Community Board Quarterly Meeting

Thursday 10 February, 2-4pm

Microsoft Teams

Chair: Lesley McAra, Assistant Principal Community Relations and Director of Edinburgh Futures Institute
Attending:
Sarah Anderson, Community Engagement Programme Manager, Social Responsibility and Sustainability
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
Hazel Lambert, Public Engagement with Research Manager, College of Medicine and Veterinary Medicine
Anne-Sofie Laegran, Head of Knowledge Exchange and Impact, Edinburgh Research Office
Matthew Lawson, Senior SRS Programmes Manager (secondment), Social Responsibility and Sustainability (interim member until Head of Social Impact appointed)
Jacky MacBeath, Head of Museums, Museums
Derek MacLeod, Head of Global Partnerships, Edinburgh Global
James Mooney, Director of Open Studies, Centre for Open Learning (cover for Kate McHugh)
Cameron Ritchie, Depute Director and Head of Operations, University Sport and Exercise
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
Stuart Tooley, Community Relations Manager, Communications and Marketing

Apologies:
Dave Gorman, Director of Social Responsibility and Sustainability
Eppy Harries-Pugh, Communications Manager (Finance and Community Engagement), Social Responsibility and Sustainability
Beth Simpson, EUSA VP Community
Kate McHugh, Director of Open Studies, Centre for Open Learning (on maternity leave)
Jen Middleton, Head of Engagement, Communications and Marketing, College of Medicine and Veterinary Medicine (on secondment)

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

Agenda

	Time	Item	Paper (closed/ open)
1.	2.00pm	Approval of meeting minute of 18 November 2021 **(Lesley McAra)**	A
2.	2.05pm	Matters Arising, not otherwise covered in the agenda, including:	-

		• Granton Waterfront Development *Update* **(Lesley McAra)** • Head of Social Impact appointment *Update* **(Lesley McAra)**	
3.	2.15pm	End Poverty Edinburgh presentation by Kirsty Bell, Linda Craik and Steven Drew, Community Participation Officer, The Poverty Alliance	
4.	2.35pm	Update on Poverty Commission work **(Gavin Donoghue)** Scottish Leaders Forum call for action re: child poverty **(Lesley McAra)**	B (open)
5.	2.55pm	New reporting opportunity to CAHSS College Strategy and Management Committee *Discussion* **(Patricia Erskine)**	
6.	3.10pm	Tailloires Network Prize *Discussion* **(Lesley McAra)**	
7.	3.20pm	Standing item: Community Plan implementation – progress, risks and issues *Paper & timetable for discussion* **(Stuart Tooley)** *Please see* [Tracker](#)	C (open)
8.	3.45pm	Standing Item: Community Team update **(Stuart Tooley)** *Paper for information*	D (open)
9.	3.50pm	A.O.B.	
10.	4.00pm	Meeting close	

UNIVERSITY OF EDINBURGH
MINUTE OF A MEETING *of the Community Board held via MS Teams on Thursday 18 November 2021*

Present:	Dave Gorman, Director of Social Responsibility and Sustainability (Chair) (DG)
	Sarah Anderson, Community Engagement Programme Manager (SA)
	Gavin Donoghue, Deputy Director, Stakeholder Relations, Communications and Marketing (GD) – for part of the meeting
	Patricia Erskine, Head of Stakeholder Relations & Policy Officer, College Office – CAHSS (PE)
	Ian Fyfe, Senior Lecturer, Moray House School of Education and Sport, IECS (IF)
	Christina Hinds, Development Worker: Organisational Development & Capacity Building, EVOC (CH)
	Anne-Sofie Laegran, Head of Knowledge Exchange and Impact, Edinburgh Research Office (ASL)
	Matthew Lawson, Senior SRS Programmes Manager (secondment), Social Responsibility and Sustainability (interim member until Head of Social Impact appointed)
	Jacky MacBeath, Head of Museums, Museums (JMacB)
	Lesley McAra, Assistant Principal Community Relations and Director, Edinburgh Futures Institute (LMcA) – for part of the meeting
	Derek MacLeod, Head of Global Partnerships, Edinburgh Global (DM)
	James Mooney, Director of Open Studies, Centre for Open Learning (cover for Kate McHugh)
	Jen Middleton, Head of Engagement, Communications and Marketing, College of Medicine and Veterinary Medicine (JM)
	Cameron Ritchie, Depute Director and Head of Operations, University Sport and Exercise (CR)
	Ellie Roger, Community Relations Manager, Communications and Marketing (temporary cover for Stuart Tooley; substantive post in Centre for Regenerative Medicine) (ER)
	Beth Simpson, EUSA VP Community (BS)
	Sean Smith, Director of the Centre for Future Infrastructure, Institute for Infrastructure and Environment (SS)
	Zoe Stephens, Head of Organisational Development and Change, Estates Management Group (ZS)
In attendance:	Anne Douglas, Community Engagement Administrator & Project Coordinator (AD) (minute)
	Eppy Harries-Pugh, Communications Manager Finance & Community Engagement
Apologies:	Katrina Castle, Head of Strategic Partnerships and Transitions, Student Recruitment and Admissions (KC)

1 Approval of meeting minute, 23 September 2021 **A**

The Community Board minute of 23 September 2021 was approved.

2 Matters Arising, not otherwise covered in the agenda

The following italicized items were noted in an Action Points tracker, but not raised in the meeting:

- *Minute item 2(1) – Matters Arising, Granton Waterfront Development – this will be included in the February 2022 Board meeting agenda.*
- *Minute item 2(5) – Matters Arising, Community Plan tracker – this was partially completed.*
  Action: All – continue to update the [Tracker]
- *Minute item 2(7) – Matters Arising, Social Impact Pledge – there was an option for this to be raised under agenda item 5, COP26 and the City Region.*
- *Minute item 2 – Matters Arising, 2022 SSRC Committee dates – these were checked with Jane Rooney and calendar invites for the four 2022 Board meetings have been sent out.*
- *Minute item 2 – Matters Arising, Additional Items, Place Making meeting about strategic partnerships – this took place.*
- *Minute item 4 – Reporting on year one of the Community Plan – this will be submitted to a future SSRC Committee.*
- *Minute item 4 – Reporting on year one of the Community Plan – JMcB still to provide EHP with case studies and images.*
- *Minute item 4 – Reporting on year one of the Community Plan – external reporting is due in January 2022.*
- *Minute item 5 – Community Survey Results – to be pursued at a future Board meeting.*
- *Minute item 10 – AOB, Edinburgh Poverty Commission – an update will be provided at the February 2022 Board meeting. Action: GD*
- Minute item 7 – Talloires Network - Suggestions were made for University projects that could be nominated for the Tailloire Prize, notably, Students As Change Agents, the Geosciences outreach project and Student Led Individually Created Courses. The deadline is March 2022.

3   IntoUniversity

Dave Gorman welcomed Pat Reid, Widening Participation Manager, Kim Hardie, IntoUniversity Centre Lead at Craigmillar, Laura Cattell, Head of Widening Participation and Tom Draper, Community Liaison Coordinator.

A comprehensive overview of the IntoUniversity was provided, including the following key points:

- IntoUniversity slowly evolved from discussions on different models of widening participation and better ways of community connection. A detailed feasibility study was undertaken to determine the most appropriate locations.
- The University of Edinburgh collaborated with Glasgow University, who were the partnership lead, and fundraising was undertaken as a joint venture, with all funding secured until 2025. There is a joint governance structure.
- There are currently three IntoUniversity Centres: one in Edinburgh at Craigmillar and two in Glasgow.
- The Craigmillar Centre is presently running weekly academic support services for 45 primary and 78 secondary students.
- IntoUniversity conversations are in progress with two other Edinburgh based schools.
- Tom Draper's role as the University's Community Liaison Coordinator is a new post. He will look at opportunities and also help identify where there are gaps. Gavin Donoghue offered to introduce Tom and Kirsty Wadsley, Into University Head of Operations (Scotland), to the Jack Kane Centre.
  Action: GD

The Board raised various points and questions, including:

- Outreach activities through the City Region Deal reached about 1200 pupils and parents.
  Action: SS to liaise with Tom Draper on future City Region Deal activities.

- Ian Fyfe would welcome discussion on how Community Education (Moray House School of Education) can work with IntoUniversity and share contacts.
  <u>Action:</u> IF to arrange further discussions through Tom Draper.
- It was confirmed that a contact had already been made with the Bioquarter, who have engagement in Craigmillar.
- The involvement of local residents in governance was raised, and it was explained that whilst this wasn't possible under the existing structure there could be openness to extending the governance in the future. Laura Cattell is willing to discuss this further with Ian Fyfe.
  <u>Action:</u> IF pursue governance discussion with Laura Cattell.
- It was suggested that a 10 year vision, with longer term investment, would be preferable to the current 5 year guarantee for the Centres.

4   Community Benefits – What we might learn from engagement with Balfour Beatty on Community Benefits linked to EFI for wider University practice (closed)   **B** (closed)

Sarah Anderson and Patricia Erskine introduced their Procurement Community Benefits paper.

There was a full discussion, including the following points:

- The importance of procurement governance being led by the University's Director of Place and Estates was stressed, and that it's not for the Community Board to strategically drive this area of work. It is therefore essential that any procurement linked community benefits work must involve the Director of Place, Estates and the Procurement Office.
- The possibility of identifying opportunities through a series of City Region Deal KPIs that must be reported to government (e.g. numbers of trainees). There may also be possibilities for tracking community benefit attributes from EFI, the Usher Institute and others of which Estates may be unaware.
- The newly created Head of Social Impact role will assist with progressing community benefits linked to procurement as the impact for social benefits could be considerable.
- The Procurement Office needs to receive support from the Estates Committee and others to have the capacity and resources required to progress this complex area of work.
- Internal University channels of communication were another strand of complexity. An internal portal may be required similar to that launched by Capital City Partnership (Homepage (esescommunities.org)).
- It was suggested that community benefits could be incorporated into the Research Excellence Framework (REF) and Pure, the Current Research Information System, as academic and other staff complete existing trackers, and it could be beneficial to find out if there was a way of extracting relevant details from existing information within these portals. A helpful process might be drawn from the example of the press office who can monitor academic input into press coverage through Pure.

