

## Lead Officer Update #4

### Progress Report 3<sup>rd</sup> December 2024



Progress and priorities:

#### 1. **Membership Value & Benefits Survey**

The survey was circulated on Friday 22<sup>nd</sup> November to run for 4 weeks until Friday 20<sup>th</sup> December. The survey is more extensive than the usual annual update and aims to achieve:

1. Annual members data update
2. The regular communication survey
3. Priority and Value Survey
4. An audit and ask for members to contribute to SAPOE work and a basic skills survey.

A QandA teams meet was planned but no

At the 2024 AGM it was agreed to review the new exec make up / Lead Officer post in December 2024.

#### 2. **Communications (current and planned)**

Quarterly Meetings (online and in person) 2x annual opportunities to meet in person

Quarterly meeting minutes

Active SAPOE Updates WhatsApp group (and SAPOE Community)

Monthly member newsletter (launched in November)

Weekly email update

Biweekly exec updates

Chair's email updates

Active on X

Website

Annual Conference (planned for November 2025 details out soon)

Annual Report widely circulated (planned for 2025)

#### 3. **Contact Inactive and no member authorities**

To ensure comprehensive links with all Local Authorities – currently 4 with no rep and some less active.

Including engaging with Partners

Inspiring Scotland/Thrive – Carolyn Mcfarlane and Mairi Ferris keen to be partners.

NatureScot

Membership Action 1.3

#### 4. **Members Skills Audit October – December:**

Exec roles document updated. General member skills audit included as part of members survey.

Use these 2 pieces of information to start to identify and promote exec opportunities in January ahead of the March AGM.

Membership Action 3.1 & 3.2

**5. SOLSWG (a different group to the SGOLG which we are also represented on by Willie and Liz)**

Contribute to this ministerial working group on behalf of SAPOE to provide a refreshed policy/vision for outdoor learning in Scotland. Target May 2025.

Neil W attended last meeting on Thursday 14<sup>th</sup> November. SAPOE has 2 tasks to follow up on:

**Scoping** - a short paper setting out “what success looks like” in terms of addressing key barriers / challenges and maximising opportunities to strengthen and improve provision of outdoor learning across education settings in Scotland.

**Discussion Paper** - exploring the importance of having access to robust data to inform the targeting of interventions to support outdoor learning provision, and a consideration of potential options available that can help improve and strengthen the evidence base in Scotland for this purpose.

Collaboration Action 4.1, 4.3, 5.1 & 5.3

**6. High Quality Residential OE Guidance**

Working alongside ES and AHOEC and other partners to produce this guidance document as a template for schools and centres to ensure the residential experience is one of value, justifies costs and time and meets the needs of learners.

Working meetings took place on 9&10 October.

Now at the writing stage (Patricia Johnston) with a further in-person review meeting planned for early 2025.

Linked to this the project is the Training Support for ROE instructors is now underway.

Collaboration 4.1, 4.3, 5.1 & 5.3 partly linked to 7.2

**7. Residential OE Instructors Training Resource**

SAPOE hosted a consultation meeting via Teams attended by 13 people from AHOEC and SAPOE as well as Ruadhri Murphy, Ian Menzies and Roger Scrutton.

Lots of discussion and comment and Ruadhri is now going to work up the course content in more detail.

Can SAPOE take the opportunity to review SLO & TLO and update to streamline with the new residential course?

**8. Make contact and engage with SS, Public Health Scotland and COSLA around the area of OL and Mental Health and Wellbeing and Sport for Life.**

No further progress yet.

Collaboration Action 5.4 & 5.5

**9. Consider a wider circulation of updates about SAPOE work via email, website and Whatsapp. Annual Report for members and wider circulation with a summary of project outputs and representative activity.**

No further progress yet.

Membership Action 1.2 Collaboration Action 6.1

10. Review SAPOE training offering aligning with LfS and GOT.  
No further progress yet. Wait for survey results to prioritise  
Collaboration Action 7.1
  
11. **Annual Report** – develop a good template to produce an annual report in March 2025 to coincide with AGM and use to circulate widely and increase the reach of SAPOE news and information.
  
12. **MS365** – Health check completed by Nick at Keyhole ITS and actions taken. Next steps set up Sharepoint sites for Exec and Working groups. Still have 4 hrs support time to make use of.
  
13. **Strategy Tracker** – I have updated the tracker as much as I can. Need to meet with Neil W and Tim P to finish up detail before updating at the next SAPOE meeting.