

## MINUTES

### Edinburgh Community Learning and Development Partnership Meeting

Date: 25<sup>th</sup> February 2019

Time: 3pm – 5pm

Edinburgh College, Milton Campus

Present			
1.	Michelle Mulvaney (CEC Strategy and Insight)	2.	Paul McCloskey (CEC LL Strategic Manager CLD and Libraries)
3.	Tommy George – Edinburgh Leisure	4.	Bill Anderson (SDS)
5.	Archie Campbell (WEA)	6.	Kay Penman – Edinburgh College
7.	Jackie Stewart (LL Service Manager SE Locality)	8.	John Heywood (CEC- Youth Work)
9.	Helen Bourquin (LL Service Manager NW Locality)	10.	Neil Spears Edinburgh University
11.		12.	
13.		14.	
Apologies			
1.	Laurene Edgar (LAYC)	2.	Moyra Burns (NHS)
3	David Bruce (CEC)	4	Caroline Lamond (CEC)
5	Simon Jaquet	6	Peter Strong (CEC)
Items Discussed			Action
	<b>Welcome and introductions</b>		
1	<p>Minutes of the previous meeting were reviewed, there were no matters arising.</p> <p>Tommy George (Edinburgh Leisure) agreed to take notes for this meeting, notes of future meetings will be taken by members of the partnership in turn</p>		
2	<p><b>Remit of the Edinburgh Community Learning &amp; Development Partnership</b></p> <p>A paper was tabled exploring the future remit of the ECLD Partnership. The paper proposed a new governance model for the Partnership with a “<i>Partnership Board</i>” and a “<i>Partnership Plan Delivery Team</i>”. The Edinburgh CLD Partnership would comprise of these two new groups.</p> <p>The paper proposed the following responsibilities and functions for the respective groups</p> <p>The ECLD Partnership Board:</p> <ol style="list-style-type: none"> <li>1. Is accountable and responsible to the Edinburgh Partnership for the delivery of the Edinburgh Community Learning and Development Plan (ECLDP) 2018 – 2021</li> <li>2. Identifies those community learning and development priorities where it could add value and thereby improve outcomes for citizens</li> <li>3. Commits to pooling resources to address specific</li> </ol>		<p>Paul will make revisions to the proposed remit, develop a further draft and share with the partnership within the next month, inviting comments and feedback</p> <p>The Edinburgh Partnership board are meeting on 19th March – Paul and Michelle to meet prior to this to discuss future structure of ECLD Partnership</p>

identified need

4. Monitors the quality and extent of community learning and development activity citywide
5. Represents Citywide Community Learning and Development activity to national agencies and forums including Education Scotland

The ECLD Partnership Delivery Team:

1. Develops and implements actions, including identification of resources required, to deliver on the improvements and ambition of the ECLD Plan 2018 – 21
2. Takes responsibility for ensuring actions are achieved within agreed timescales
3. Develops and implements a monitoring, evaluation and review (MER) framework to monitor and report on plan progress to the Board
4. Uses existing performance reporting to assist in monitoring the quality and extent of community learning and development activity citywide
5. Recommends to Board changes to the Plan outcomes and actions in light of experience/ changing circumstances
6. Identifies those community learning and development priorities where it could add value and thereby improve outcomes for citizens
7. Identifies best practice (within and outwith Edinburgh) and encourages wider adoption of such practice.
8. Visits other local authorities to look at their practice and hosts visits to Edinburgh
9. Represents Citywide Community Learning and Development activity to national agencies, forums including Education Scotland

Those present held a wide ranging discussion around the proposed tiers and the approach, and the relative merits of a “board” and “delivery team” structure

Michelle Mulvaney questioned the need for a “delivery team” as such and proposed stripping this from the structure

Those present discussed whether our primary function was to monitor the quality and extent of community learning and development activity citywide or to manage performance and progress of the actions identified in the CLD plan. (And whether these were one and the same thing)

Paul McCloskey shared the opinion that he liked the Edinburgh Community Safety Partnership remit descriptor that was shared and that we might adopt some of the structure of this

	<p>statement within a statement of our own</p> <p>A number of partnership members expressed the reservation that the proposed board membership might be too stripped back, and that the final membership should include a representative voice for the voluntary sector / voluntary sector youth work in the city.</p> <p>Tommy George expressed the reservation that due to the low attendance at today's meeting, a number of key partners were not represented, and thus were unable to share in this important discussion. It was agreed that any final discussion and agreement about the Partnership structure and membership should come back to a future meeting of the partnership.</p>	
3	<p><b>Progress update on the actions from the CLD plan:</b></p> <p>Working groups for each of the identified priority areas of the CLD Action plan provided brief updates on progress.</p>	

**Date of next meeting:**

**Paul McCloskey will circulate potential dates for a meeting in April / May 2019**