

**Edinburgh Community Learning and Development Partnership Meeting**  
**Friday 9 March 18: 10 – 12 noon**  
**EVOC**

Present			
1.	Diane Gordon: Edinburgh College	2.	Graeme Rigg: CEC Econ. Dev.
3.	Helen Bourquin: CEC Localities Lifelong Learning	4.	Maz Creanor: Police Scotland
5.	Jackie Stewart: CEC Localities Lifelong Learning	6.	Gordon McLean: CEC Lifelong Learning
7.	David Leslie: CEC QJO Schools	8.	Sheila Duncan: CEC Adult Learning- Lifelong Learning
9.	Paul McCloskey: CEC Lifelong Learning	10.	Laurene Edgar; Lothian Assoc. Youth Clubs
11.	Simon Jacquet: Edinburgh Youth Work Consortium	12.	Tommy George: Edinburgh Leisure
13.	Ian Brooke; Edinburgh Voluntary Organisations Council	14.	Linda Lees: Arts and Creative Learning CEC
15.	Christine Mckechnie: Strategic Development Officer: Continuous Improvement	16.	John Heywood: Strategic Development Officer: Youth Work
17.	David Bruce: Senior Education Manager: Schools and Lifelong Learning		
Apologies			
1.	Lorna Sweeney CEC Schools	2.	Paul Wilson: Volunteer Edinburgh
	Moyra Burns - NHS		
Items Discussed			Action
1.	<b>Welcome and Introductions:</b> Ian Brooke (Chair of CLD Partnership and Executive Director of EVOC)		
2.	<b>Matters Arising/Updates from last minutes:</b> <b>Item 7:</b> Framework for new plan: Thank you to all those who have completed and returned additional information on the templates to inform the new plan. There is still the opportunity to forward information on behalf of your organisation if you haven't already done so. All contributions very welcome. <b>Item 8:</b> Education Governance Review: Although this meeting was not very well attended a response was compiled and fed through the CLD Standards Council.		Please return to Christine Mckechnie
3	<b>Community learning and development community of practice:</b> David Bruce - CEC Senior Education Manager: Education Scotland Inspection follow-up visit (Raised as Item 3 at the first CLD P/S meeting held in Oct 17.)  An Education Scotland Inspection of CLD as a community of practice was carried out in SW area of Edinburgh in Nov/Dec 2016. The Inspection team looked at the quality of strategic leadership of CLD and the quality of CLD provision, across partners, in the SW area. The outcome of the Inspection was mixed. The delivery of services through the learner offer was acknowledged as good. Quality Indicators 1.1 and 9.2 around governance, systems and processes were less positive. The Inspection coincided with the transformation of council services, which manifested change in governance and roles and responsibilities across the authority. Over the last year, we have focused on making improvements in the areas identified in the Inspectors' Record of Inspection Findings (RIF). The Inspectors return on Wed. 21 March until mid-day on Friday 23 March. During this visit, we will share with the Inspectors, the work undertaken with our		

