Tayside & Fife Professional Learning Alliance

Held at Michael Street, Dundee

On Tuesday 13th November 2018

Minutes

Present: Angie Ballantyne, Tricia Ryan, Sue Holland-Smith, Pete Glen, Ross Martin, Vicky Wilson, Gwen Bowles & Gill Motion.

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|  | WHAT | ACTION | WHEN |
| 1 | **Welcome**  Gwen welcomed everyone to the meeting and introduced Angie Ballantyne from (TSI) and added with be a great addition to the Alliance. |  |  |
| 2  3 | **Minutes of previous meeting – agreed as correct**  Newsletter – Pete reported really useful for University colleagues for keeping up to date.  **Matters Arising**  **Banners**  The banners were revealed & given to each area including Dundee University. Gwen will write and thank Lewis on behalf of the group.  **F.L. Conference**  Gill’s reported the Conference was good for P&K staff due to recent changes of roles and this helped.  The sub-group have met and are compiling a final report, Sue has put the survey results on Tayside & Fife I-develop space.   * Sub-group are agreed to another conference next year.   It was noted for the group to think about what work can take place as a result of the conferences in between each event. What is the impact of the Conferences? Do we have them bi-annually and workshops in between?  Sue also highlighted to be mindful of CLD attendances, how is this balanced? Need to consider for next time.  **TOTO**  Pete did some research back at the Uni for an update, still looking at funding – nothing immediate taking place.  **IACD 2019**  Update from Pete – Proposal from organising group to include sessions from practitioners.  Guidance was distributed and nominations and questions to go back to Pete, and will ask the group on our behalf.  The 2 days after the conference, the delegates will look to visit local opportunities in East of Scotland. Tayside & Fife Alliance to request Conference places if offering opportunities, Gwen will ask.  Pete updated on a further conference to be hosted by Dundee University in 2020. Strong focus on Community Development in a CLD context to highlight and promote the participatory approach to Collaborative Action Research.  **Budget**  Fife has just signed & returned the paperwork to Education Scotland. TR updated on what Angus has paid to date which includes the Digital Conference places.  Fife paid the full Family learning costs and banners to date.  Will include update on next Agenda.  **Dundee University Graduate Apprenticeships**  This should read that the focus is on the work based route and shaping this to ensure it’s accessible.  Working with local authorities to look at how people can begin to access programmes at the University to progress to the undergraduate.  Ensuring programmes are designed and incorporating feedback from recent reviews of programmes.  Fife has been in touch with University to support a couple of people to undertake a level 8/9 module as a stepping stone to other courses. Pete confirmed this will count as credit.   * Agreed to keep workforce development on agenda to get university updates * AB raised about Standards council associate members.   **CLD Strategic Plans**  Dundee partnership has produced their plan. P&K will be end of December. Third sector was involved in production of Dundee plan.  Fife final format is being worked on now after some revisions requested by the board. RM has informed Education Scotland.  Angus plan went to Community Planning partnership in September and published in October.  Letter has been to all authorities from Education Scotland asking for links to where plans are hosted by 16th November.  Keep CLD policy & strategic Plans on Agenda.  Discussion around table about plans & influence.  **RICS**  RM updated on South East IC, have advertised x5 quality & improvement posts to support local authorities. Posts request GTC registered. RM has queried this and copied in Marion (SDC)  The feedback from SE is not yet ready for CLD input, as still working with education to clarify purpose and roles.  SE collaborative have advertised a conference which CLD are welcome to attend, but not publicised to CLD, we will send out link.   * Will get update on Thursday at CLD national network on the picture across Scotland.   **Social Media**  Gwen has spoken to Dundee colleagues about getting together with Fife/Dundee colleagues to look at workshop. Names of those who attended digital conference to Gwen. |  |  |
| 4  5  6 | **Health issues in Community** – **Youth Pack**  Dundee & Fife have experience of delivering community health course. Sue/Vicky/Ross to look into this and come back to group to see how this can be included in action plan around Youth Work training.  **Action: VW/RM/SS to take forward**  **T&FPLA – Updated Action Plan**  Sue updated the work plan 2018/19 and had sent this around  - Discussed Expo working group, to be changed to Youth Work, and the training would fit under this.  - Community Empowerment no longer meeting. GM raised should we have Community Development group?  P&K have produced packs around Community Empowerment areas, can look to deliver these as workshops to Alliance areas. **Action: Gill to take forward**  Dundee are currently in talks with the voluntary sector to deliver committee skills training, Alliance can look to offer train the trainers course.  **Action: Any further comments around action plan to be sent to Sue end of Nov.**  **Workforce Development**  - What is being offered in local areas?  - Dundee working with Voluntary Sector to look at training.  - Dundee SCVO workforce survey done around digital skills, over 900 responses. Could we extract the information for CLD service across 4 authorities?  As a next stage of training   * What are we offering as a coordinated group? * What is done locally? * Where are current gaps and what CLD specific training can we offer.   **Action: Tricia will email Catriona/Helen to ask for the feedback from university event held.**  Tricia noted the Research document still has typo errors to be amended.  **Action: Can everyone look over & sent comments to Tricia.**  **Gwen/Sue will analyse further the list of training within the report.**  Research to be on agenda for next time |  |  |
| 7  8  9  10. | **Family Learning Conference Feedback** -**PEEP**  RM fed back ABE/ESOL staff attended PEEP session at the Family Conference and thought this could be useful with their learners.  RM now has meeting set up with Kirsty in Dundee, would look to widen this and invite authorities involved in, an ESOL network to share practice.  **Action: Ross will look into and feedback. Tricia keen to explore in Angus & Gill in Perth.**  **Gaelic Developments within Local Authorities**  RM raised as he manages this in Fife and sits as part of team and interested in making connections. Aileen Ogilvie is the officer in P & K and has big focus and sits with CLD.  **Action: Dundee & Angus will find out where plan sits.**  **YW Training Feedback**  Pete did a session on reflection of people’s journeys, this was received well and could be used for all CLD Colleagues as a future workshop. It wasn’t well attended, but good discussion took place and the introduction of the national framework will be used to map out what is being offered in areas.  Another meeting has been arranged on 14th December to do mapping & feedback next year.  **Lock Down/Protected Time Wednesdays**  **Action: RM & TR will meet to review how it is worked in Angus/Fife to date.** Will feedback to group**.** |  |  |
| 11. | **Date & Time of next meeting**  **21st January 2019, Mitchell Street, Dundee**  **1pm networking (bring lunch)**  **2pm Meeting** |  |  |