**Meeting: Tayside & Fife Alliance**

**Date: 26.03.2019**

**Present: Tricia Ryan (Chair)**

**Sue Holland-Smith (Minute)**

**Vicky Wilson**

**Sharon Doyle**

**Ross Martin**

**Pete Glen**

**Apologies: Angie Ballantyne, Gwen Bowles**

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| **Minute of Meeting** | **Action** |
| **1. Welcome**  TR welcomed everyone to the meeting. |  |
| **2. Minute of Previous Meeting**  Minute of last meeting approved. |  |
| **3. Matters Arising**  a) IACD – Fife booked 7 places. 3 additional staff had their abstracts accepted. Conference is almost completely fully booked. Prog will go out in the next week. Some queries about the 2 day study units. We know they are going to 2 projects in Fife.  b) Digital / Social Media course Update – we need to check with Gwen.  c) Banners – TR to check with Gwen if a letter went to Lewis, and re the social media update.  d) Budgets – Vicky has prepared the budget statements showing income and expenditure. Vicky has also prepared and submitted the evaluation report. Thanks to Vicky and Ross for this and offering to do it again next financial year.  e) HIIC Course – will take place on 24/25 April in Ardler complex. Vicky / Sue will coordinate meeting and greeting and make sure our register is completed.  f) CLD Nat Network 7th March. TR attended. Ageing workforce, digital skills and community empowerment were highlighted as the needs from Workforce survey. CLD plans were discussed – common themes being collated. L&D needs for volunteers.  RICs update from Ross via CLDMS. Ross has made representation to the SEIC board on behalf of CLD in the SEIC area, as to how CLD can contribute, and will attend their next meeting. By 2021 will make decision as to whether to join this area RIC. There are potential opportunities for the sector including funding.  g) Com Empowerment Act e-module – We will all check on level of take up.  PKC have developed toolkits for work with community orgs on PB, asset transfer participation requests. Might be possible to share across the Alliance.  h) Volunteering – we had a discussion about where we are all at with this. Sue will share DCC vol policy.  i) Ethics – SHS/TR are delivery a session on 21st May and 25th September. Vicky to book venue in Cupar. Ross suggested that a few of those attending might be interested in rolling out the Ethics session to others.  j) CLDSC feedback – We had a discussion about the proposal to create the networks as branches of CLDSC.  RM will send on collective feedback to CLDSC. | GB  TR/GB  VW/SHS  All  SD  SHS  VW  RM |
| **4. Feedback from Subgroups**  a) SQA – SHS will share minute from this. Update is that Gillian is leaving. TR will ask Helen and Maggie if they will lead on assessor’s workshop.  b) Youth Work – SHS will share minute. We need to arrange another date. Vicky will share Fife dates for Principles & Practice of YW.  c) Family Learning – Group met this morning. Conference 30th October, Bertha Park, Perth. Save the date flyer coming out soon. Agreed £1500 budget for the conference from CLDSC funding.  d) ESOL – A group met to look at setting up a regional network for practitioners learning opps, e.g. shadowing classes.  Agreed it would be good for more practitioners to sit on our sub groups as CPD / Leadership opp for them. Also we don’t have time to take all the subgroups forward. All to consider potential members of subgroups. | SHS/TR  SHS/VW  All |
| **5. CLD Plans Common Themes**  RM has worked on this. (Tricky due to shared template). There are 4 broad common themes. Our work plan incorporates these themes. |  |
| **6. Work plan**  We will focus on this for next meeting – check it reflects our CLD plans sufficiently and also the workforce survey findings. |  |
| **7. Memo of Understanding – for next meeting**  Think about money from each Council perspective. |  |
| **8. Info Sharing**  Pete – BA / MSc courses have been approved for next 5 years by CLDSC.  Now to be called Community Education. Condition of approval – to look at and ensure adequate staff capacity for delivery.  Work based BA will run from September. Students come in at Year 2, with HNC or RPL module. Course length is 3.5 years. Pete will send details of RPL module (14 weeks / £420) module intakes September, December, April.  Family Learning Module – Gary Roberts is contact for this. | PG |
| **9. AOCB**  Newsletter – agree who will do at next meeting. |  |
| **10. Date of Next Meeting**  27th May, Sue to chair and Sharon to minute. |  |