



Community Board Quarterly Meeting

Wednesday 20 January 2021, 2-4pm

Microsoft Teams

Chair: Dave Gorman, Director of Social Responsibility and Sustainability

Attending:

Sarah Anderson, Community Engagement Programme Manager

Katrina Castle, Head of Strategic Partnerships and Transitions, Student Recruitment and Admissions

Gavin Donoghue, Deputy Director, Stakeholder Relations, Communications and Marketing

Patricia Erskine, Head of Stakeholder Relations & Policy Officer, College Office – CAHSS

Ian Fyfe, Senior Lecturer, Moray House School of Education and Sport, IECS

Christina Hinds, Development Worker: Organisational Development & Capacity Building, EVOC

Anne-Sofie Laegran, Head of Knowledge Exchange and Impact, Edinburgh Research Office

Jacky MacBeath, Head of Museums, Museums

Lesley McAra, Assistant Principal Community Relations and Director, Edinburgh Futures Institute

Kate McHugh, Director of Open Studies, Centre for Open Learning

Derek MacLeod, Head of Global Partnerships, Edinburgh Global

Jen Middleton, Head of Engagement, Communications and Marketing, College of Medicine and Veterinary Medicine

Cameron Ritchie, Depute Director and Head of Operations, University Sport and Exercise

Amanda Scully, EUSA VP Community

Sean Smith, Director of the Centre for Future Infrastructure, Institute for Infrastructure and Environment

Zoe Stephens, Head of Organisational Development and Change, Estates Management Group

Apologies:

In Attendance: Anne Douglas, Community Engagement Administrator & Projects Coordinator

Agenda

	Time	Item
1.	2.00pm	Welcome and introductions (Dave Gorman)
2.	2.05pm	Board member introductions (All)
3.	2.15pm	Focus, Purpose, Remit and Responsibilities of the Board (Dave Gorman, Gavin Donoghue) <i>Paper to be prepared:</i> <ol style="list-style-type: none"> 1. Note and agree remit 2. Discussion on membership and gaps 3. How the Board wishes to report 4. Community Plan Action Plan/KPIs & risk management 5. The linking up of the Community Plan with campus, College, school, professional group, and community partner activities and priorities in order to ensure alignment 6. The generation of new priorities and ideas not covered in the Community Plan. <i>Given the unpredictable Covid-19 environment there may be a requirement to discuss and agree new priorities, as well as delivery on existing ones.</i>
4.	2.50pm	Comfort break
5.	3.00pm	Board operations (Sarah Anderson and Anne Douglas): <ul style="list-style-type: none"> • Role of Community Team



		<ul style="list-style-type: none">• Community Plan Action Plan/KPIs & risk management• Tabling papers• Agenda items• Publicly available minutes?• Actions and follow-up (including actions carried over from previous Board)
6.	3.15pm	North Edinburgh and the Granton Waterfront (Lesley McAra and Katrina Castle)
7.	3.30pm	Community Grants Panel membership (Sarah Anderson and Anne Douglas) <i>Paper (for information) to be prepared</i>
8.	3.40pm	Agenda forward look: <ul style="list-style-type: none">• Community Plan presentation• Report from Community team on progress• Reflection on progress 2016 – 2020 and forward look• Presentation on IT reuse project from Chris Litwiniuk, Sustainability Innovation & Engagement Manager• Presentation on employee volunteering and digital inclusion projects by Brendan Seenan, SRS Community Engagement Projects Coordinator
9.	3.50pm	A.O.B.
10.	4.00pm	Meeting close