**Tayside and Fife Professional Learning Alliance**

**30.01.18**

**Present:** Tricia Ryan, Vicky Wilson, Ross Martin, Sue Holland-Smith

**Apologies:** Fiona Findleton, Gwen Bowles, Susan Guild, Ann Swinney, Fernando Fernandes

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| 1 | Tricia welcomed everyone especially Vicky, who is attending for the first time. |  |
| 2 | We welcomed Chris Miezitis. Chris gave us a presentation on the Understanding Dads programme, which is Scotland wide. Chris is in post until at least Oct 2019. He has a focus on the ante/post-natal stage.Chris offers half day workshops training for up to 14 people. Also training for trainers.We agreed that he will provide 2 workshops:19th March Dundee, (Mitchell St Centre, Rm 17 booked 9am to 1pm)27th March Fife.Chris will send details to Tricia to promote the events.Ross advised that Laura Welsh can coordinate bookings. | TRRM/LW |
| 3 | Alliance membership changes. Vicky Wilson has recently taken up the training coordinator post in Fife, and will be the main link from Fife on this group. Ross will attend when Vicky is not available. Sue has been advised that Fernando Fernandes will be joining us as the rep from University. We need clarification as to whether Ann will also attend (see mins of last meeting). | AS |
| 4 | Research. The report from Catriona and Helen is in draft form, and is currently with Ann for approval/amendments. Tricia will discuss with Helen how the findings will be disseminated. We propose that the report findings are presented to us first and then at an event for managers and CLDSC. The event might need to be in April, as there are other major events planned for end of March. Sue to check if the ES/CLDSC funding can be carried over to pay for an event in April. | TRSHS |
| 5 | Community Empowerment e-learning progress update. Reps from Dundee, PKC and Angus have been involved in developing this course alongside Nicola Watson who is the course builder in DCC. They have made really good progress with this and it is looking good. Fife would also like to be involved, and Sue will send the most up to date version of the course so far to Vicky/Ross so they can see where Fife case study examples and polices can be added. The aim is to have this course located on the DCC external website so that each Council can access it, as well as community groups etc. | SHS/RM |

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| 6 | Family Learning. The planning sub-group met this morning, and are planning another conference for Sept 20th. It has been difficult to find a suitable venue for 100 people with sufficient breakout spaces for workshops. Paying for a suitable venue is very costly and we don’t know for sure that we will receive ES funding 2018-19. Ross offered to find out if Rothes Halls are available on this date, and if so he will be able to negotiate free let for us. | RM |
| 7 | Funding. The ES/CLDSC grant of £3000 is in DCC account. Sue accepted the offer on behalf of the Alliance and notified ES of the projects we had agreed it could be spent on* Family Learning Conference 2017
* PR Seminar
* Youth Expo events 2018
* Research seminar
* Development of logo and promotional materials

Ross updated that there will be one Youth Expo event on 28th Feb. Catering costs of approx. £200 can come out of the grant. Sue will contact Ann Swinney regarding the proposed research seminar costs, and poss carry over of funds.Logo and promotional materials- Ross and Vicky will speak to Lewis in their team to see if he can work on logo and purchase of 4 pull up banners and 4 tablecloths with logo etc. Sue will send out the budget monitoring form, and develop a registration form for events that captures the required info for funders.Fife have indicated that they will be happy to administer any grant funding for the coming year. Sue/Tricia to discuss potential funding with CLDSC committee next week. | SHSRM/VWSHSSHS/TR |
| 8 | Newsletter. Carry over to next meeting when we may know more about research to report on. |  |
| 9 | National CPD networks meeting. Next one will be on 1st March in Perth (tbc). |  |
| 10 | Work-based under-grad CLD course has now been out to the field and is ready to go ahead in Sept pending approval from CLDSC in May. The course will have 10 places, and will run over 3 years. |  |
| 11 | Self-evaluation exercise for this grouping will take place on 12th Feb. Sheena Watson and Shirley Melville have kindly agreed to lead this for us. Tricia will send them a briefing in advance of the meeting. It is suggested that HGILDOC indicators/challenge questions around partnership/collaborative working/professional learning are used. | TR |

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| 12 | Regional Improvement Collaboratives. Ross gave an update from Fife. He is meeting with the Lothian CLD Alliance and with the Lothian RIC leads, and will discuss the potential benefits for the CLD workforce of Fife moving to link in with Lothians. Until this picture is clearer, Fife will continue to be part of Tayside and Fife Alliance, probably for the next 3 years. We have not got any link as yet into the Tayside RIC. Sue will speak to Marie Dailly regarding making an approach. | SHS |
| 13 | SQA collaboration- keep on agenda. |  |
| 14 | Core training (shared)- keep on agenda. |  |
| 15 | A.O.B.1. Future Learning needs. Ross would like to look at the need for training around cultural awareness/sensitivity in relation to ESOL and wider staff. Also dealing with trauma. Again this has come up through ESOL staff. They are listening to harrowing stories from Syrian refugees.

 There may be a wider need for such training too.Sue will discuss with Kirsty Forrester, new ESOL senior in Dundee. Kirsty is already rolling out staff training programmes that may be of relevance across Tayside and Fife, based on programmes run in Aberdeenshire.There is always a need for workshops on reflective/evaluative writing. We discussed the idea of having an annual peer review exercise, similar to that done with the new AAs. We can link in with CDLMS QI group on this.1. IACD conference will be held in Dundee in June 2019, hopefully in new V&A. Sue to be involved in the planning of this and will keep the group updated.
2. Theatre of the oppressed- keep on agenda. Ann was following up
3. T&F gave a response to the Ed Govt review through an event held in Mitchell St on 22.1.18 with CLDSC.
 | SHS |
| 16 | DONM: Self Evaluation exercise on 12th February, 2pm , Mitchell Street Next full meeting is on 26th March, 2pm, Mitchell St (from 1pm for networking) |  |