

**Minutes of meeting 9th July, 2019**

Edinburgh City Council, Waverley Court, Edinburgh

**Present:** Dave Hewitt (Edinburgh), Diann Govenlock (chair, East Lothian), Anthony Beekman (Falkirk), Karen McGowan (Midlothian), Oonagh McGarry (Scottish Borders, minutes), Paul McCloskey (Edinburgh), Vicky Wilson (Fife)

**Apologies**: Theresa Marsili (Stirling), Vicky Petrie (Edinburgh), Laura Wilson (Clackmannanshire)

|  |  |
| --- | --- |
| **1. Minutes of 4th April: accepted as read** |  |
| **2. Matters arising from minutes**:  **Involving Learners** – 18 participants. Consortium contributed to hospitality costs for this event held on 15th April in Galashiels. Contributions were made by consortia partners: Richard Bryce (Midlothian – older people designing an IT curriculum), Daniel Balgowrie (East Lothian - young people’s voice), Liz Highet and Lily (Edinburgh, adult learner’s voice). Summary report has been submitted to Diann for Standards Council    Oonagh to check if report is on i-develop  **Learn Well Live Well** – Report has been submitted to Standards Council  **Consortium visioning exercise** – led by Richard Bryce on 30th May. This has clarified our overall vision and purpose for the Consortium in the changed landscape of South East Improvement Collaborative. Karen will follow up the report of the exercise. | **Oonagh**  **Karen** |
| **3. Standards Council Quality Mark**  Two conditions to be met by end July 2019:  We are required to agree a memorandum of understanding between consortium members. The meeting approved the proposed memorandum which Diann signed as chair. Diann will submit to Susie Bissett. This needs to be read in conjunction with the consortium constitution.  The second condition was to ensure that programmes for learning events detailed the CLD competences to be covered and this will also be recorded on attendance certificates issued to participants. This condition has been implemented at the Live Well Learn Well and Involving Learners CPD events. | **Diann** |
| **4. Consortium AGM**  This will be incorporated into our next meeting – **Thurs 3rd Oct, 2019 10am, Waverley Court, Edinburgh**  Diann will arrange for an independent professional to view the financial statement and accounts. | **Diann** |
| **5. Regional Improvement Collaborative updates**  **SEIC** – productive **meeting on 21st June** between QIOs and CLD reps (Diann, Ross, Karen, Paul and Oonagh). CLD presentations on family learning (Edinburgh), young people’s voice (Digi-Crew, Fife) and community development approach to reducing the cost of the school day (Midlothian). Additional case studies provided by all consortium members were also supplied. Presentations from Diann about the consortium, Marion (Standards Council) and Tim (Youth Link Scotland). The CLD information was well received. We agreed that CLD makes a significant contribution to SEIC priorities, especially equity (parental engagement and involvement) and emotional health and wellbeing. A commitment was made to ongoing professional dialogue.  **Education Scotland officers** (Chris Woodness and Vince Moore) met with the CLD reps this morning to scope out support ES can provide and opportunities to work with SEIC going forward.  **In-service day across all schools on 21st Oct** will focus on the SEIC workstreams. The CLD reps have agreed to contact each workstream lead to offer CLD contribution and involvement.  **Forth Valley RIC:**  Tony drew our attention to participation in the HMIE peer self-evaluation pilot recently completed across authorities. |  |
| **6. Consortium training priorities**  We considered the workforce development priorities identified across members’ CLD Plans, and current and emerging priorities. We agreed the following were areas to be considered:   * **Leadership across all CLD sectors** (Oonagh to source information about previous Education Scotland funded CLD Leadership programme run by Social Enterprise Academy) * **STEM, including digital literacy** (Midlothian STEM project currently supporting learning across the consortium, waiting to hear about potential Borders digital learning project) * **Family learning**   , including National Standards for Community Engagement   * **Youthwork standards, induction, training pathways, ensuring quality** (potential for a subgroup to look at this to include John Heywood, Ross Martin, Norrie Tait, Susan Hunter Youth Borders, Teresa Marsili and any other interested parties). Members to discuss with local reps. Paul to check with John Heywood re taking this forward * **Self-evaluation, peer evaluation model** (several members already committed to taking this forward internally and collaboratively across the consortium.) * **Involving learners in shaping learning and in shaping policy** (several members committed to taking this forward internally) * **Data analysis** * **Poverty, including child poverty action plans** * **Emotional health ad wellbeing** * **Risk taking behaviour/problem solving** * **Reflective practice – support to make it happen and recognise it as CPD**   We need to slim this list down to two/three priorities for development for our consortium plan for the year. We each agreed to consider these themes and come back to the next meeting ready to share:   * what is already happening or being planned on each theme in our own authority/consortium * what are the RICs planning? * a sense of priority for how we should focus our joint effort.   **CLD Workforce Development Survey:** Diann to contact John Galt about the awaited survey results. When will they be available and will they include a regional and local authority break down? | **Oonagh**  **Karen, Oonagh**  **All**  **Paul**  **All**  **Diann** |
| **7. World Development Conference: People, Place and Power**  Tony and Teresa attended the action packed and informative 3 day conference held in Dundee in June. Ticket was paid for by the Standards Council. Accommodation costs covered by Consortium. |  |
| **8. Edinburgh University BA Honours – Learning in Communities course**  New intake will start in 2021. Entry level will allow staged progression through course:  1st year SCQF level 7  2nd year SCQF level 8  3rd year SCQF level 9  Participants can leave with an ordinary degree at the end of year 3. Placements will be part time, Jan-May in each year. Diann will continue to act as the consortium link to Moray House. We agreed to invite Stuart Moir/ Margaret Petrie to a future consortium meeting. | **Diann** |
| **9. CLDMS updates**  Discussion at the last Executive/quarterly meeting indicated an appetite to develop a stronger and united voice for the CLD sector in Scotland. CLDMS members wish to ensure that this is achieved in an inclusive way that effectively represents the many and varied branches of CLD.  A proposal has been agreed to support a series of regional conferences over the next 18 months rather than an annual conference. The aim is to be inclusive and to hear the voice of local practitioners on key opportunities and challenges facing the sector. There is an opportunity to link this into our consortium plan for the year.  Next quarterly meeting 2nd Sep. |  |
| **10. Consortium finances**  £140 payment outstanding, leaving a balance of £9,778  Awaiting £3,000 grant from Standards Council for 2019/20 |  |
| **11. Information sharing**  **Health Issues in the Community train the trainers** has been organised by Fife. This will be held in Edinburgh 3/4th Sep and Vicky offered 12 places to consortium members. Vicky will circulate information. LA reps asked to manage bookings in case we need to operate waiting list.  Paul will circulate information about an additional health issues course being offered by NHS Lothian | **Vicky**  **Paul** |
| **12. Date and time of next meetings:**  10-12 Thurs 3rd Oct  10-12 Thurs 28th Nov  Both at Waverley Court, Edinburgh |  |