


<b>MINUTES OF MEETING AT</b> <b>SportScotland, South Gyle</b> <b>29<sup>th</sup> March 2012 10am</b>	
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1. The chair welcomed Mike Taveren attending for the first time as rep for Dumfries and Galloway

<b>2. Present</b>	<b>3. Apologies:</b>
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Drhue Forbes - North Lanarkshire. George Reid - Highland Caroline Rickard - Glasgow City John Hamilton - West Dunbartonshire Jonathan Kitching - Aberdeen City Andy Beveridge - City of Edinburgh John Hall - Scottish Borders Gavin Howat - HSE Nigel Marshall - North Ayrshire Ali Dreyer - Fife Jane Jackson - Falkirk Helen Winton - Stirling Willie White - East Ayrshire Elspeth Pawlak - West Lothian Bruce Harris - South Ayrshire Council Pete Higgins - Edinburgh University (10.30-12.30) Neil Smith - BSES guest Mike Taveren - Dumfries and Galloway Julie Wilson - Education Scotland Don MacLean – Western Isles	P Allison - Edinburgh University Dave Fowler - Associate Bill Stephen - East Lothian Gavin Brebner - Angus Chalmers Smith - Midlothian Nick Lansdell - South Lanarkshire Kevin Greenfield - East Dunbartonshire
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	<b>Action By</b>
<p><b>4. Minutes of last Meeting and Matters arising</b></p> <p>The revision of the HASEE document should be available around April/May.                      WW suggested that SAPOE could give the Scottish Government a steer on the EVC role. NM confirmed this will be an agenda item later in the meeting.</p> <p>There are still some NGB reps positions vacant. The list is detailed at the end of the minutes.</p> <p>NM confirmed that a letter has been sent to David Doris requesting support for Outdoor Learning to the sum of £20K. This will primarily be used to facilitate the hosting of the HASEE document/guidance on the SAPOE website.</p> <p>Minutes proposed by Andy Beveridge                      Seconded by Willie White</p>	
<p><b>5. Health &amp; Safety Executive Update (Gavin Howat)</b></p> <p>GH summarised the current situation regarding the future of licensing.                      Scotland – unknown as consultation closes on 30 March and report expected later in spring 2012                      Wales – issued a statement indicating their intention to continue with some form of licensing.                      Westminster Government – pressing on with the removal of licensing.</p> <p>The Welsh system will not be run by the HSE. It will be some form of statutory system but not licensing as we know it.</p> <p>HSE have started to put together some information about a transition period including:                      Adequate notice of any new arrangements, a 6 month commencement period is being suggested.                      Avoiding the situation where a provider has to pay for a license that may only be valid for a few months.</p>	

<p>The guidance is progressing and expected to be completed and through the approval process by June</p> <p>Current license holders 1219 across Great Britain, down 26 on last year. The main drop is in LA centres. One license has recently been revoked.</p> <p>GH gave a summary of recent significant accidents including          Centre principal in fatal climbing accident          Freelance instructor in fatal canoeing accident          Centre instructor injured during zip wire demonstration          19yr old fatality after a fall on non licensable walking activity.</p> <p>JH asked whether there were any statistics about the overall impact of licensing on accidents. Getting accurate data is very difficult. Accidents involving young people is an emotive issue. The sector is safe compared to agricultural or construction industries for example.</p> <p>The introduction for HSE fees for intervention following incidents has been delayed until October. The Lofstedt review of Health and Safety has been mentioned in the budget with reference to consolidating regulations and reducing red tape.</p> <p>HSE is to take a more directing role of Local Authority enforcers primarily Environmental Health services. There are changes to RIDDOR imminent.</p> <p>The information log of incidents/accidents is now being hosted on the IOL website <a href="http://www.outdoor-learning.org">http://www.outdoor-learning.org</a>. A relevant place for other useful information currently hosted on the AALA website will be found.</p> <p>With the expected changes to the licensing service Marcus Baillie has reminded the industry of the importance of Corporate Memory and not losing the lessons learned over the years within the industry. The sharing of good practise between organisations e.g OEAP, AHOEC should continue</p>	
<p><b>6. Education Scotland – Julie Wilson</b></p> <p>JW reported that the Outdoor Learning Development post within Education Scotland would be retained. JW outlined the key areas of work</p> <ol style="list-style-type: none"> <li>1. Targeted support to Local Authorities. Building staff capacity</li> <li>2. Building Curriculum (supporting schools)</li> <li>3. Whole schools – Curriculum and achievement, Play and Learning, Outdoor Learning schools</li> <li>4. CPD – What development do educators need. Aim that all teachers should be on the OL pathway.</li> </ol> <p>JHall reported that the Borders had 5 responses to the project pro-forma used at the Head/Depute network event. The letter to the directors of education worked well which was seconded by WW. JW would like to also explore alternative ways of communicating with schools directly.</p> <p><b>ACTION</b></p> <p>SAPOE to identify a key member to link with Julie          SAPOE to write to Education Scotland to congratulate on the reappointment of the Outdoor Learning post and to enquire what the outcome/deliverables are e.g with regard to One Planet Schools, Scottish Studies</p> <p>Nigel invited Pete Higgins to share some of his recent work on the One Planet Schools. One Planet Schools was on the governments manifesto agenda and a report is due in November 2012 Three key areas; Sustainable Development, Global Citizenship and Outdoor Learning – evidence exists of the effect on learning development by spending time outdoors.</p> <p>The GTC is reviewing the training of teachers with the agenda being driven towards Sustainable Development.</p> <p>SAPOE could write to Bill Maxwell in support of Julie Wilson’s post and to include some of the arguments indicated above.</p> <p>PH offered to forward a brief clarifying the current politics.          PH suggested SAPOE lobby COSLA as LA’s will be required to deliver this agenda</p> <p>JW is meeting with HMIE to discuss the content and place of Outdoor Learning in inspections. Peter Peacock along with Judith McLure and David Cameron is leading a review of Scottish Educators.</p>	<p><b>EXEC NM</b></p> <p><b>EXEC PH EXEC</b></p>