5   COP26 and the City Region

This was deferred until the February 2022 Board meeting.

6   Standing item: Community Plan implementation –progress, risks and issue   **C**

Sarah Anderson introduced her Community Team update paper.

Referring to paragraph 20, SA flagged commitments that now had a red status. Additional information and discussion on these items was as follows:

- Day to Make a Difference (commitment 9). SA highlighted that there was no easy way to find out if staff had used this day, and there had been limited response to various communications encouraging staff to feedback on their day.
- Student Volunteer Service (commitment 10). An upgrade for their website is still pending.
- Alumni (commitment 11). Gavin Donoghue suggested that he and Stuart Tooley take responsibility for pursuing this commitment.
  Action GD: report back on commitment 11 progress.
  Action SA: to meet with Dave Gorman and Sanne Dijkstra-Downie (Development & Alumni)
- Designated physical front doors on each campus (commitment 28). There was discussion about whether there was evidence of a need for front doors from an external perspective, or if this was driven by internal concerns. The differences between campuses was also highlighted, and that the activities of some (e.g. those involved in medical research) did not lend themselves to open public access, whereas other campus buildings must be fully accessible to the public. There have also been art trails across campuses open to the public that don't require access to buildings. The possibility of having virtual access through QR codes placed at the entrance of buildings was mooted.
  Action DG/SA: once the Head of Social Impact is in post discuss with them how to progress this commitment.
- In relation to paragraph 21 and the recent community grants round, SA noted that there had been a significant improvement in the proportion of applications from City Region areas out with Edinburgh.
- Reform of the Community Board, referred to in paragraph 21. DG asked that this be added to the next Board agenda.
  Action: AD – add to February Board agenda.
- For the Community Plan's first annual report, it was agreed that EHP will circulate this to the Board for any comments.
  Action: EHP – circulate draft annual report to the Board.

7   Standing Item: Community Team Update

This item was covered with agenda item 6 above.

8   Any Other Business

Dave Gorman thanked Ellie Roger for all her work during the last 3 months, and commented on how quickly and well she had picked up the many strands of the Community Relations Manager role.

Community Board

10 February 2022

Update on actions arising from the Edinburgh Poverty Commission

Description of paper

1. The purpose of this paper is to set out the actions currently underway by staff to help the University play its part in meeting the recommendations of the City of Edinburgh Council-commissioned, Edinburgh Poverty Commission report of September 2020.

Action requested

2. The Board is asked to note and discuss the current actions and discuss any further actions it thinks Board members could help with to ensure the University plays its part in helping tackle poverty in Edinburgh.

Background

3. The Commission concluded its report in September 2020 and organised its conclusions under the following headings:

    a. The right support in the places we live and work
    b. Fair work that provides enough to live on
    c. A decent home we can afford to live in
    d. Income security that offers a real lifeline
    e. Opportunities that drive justice and boost prospects
    f. Connections in a city that belongs to us
    g. Equality in our health and wellbeing

4. The University was specifically mentioned under (e) in relation to doing "more to improve opportunities for people on low incomes, for example by sharing teaching and learning resources online".

5. While the recommendations are mainly designed for statutory service providers, as the third largest employer in Edinburgh and an anchor institution within the city, the University interacts with many of the Commission's recommendations and is also directly referenced within the report.

6. As a member of the Edinburgh Partnership Board, the University is also expected to take collective responsibility for helping address the Commission's recommendations.

7. An initial mapping exercise was carried out with University colleagues in November/December 2020 to see where the University could interact with the recommendations but further action was paused while the Community Board was set up.

8. On 22 April 2021, the Community Board agreed that the Deputy Director, Stakeholder Relations, should Chair a subgroup to:

   "look at how the University can meet the recommendations of the Edinburgh Poverty Commission; to progress these proposals as far as possible in-between Community Board meetings; and to report back to future Community Board meetings on progress, as required."

9. The subgroup has subsequently met on 7 June 2021, 3 September 2021 and 1 December 2021. It is next scheduled to meet on 23 February 2022. There has also been an MS Team set up to help facilitate discussions among group members.

10. The subgroup includes members from the Community Board, as well as other University staff (such as HR) who have the potential to impact on the University's response to the Commission's recommendations.

11. There have also been a number of bilateral discussions held between the University and the City of Edinburgh Council, and the Poverty Alliance, and staff members also spoke at a 'Towards a Hunger Free Edinburgh' event on 24 November 2021.

Discussion

12. Annex A, below, sets out all of the actions the subgroup has been working on since April 2021, and the progress made against them.

