

Essex School-led Improvement System (SLIS) Project Board

Date: Thursday 30th November 2017
Venue: Hamptons, Tydemans, Chelmsford CM2 9FH
Time: 10:00am to 12:00pm

Attendees

Clare Kershaw	Director, Education
Nigel Hookway	EPHA
Ruth Bird	ESGA Secondary
John Hunter	Governor of a Special School
Lyn Wright	LA link to Teaching School Alliances
Ruth Sturdy	LA Lead School Effectiveness Partner for Inclusion
Nicola Woolf	LA Lead for the School Led Improvement System Strategy
Simon Rea	ISOS Partnership
Gillian Cawley	Independent Chair
Barbara Salmon	ECC – Note Taker

1. Welcome

Gillian welcomed everyone to the first SLIS meeting of the Academic year.

Clare advised a significant amount of work had taken place around implementation of the strategy. This group will oversee the direction and progress of the strategy over the next 1 – 2 years and consider ways in which the strategy can be embedded for the future.

2. Apologies

Simon Thompson	ASHE
Pam Langmead	EPHA
Philippa Holliday	ESSET
Rod Lane	ESGA Primary

3. Actions arising from previous meeting 13th July 2017

Items 4 and 5

Nicola and Clare met with Partnership Leads last week. We need to think about whether any further joint development visits are needed or whether the information can come through the link school effectiveness partners or the new quadrant meetings. The partnerships are at very different stages of maturity and engagement.

ACTION – to be kept under consideration

Nigel advised that the possibility of a SLIS conference next year was discussed at the Task and Finish Group. The Group decided against a Conference as best practice would now be shared in the Quadrant meetings. It was suggested that the sharing of best practice be a regular agenda item at Quadrant and Partnership Leads meetings with information gathered centrally as similar themes would be emerging. It was noted that the discussion now needs to move on to solutions to the challenges that partnerships are facing.

EPHA have met with new Headteachers and it was clear that some were not aware of the school led improvement system partnership working.

Item 7

The action for the Task and Finish Group has been completed.

Item 9

The workplan has been reviewed and further agenda items and priorities have been established.

4. Remit and Priorities for the forthcoming year of the Project Board

This group has 3 meetings per year. It is important to use this first meeting to look at vision and priorities and to focus on what we want to achieve this year. Essex has come a long way in terms of moving this strategy forward. This Board has an important strategic role in further embedding the strategy.

The meeting split into 2 groups to discuss the paper “Priority areas for SLIS Project Board 2017/2018” which was circulated with the agenda to decide on the key priorities.

5 key priorities were agreed as:

	Priorities	Areas covered under priorities
1	Developing and communicating the SLIS vision	1, 2
2	Building capacity of the Partnerships	3, 4, 5
3	Growing the maturity of the SLIS system	6
3.1	Growing leadership capacity and succession planning	7, 8, 9
4	Engaging regional and national priorities, research, stakeholders	10, 11

The changes were agreed. These priorities will be used to guide agenda setting and review of progress and impact. It was also agreed that Membership of the Project Board would be reviewed annually.

ACTION - Nicola to make changes and distribute with minutes

5. Essex SLIS Quadrant Meetings

Simon Rea went through the paper which was circulated with the agenda and explained the 6 sections.

- The first Quadrant meeting planned to take place at the end of the Spring term. This meeting to be used as a set up meeting.
- The July Project Board meeting will review progress of the Quadrant Meetings.
- Funding discussed. It has been agreed for a budget of £1000 per Quadrant be given to the chair of the quadrant meetings to help back fill and provide a clerk
- Has any thought been given to measuring the impact and influence of TSA's? Agreed it was too early to discuss now

It was noted that these meetings do not include a governor representative however the task and finish group felt that it was important to keep the numbers at the meeting to a minimum and that the people there should be those who could directly consider and contribute to the school improvement needs of the quadrant. If however a quadrant felt that a representative from governors would be beneficial they would be invited to join the group. It was noted that National Leaders of Governance and other local Governor system leaders would also be drawn on as a resource to support schools as needed.

- Next steps – meeting with TSAs on Monday; need to raise their engagement – what is their involvement in the SLIS partnership and how are they working in their quadrant – the Quadrant meeting is a platform for sharing of information and NOT competition – schools need to access TSAs resources – a number of teaching schools are part of the SLIS partnership and are asking to meet partnerships leads in order to enable the use of the TSAs as a resource.

Actions

- **Lyn to discuss quadrant meetings with the TSAs on 4th December**
- **Nicola and Lyn to meet to discuss email communication to the TSAs to organise dates for the spring set up meetings**
- **TSAs and Leads to be contacted by Nicola**

6. Update on tools to support the developing maturity and sustainability of the partnerships

Peer Review – The leads reported at their meeting and the Link School Effectiveness Partners confirm that the Peer Review is taking place in the majority of partnerships and this is having a positive impact.

OFSTED reports are now mentioning partnership working which is a good endorsement of the work taking place and the benefits this is having.

Partnership Evaluation and Development Tool Training (PEDT) – second roll out has taken place and list distributed for the meeting on which partnerships have been trained - good feedback has been received at the Leads meeting. Link school effectiveness partners to follow up on those partnerships that have not been trained and if they are not using this tool what are they using to keep their partnership under review and move towards greater maturity and sustainability.

School Effectiveness Team and days allocated to partnership working – Nicola/Clare are reviewing and evaluating the new ways of working regularly with the SEP team

7. System Leadership – Feedback from Leads of Partnership Meeting - 21st November 2017

Nicola advised the meeting was well attended. The main items discussed were:

1. What's going well and what's a challenge
2. The role of the Partnership lead - using the role definition agreed with the leads at the July meeting
3. Update on tools to support partnerships and SLIS Strategy work
4. What creates successful, sustainable and mature partnerships – looking at national and international research

ACTION – Nicola to circulate with the minutes

- PowerPoint used at the meeting
- Research that was discussed and
- Who attended the meeting

8. Local/Regional/National Updates

Essex sits on the SRIB (Sub Regional Improvement Board) where the SSIF bids are discussed – David Carter attended the last one. Outcomes need to be considered by quadrant meetings

9. Advocacy role of the Project Board

Role of this board – it is important that members contribute to Board meetings but equally important to feedback to the groups they represent so that the system is aware of how this strategy is developing across the county

Ruth Bird will give feedback to ESGA and information will be put on their website. It was agreed that the ESGA website should be more connected to Infolink

ACTION : Clare to ask Tayla Johnson to speak to Ruth Bird

Nigel advised there is an EPHA Super Exec meeting in January and the SLIS strategy can be on the agenda. EPHA has a big responsibility for new Heads and ensuring they are know about and are able to access the support mechanisms in their local areas.

ACTION - Revised remit and priorities for this group to be put on relevant Essex websites. Minutes from this meeting to go on LA Infolink page for SLIS

ACTION – Nicola to liaise with Gareth Burton (media) about the presentation of some of the key documents

10 . Agenda items for next time

- Continuing development of Quadrant Meetings
- Feedback from Partnership Leads meeting
- Communication Strategy
- Case studies of successes and challenges

Each agenda item to be linked to a priority

ACTION – Project board members to ask their groups for any case studies around positive partnership working that could be shared. Let Nicola know

11. Date of next meetings

Next meeting 15th March 2018 10:00am to 12:00pm

PLEASE NOTE

11th July meeting changed as this is the July Schools Forum – now rearranged to **28th June 2018 10:00am to 12:00pm**