<p>SAPOE can write and input to this review. Willie White has previously offered to draft a response from SAPOE. The deadline is the end of April.</p> <p>The membership of all these review groups was selected by discussion with the Scottish Government. As PH was chair of the group it was deemed by SG that he was representing outdoor learning on the group. SAPOE could write to offer support to the One Planet Schools and Scottish Studies groups and offer to send a representative.</p> <p>PH to send some bullet points related to this</p>	<p><b>WW</b></p> <p><b>EXEC</b></p> <p><b>PH</b></p>
<p><b>7. Chair and Exec business</b></p> <p><b>i) Treasurers report</b></p> <p>Current balance £11k. The website development to date has cost £3200 which completes the spending of the funding from LTS.</p> <p>Fees have remained constant for several years. A proposal for an increase in fees will be brought to the next meeting to support the ongoing work of SAPOE.</p> <p>In conjunction with this an outline budget for the year will be brought to the next meeting.</p> <p><b>ii) Secretary's report.</b></p> <p>Circulation of the previous meeting minutes and papers for today's meeting all met agreed timescales. An exec meeting took place in January and a conference call in March. A Letter was written to David Doris at Scottish Government. Some information including today's agenda and relevant minutes are now posted on the SAPOE website.</p> <p><b>iii) UK Guidance Update</b></p> <p>26 March 2012, Andy Beveridge attended the most recent meeting of the group titled UK Outdoor Sector Group. This is being chaired by Randall Williams who is working hard to ensure that current information such as the matrices in L77 document are retained and developed in the future. AAIAC are looking to reconstitute as an independent management group.</p> <p>The UK situation is a work in progress.</p> <p><b>iv) Scottish Government Consultation</b></p> <p>AB summarised the SAPOE response to SG consultation. NM gave a short summary of the consultation events that have taken place.</p> <p>DM shared his understanding that the main points had been voted on and this was reflected in the SAPOE response.</p> <p>GR said that DM comments related to decisions made with reference to the UK not the Scottish consultation. He also indicated that minutes from the December SAPOE meeting are prior to the launch of the Scottish consultation on the 6 January. He requested we take stock of the comments about people's desire for a UK wide scheme. If England, Northern Ireland and Scotland are together then Wales may come on board with a non statutory system working with a register of providers.</p> <p>WW questioned the quality of the questions in the consultation.</p> <p>NM clarified that an earlier date for the SAPOE meeting had been considered but wasn't feasible.</p> <p>GH confirmed again that there would be no formal arrangements in England post licensing.</p> <p>PH gave his overview as:</p> <p>Procedure</p> <p>Perception – it is seen to be a safe sector sitting with the government</p> <p>Politics – we can link in through the consultation but should respect the governments decision</p> <p>Inspectorate element is important (statutory or voluntary)</p> <p>NM passed on information that DofE and Youthlink Scotland organisations have indicated a preference for a statutory system.</p> <p>NM summarised and on behalf of the Exec acknowledged that the procedure of the response may have slight flaws but the spirit of the response is in keeping with the previously agreed wishes of the panel.</p> <p>After some discussion and a vote of 9 for and 6 against it was agreed to add a rider to the response indicating that the response was a majority view but not unanimous. The updated SAPOE response will be submitted.</p> <p><b>v) AAIAC Review Group</b></p> <p>NM confirmed that SAPOE has a place on the AAIAC group taking forward a review of a register of</p>	<p><b>AB</b></p> <p><b>EXEC</b></p> <p><b>AD</b></p>