13. As well as capturing existing actions that meet the Commission's recommendations, the subgroup has also discussed actions already in the planning stages, and a small number of additional actions that are a specific response to the Commission's work. The latter category includes:

   a. **Exploring the piloting of anti-poverty training/workshops for staff the Estates department**
      i. In conjunction with the Poverty Alliance, so managers can spot signs of poverty among staff and offer appropriate advice and support.
      ii. This approach could then be rolled out more widely internally, as well as with other large employers.
   b. **Providing staff general advice on maximising household income and on dealing with debt**
      i. currently exploring whether this could be part of the new People Strategy with HR
   c. **Raising and seeking to address issues of poverty within our own student body**
      i. this issue has already been highlighted to Vice Principal (Students), and Deputy Secretary Student Experience, as well as the Head of School at Moray House.
      ii. Food poverty has been flagged as a particular issue but as a symptom of more general poverty issues.

d. The Centre for Open Learning are in discussions about potentially leveraging the new IntoUniversity Centre in Craigmillar for adult education programmes

e. We will work with broadband suppliers and local community organisations to improve internet access for households across the city
   i. The University due to make the 'Connectivity Now' pledge. The proposal has been approved by IT Committee and is due to go to University Executive in early 2022.
   ii. Edinburgh Futures Institute (EFI) funding an Inclusion Scotland internship to help with the installation of free WiFi into parts of Dumbiedykes. This post will be line managed by Sarah Anderson (SRS) and involve working with community partners**.**

14. Other issues, such as ensuring all suppliers are living wage accredited and providing Community Benefit of at least 1 FTE job with training for every £1m of procurement spending, are issues outside of the University's direct control, but discussions are ongoing with Procurement in order to seek a resolution.

Next steps

15. The Poverty Commission subgroup will meet again on 23 February to seek updates from group members on progress, and to surface any ongoing challenges.

16. Further bilateral discussions will take place with the Poverty Alliance on anti-poverty training/workshops later this month.

17. The Deputy Director, Stakeholder Relations, will use this paper and the further discussions at the subgroup meeting and with the Poverty Alliance, as the basis for an update to the Edinburgh Partnership Board at its meeting on 15 March.

Further Information

18. <u>Author and presenter</u>
    Gavin Donoghue
    Deputy Director, Stakeholder Relations
    Communications and Marketing

Annex A.

EPC calls to action	Current University actions	Potential new University actions	Owners/ potential owners of new actions	Progress on potential new actions
The right support in the places we live and work	We are locating or co-locating our services for the community where they are needed most (e.g. Panmure St Ann's, IntoUniversity Centre, Digital Care Hub)	We will explore opportunities to offer existing COL courses/ workshops/ outreach activities in these and other locations (link to commitment 14 of Community Plan)	Fiona Cuthill (Nursing Studies) Centre for Homelessness and Inclusion Health (CHIH) James Mooney (Centre for Open Learning) Laura Cattell (Widening Participation)	COL and IntoUniversity now in communication about potential joint working. Digital Care Hub at Ed College, Sighthill Campus launched29/10/21 Panmure St Ann's opened 01/11/21. Sarah Anderson waiting to hear back from Fiona Cuthill on progress Vet school renting old vet practice on Nicolson St for All4Paws
	We support local community organisations through our grants scheme	We will work with broadband suppliers and local community organisations to improve internet access for households across the city	Sarah Anderson (Community Team)	Paper recommending the University sign up to People Know How's 'Connectivity Now' pledge went to IT Committee 01/12/2021 EFI funding an internship that will be line managed by SRS and which will work to get internet into 2 blocks in Dumbiedykes

		We will undertake Equalities Impact Assessments to ensure the grants scheme does not unfairly benefit some groups at the expense of others	Sarah Anderson and Stuart Tooley (Community Team)	Still to be started. Greater reach and awards to outside Edinburgh and to a key local BAME community organisation in latest round of grants
		We will undertake anti-poverty training for University staff to spot signs of poverty among University staff and students (including digital/data poverty) and offer appropriate support	Sheelagh Green (Careers)/ John Turner (IAD) - producing toolkits that may be a good basis for this. Laura Cattell (Widening Participation) - experience in this area Shaun Burnett (ISG) - looking at digital poverty issues (e.g. laptop loans) Zoe Stephens (Estates) - have a number of staff on grade 1 and not always able to access email Vice President Community, EUSA - offer advice and support to students	Gavin and Zoe in discussion with Poverty Alliance about scoping out this work as pilot scheme in Estates in new year Gavin has contacted End Poverty Edinburgh to ask whether they would speak at next Community Board meeting (Feb '22)
		We will work collaboratively with the Council on Granton	Lesley McAra (AP Community Relations)	Internal meeting in October about UKRI place-based funding call, with Granton as one of

		waterfront regeneration	Patricia Erskine (CAHSS) Fiona Murray (Public Engagement Coordinator) Liz McFall (Chancellor's Fellow, Sociology)	the areas being considered
		We will introduce additional 'front doors' for the University on each of our campuses, and will pilot free community access to rooms within the University		Currently on hold due to Covid – but is already in Community Plan. Hopeful that will be able to launch access to rooms pilot in first half of 2022; Sarah A has a meeting about this with Estates next week
Fair work that provides dignity and security	We are an accredited Scottish Living Wage employer for staff and contractors	We will continue to engage with suppliers and subcontractors to ensure this is achieved throughout the supply chain	Louise Kidd (Human Resources) manages Living Wage accreditation George Sked (Procurement) (Estates/ACE)	George Sked in discussions with ScotGov about clearer guidance so UoE can insist suppliers are Living Wage
	We retain many commonly outsourced operations in-house, including catering, cleaning, facilities management and gardening and landscaping.			
	We have no staff on zero hours		(Human Resources)	

