

MINUTES

Edinburgh Community Learning and Development Partnership Meeting

Date: Friday 8 December 2018

Time: 10am – 12 noon

Present			
1.	Michelle Mulvaney (CEC Strategy and Insight)	2.	Paul McCloskey (CEC LL Strategic Manager CLD and Libraries)
3.	Sheila Duncan (CEC Adult Learning)	4.	Laurene Edgar (LAYC)
5.	Simon Jaquet (Edinburgh Youthwork Consortium)	6.	Kay Penman – Edinburgh College
7.	Jackie Stewart (LL Service Manager SE Locality)	8.	Simon Jaquet (Edinburgh Youthwork Consortium)
9.	Helen Bourquin (LL Service Manager NW Locality)	10.	Gordon McLean (LL Service Manager SW Locality)
11.	Archie Campbell (WEA)	12.	John Heywood (CEC- Youth Work)
13.	Christine McKechnie (CEC Continuous Improvement)	14.	Moyra Burns (NHS)
Apologies			
1.	Ian Brooke (EVOC – Chair),	2.	Kevin McLean (Police Scotland)
3	Peter Strong – Localities Manager (NW)	4	
5	Paul Wilson (Volunteer Edinburgh)	6	Tommy George – Edinburgh Leisure
7	Julie Coyle (Skills Development Scotland)	8	Janbert Van den Berg (Art Link Edinburgh)
9	Caroline Lamond (LL Service Manager: NE Locality)	10	
Items Discussed			Action
	Welcome and introductions		
1	There were no matters arising.		
2	<p>CLD Plan 2018 -21: Edinburgh Partnership Update: The CLD Plan was tabled at the Edinburgh Partnership meeting held on 6th December 2018.</p> <p>The plan was approved by the Edinburgh Partnership, subject to Education Scotland’s endorsement of the strengthened KPI’s. <i>(Education Scotland Lead Inspector made no further comment and the plan has now been officially submitted to them in December)</i></p> <p>The CLD Partnership should now consider how it will formalise the relationship with the Edinburgh Partnership within the new Governance model. Consideration should be given to the direction of the CLD Partnership by agreeing the remit and a reviewed membership.</p>	<p>Sub group of partnership to meet to agree remit and membership, then feedback at next full CLD Partnership Meeting.</p> <p>Paul to arrange sub group in Jan 19.</p>	
3	<p>Education Scotland’s Continued Engagement: Following a weak Inspection of Community Learning and Development in 2016/2017, Education Scotland re-engaged in March and September 18. Following the second visit, the Inspectors endorsed the improvements made and disengaged from the Inspection progress. There was an expectation from the Inspectors that further work be carried out to bring clarity to the Key Performance Indicators. The KPI’s were amended and forwarded to the Inspectors for approval. <i>(Education Scotland</i></p>		

	<i>Lead Inspector made no further comment and the plan has now been officially submitted to them in December)</i>	
4	<p>Data Gathering – monitoring and evaluation: As a partnership, further consideration must be given as to how we monitor and evaluate the CLD Partnership Plan 2018 – 21 in order to demonstrate impact.</p> <p>Edinburgh College can provide student success rates based on ILP’s and accredited learning. Useful data on ESOL provision is also available.</p> <p>LAYC can provide qualitative information (pre and post evaluations), mainly in case study form.</p> <p>Representatives attending the CLD Partnership have also provided quantitative data through the completion of the baseline templates. Annual updates will show changes with trends emerging after three years.</p>	
5	Actions in the CLD Plan: Discussion held on actions within the plan.	
6	Integrated Impact Assessment of the CLD Plan 2018 -21: A draft Integrated Impact Assessment was circulated for comment prior to today’s meeting. The Integrated Impact Assessment ensures that we fulfil our legal responsibilities to assess our proposals for equality impact. Discussion was held on translation of the plan into a range of formats.	Once Plan summary produced we will look at how best to meet obligations regarding accessibility.
7	<p>The next meeting will focus on Governance around the Edinburgh Partnership.</p> <p>If you have further suggestions for themes/subjects for future Agendas, please forward to Paul.</p>	
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Date of next meeting: