CDN Development Networks Summary

Annual Report 2016/17

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Development Network – Activity	Impact/Output
1. Access and Inclusion The Network aims to: • Through the delivery of CPD events provide the Network with the time and space to reflect with colleagues, their own teams and CDN to develop their thinking around their Access and Inclusion Strategies and their Corporate Parenting Plans. • Work across the Network to share practice and ensure an inclusive approach to Developing the Young Workforce (DYW). Activity: • All colleges were required to submit Access and Inclusion Strategies to SFC. The Network ran a series of 3 workshops to help staff develop their thinking around their Access and Inclusion Strategies. Feedback from each session was collated and sent out to the Sector between meetings to inform their strategy development. • Developed a toolkit of resources to support a range of themes across SQA Employability Units (National 2). This now sits within CDN-OnLine. The main college contributors to this toolkit within the Network were Borders College and West College Scotland. • Two developmental workshops were run in collaboration with Who Cares? Scotland and CELCIS.	The Network has: • Delivered three workshops sessions, which were very well attended. Qualitative feedback and anecdotal evidence shows that the sessions were greatly valued. The Network would hope to see feedback from the discussions and the collaborative working evidenced in the Access and Inclusion Strategies when they are published on the SFC website. • Events with Who Cares? Scotland and CELCIS were well attended. Discussions and feedback from these sessions were evidenced in the Colleges Corporate Parenting Plans.

Development Network – Activity	Impact/Output
2. Care Strategy including Early years Activity: • Sector updated on relevant national, regional and local information from all Stakeholders. • Active role working with college sector, employers and key stakeholders to ensure a curriculum that is fit for purpose, employer led and ensuring a workforce with the right skills at the right time in the right place. • Three successful network events. • National Event planned for 27 September 2017**.** • Working with Digital Health Institute to map out digital skills required to be embedded in college qualifications to ensure college students are appropriately skilled and meet employer requirements for the workforce both now and in the future. • Supporting Education Partnerships with NHS Boards, Local Authorities Independent and Voluntary Sector providers allowing a local response to workforce planning within a national context. • A short life working group of early years practitioners within the sector has been set up and coordinated through CDN with regular updates from the Scottish Government, SFC and SQA. This group will also use intelligence from the marketing network and work together to support the Scottish Government's national marketing strategy commencing in September 2017.	**Early Years and Childhood Practice** • CDN is a member of the Skills Investment Plan for Early Education and Childhood Practice Steering Group, Quality group and the impact for the sector has been to ensure all qualification delivery is understood and issues addressed in terms of progression routes and pathways from school, college and university partners and other key stakeholders including employers and any key challenges to progression addressed. **Health and Social Care Integration** • The education partnerships set up by CDN across Scotland continue to address key issues providing local and regional solutions within a national context. The role of CDN is to ensure that there is dissemination of information around best practice across Scotland, UK and Europe to prevent duplication, ensure a high quality of curriculum development and delivery, and the best use of limited public resources. This has to date included the development of HN, PDA's, NC's, NPA's and Foundation, Modern and Graduate apprenticeships in Early years, Nursing, Social Work, Health and Social Care, Allied Health professions, Pharmacy, Health and Life Sciences, Engineering, Construction, Administration and Business. **Commission into widening access to nursing and midwifery education and careers** • CDN is working very closely to support this important agenda, collating intelligence and information and ensuring all colleges across Scotland are represented. This will result in clarifying career routes, progression both vertically and horizontally as robust articulation routes. **Digital Skills Strategy 2017 and beyond** • CDN is working closely with DHI, the College Innovation Working Group (CIWG), employers and the DHI European funded project TITTAN to ensure the college sector is embedding the digital skills required for working in the care sector both now and in the future and providing a well-qualified employable student directly from school, currently in employment or as an adult returner to education.