	contracts, and have worked with unions to improve the working conditions and security of Guaranteed Hours contracts. We continue to look at how we can improve the experience of staff on fixed-term contracts.			
	We support the Edinburgh Guarantee scheme and were the first Scottish university to sign up to the Scottish Government's Business Pledge	(Human Resources) Youth Talent team (Human Resources)	
	We support apprenticeship programmes at various levels, employ our students when possible, and also run a Graduate Trainee Scheme and support Career Ready	Estates (maintenance and landscaping)	
	We will explore further procurement community benefit - aiming	George Sked (Procurement)	George Sked advised that UoE cannot insist on this in contracts – but has asked CB

		to provide at least 1 FTE job with training for a person from a targeted group for every £1m of procurement spending	(Human Resources)	to suggest other options. TBC
	We operate flexible working, family-friendly policies and support for carers, and are a member of the Athena Swan Charter, which recognises our commitment to advancing and promoting and the careers of women (inc. Aurora)			A couple of good Bulletin articles recently to encourage uptake of shared parental leave. New menopause awareness training for managers
	We are training and upskilling local residents in data, as part of the City Deal		Alison Muckersie (Programme Lead for the Data-Driven Innovation Skills Gateway)	[Data Skills for Work - Data Skills Credits - for individuals](#) [Data Skills for Work - Funding](#) – Alison Muckersie would know what uptake has been like
	We support local supply chains and provide fast payments to help local suppliers		Procurement. (Finance) (ACE)	Procurement can break down spending on EH postcode. Sarah A has asked Procurement about [Buy Social Scotland](#) which launched recently. Would be more re. small value spend. Jen Paterson has

				recommended chatting to Procurement Ops.
			EDI Committee	
	We monitor and report on our gender and ethnicity pay gaps and takes action to address			
A decent home we can afford to live in	We own and operate our own student accommodation, which helps takes pressure off the private-rental market. We carefully consider how we can be a good and welcoming neighbour		Zoe Stephens/Michelle Christian (Estates/ACE) Stuart Tooley (CAM)	Any affordable housing built at new BioQuarter mixed-use site might be relevant here. TBC
	We have invested £1 million in social investment funds that help to provide housing for the homeless, and are invested in a number of other social funds which invest in the city.		Dave Gorman (SRS)	University contributes £1m into social investment fund to tackle homelessness in Edinburgh	The University of Edinburgh
	We are the corporate parent for care experienced and estranged	We will publish a new Corporate Parenting Plan for 2021-24	Laura Cattell (Widening Participation)	Likely to launch Feb/March 2022 – student and staff consultation

	students – and have signed the 'standalone pledge' We are involved in the City Deal programmes on housing		Sean Smith (EFI)	underway at present.
Income Security that offers a real lifeline	We provide advice to staff on matters such as pensions, and negotiate staff discounts on services We provide staff access to the First Scottish University Credit Union (FSUCU), a not-for-profit, member-owned, savings and loans cooperative created for university staff Our Students' Association offers benefits advice for students and parents	We will provide staff advice on maximising household income and on dealing with debt	Finance/Human Resources? Human Resources VP Communities/The Advice Place (EUSA)	Checking whether being looked at as part of new People Strategy.
		We will explore income security as a potential research area	Alison Koslowski? (SSPS)	TBC
Opportunities that drive justice and boost prospects	We provide outreach and inreach programmes with schools in disadvantaged areas of	We are developing metrics within the University's new Strategic Performance Framework that	Laura Cattell (Widening Participation)	Should have more detail for this plan in early 2022 – this will be in line with revised Scottish government

Specifically: "35. Edinburgh's Universities to do more to make a positive impact on improving opportunities for people on low incomes or living in disadvantaged areas in Edinburgh to access and complete higher education and go on to high quality employment.	Edinburgh and host the Lothians Equal Access Programme for Schools (LEAPS)	will focus on SIMD.		targets around SIMD20 entrants
		We will Improve our engagement with local schools, championing and targeting a selected number of priority schools in target area	Laura Cattell (Widening Participation)	We have expanded YourEd, based on new SIMD and FSM data, and established a senior phase to support attainment and transition.
	We have founded an IntoUniversity Centre in Craigmillar in order to encourage pupils into positive destinations, including Higher Education	COL to discuss leveraging IntoU centre for adult education programmes	Laura Cattell (Widening Participation)/ James Mooney (COL)/ Into U	Gavin checked on progress with Tom Draper on 2 December

James Mooney in touch with IntoUniversity (see above) |
	We provide the most generous bursaries for Scottish WP students in the HE sector		Laura Cattell (Widening Participation)	
	We offer a number of different youth talent programmes, such as modern apprenticeships			
	We work with Developing the Young Workforce as part of DDI procurement. We also offer internal internships for our own		Human Resources/Careers Service	

	students. Are some of these overlapping with above sections?			
	We provide outside courses and Community learning, through our Centre for Open Learning, with our Access Programme progressing students into Higher Education	We will develop further outreach; diversify our Short Courses audience; increase proportion of Access students from SIMD 10/20 areas.	Centre for Open Learning	TBC
	Our sports facilities are available and accessible to people to the local and are already well used (e.g. 50% bookings at Peffermill)	We will seek to redevelop our Peffermill site to offer enhanced opportunities to our staff, students and local communities	Cameron Ritchie (Sports and Exercise)/ Estates and ACE	Resubmission of planning application likely in 2022
		We will pilot a tutoring programme (TutorED) working across the South East improvement collaborative	WP team	In year 2 of roll out, focussed on SIMD20 and care experienced students
	We have co-designed and funded the Digital Care Hub with Edinburgh College at Sighthill	We will work with regional colleges on articulation routes into Higher Education	Katrina Castle (SRA)	Two formal articulations (Fife and Edinburgh Colleges, three further in the pipeline)
Connections in a city that belongs to us	We are undertaking work on how to help		Patricia Erskine/Matt	

