



scottish social services
learning network
tayforth

Practice Learning Operational Management Group

Ard Room, Blackfriars Development Centre, Perth

Thursday 20.12.07 2:00pm

Present:

Stuart Eno (Chair) – Perth & Kinross Council
Avril McIvor – Forth Valley Learning Centre
Fran Deacon – Angus Council
Pat MacCowan – Dundee University
Peter Stanford – Fife Council

In Attendance:

Anne Tavendale – Tayforth Learning Network
Lance Cosford – (Minutes)

1. Welcome

Stuart welcomed everyone to the first meeting of the Practice Learning Operational Management Group.

2. Processes:

2.1 Framework/Membership

AT briefly explained how the original Tayforth steering group became the Tayforth Strategic Management Board. In order to accomplish the Networks 4 objectives as set out by Scottish Government, the 4 Operational Management groups have been setup which will feed into the Strategic Board. AT reminded the group that all major decisions would still need signed off by the Strategic Management Board and that the Scottish Government is currently reshaping these objectives.

Implementation plan handed out for guidance.

Action: The group structure will be SE as Chair, AT as support, the rest of the group will be members and LC will take the minutes.

2.2 Communication – All communication and administration for the group will be filtered through LC, with SE reporting back to the Tayforth Strategic Management Board.

Action: SE to report back to Strategic Management Board with any developments.

2.3 Meeting Management – Each agenda item will be allotted specific timing. Agenda items will be given to LC and SE will decide on timings for these agenda items.

Action: Group to forward agenda items to LC.
SE to allocate relevant timings.

3. Topics

3.1 Workplan – AT explained the financial resources at the Networks disposal. The Network currently support SE's post in order to increase Practice Learning opportunities. The Network also supports a similar post in the Forth Valley Learning Centre. The Network has also seconded Roger Bromage and Margaret Menmuir to organise Network events for next year. On top of that the Network also has £2000 set aside for Practice Learning events, £2000 for RPL workshops, £1000 to support the Dundee Service Users and Carers Group and further monies to support news letters and website additions.

PS reminded the group of the vast differences in Practice Learning opportunities and even in the language used to describe them. There were concerns from the group that this can confuse matters for Network partners. There was suggestion that the Network could gather the different information and views together to assist partners. The group agreed that a break down of what the different sectors are doing and offering with regards to Practice Learning would be very helpful.

AT informed the group that there is soon to be information provided on the different opportunities by the SSSC.

The group discussed the importance of being aware of exactly what other organisations are doing and what the group can report on. AT will circulate the Fife Council report to show relevant formats and what Fife is doing with regards to Practice Learning. AT noted that Adrienne Snowball may also be willing to support the group.

Workplan 1.3 - National Workforce Strategy plans to be sent out by LC. The group discussed the difficulty in changing the views and methods around Practice Learning especially within the managerial roles.

The group also discussed student learning plans, the obstacles and how to get around these. AT will circulate plans from Angus Council showing the methods they have used.

AMcI and FD will discuss format of these events, thereafter passing information to the group to confirm. Once this has been done, R Bromage will provide support to take these forward. Events to go ahead in March and it was suggested that the candidates be given the Practice Teachers Toolkit at the event as an incentive for attendance.

Action: Dundee and Forth Valley Practice Learning Strategy Group's minutes will be made available to the group.
AMcI and FD will discuss the format for events to be held in March.
National Workforce Strategy Plans to be handed out to the group by LC.
LC to add student learning plans to the next agenda.
AT to circulate Fife Council report.

3.2 PLQ Delivery Board – The group briefly discussed the relationship of the group under item 1.4 on the implementation plan. As all members of this group are also on the PLQ Delivery Group, there shouldn't be any problems feeding in decisions to this group.

Action: No action needed

3.3 Service Users and Carers – AT will feed back relevant information to the group from the Dundee Users and Carers group meetings.

Action: AT will feedback information from the Dundee Users and Carers Group.

3.4 Members Agencies – Avril reminded the group that she does have to report back to the Forth Valley Management Board before making any decisions. Group will get in touch with the VSSSWU to assist in achieving representation for the voluntary sector on the group. SE will ask Allan Keir for his views. Group would also like to involve Judy Kerr at Stirling University.

Action: SE and LC to write a letter to Judy Kerr asking if Stirling University would like to be represented on the group.
SE and LC to write a letter to Caroline Sturgeon (VSSSWU) to request Voluntary Sector representation.
SE will speak to Allan Keir (Orca) to get his views.

AOB

Change Academy – Dundee University will be looking at methods and assessment of Practice Learning. Dundee University will focus on Practice Learning and Glasgow University will focus on the assessment of Practice Learning. Focus groups will be setup to decide what methods will work etc. SE will be involved in the Change Academy, as will PMcC. PMcC is looking for any contributions from the group or ideas that can be disseminated at a meeting in January for this.

Action: Any ideas to be passed to PMcC.

Next Meeting

The next meeting will be arranged for the end of January/start of February at the same venue and around the same time as today.

Action: SE and LC will decide on agenda items and dates for the next meeting. These will then be sent out to the group.

Summary of Actions:

<u>Point:</u>	<u>Responsible:</u>	<u>Action:</u>
2.1:	SE, AT, LC	The group structure will be SE as Chair, AT as support, the rest of the group will be members and LC will take the minutes.
2.2:	SE	SE will report back to Strategic Management Board with any developments.
2.3:	Group, SE	Group will forward agenda items to LC; SE to allocate relevant timings.
3.1:	AMcI, FD, LC, AT	Dundee and Forth Valley Practice Learning Strategy Group's minutes will be made available to the group; AMcI and FD will discuss the format for events to be held in March; National Workforce Strategy Plans to be handed out to the group by LC; LC to add student learning plans to the next agenda; AT to circulate Fife Council report.
3.2:	No Action	No Action.
3.3:	AT	AT will feedback information from the Dundee Users and Carers Group.
3.4:	SE, LC	SE and LC to write a letter to Judy Kerr asking if Stirling University would like to be represented on the group; SE and LC to write a letter to Caroline Sturgeon (VSSSWU) to request Voluntary Sector representation; SE will speak to Allan Keir (Orca) to get his views.
AOB:	Group	Any ideas will be passed to PMcC.
Next Meeting:	SE, LC	SE and LC will decide on agenda items and dates for the next meeting. These will then be sent out to the group.