Development Network - Activity	Impact/Output
3. Community Learning The Network aims to: • Be a collaborative and supportive network of community learning practitioners. • Focus on learning supported by colleges out with main campuses, such as community centres, youth services and prisons, and including partnerships which bring vulnerable learners into main campuses. • Work with Community Learning and Development partners as appropriate. • Disseminate examples of practice and relevant information among members through CDN services including the Internet and an email distribution list; and an annual conference. • Encourage members to share information including availability of funding to provide a collective voice for community learning interests supported by colleges. Activity: A number of themed meetings sharing information and good practices and exploring relevant topics: • Funding issues and opportunities, possible collaboration of joint bids. • DYW and attainment challenge. • Adult Learning Framework and policies which influence it, eg ALIS 2020, ESOL, Digital Learning and Teaching Strategy for Scotland.	The Network has: • Communicated with and learning from each other and implementing ideas and practices in their colleges. • Engaged with sector partners has also been constructive in developing practices and sharing information.

Community Learning activity continued	
• Adult Achievement Awards and other credit rated awards delivered in colleges – participated in Education Scotland research mapping CL qualifications delivery. • Community Empowerment Scotland Act and its implications regarding, for example, strengthening of community planning. • The Principles of CLD. • The Requirements for Community Learning and Development (Scotland) Regulations 2013: Guidance for Local Authorities, including e.g. to strengthen coordination between the full range of CLD providers. • Local Authority CLD Plans and the College role. • EPALE opportunities.	
Development Network – Activity	**Impact/Output**

4. Essential Skills and Volunteering
 	
The Network aims to:
 	
• Works closely with all colleges and several supportive sector partners.
 	
• Place Essential Skills at the heart of the college curriculum.
 	
Activity:
 	
• The Network shares best practice around the range of 'soft', transferable, and underlying employability skills that everyone requires, to be successful in the working environment. The specific skill set will vary, depending on the vocational/professional sector; but will include communication, numeracy, ICT, working with others, and problem solving.
	The Network has:
	
	• Reviewed the interim findings of Education Scotland's Employability Skills Aspect Task Report and the SQA Thematic research into essential skills
	
	• Planned and delivered the following events:
	  o Moving Forward: Essential Skills for Education, Employment and Enterprise (Nov 2016) Over 100 delegates engaged with the 5 themed discussions and 12 stalls from across the sector (videos on CDN website)
	
	  o November webinar led by Carol Langston, Inverness College 'Enterprising Education to Inspire, Support and Add Value'

Essential Skills and Volunteering activity continued	
• The 'Statement of Ambition for Essential Skills' was launched by the Minister at the CDN Emporium in June 2016, this was followed by the introduction of the SFC Work Placement Standards.	o February webinar led by Margaret Tierney, 'SQA Communication is Changing' o March webinar led by Stephen Bullock and Julia Fenby, 'Education Scotland Creativity Skills' o Event 'How Good are we at Developing Employability in our Learners? (June 2017). Over 200 delegates attended this call for action event, engaging with 3 themed discussions and 12 stalls from across the colleges and sector partners as well as a panel of experts from sector partners. • Facilitated the SDS MyWOW pilot project 'Delivering Career Management Skills'. The success of the project was showcased at the June 2017 event and will be expanded during 2017-18.

Development Network – Activity	Impact/Output

5. ESPA (Education Sector PA Network)
 	
The Network aims to:
 	
• Bring together Senior Executive PAs, Administrative Teams and other in both the Scottish Higher and Further Education Sector and Stakeholder Organisations through annual conference.
 	
• Be accessible those in the education sectors not just colleges.
 	
Activity:
 	
• Steering Group met 3 times in the year to structure and plan the conference and look at ways in which the network can develop.
 	
• The network is active and has a membership of 138 - which the network is actively trying to increase.
 	
• Continue with the networks humanitarian remit by supporting a charity of choice.
	The Network has:
	
	• Held its annual conference on 1 September 201, which focused on 'Changing Landscapes, Strengthening Teams' – speakers at the event included:
	  o Paul Little – Principal and CEO of City of Glasgow College
	  o Wendy Alexander - former Scottish Government Minister and Vice-Principal (International) University of Dundee
	  o Diane Goldberg – Life Coach and Trustee for Alzheimer Scotland
	
	• From discussions at the Conference - the Network is looking to develop a CPD remit
	• Through feedback from the events shown that it makes a positive impact – Delegates rated the events as 100% excellent or good in relation to meeting their expectations.
	
	• Continued with its humanitarian aspect of and supported Alzheimer Scotland, with raffle funds of £180, which were presented at conference to a trustee of the charity.

