed that ADES is a known brand. Perhaps further thought needs to go into the name. Maureen McKenna suggested that consideration could be sought from an external agency to come up with some ideas. It was agreed this should be brought up at the AGM.
- some concern was expressed at the potential membership of Headteachers. However it was noted that expanding the membership could generate more revenue. It would be good if a Headteacher if they wished to pursue a career centre based and it was noted that Headteachers who had been seconded into the centre made very good contributions at the CAQ/PIN Networks.

It was agreed to bring these points up at the AGM

ACTION: All

11. **Draft ADES Calendar of Events 2019/20**

Noted.

12. **AOB**

This was the last Executive Committee meeting that both Maureen McKenna and Terry Lanagan would attend due to their terms of office coming to an end after the 2019 AGM.

Maureen thanked Terry for the vast amount of work he has done for ADES.

Carrie thanked Maureen for the significant changes she has made driving ADES forward in her 4 years as the President. ADES was in a better place thanks to Maureen's hard work, enthusiasm and energy.

Helen Budge advised that SG and COLSA are hosting a discussion on statutory guidance and Helen has been invited to deliver the LA perspective on the issue of school closures.

Helen advised that she is the new RIC lead for Northern Alliance area. Congratulations were extended to Helen.

Maureen has received a reply from the GTCS on the letter sent regarding Teacher Induction Scheme. However no response had been made on the financial issues. Maureen agreed to chase this up.

ACTON: Maureen McKenna

13. **Date of Next Meeting**

6th March 2020 at 12 for 12.30. Venue: Edinburgh Training Centre

Dates of 2020 Executive meetings are:

26th June 2020

4 September 2020

23rd October 2020

All venues to be confirmed and all meetings will start at 12 for 12.30.