

UNIVERSITY OF EDINBURGH

MINUTE OF A MEETING of the Community Board held via MS Teams on Wednesday 20 January 2021.

- Present:** Dave Gorman, Director of Social Responsibility and Sustainability (Chair) (DG)
Sarah Anderson, Community Engagement Programme Manager (SA)
Katrina Castle, Head of Strategic Partnerships and Transitions, Student Recruitment and Admissions (KC)
Gavin Donoghue, Deputy Director, Stakeholder Relations, Communications and Marketing (GD)
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)
Jacky MacBeath, Head of Museums, Museums (JMacB)
Lesley McAra, Assistant Principal Community Relations and Director, Edinburgh Futures Institute (LMcA)
Kate McHugh, Director of Open Studies, Centre for Open Learning (KM)
Derek MacLeod, Head of Global Partnerships, Edinburgh Global (DM)
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)
Amanda Scully, EUSA VP Community (AS)
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)
- Apologies:** None

1 Welcome and Introductions

Dave Gorman welcomed everyone to the first meeting of the Community Board.

2 Board Member Introductions

Everyone introduced themselves.

3 Focus, Purpose, Remit and Responsibilities of the Board

Gavin Donoghue presented his paper on the focus, purpose, remit and responsibilities of the new Community Board.

Issues discussed included:

- The need for coordinated community engagement involving the whole University
- The capacity to deliver the Community Plan and having parameters on delivery scope

- Having a strategic understanding of what is meant by community, and how the community voice is to be heard
- The future possibility of broader external membership of the Board
- The importance of engaging with hardest to reach communities, which takes time
- With reference to new priorities and ideas not currently covered in the Community Plan, the need for capacity in pursuance of any new ideas
- Recognising money/budgetary considerations

It was explained that KPIs will sit under the Community Plan and these will be reported to the October 2021 SRS Committee

Action GD: Update paper on Board remit in advance of April 2021 meeting.

5 Community Board Operations

Sarah Anderson and Anne Douglas introduced a paper on Community Board Operations.

There was discussion on the need for a Social Impact Survey. Lesley McAra explained the background and the work that she will be pursuing with DDI for a new survey. It was also queried whether Measures of Success may be more relevant to the Community Plan assessment than numerically focussed KPIs.

SA flagged outstanding actions from the final, November 2020 Community Engagement Programme Board. A number of actions had also been completed since November 2020.

The Board agreed that the minutes of Board meetings would be made public.

Further consideration will be given to the usefulness of an action tracker.

6 Granton Waterfront Development

Lesley McAra and Katrina Castle presented on the Granton Waterfront Development, outlining the opportunities and challenges this presented to the University. KC informed the Board of the Scottish Funding Council pilot project bringing together schools, colleges and the University that aims to optimise data and digital changes to include a broad range of students.

Action All: Pass on details to LMcA and KC of any known Granton projects, or suggestions for the Granton development work

Action AD: Circulate the Granton Waterfront Development presentation slides to the Board

7 Community Grants

Sarah Anderson and Anne Douglas introduced a paper on the community grants scheme which outlined the scheme's key achievements and operations.

Ideas were discussed for generating other University income sources for the grants scheme, including consultancy fees and royalties. It was recommended that the grant scheme take into account of the vulnerability of many community organisations in a post-Covid environment.

Action All: Consider alternative ways to source funds for the community grants scheme (e.g. University employee consultancy fees, royalties)

Action SA: Community Team to discuss grants scheme with Ian Fyfe with respect to what it needs to look like to best meet future community needs

8 Agenda Forward Look

Dave Gorman proposed items for future Board meeting agendas.

For the April Board meeting it was agreed that the agenda include:

- Reflection on progress 2016 – 2020 and forward look
- Community Plan, specifically an implementation plan, to be discussed
- Progress report from the Community Team to be a standing item

- IT re-use and/or employee volunteering/digital inclusion (subject to available time)
- Edinburgh Poverty Commission report update (subject to available time)

To optimise meeting time it was suggested that the Board focus on discussion instead of presentations, as information in papers/reports will be circulated ahead of meetings. It was also suggested that, if necessary, a separate meeting could update Board members on the Community Plan.

Action (Com Team): Prepare draft of Community Plan action plan and KPIs/measures of success for review at April Board

Action (DG): Review April agenda meeting timings for all items listed above

9 AOB

There was no further business.