Development Network - Activity	Impact/Output
6. Finance The Network aims to: - Provide a forum for finance professionals across the FE sector to interact and share best practice. It also acts as a linkage between the sector and key stakeholders such as the Scottish Funding Council (SFC), allowing for open and frank discussion of the issues facing the sector. Activity: - Given the changing political and economic environment being faced by the sector, along with the ever present financial pressures, the opportunity for finance staff to interact with others in a similar position is a major benefit. - The interaction with external key stakeholders such as the SFC and Audit Scotland ensures that a consistent message is received by all Colleges. This sort of forum also offers the opportunity for queries to be answered in advance of guidance being issued. - A further area of development is to increase the level of interaction with internal stakeholders for example other networks e.g. Board Secretaries and MIS Development Network.	The Network has: - Steering Group met 8 times during the academic year with representatives from most regional Colleges in attendance. - Ran three one-day training events including input from external bodies such as CIPFA, the SFC, Colleges Scotland and Audit Scotland; - Held an annual two-day conference with several external sponsors participating and delivering workshops. - Actively engaged with the SFC on a number of topics including financial sustainability and reporting. - Influenced the direction of travel in relation to the outcome of national bargaining. - Worked with Audit Scotland to ensure that the annual FE report presented a realistic picture of the financial health of the whole sector. - Delivered development and training sessions which allow staff members to update their skill set and contributes towards their professional CPD requirements. - Highlighted one area of development for future events, which is to offer more networking time with this time being focused on relevant topics.

Development Network – Activity	Impact/Output
7. Food and Drink The Network aims to: • Promote the study of STEM and other curriculum areas that will support entry into the food and drink supply chain as a career for young people or take them from FE into HE for further relevant study Activity: • Working with other Food Education partners to develop vocational and academic pathways into the sector relevant for employers and young people along with associated new and revised qualifications. • Ensuring CDN representation on skills/education/industry groups and boards in Scotland to raise college profile in developing skilled, young workforce for the sector. • Working with other external partners to raise awareness of the food and drink sector to lecturers, students and teachers all over Scotland. • CDN are now on the main Skills Strategy Group hosted by Scotland Food & Drink to take forward the aims and ambitions contained in both the SIP (Skills Improvement Plan) and "Ambition 2030." The industry plan for the food and drink sector in Scotland. • Two events bringing industry, schools and colleges together to create a pipeline of interested young people in the career and education options the food and drinks sector offers – 107 attendees of whom 32 were college or school staff who interact with students.	The Network has: • From evaluations of CPD, the "Future of Food" event and the project Showcase event the CDN Food and Drink Network has influenced, directly and indirectly over 600 senior phase pupils and students. • Highlighted that, 98% of the respondents to the event evaluation said, 'the event had changed their perception of the sector as a career destination' and 96% said, 'they would recommend the sector to young people as a potential career destination.' • CDN now is instrumental in developing the food and drink sector's young workforce resulting in further invitations to speak, sit on consultative groups and attend high profile events such as parliamentary receptions. • Shown from the network's activities in promoting the NPA Food Manufacture (Level 6) that candidate numbers have risen from 0 to 22 this year (SQA figures June 2017). There are an additional 5 colleges who are keen to deliver the NPA now that the Foundation Apprenticeship has been announced. • Through partnership working ran a major Food & Drink Careers Event on 14 September 2017 with over 30 exhibitors and 400 delegates. • Through its work persuaded SQA to review the current HNC/D in Food Science and Technology. It has been accepted the current qualification is not fit for purpose and CDN are now part of the consultation process for the revised offering. • Through its work, it has been confirmed that the NPA Food Manufacturing is to be the knowledge elements comprising 50% of the new Food & Drink Foundation Apprenticeship.

Food and Drink activity continued	
• Develop resources and support for delivery of NPA Food Manufacturing.	
• CDN are now part of the design and consultation group for the new Food and Drink Foundation Apprenticeship to make sure colleges' voices are heard throughout this process and promoting the new qualification for delivery in 2018/19.	
• CDN have been welcomed as a partner by the Food and Drink Federation Scotland and are named as such on their website and all their presentations.	
Development Network – Activity	**Impact/Output**

8. Guidance
 	
The Network aims to:
 	
• Support staff involved in planning and implementation of guidance and student support services.
 	
