



CLD Improvement Action Plan

2018 - 2019

Following the inspection of Community Learning and Development in the Buckie area the following areas for improvement were identified.

A	Improve leadership, governance and planning for change at all levels in line with legislative requirements
B	Improve approaches to the management of risks and meeting CLD standards
C	Improve the systematic gathering, analysis and sharing of performance information

The purpose of Community Learning and Development is to empower people, individually and collectively to make positive change in their lives and communities through learning.” Scottish Government 2012. Community learning and development’s specific focus is:

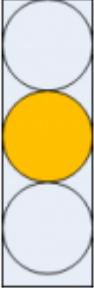
- Improved life chances for people of all ages through learning, personal development and active citizenship;
- Stronger, more resilient supportive, influential and inclusive communities.

This plan has been specifically created in response to the areas of improvement from the Education Scotland inspection of Community Learning and Development (CLD) partners covering the area of Buckie and to a lesser extent the coastal areas of Portknockie, Cullen, Findochty and Portgordon.

Strategic partners were met over 2 days in January 2018 focussing on strategic leadership, followed up by a “place week” based at Buckie High School, where inspectors met partners, staff, volunteers and learners. The quality of learning provision was reviewed, how people are building capacity plus developing their own skills and how partners are responding to and contributing to the national policy drivers and local needs. Key drivers are closing the poverty-related attainment gap; prevention; reducing social isolation; tackling health inequalities; and empowering communities.

The targets in this plan will be incorporated into the new CLD Plan for 2018-21 and monitored by the Community and Lifelong Learning Forum and reported to the Community Planning Officers Group. It is significant to note that Moray Council does not have a Community Learning and Development Service.

Progress in respect of each improvement area will be monitored using the Red, Amber and Green (RAG) system of project management and status reporting. Each area will be assigned an appropriate colour code. This will be subject to continuous monitoring by the Quality Assurance Performance and Planning Team to ensure that identified timescales are met.

			<p>Red (trouble): At risk to miss scheduled completion date. Immediate management action required.</p> <p>Amber (danger): At risk if issues are not addressed. Attention required.</p> <p>Green (all good): On track to meet scheduled dates</p>
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A	Improve leadership, governance and planning for change at all levels in line with legislative requirements						
Development Area What Do We Need to Do?	Action How Will We Do It?	Lead	Timescale Immediate Short Medium Long	Progress	Evidence of impact. How will we measure improved outcomes for learners and communities	Red Amber Green	
Strategic Actions							
Identify a chair who will drive the work of the group & key strategic CLD partners	<p>Discuss appointment within the Partnership & appoint new chair who will drive the CLD agenda</p> <p>Agree composition of partnership & induct new members (to include eg Education, Arts & Culture, Sports Development, Police)</p>	Acting Corporate Director (ACD)	Immediate	Head of ICS appointed. Duties under review	<p>Chair appointed providing stability of leadership to take forward the CLD agenda, influence CPOG & CP Board</p> <p>Compliance with CLD regulations through external inspection validation;</p> <p>QI 9.2 Leadership & direction</p>	RED	
Deliver development workshops to develop the CLD strategic partnership to drive the CLD Plan and targets	<p>Development session 1: Develop a shared vision and aims statement for CLD. Suggest renaming the partnership. Discuss core areas of shared commitments.</p> <p>Development session 2: Develop , discuss and agree the terms of reference; Review the new CLD Plan and targets. Reporting mechanism and frequency agreed.</p>	CLDSO	<p>Immediate</p> <p>Immediate</p>	<p>29 June 2018 session delivered. Core commitments agreed.</p> <p>Due 27 July 2018</p>	<p>Strategic partners will share, own and be accountable to each other in taking forward CLD targets and aspirations. CLD will be owned and identified with by partners.</p> <p>Partners will be able to articulate their roles in relation to CLD. Target updates inputted on the CPD Plan at regular intervals.</p> <p>QI 9.2 Leadership & direction QI 8.1 Partnership working</p>	GREEN	

Agree a reporting mechanism to ensure CLD business gets reported to CPB	Partnership suggest a structure to CPOG to include "CLD Champions"	ACD	Immediate	Proposal forwarded to Directors to progress at 15 August meeting	Evidence of CLD discussed at CPOG and CPB QI Improvement in performance QI 8.1 Partnership working	GREEN
Create a CLD brand for Moray	Discuss a shared identity that says CLD with Partnership; meet with Councils media officers; table proposals and seek agreement	CLDSO	Immediate	2 meetings held with Media Officers. Suggestion to be shared at July partnership meeting.	Confidence in articulating and recognising CLD reported by staff and partners QI 3.1 impact on staff and volunteers QI 4.1 Impact on Community	GREEN
CSU to identify funding to support LOIP needs	CSU to request funding specific to LOIP development role and Community Asset Transfers; Recruit & induct appointee	CSU	Immediate	Paper approved; temporary 2 posts advertised and appointed; in place July 2018	Progression of the Locality Plans in 2 designated areas. QI 1.1 Improvements in performance QI 4.1 Impact on community	GREEN
Ensure sustainable practice measures are in place in developing provision	Discuss and agree a sustainable checklist for proposed provision; Adopt practice at the start of pilots	H&SC	Short	Meeting arranged for 12 July 2018	Checklist created and process followed to develop sustainable provision for communities QI 8.2 Financial, resource, knowledge & information management	GREEN

