

**MINUTES OF MEETING**

Room G23 Waverley Court, Edinburgh

**Wednesday 25th January 2017 at 11 am**

**Present:** **Diann Govenlock** (chair) (East Lothian), **Elenor MacDonald** (Falkirk), **Clark Whyte** (Clackmannanshire), **Karen McGowan** (Midlothian)

**Apologies:** **Ian McIntosh** (West Lothian), **Julie McGrath** (CTSi), **Norrie Tait** (Borders), **Fiona McLean** (Stirling), **Vicky Petrie** (Edinburgh), Derek Catto (West Lothian)

1. **The minutes of last meeting** (Thursday 8th December 2016) were approved as an accurate and true record of the meeting.
2. **Matters arising**: These will be dealt with by agenda items
3. **Consortium Finances:** A telephone discussion took place between Diann andAnthea Coulter (Business Manager: BusinessManager@ctsi.org.uk - 01259 213840) regarding the holding of our funds. CTSi have offered to keep our money and organise updates for a 5% management fee. Our present balance is £12,195. Those present discussed widely the choice of keeping the money with CTSi and starting our own bank account. It was concluded that withdrawing our money from CTSi is the preferred option. Diann will explore various bank accounts and credit union options, with a decision to be made by the group in the coming weeks. Most likely option (at this stage) will be a bank account with two signatories required for the cheque book.
4. **Education Scotland (CLD standards council) has given a grant of £1000 to the consortium for the following purposes:**
* To increase membership of the CLD Standards Council.
* Clear and integrated learner pathways for CLD professional practioners.
* New and improved partnership arrangements for CLD Standards Council and CLD Regional Networks
* Equity and inclusion of CLD professional practitioners in their professional practice
* Increased volume of traffic on i-develop
* Refreshed learning materials on i-develop
* Support for lone CLD professional practitioners.
* Increase in applications for CLD Standard Mark

**This grant has to be used by the end of March 2017.**

**Falkirk** held a Standards Council promo event on session on Thursday 12th January in which 22 people attended. (£68 claimed to cover lunch costs).

 **Midlothian**: Saturday 25th February - CLD Standards Council and using I-develop at a training and development day for sessional staff and volunteers.

 **Clackmannanshire** will have a Standards Council promo input as part of their Youth Services development week in February.

The next SE & C Consortium Networking Event on **Friday 17th March 9.30am – 1.30pm at the Business Centre, City Chambers Edinburgh**. We have provisionally booked the Business Centre Auditorium and Break out room.

We will put together a Save the Date email to send out to your local authority area and partners.

The main objectives of the event are threefold to tie in with the CLD Secure, Strengthen and Grow grant:

· To highlight the work of the SE & C consortium, encourage use of i- develop and promote membership of the CLD Standards Council

· To increase practitioner knowledge and understanding through adult learning themed workshops (options to be finalised)

· To provide networking opportunities for practitioners during the morning and over lunch

**Draft programme**

9am SE & C consortium set up

9.30am Coffee and registration

9.45am Input on SE & C consortium, idevelop and CLD Standards Council

10.15 am Workshop 1

11.30am Workshop 2

12.45 lunch – 1.30pm

1.30 – 2pm SE & C consortium tidy up.

Marion Allison will send out CLD Standards Council promo items for use at our events.

1. **Finalising the ‘Communities Empowered- ‘Making It Real’ Event report:** This is now almost complete. Derek will liase with Adrian (Falkirk Council) to distribute the report to all whom attended the event. The Consortium will consider hosting a ‘One year on from the Community Empowerment Bill’ workshop in 2017.
2. **Community Activist training pack update:** Diann is going to the CLD Standards Mark session in February to see if it would be possible to apply for this for the Community Activist pack. Elenor has drafted certificates for cpd use and these will be circulated shortly.
3. **National Consortia Networking Day:** The next joint consortia meeting is on Friday 17th February (11am-1pm) at Denholm House, Livingston. This is now Thurs 23 Feb 11am – 3pm North Inch Community Campus, Perth.
4. **Revisiting the Action Plan & Consortium terms of reference:** Elenor has kindly updated our terms of reference and initial discussions had on our Action Plan, 2017 actions will include a Community Empowerment follow-up and further networking events. These possible events will be further discussed at our next meeting.
5. **CLD Standards Council Annual Conference - Wednesday 29th March 2017**. Venue: Double Tree by Hilton, Glasgow. Booking now open.
6. **Next meetings and dates for diaries:**

Monday 6th February 2017 – 2pm – Edinburgh – Room G35, Waverley Court

Wednesday 8th March 2017 – 11am – Edinburgh – venue & room TBA

Thursday 23rd March 2017 – 4.30pm – Sportster’s Bar Falkirk – Elenor’s leaving do