• It facilitates an exchange of views which encourage best practice in the delivery and development of professional learning.
 	
Activity:
 	
Three steering group meetings plus annual conference in June
• Steering groups meetings have discussed:
    o UCAS best practice
    o Immigration status and student finance and funding
    o CIAG/IAG qualification routes and CPD
    o Counselling services in colleges
    o Guidance survey results
    o Guidance support in relation to widening access
    o Student Mental Health support
    o Careers and employability best practice in colleges
	The Network has:
	
	• Reported from members that the growing pressure on services in relation to mental health issues is overwhelming.
	
	• Raise these issues and share how colleges are responding to this growing need
	
	• Highlighted, that CDN's student mental health resource on CDN LearnOnline has been widely welcomed and colleges are using this as part of effective CDP activity.
	
	• Worked in partnership with the Access and Inclusion Forum to support college CPD in mental health awareness training for staff.
	
	• Many members also involved in several other CDN networks such as Safeguarding, Access and Inclusion, Essential Skills and we have tried to work closely with the networks and make the links wherever possible.

Guidance activity continued

- o Careers Education Standard
- o Delivering the prevent Duty in a proportionate way

- Two Guidance newsletters produced on website network page to share information between steering group meetings.

- Survey/mapping exercise carried out amongst members to identify the range of issues impacting on student services.

- Briefing paper circulated on Immigration status and student funding.

- Webinar on how to respond to student bullying and harassment with Respect/See Me.

- Webinar on Cultural Intelligence for Employability.

- Workshop on anti-stalking support for students.

- Partnership working with Colleges Scotland on Student Support Review (members participated in Focus Group meetings for review sub groups).

- Well-attended and successful conference on The Learner Journey focusing on Scottish Government Learner Journey Review, Fair Access, College quality reviews, learner transitions, developing staff and student resilience.

Development Network - Activity	Impact/Output
9. Health and Safety The Network aims to: • Provide effective support to health and safety practitioners in the sector. • Develop a set of sector Health and Safety performance indicators to create a consistent approach across colleges. • Support health and safety leadership and sensible risk management by successfully engaging with key stakeholders. Activity: • Scotland launch of the 'Learning about Occupational Health through Experiencing Risk' (LOcHER) project. • Speaking about the LOcHER project at the European Agency for Health and Safety at Work event. • LOcHER recognised within the HSE strategy, Helping Great Britain work well. Successful roll out of the H & S verification pilot exercise – 3 participating colleges. • Presentations on the work of the Health and Safety Development Network (Scottish Parliament). • Raising sectoral awareness of health as well as safety issues affecting colleges in Scotland (events and through Jiscmail/Share-Net. (S.O. 1 and 3). • Verification Pilot Report produced – dissemination of activity/ongoing promotion of project proposed during session 2017-18.	The Network has: • Increased the awareness of LOcHER– the high-quality learning potential of the project and related opportunities to get learners actively involved in active, engaging learning about work related Health and Safety issues and activities relevant to the workplace. (Developing the Young Workforce (DYW) and Skills for Learning, Life and Work agendas. • Recognition of the benefits and value to colleges of conducting and participating in peer Health and Safety – disseminating good practice across departments and staff and identifying areas of development • Future potential to help develop more consistent standards/processes across the sector/run an enhanced or full scale roll out of the pilot during session 2017-18 onwards, targeting specific subject areas/topics • Strong collaborative partnership working including: Health and Safety Executive (HSE), Partnership on Health and Safety in Scotland (PHASS), NHS Scotland (Disability and Reasonable Adjustments) Epilepsy Connections, Ash Scotland, Scottish Fire and Rescue Service (Fire Safety Enforcement Framework/Dealing with and Managing Unwanted Fire Alarm Signals), Fire Protection Association (Fire Risk Assessments), Healthy Working Lives & Bluerad.

Health and Safety activity continued • Recognition of the Health and Safety Development Network's contribution to the health and safety systems in Scotland. (Partnership for Health and Safety in Scotland). • IOSH Scotland commended and recognised the contribution of the Health and Safety Network's work.	

