

# South Adult Learning Partnership

## Minutes of Meeting

**Location** Toryglen Community Base      **Date & Time** 8<sup>th</sup> October 2014 – 10 am

### Present

Michael Alford Chair (Glasgow Life), Alison McLachlan (WEA), Ruth Forsythe (Finns Place), Danny Kennedy (Jobs and Business Glasgow), Maria- Elena Heather (Glasgow Life), Angela Whyte (Home Start), Mary Rocks (Glasgow Life), Christine Nanguy (PALS), Pat Urquhart (Glasgow Life), Suzanne Wright (Toryglen Community Base), Sheila White (Glasgow Clyde College), Fiona McGovern (Ardenglen Housing Association), Cheryl McLean (Glasgow Clyde College), Victoria McHard (Glasgow Clyde College),

### Apologies

Rowan Maguire (Glasgow Clyde College), Celia Fisher (Glasgow Clyde College), Emma Collins (Village Storytelling)

### AGENDA

### ACTION POINTS

No	Item	Description/Action	Person	Date
1.	<b>Welcome and Introductions</b>	The meeting was chaired by M Alford. As new colleagues were present, introductions were made around the table and Michael asked colleagues to speak about the positives of their work. Feedback included positives surrounding the Commonwealth Games and partnerships.		
2.	<b>Previous Minutes</b>	Date of previous meeting was incorrect, should have been 20/9/14, Minutes otherwise approved.		

3.	<b>GCC Integrated Grants Fund</b>	<p>8 application bids for next three years have been sent away. Feedback may be heard around December 2014. Information will be circulated when it is received. Still funds available if there are projects you wish to begin. Submit a proposal form to Sheila and Michael for consideration.</p> <p>A reminder for all staff about impact statements- Annual reports are due in March.</p> <p>SW has encouraged colleagues to send in anything they wish to include in a scrapbook for the Education Scotland Review and Inspection (10<sup>th</sup> – 18<sup>th</sup> November). This information can be emailed directly to Victoria or Sheila.</p>	VM	Email reminder about scrapbook
4.	<b>Staff Development - CPD</b>	<p>SW provided a template for staff to fill out if they are interested in Staff Development. The focus is on delivery staff (group of tutors or specific individual work) and collective training for practitioners. This is different funding from IGF (no money for staff development within IGF). Colleagues are encouraged to fill out template.</p>	VM	Re-send template once received
5.	<b>ALN referral process/ Waiting lists</b>	<p>MA begun a discussion on partners referral process and if they are sitting with waiting lists. Glasgow Life in Govan &amp; SW are slow to fill spaces they have.</p> <p>There is no childcare funding available for the SE currently, only in the SW.</p> <p>Colleagues are reminded to provide the Glasgow's Learning helpline team with up-to-date class times, dates and student numbers for referrals.</p>	MA VM	<p>Send mapping information</p> <p>Populate mapping info from staff feedback</p>

6.	<b>Statement of Ambition</b>	MA discussed the Statement of Ambition document. Document can be found on the Education Scotland website. SW mentioned the CLD Standards Council which is free and includes papers on issues from local government.	<b>VM</b>	To send response from CLD Standards Council once received  To send Community Empowerment Bill once received
7.	<b>Further Proposals for the New Financial Year</b>	No further proposals but there is still money available		
8.	<b>AOCB</b>	<ul style="list-style-type: none"> <li>▪ A possible logo for SALP was discussed. This will be an agenda item at the next meeting.</li> <li>▪ Posters handed out for the Fit 'n' Healthy Fun day for all ages on the 8<sup>th</sup> November.</li> <li>▪ 'Aye Write!' taking place in April 2015. Event theme- 'If I could, I would'. Colleagues to consider learners who may want to take part.</li> <li>▪ Share IT Questionnaire- This project is funded through the E.U for Adult Literacy Learners. A questionnaire was sent via email in September to be filled out.</li> <li>▪ Info bulletin for GCVS with information on funding/CLD and Criminal Justice has been sent out</li> <li>▪ Christmas Fayre at the City Chambers on the 5<sup>th</sup> November. Leaflet was available.</li> <li>▪ Dates of future meetings and locations agreed: 3<sup>rd</sup> December at Langside Campus, Glasgow Clyde College, 21<sup>st</sup> January 2015 at Maureen Cope Hall and 11<sup>th</sup> March, location TBC</li> </ul>	VM	Send out Community Planning logo
9.	<b>Date and time of next meeting</b>	3 <sup>rd</sup> December at 10am in the Boardroom, Langside Campus, Glasgow Clyde College.		

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