DRAFT

	the festival and cultural sector 'build back better', building on work on festivals community engagement already undertaken		Lawson/Sarah Anderson	
	We have funded Craigmillar Now to create a public archive of the Craigmillar Festival Society, and taken part in the Festival itself		Sarah Anderson (SRS) and Lesley McAra (Assistant Principal Community Relations)	
	We have made digital inclusion a strategic priority for the University (in our Community Plan) and are supporting local communities with tuition in digital skills, providing IT equipment, and advocating for internet access for all			
		We will explore how best to take forward support for place-based projects (like Hunter Square and Nicolson Square)	Gavin Donoghue (CAM) Sarah Anderson (Community Team)	Police Scotland interested in taking up Hunter Square work again due to ongoing ASB. Sarah A has joined working group.
		We will support the Council's		Struggling to get engagement, but

		implementation of 20 minute neighbourhoods	Gavin Donoghue (CAM)	will be relevant to BioQ. TBC
		We will work on emotional mapping and green spaces around the city, as part of a 'future of parks' project	Liz Vander Meer (SRS)	Emotional mapping may be complete, and green microgrants given out during COP26
		We will continue to engage with Lothian Buses on concessionary ticketing for students	(Principal's Office)	TBC
	We have undertaken research on the role of sport, community engagement and poverty		Grant Jarvie (Moray House)	University involvement in community activities at Dumbiedykes (e.g. Friday afternoons for kids)
Equality in our Health and Wellbeing	Our researchers are working with the Council on plans to address food poverty in the city.		Kirsteen Shields (Global Academy)	Kirsteen is continuing to work with local community food organisations, including Scran Academy. Edinburgh Eats work presented at recent EVOC event on food poverty in Edinburgh (24/11/21)
		We will raise and seek to address issues of potential food poverty within our own student body	SRS/AP Community Relations/ CAM/ VP EUSA	Early conversations about a FareShare Community Pantry like that which already runs at QMU

				Raise issues of student food poverty at End Poverty Edinburgh event with senior managers
	We have made significant invested in our student wellbeing services, including our new Wellbeing Centre We offer staff wellbeing policies, including our support for mental and physical health		Andy Shanks (Student experience services) (HR)/ Health and Safety	Ruthanne Baxter is doing social prescribing work as part of iThrive Edinburgh mental health initiative. Link Worker specifically recruited to support this work
		We will protect existing biodiversity on campuses and enhance opportunities for biodiversity	SRS/Estates (landscaping)	Liz Vander Meer has been doing lots on the Uni as a Hedgehog Friendly Campus

COMMUNITY BOARD

10 February 2022

Community Plan implementation – progress, risks, and issues

Description of paper
1.   This paper updates the Community Board on progress towards implementing the commitments in the Community Plan, and highlights risks and issues to be aware of

Action requested/Recommendation
2.   The Board is asked to comment and act on the risks and issues highlighted at 6, 7, 8 and 10.

Background and context
3.   The implementation of the Community Plan has been a topic at each of the Community Board meetings. At previous meetings it has been agreed that there should be an implementation plan (also known as the Tracker), which records progress on each of the commitments. The same spreadsheet also includes underlying measures of success, as well as a RAG status for each commitment.

4.   The purpose of these measures of success was to pin down, in more concrete terms, what successful implementation of the Community Plan's 32 commitments, would look like. Some of the Community Plan commitments are broad and varying levels of thought were given to how they could be implemented when the Community Plan was being developed. Despite the Plan now being over a year old, some commitments still require further thinking on how to implement them.

5.   There are also seven further rows of the implementation plan. These refer to five items in the Community Plan that are outside of the main 32 commitments, as they are to do with how we implement the plan itself (33-37). Two other rows (38/39) refer to commitments made in the Social and Civic Responsibility Plan that are of interest or relevance to this board.

Discussion

6.   The Board is requested to note those commitments where RAG status has changed positively.

Commitment	Change	Reason for change
7 – Community planning	Amber -> Green	Positive discussions with ESALA about a new project CCQOL, which fits in very neatly with the commitment.
11 – Alumni	Red -> Amber	Initial meeting with D&A held in January 2022. They are supportive and want to assist in delivery of the commitment,

		though more work needs to be done to define success.
39 – Annual Report	Amber -> Green	Annual reporting 2021 done

7. The Board is requested to comment on commitments where RAG status has changed negatively or is Red

Commitment	Previous -> Current	Reason for RAG status
9 – Day to Make a Difference	Red -> Red	Remains a lack of resource since project officer role ended. Remains lack of ability to track through People and Money
10 – Student volunteering	Red -> Red	While new staff are in post, there is still an expected website change to take place.
28 – Physical front doors	Red -> Red	Discussion at Nov-21 meeting left the action to new Head of Social Impact

8. It is still not possible to track the progress of some commitments as the measure of success for that commitment is yet to be defined. Following the November 2021 Board, actions were agreed that should help define the measures in most cases. However, there are still no plans for a couple of commitments and the Board is invited to suggest how measures of success could be agreed for the following:
* Commitment 23, University of Sanctuary: Do we want to measure performance here in terms of anything else in addition to reaccreditation?
* Commitment 26, apprenticeships and mentoring: How can we engage HR Youth Talent with Community Plan implementation given their limited capacity?

