**Tayside and Fife Training Alliance meeting**

**20th June 2022**

Sue Holland-Smith, Vicky Wilson, Susan Epsworth, Susan Guild, Kirsty Forrester

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| Personnel |  |
| * Gwen has retired and her post has been filled by Kirsty Forrester.
* Ross has moved to the CLDSC – his post has been advertised.
* Susan E will be on maternity leave as of 5th August
* Susan has been offered the Education Officer post permanently and this should be advertised as a maternity cover. There is no development officer for the region at present.
* Susan G going to part-time.
 | * Please email Nicola Sykes in the interim.
* Susan will ensure that someone sits on this group from Education Scotland
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| Budget |  |
| * Funding has been held by DVVA – rep from DVVA, Anita Jamieson, has now retired.
* Sue contacted the finance officer, Alice Kirkwood – DVVA are happy to continue to hold the funds. She has offered to help with anything financial and to find another DVVA rep.
* Feeling that we need to determine a work plan before inviting a new member.
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| Winter learning festival  |  |
| * Susan G. went to the last meeting (08/06/22)
* Not yet clear about how it would be funded.
* Was a good meeting about the content - appetite for opportunities that would allow good debate around development of ideas and why we do what we do.
* Also interest in involving CLD students.
* Suggestion that each alliance to run 2 sessions.
* Vicky been involved in Aberdeenshire’s Standards Mark accreditation and was impressed by how they have used digital platforms to share training opportunities and feels this would be worth looking at.
 | * Susan will circulate the minute
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| Community Empowerment Module Update |  |
| * Tweaking the original module from 2008, Sue is pulling this together with her LOD colleagues.
* Fife, Dundee and PKC very keen to set up a CE sub-group (Angus missed the last meeting).
 | * Sue will re-visit the CE subgroup after the summer.
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| Youth Work Subgroup |  |
| * PKC and Fife been meeting about the YW PDA, Angus have delivered this already. Angus and Dundee were going to collaborate on this.
* Will be delivered in PKC and Fife in October – staff and volunteers have been identified.
* There had been a discussion about splitting the subgroup because it has become very focused on the PDA but they decided to maintain the single group so as to not have too many meetings.
* Could use the budget to look at training assessors and IVs.
* Sue thought it had been a priority for Dundee grade 3s
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| ESOL/Adult Learning Subgroup |  |
| * The model developed during covid is that an area team presents a piece of work and they go into breakout rooms and have a 30 minute chat and people are free to leave thereafter. It has been very positive – staff have loved hearing about other practice and getting to know each other.
* We have decided to extend the ESOL network to include all AL practitioners as many are the same people with dual roles and issues are the same.
* It became apparent that staff were struggling with the volume of issues presented by learners so we conducted a survey of adult learning workers.
* Last meeting to feedback the results of the survey was cancelled. Meeting of steering group next week.
 | * Kirsty will share the AL worker survey results.
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| * Focus on AL strategy launch – has not gone out widely. Some people have been missed so they are trying to promote the launch on 29th
* SLF – registration now open. Education Scotland are hoping to have some CLD workshops. Everything needs to be in partnership with the field – ESOL/Social media are suggested topics.
* Leadership programme has completed. Positive feedback. 21 participants and every region represented and range of backgrounds.
* Promotion of building racial literacy programme – 2nd cohort in December. Susan keen to see CLD represented but so far a poor response.
* Laura Starkey and Susan E have started meeting regularly with Dundee University to strengthen the links.
* Vicky says Fife college not running working with communities again. Concern about people not coming through these courses into the workforce.
* Discussion about RPL process – Pete Glen is the contact.
 | * Susan will put all info into an email
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| Workforce development plan  |  |
| * Ross produced this.
 | * Sue will share for comments before our next meeting.
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| Date of Next Meeting |  |
| * Suggested Wednesday 9th September 2 till 3:30pm.
* Trisha to chair, Vicky to minute.
 | * Sue will send a teams invite.
* Sue will check with Alan about his availability for the coming year.
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