<p>providers which is being considered in light of the removal of licensing.</p> <p><b>vi) Website Update</b>                  The initial funding for the development of the website has now been used up. A contract is being agreed with the website developer for ongoing maintenance.                  The site is live and some feedback has been received.                  JJ is pulling together a working group to action some of the immediate work required.                  JHamilton proposed that this work should go ahead.                  AD and GR proposed that there should be a Scottish link on the OEAP site but the new SAPOE site can still be retained. NM clear that SAPOE should have its own website.                  JJ proposed that 2 days work per month is required to maintain up to date content of the site.                  The panel agreed that it was important to continue to take the website forward.</p> <p><b>Outdoor Learning Cards Update – Helen Winton</b>                  HW is attending a 1 day course at Sutton Coldfield on 26 April regarding the Environmental cards                  A further OLC directors course is being offered for those LA's still to take up their places. This can be offered at a more Northerly location depending on demand.                  LA's must be current paid up members to take up their 2 free places. HW, NL and JHamilton to moderate 3 courses per year.</p> <p><b>vii) Conference Update</b>                  JJ met with Julie Wilson to discuss possible conference options. Before an event it would be important to think about what we do? Who we represent?                  Is SAPOE evolving as a group. A questionnaire to members might help to identify some of this.                  Other comments were that Outdoor Learning includes adventure activities and doesn't need to be separated into Outdoor Learning and Outdoor Education.                  JHall reminded of the importance to focus on national agendas such as sustainability education, global citizenship, inter-disciplinary learning.</p> <p><b>All members to feedback to Jane with views about the content of a questionnaire</b>                  WW suggested the possibility of a National Conference with OEAP.</p> <p><b>viii) Name and Strapline</b>                  It was confirmed that a name change would need to be proposed at an AGM. It was also agreed that this would not be the right time to change the identity of the name SAPOE. A suggested strapline was circulated prior to the meeting to better reflect the work of the panel.                  GR suggested adding the words Local Authorities to the proposed strapline to clarify who is represented by the panel. This was agreed.                  SAPOE Local Authorities supporting Outdoor Learning across Scotland.</p> <p><b>ix) Reps reports</b>                  DH submitted a report of the last AAIAC meeting which was circulated with the meeting notes.</p>	<p>JJ</p> <p>HW NL JHam</p> <p>ALL</p>
<p><b>8 &amp; 9. Implementing the Curriculum for Excellence through Outdoor Learning</b>                  Caroline Rickard – Glasgow. Shared Glasgow's key initiatives.                  Jonathan Kitching – Aberdeen City. Shared how the new OE facility in Aberdeen is being used.</p>	
<p><b>10. DoBe Teach IT Outdoors Resource</b>                  Louise McDonnagh from Do-Be shared how the resource came about, how it is supporting staff within schools to utilise IT and taking some of that work outdoors.                  She gave an overview of the package with samples of the hard copy resource to look at.</p>	
<p><b>11. Neil Smith – British Schools Exploring Society</b>                  Neil gave an informative and inspiring presentation on his work with BSES including expeditions to Norway and India.</p>	
<p><b>AOCB</b>                  A short discussion took place about future links with SAAF. The panel were keen to maintain close links</p>	

*SAPOE Local Authorities supporting Outdoor Learning across Scotland*

<p>with SAAF and share information with the group. There was some reservation about offering an observer place as there may be a number of other groups that would merit an observer place.</p> <p>WW spoke about taking the opportunity to give a steer to the Scottish government and raise the status of the role of the EVC. Members to provide comment to Nigel as soon as possible on their view of the EVC role NM to write to SG with a response regarding the EVC role</p>	<p><b>ALL NM</b></p>
<p><b>Date &amp; Location of Next meetings</b> Thursday 7 June – Adventure Aberdeen, Fairley Road, Kingswells, Aberdeen, AB15 8PZ Pick up available from Aberdeen Train Station.</p>	