9. Previous meetings of the Board requested that in addition to the implementation plan, there should also be a table that showed each commitment in relation to time. A first iteration of this timetable is produced for this meeting, and shows expected periods of activity, along with completed and expected milestones. This can be found as a tab on the implementation plan. This shows that Q3 of this year might be especially busy, as it currently has the most commitments in active work.

10. Board members are invited to provide any updates against any of the commitments, either by email or verbally at the meeting. In particular, there are several commitments where no timetabling has been done yet, due to lack of information:
* Commitment 12 – co-curated programme of exhibitions
* Commitment 14 – Centre for Open Learning's new outreach plan
* Commitment 15 – Community engagement through curriculum transformation
* Commitment 23 – University of Sanctuary
* Commitment 25 – Opening up performance space for local charities
* Commitment 26 – Apprenticeships and mentoring
* Commitment 27 – Student social enterprise

Resource implications
11. There are no additional requests for resource.

Risk Management
12. The use of RAG statuses and regular reporting of changes to the board are a proportionate mitigation to the risks of not meeting our commitments.

13. The new use of a timetable will help to show when there are busy/quiet times. This will help allocate resources in the future and avoid potential conflicts.

Responding to the Climate Emergency & Sustainable Development Goals
14. The work of the Community Plan particularly contributes to the following Sustainable Development Goals:

Equality & Diversity
15. There are negative equality and diversity implications should the University not deliver on some of its Community Plan commitments.

Next steps/implications
16. Further efforts will be made by the Community Team in conjunction with Community Board members to further clarify measures of success for commitments where this remains unclear. Actions will be taken based on the conversations associated with this paper, especially on the Red commitments (9, 10, and 29).

Consultation
17. This paper has been drawn up based on conversations with the Community Team. All Community Board members have ongoing access to the implementation plan and measures of success and are encouraged to treat it as a 'living' document, updating as they go.

Further information
Author   *Presenter*
Stuart Tooley   **Stuart Tooley**
Community Relations Manager
Communications and Marketing

(on behalf of the Community Team)

Freedom of Information
18. Open paper

COMMUNITY BOARD

10 February 2022

Community Team update

Description of paper
1.   This paper is a regular update on the activity of the Community Team since the last Board meeting in November 2021.

Action requested/Recommendation
2.   No action is requested as this paper is just for information.

Background and context
3.   The Community Team is currently a group of four staff and one intern who hold community-focused roles in the Department for Social Responsibility and Sustainability (SRS) and Communications and Marketing. Team members are line-managed and their roles and operational budgets financed by their respective departments. The Community Team help to deliver the Community Plan, including several commitments where they have full responsibility.

4.   Members of the Community Team share a place on the Community Board.

5.   The Community Team provide a short regular update to each Board meeting. Previously, this has included updates on the implementation plan and changes in RAG status. This information is now in a separate paper. This paper covers the Community Team's own activities.

Discussion

6.   **Membership of the Community Team** has changed, with Stuart Tooley returning from shared parental leave and Ellie Roger's secondment ending. We wish Ellie luck in her new role at the Centre for Pesticide Suicide Prevention. Eppy Harries-Pugh is on maternity leave from next week, there is currently a recruitment process ongoing for her cover. Ricardo Ribeiro Ferreira's internship will end over next few months. Sarah Anderson is currently working reduced hours due to ill-health and is returning to 'normal' hours of 4 days per week (down from 5).

7.   Round 9 of the **University's Community Grants scheme** was allocated in November 2021, with 12 organisations receiving grants. We expect the total allocated since the scheme started to exceed £500,000 in autumn 2022 (£457,000 awarded to date). We have also been meeting grantees to discuss project progress and generate communications content.

8.   Communication efforts have focussed on the **first annual report** on progress on the Community Plan. This campaign began in late January 2022, with emails to key stakeholders internally and externally (including all participants in the consultation process to develop the Plan where they consented to further communication), and a

social media push. We will report on the success of this campaign at the next board meeting.

9. Ricardo's work has focussed on improving the **Community newsletter** with a survey sent to all of those on the list. Analysis is ongoing, and he is making suggestions to improve the relevance of the newsletter. He has also been working on improving relations with student volunteering, including trying to harness student volunteering stories for the local channels, in a way that can benefit students.

10. **Social media** posts that did well in this quarter include the Community Plan annual report, Annie Lovett's piece on Volunteer Day, University Collections profiles, a competition, and a post on Street Support Edinburgh.