B	Improve approaches to the management of risks and meeting CLD standards						
Development Area What Do We Need to Do?	Action How Will We Do It?	Lead	Timescale Immediate Short Medium Long	Progress	Evidence of impact. How will we measure Improved outcomes for learners and communities?	Red Amber Green	
Strategic Actions							
Deliver a CLD event to inform/update partners and community groups on CLD	Identify contributors & facilitators; create programme & advertise; hold facilitators meeting; agree groupwork & evaluation methods; prepare inputs; deliver	CLDSO	Immediate	2 sessions delivered 15 May 2018, 42 participants	Positive evaluation and further contributions for CLD plan QI 8.1 Partnership working	GREEN	
Adult Learning Partnership	CLDSO meet with UHI. Ascertain the need for a revived Adult Learning Partnership; Call an adult learning providers meeting and reach agreement on best value structures and priorities.	Depute Director Moray College UHI	Short	UHI restructuring and new partnership post commences August 2018	Evidence of agreements reached, collaboration, signposting and shared targets QI 1.1 Improvements in performance QI 8.1 Partnership working	GREEN	
Adult Learners Forum	CLDSO meet with UHI. Ascertain the interest in reviving the Forum led by the Student Association but broadened out to be inclusive of all learners	Depute Director Moray College UHI	Medium	UHI restructuring and new partnership post commences August 2018	Learner's voice drives the improvement focus. QI 1.1 Improvements in performance QI 2.1 impact on learners	GREEN	

<p>Clarify the core learning offers in youth Work; family Learning; Adult learning & capacity Building</p>	<p>Deliver a session on learning offers; Partners tasked to confirm their core learning offers and mapped into “Learn, Work and Train.”</p>	<p>CLDSO & OFAO</p>	<p>Short</p>	<p>Session proposed with Education Scotland 14 August 2018</p>	<p>Staff and volunteers will better articulate what the provision is to their community resulting in an increased uptake of provision</p> <p>QI 1.1 Improvements in performance QI 3.1 Impact on staff and volunteers</p>	<p>GREEN</p>
<p>Create a CLD workforce strategy to include progression pathways for CLD practitioners</p>	<p>CLDSO meets with SDS as potential lead. Partnership identify the pathways for each theme; Agrees the training pathways to be delivered over the new CLD plan term; identifies any possible funding; Training offers publicised through i-Develop; Moray Community Training Calendar & tsiMORAY</p>	<p>SDS</p>	<p>Medium</p>	<p>Meeting has taken place & proposed leadership agreed.</p>	<p>My World of Work information updated; CLDSC membership increased (baseline 19) Increased confidence reported by staff</p> <p>QI 3.1 Impact on staff and volunteers</p>	<p>GREEN</p>

<p>Identify a CLD presence in each ASG</p>	<p>Partnership to identify key locations in each community in consultation with learners & activists; Reach agreement on how to cover the contact from Partnership contacts eg surgery supported by volunteers</p>	<p>Chair</p>	<p>Short</p>	<p>Agenda item August meeting</p>	<p>Provision uptake monitored and impact logged</p> <p>QI 1.1 Improvements in performance QI 4.1 Impact on the community</p>	<p>RED</p>
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C	Improve the systematic gathering, analysis and sharing of performance information across the partners						
Development Area What Do We Need to Do?	Action How Will We Do It?	Lead	Timescale Immediate Short Medium Long	Progress	Evidence of impact. How will we measure improved outcomes for learners and communities?	Red Amber Green	
Strategic Actions							
Create a small scrutiny group to analyse returns	Permission for Research Information Officers time to support CLD Plan on an ongoing basis; Deadlines for partner information agreed;	CLSD SO	Immediate	Request made to ACD	Partners having provided regular target updates can make informed decisions on direction of focus. QI 1.1 improvements in performance	RED	
Learn from external practice of other authorities on achievement tracking and monitoring in schools	Buckie High School to liaise and visit recommended schools over summer term and feedback to partners. Improvement measures introduced	Head Teach er/QIO	Medium		Increase in variety of achievement recorded on pupil profile. QI 1.1 Improvements in performance	RED	
Deliver an annual partnership celebrating CLD report	Partners will agree to provide information, photographs and learners/activist quotes on the themes (4P's)	Chair & CLDS O	Medium	Partnership agreed to contribute.	Moray CLD achievement celebrated, shared and profile raised. QI 1.1 Improvement in performance QI 3.1 impact on staff and volunteers	GREEN	