

South Adult Learning Partnership

Minutes of Meeting

Location Finn's Place, Langside Church **Date** 26th September 2017

Present Aimée Ottroh (University of Glasgow), Cheryl McLean (Glasgow Clyde College), Jim Lee (Glasgow Clyde College), Mary Rocks (Glasgow Life), Robert McIlreavy (NHSGGC), Ruth Forsyth (Finn's Place), Sally Condry (GCVS), Shaun Pearce- Chair (Glasgow Life), Sheila White (Glasgow Clyde College), Victoria McHard (Glasgow Clyde College)

Apologies Alison McLachlan, Fiona McGovern, Susan Johnstone

AGENDA

ACTION POINTS

No	Item	Description/Action	Person	Action
1.	Welcome	Shaun welcomed the group and introductions were made.		
2	Apologies	Alison McLachlan, Fiona McGovern, and Susan Johnstone gave apologies.		
3.	Previous Minutes / Matters Arising	Venue is required for meeting on 5 th December. Contact Shaun to host. Feedback on LOTIS queries needed. Jim Lee gave an update on recent EASE testing. Learners tested will be directed to ESOL classes. A funding application for further testing and delivery in South has been made. Minutes approved	SP	Speak to Francis and feedback.
4.	Host Organisation Presentation	Ruth Forsyth from Finn's Place welcomed partners to the venue. A background on the wellbeing project and Langside Church was given.		

		<p>The aims of the project and referral routes were discussed, as was the type of events and activities available to learners.</p> <p>Shaun thanked Ruth for the presentation and for volunteering to host this meeting.</p>		
5.	Capacity Building and CLD Standards presentation - Sallie Condry GCVS	<p>Sallie Condry from GCVS gave an introduction to GCVS. She spoke about Capacity Building and National Standards.</p> <p>Sallie also spoke about funding workshops that are available to partners, as well as guidance and support. An online portal is also available.</p> <p>Leaflets were distributed for First Tuesday and Capacity Building as well as Glasgow's Plan for Community Learning and Development 2015-18.</p> <p>SALP Members were invited to discuss these points at a future meeting.</p> <p>What do you offer or are you planning:</p> <ol style="list-style-type: none"> 1. Identification of need and barriers 2. Targeting individuals and groups 3. Workforce development 4. Early intervention 5. Engagement 6. Planning, evaluation and influence decisions 7. Local needs and priorities <p>Shaun thanked Sallie for the presentation.</p>	SP	To take the points raised and build into the plans when engaging with learners in the near future.
6.	Feedback from Glasgow Learning Partnership Meeting	<p>DWP: Dynamic Purchasing can potentially fund programmes for unemployed learners. Ideally suited to small organisations who can bid for opportunities.</p> <p>If SALP Members are interested, DWP can be invited to attend future meeting.</p> <p>ESOL Strategy: Changes ahead for how strategy money will come to Glasgow. Information will be shared once received.</p>	SW VM SW	Find out more about Dynamic Purchasing Distribute any new Dynamic Purchasing information Will send GLP Minutes if partners request.

		Glasgow Life: Family Learning model is changing. More information will be shared once received.		
7.	Feedback of SALP Members Survey	<p>Evaluation handout was made available. Responses were gathered from the June 2017 meeting and a Survey Monkey sent to all partners.</p> <p>It was agreed to have meetings in local venues with presentations from the host. Other suggestions put forward include having guest speakers, training opportunities and a bring a friend or colleague day.</p> <p>It was agreed that Victoria will send out a 'hold the date' email/meeting request in advance.</p> <p>If you have any other suggestions or recommendations, pass to Shaun.</p>	VM	Meeting request sent to all partners.
8.	The Learners Voice / Learner Involvement	<p>Collaboration with other Glasgow learning partnerships was suggested. A catered event will be considered. "Feedback Café" was proposed for the name with a possibility of questions asked to learners in the form of a menu.</p>	SP	To follow up on for next meeting
9.	South Programmes Funding Update	<p>Mary Rocks- ESOL Access 3 Language Café on a Monday has moved from St Francis Centre to Gorbals Library.</p> <p>Cheryl McLean- ESOL courses starting after October break. Posters will be distributed to venues and ESOL register will be contacted. Jim will signpost any tested learners to classes.</p> <p>Shaun Pearce- 2 upcoming Basic Family and Home Safety Awareness workshops in Elderpark Library (flyers were made available). For groups attending- please update Shaun so they can be accommodated.</p>		
10.	AOCB	<p>8th November- Aye Write tutor training event. Venue TBC. For staff who will be working with learners.</p> <p>Banner and Bunting course on 25th October.</p> <p>Partners read out wellbeing quotes from COPE Scotland.</p>	MR	Pass to VM for distribution and adding to Facebook.
11.	Date of next meeting	Tuesday 5th December 2017	ALL	Contact SP to host

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