Development Network - Activity	**Impact/Output**
10. HR and OD The Network aims to: • Support the workforce of the future Activity: • Key partnership activity supporting the development of the workforce of the future. • Specialist HR input to deliver on the Scottish Government's strategy to deliver economic growth through the college sector. • Ongoing development of the policy and practice at sector level for successful delivery of appropriate people strategies to support the sector to continually build capacity and capability. • Sharing and dissemination of good practice in HR across the college sector.	The Network has: • Continued to lead, develop and deliver appropriate HR and organisational development practice to effectively meet the demands of the sector. • Gathered statistical and other relevant data from across the college sector to support workforce development. • Worked collaboratively with Colleges Scotland to deliver on Workforce Planning and National Bargaining.

Development Network - Activity	Impact/Output
11. International (New) The Network aims to: - Be a collaborative network who will develop international business and funding opportunities for Scotland's colleges, and further develop the international aspects of the curriculum. - Provide a forum for professional updating and for key agencies to provide advice and information. - Provide an opportunity for sharing of good practice. - Encourage and support collaborative bids and projects where these provide advantage. Activity: - CDN, supported by British Council, hosted an International event in October 2016 'Internationalisation – What does it mean for colleges and students?' The delegates decided the establishment of a Network was in the best interests of the sector and CDN responded accordingly. - February meeting, with SDI guidance, agreed to a developmental Strategy day, facilitated by SDI, to help the network establish clear plans. - April – Strategy Day facilitated at SDI (agreed overarching focus of Network to be seeking to respond as a sector to million-pound funding opportunities). - June meeting – agreed to establish a SLWG to work on developing templates and understanding legal situation to prepare for submitting large consortia bids (UK Prosperity and Empowerment Funds) by CDN and colleges.	The Network has: - The knowledge of funding opportunities, and specifically opportunity to form a consortium to enable CDN and the sector to respond timeously to large scale multi-million-pound bids on behalf of the sector (which develop the skills of both college staff and learners). - Provided a provision of increased support for the employability and international aspects of the curriculum.

Development Network - Activity	Impact/Output
12. Librarians The Network aims to: - Promote and support college Library and information services (LIS) - Provide guidance and curation on subject specific resources and services to all other development network forums - Support the curriculum through partnership working with other networks and professional bodies. - Provide support and guidance for FE on digital library developments and initiatives. Activity: - Strengthening of working relationships with key sector agencies – sharing information and best practice. - May Network Event – FE Library Forum Digital Development Day (SLIC/LDN). - Promotion of sector survey supported by CDN.	The Network has: - Noted their Impact affected by the changing dynamics within the sector and on the post-merger changes to libraries within colleges. - Through the Steering Group continuing to monitor their 'reach' and influence, investigating alternative ways to disseminate good practice and share knowledge across the sector. - Built on the collaborative working/sharing of information with SLIC, SCURL, CILIPS, NLS, JISC enabled knowledge exchange with an invitation to a colleague from an English FE college to present at the May event.

Development Network - Activity	Impact/Output

13. Marketing
 	
The Network aims to:
 	
• Support the development of marketing approaches and marketing teams within the college sector in Scotland.
 	
• Capitalise on the expertise within each college for the benefit of the whole sector by focusing on sharing and developing practice, keeping up to date with developments in education policy and marketing, and promoting the work of the network and its members.
 	
Activity:
 	
• The Marketing and Communications Network Steering Group organised two key CPD events, which took place at CDN in September 2016 and May 2017. These events provide learning opportunities based on feedback regarding CPD need from members of the Network.
 	
• They also offer a unique opportunity for in-house marketing teams working within colleges across Scotland to meet, discuss and share issues, solutions and topics of common interest.
 	