Followers continue to grow:

Channel	Followers/subscribers	Change since last report
Instagram	1,362	+39
Facebook	734	+40
Twitter	1,801	+56
Newsletter	1,425 (open rate 23%)	+10 (open rate -2%)
ECEF	259	-

Plans for the future include implementing the recommendations of Ricardo's analysis, including producing more visual content, particularly scheduling content for February when the new maternity cover will come into post.

11. The **Edinburgh Community Engagement Forum's** membership is currently remaining the same as in November 2021 (Team steady at 338 members). The network meeting in January 2021 featured James Clegg from the Talbot Rice Gallery. The conversation helped to spark work that is now ongoing into other exhibition spaces that can be used for a range of work, both internally and externally. Future Forums sessions are being planned for 2022.
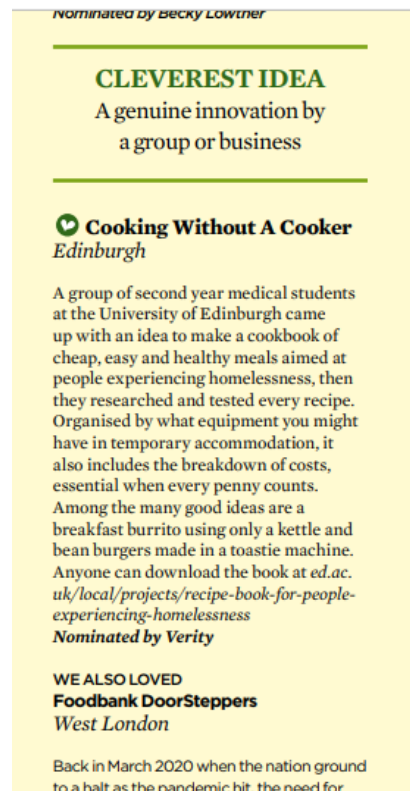
12. The **Scottish Universities Community Network** had its first meeting in November 2021, with representatives from Glasgow School of Art, QMU, Dundee, Glasgow, Edinburgh Napier, St Andrews and Aberdeen joining. This informal network seeks to share best practice between universities on community relations, with the first meeting looking at community grants schemes.

13. Proposals have come forward for **parkrun events** at Holyrood and Easter Bush. The Community Team are helping to find volunteers and support the proposals, given the massive benefits for staff, students, and the wider communities.

14. The University requires a new **Woodland Management Plan**. As part of this a consultation is taking place. This is being done through the Edinburgh Local site, as part of our community-facing remit. The hope is that other consultations might be hosted here in the future.

15. The advertisement for an **Inclusion Scotland intern** to assist with installation of free Wi-Fi in Dumbiedykes is now ready to go live. The hope is that it will not be impacted by the March 2022 People & Money planned outage.

16. The recipe book created by University of Edinburgh medical students for people living in temporary accommodation, **'Cooking without a Cooker'**, won in the 'Cleverest Idea' category in *The Simple Things* magazine's recent Neighbourhood Awards. The Community Team have handled several requests for copies from services and service users and will be ordering a 3rd print run shortly.

Nominated by Becky Lowther

CLEVEREST IDEA
A genuine innovation by a group or business

◐ **Cooking Without A Cooker**
Edinburgh

A group of second year medical students at the University of Edinburgh came up with an idea to make a cookbook of cheap, easy and healthy meals aimed at people experiencing homelessness, then they researched and tested every recipe. Organised by what equipment you might have in temporary accommodation, it also includes the breakdown of costs, essential when every penny counts. Among the many good ideas are a breakfast burrito using only a kettle and bean burgers made in a toastie machine. Anyone can download the book at *ed.ac.uk/local/projects/recipe-book-for-people-experiencing-homelessness*
Nominated by Verity

WE ALSO LOVED
Foodbank DoorSteppers
West London

Back in March 2020 when the nation ground to a halt as the pandemic hit, the need for

17. **Procurement of the private sector partner** for stage 3 of Edinburgh BioQuarter has commenced and Sarah Anderson is one of the people marking the 'community' theme. The procurement is a dialogue process running over a couple of years.

18. Sadly, the Community Team learned of some University **students experiencing financial hardship**, including food poverty, shortly before Christmas after the community organisations supporting these students brought it to our attention. Some immediate assistance was provided, and connections made with the crisis and hardship assistance available from the University.

19. The first **Hunter Square Place sub-group** met in mid-January. The aim of the group is to improve the Hunter Square physical environment with the aim of making it a pleasanter space to be enjoyed by all. Sarah Anderson is the University's contact on the group and has offered potential volunteers and materials from Estates. The group are making effective use of the student designs created during the 2016 Hunter Square project.

20. The paper encouraging the University to sign People Know How's **'Connectivity Now' pledge** was approved by IT Committee in November 2021 and will go to University Executive in January 2022.

Resource implications
16. There are no additional requests for resource.

Risk Management
17. N/A

Responding to the Climate Emergency & Sustainable Development Goals
13. The work of the Community Team particularly contributes to the following Sustainable Development Goals:

Equality & Diversity
14. N/A

Next steps/implications
15. N/A

Consultation
16. This paper was written in consultation with the Community Team.

Further information
Author   *Presenter*
Stuart Tooley   **Stuart Tooley**
Community Relations Manager
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Freedom of Information
30. Open paper