**Tayside & Fife CLD, CPP Partnership**

**held on 22 May 2017**

**Present:** Sue Holland-Smith (Dundee City Council)

Tricia Ryan (Angus Council)

Fiona Findleton (Perth and Kinross Council)

Ann Swinney (Dundee University)

Gwen Bowles (Dundee City Council)

**Apologies:** Graham Hewitson (Angus Council)

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| 1 | Tricia will be main Angus rep. We still have no rep from Fife. Tricia has been sending Minutes to the Managers. Tricia will write to Janice Laird. | TR |
| 2  a)  b)  c)  d)  e)  f) | **Matters Arising**  **SCSM** – we still have not heard the outcome of our submission. We understand that the panel was recommencing last week, so we should hear soon.  **Research** – Catriona McNicoll (Dundee) and Helen Reid (Angus) will share co-ordinator role. They have met with Ann at the University and will meet again in June. Summer will be background reading and bit review and of structure of research. Also picking up themes from previous research.  Helen and Cat need to work independently and have own research area. It will be synthesised into single piece of work.  Tricia and Ann will keep this group updated on progress. Helen &Cat will report back to this group towards the end of the process. Aim to finish by Xmas.  **Ethics Workshop** – T&S will deliver this tomorrow to 14 people.  CEA event – this will be held in the Baptist Church halls on 30th May. We have had a last push on recruitment.  **Go Digital** – Tricia has sent out materials and links to participants. In Angus they had an online staff seminar on Adult Learning using Skype lync.  Family group meet again tomorrow, reps of this group are:  Rhona Cameron (Perth &Kinross)  Sue Holland-Smith (Dundee)  Sarah McEwan (Dundee)  Tricia Ryan (Angus)  Maureen McGinley (Angus)  Dundee University are hosting a seminar on Friday “Addressing the Attainment Gap Through Family Learning” | TR/AS |

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| g)  h)  i)  j)  4  5  6  7  8  9  10 | **I-pads** We agreed that we have come to the end of the action research project. When the i-pads are returned we will distribute across the 4 authorities with the agreement that they can be lent between authorities if required at any time.  **Delivering deeper workshop** – Fiona and Elaine ran this in April. Positive feedback – people enjoyed getting back to basics. Programme available for others to deliver.  **I Develop** – KG is coming up to Dundee on Thursday. We will all come together to look at making best use of the group spaces.  **Engaging Third Sector** – we agreed that it will be important to include them in the research exercise and find out learning needs etc.  Fiona will produce a template for how we involve/share info across networks.  **Info Sharing** – Dundee University undergraduate programme will be reviewed in 2 years time. Work based undergraduate coming on-stream, they will look to review all programmes at the same time. Will be looking to involve partners in reviewing process starting September.  Gwen – new post for D of E to be shared across Dundee and Angus 70/30 building capacity in schools. Post funded through the Diamond Challenge.  Fiona – Parveen Rodgers has now retired. Susan Guild will now pick on some of this work over the next year (Adult & FC Team). Gill Motion has been seconded to Community Planning. Rhona Cameron picking up from Muriel Craig on Family Learning.  Sue reported having a great experience at DundeeGovJam with a range of public sector colleagues from across Tayside and Fife, learning how to do service design – Fiona is thinking about redoing CLD strategy – good to use creative techniques like service design to do this. There were PKC L&D colleagues on the GovJam  Tricia – CLD in Angus now sitting in Chief Exec’s unit. There will be 2 directorates ‘People’ and ‘Place’.  **Memo of Agreement** – We agreed a final version – TR to send out.  **Newsletter** – Fiona and TR will work on this and it can be jazzed up by Dundee CC PR team.  Core training idea for YW/AL/CCB sharing across authorities. We will defer to next meeting.  **Action Plan** – defer to next meeting.  **AOCB** – Youth Expo follow-up – TR will contact the working group to discuss future plans. This may link into core training idea above.  **Date of Next Meeting** – 28/8/2017, 2pm MSC  6/11/2017, 2pm | FF  TR  FF/TR  TR |