	<p>partners and share the successes of the revised CLD Partnership. We feel that good progress has been made during this time and acknowledge that we are still on an improvement journey. The CLD Partnership is chaired by a third sector organisation and comprises of colleagues who are able to articulate how community learning and development activity contributes to improved outcomes for communities and families. On Wednesday 21 March, the Inspectors will meet with the Strategic Leadership Team and strategic focus groups, on Thursday 22, they will visit SW locality to meet with the Locality Management Team, staff, learners and stakeholders. The CLD Partnership has an important role to play in the follow-up visit, and we would like to thank members who have agreed to attend one of the focus groups, to discuss the impact and importance of the CLD Partnership to date.</p> <p>We are required by statute through the Education Bill and accountable to the Scottish Government to produce a CLD Plan. Although the CLD Plan 15 – 18 is currently in place, contributions through the work and discussions held at CLD Partnership are helping to shape and inform the new CLD Plan 18 -21.</p>	
4.	<p><b>Good practice visit – Borders Council February 18:</b> As part of the Regional Collaborative and as a recently inspected Authority, colleagues from Lifelong Learning visited the Borders Council to share best practice, aspirations and potential collaborations. Borders Council CLD Partnership focus their energy to identify gaps in CLD service provision and build capacity to address them. As a revised partnership, the importance of building this partnership and understanding our role within it, was highlighted. In addition, we should focus on consolidating as a partnership to ensure the we have a consistent, systematic approach to planning and governance.</p> <p><b>Action:</b> Agenda for next meeting - Present the draft CLD Plan 18 - 21</p>	
5.	<p><b>Education Scotland Self-Evaluation Document:</b></p> <p>John Heywood presented the Self-Evaluation Document required by Education Scotland, six days prior to the follow-up visit. This document presents a record of progress since the Inspection. The content is highlighted under three improvement areas:</p> <ul style="list-style-type: none"> <li>• 9.2: Strengthen the governance of CLD at all levels</li> <li>• 1.1: Agree shared outcomes and methods of reporting with partners and improve communication with all stakeholders</li> <li>• 1.1: Improve the use of self-evaluation supported by robust data to inform planning.</li> </ul> <p>Time allocated for members to read the draft document and respond. Suggested changes noted.</p> <p><b>Action:</b> Redistribute draft SE Document to Partnership members for further consideration. Please ensure any additions can be evidenced and ensure amendments are made with track changes.</p> <p><i>Draft SE Document emailed to Partnership members on PM Friday 9 March.</i> Please return amended document to Christine McKechnie by end of day Monday 12 March.</p> <p>The final SE document will be recirculated to the partnership on completion.</p>	

6.	<p><b>Update on CLD Plan 15 – 18:</b> Paul McCloskey – We are still working to the current CLD Plan. This plan was circulated with the minutes of the December meeting, to allow CLD P/S members to amend /update as appropriate. Updates to the plan are ongoing and the partnership are encouraged to make further amendments as we go forward. We will include elements of the current plan in developing the new CLD Plan (2018 – 21), the development of the latter being a key are of activity and focus.</p>	
7.	<p><b>Update on CLD Plan 18 – 21:</b> Linda Lees: Rationale behind new plan, progress to date and CLD Partnership’s contribution and their critical role in helping prioritise ambitions and in moving the plan forward.</p> <p>CLD Activity within the Locality Improvement Plan has been identified and mapped across under high level outcomes (CLD P/S short life working group), and will help inform the new plan. It is important that we see CLD activity across all relevant plans.</p> <p>Baseline template. A baseline template has been developed and is currently being shared with CEC Lifelong Learning colleagues to record consistent, quantitative data. It is hoped that colleagues from stakeholder organisations will also use the template for recording purposes. The template will be shared at a future CLD Partnership meeting.</p>	
8	<p><b>Partnership Exercise around Education Scotland Quality Indicator 1.1 challenge questions:</b> Notes attached</p>	
9	<p><b>AOCB:</b>  Suggestions for next meeting:  Aspirational visioning - what we can do as a collective? Take stock of CLD Plan whilst keeping sight of future aspirations – including how we can identify gaps, harness and target collective partner resources to improve outcomes for groups of citizens.</p> <p>Gordon Mclean: presentation – Insight into locality profiles. Gap analysis/evidence of need.  Aspiration to build on collaborative by hosting regional discussion.</p> <p>Agreed that 121 meetings involving CLD Strategic leads and ECLDP members outwith the Edinburgh CLD Partnership meetings cycle would help strengthen relationships and shared understanding.</p> <p>Ian Brooke requested that in the spirit of the shared ownership of the partnership, we adopt a revolving minute approach.</p> <p>Ian thanked everyone for their contributions before closing the meeting.</p>	<p>Gordon McLean TBC</p> <p>Paul McCloskey</p>
9.	<p><b>Date of next meeting:</b> Friday 25<sup>th</sup> May 10 -12noon and to be held at LAYC, 7 Boroughloch, Edinburgh EH8 9NL -changed to 15 June Waverley Court</p>	