Key themes covered were:
 	
  • Crisis Communications
  • Internal Communications
  • Data Driven Marketing
  • Email Marketing
 	
• The 19th annual Marketing Awards took place in March 2017. This event is a highlight of the marketing year in colleges across Scotland. It provides marketing teams with the opportunity to showcase and learn from best practice across the sector**.**
	The Network has:
	
	• Delivered CPD, where the Learning from others – key speakers included:
	  o Beattie Communications – providing learning around media management in a crisis
	  o Edinburgh City Council – speaking of the emergency closure of Edinburgh's schools
	  o Visit Scotland – internal communications through the launch of Visit Scotland's first global campaign
	  o University of Glasgow – speaking of their award winning 'Full Stop to Bullying Campaign'
	  o SDS – practical partnership approaches to supporting the marketing effort of colleges
	  o EMSI – embedding labour marketing data into college websites
	  o ASDigitalBiz – matching CRM and email management systems to business need
	  o Dotmailer – creating amazing email campaigns
	  o The Lane Agency – great examples and award-winning email campaigns.
	
	• Through the Steering Group, conducted short surveys and shared specific information, for example around the best practice in promoting Foundation Apprenticeships and guidance on consumer protection in relation to marketing and selling courses.

Development Network - Activity	Impact/Output
14. MIS The Network aims to: • Provide an opportunity to identify and share common challenges and seek solutions. • Disseminate and develop good practice. • Support and represent the MIS community. • Engage with SQA, SFC, SDS, SAAS, and others on developments which affect the Sector. • Discuss and share information requirements of external and internal customers. Activity: • Two national events (Nov '16, Apr '17) with input from SQA, SFC, SDS and SAAS, as well as sharing good practice in member colleges. • Held GDPR workshop (May '17) • Formed FES working group to discuss common concerns and seek solutions. • Maintained active Jiscmail group to discuss and share information. • Renewed Capita sponsorship of the Network.	The Network has: • Disseminated key information from SQA, SFC, SDS and SASS via national events. • Provided guidance in emerging issues of importance, such as GDPR through workshop sessions • Collected the sector's concerns around FES returns and provided suggested solutions to SFC via FES working group. • Partners from the SQA, SFC, SDS and SASS value the single point of contact that the national events provide to disseminate key information to the sector. • An open communications channel via Jiscmail provides the Network's members to engage with each other with questions and solutions. • Although the community is highly specialised, it's utility and importance is best evidenced by the committed attendance of its members at events and participation on communication channels.

Development Network - Activity	Impact/Output
15. Quality Network The Network aims to: • Share and influence practice associated with quality improvement and enhancement across the sector. • Represent staff with a responsibility for quality and assists them with the development of a quality improvement culture. As well as supporting CPD for members. • Act as a consultative body on agreed topics, providing formal responses on behalf of colleges across Scotland to sector agencies when requested. Activity: • Updates at each Steering Group meeting from SFC, Sparqs, SCQF, CDN, Complaints Handling Advisory Group. • Representation on Statistical Advisory Group for Further Education (SAGE) (2 members), SFC Quality Arrangements Steering Group (2 members) and SFC Performance Indicator Development and Advisory Group (PIDAG) (3 members). • Gathered the perceptions of the sector's quality community in relation to the introduction of How Good is Our College (HGIOC) and the arrangements for assuring and improving quality. • Regular updates from Education Scotland. • Represented the views of the quality community at meetings with SFC/Education Scotland, influencing deployment of the new arrangements.	The Network has: • The most significant impact on the sector in 2016/17 has been a contribution to the implementation of HGIOC quality arrangements. This has been regarded by the group as one of the most fundamental changes in the SFC/Education Scotland review model in the last 20 years, and involves significant cultural changes. • Had a major impact in relation to informing colleges of the issues, in providing opportunities for dialogue and in providing opportunities to challenge decisions that have been made in relation to its implementation. • Highlighted that there has been a major impact made by involvement with the other stakeholder organisations on the group. For example, the continued dialogue with SFC in relation to PIs and perception data has influenced processes and decision making in colleges, through an increased awareness of the ways in which success is measured and the extent to which perception data is important to college processes and learner experience.

Quality activity continued • Hosted a conference in November 2016 for the dissemination of the new quality arrangements. • Provided a forum for the discussion of a range of issues and dissemination of information with a range of stakeholders, leading to informed decision making and opportunities to feedback the sector's views and concerns to these stakeholders.	
Development Network - Activity	**Impact/Output**
16. School College Partnership (CLASS) The Network aims to: • Provide a forum for staff operating in colleges across Scotland to meet on a formal and informal basis to exchange information, and to share excellent practice in this area. • Consolidate and strengthen existing links and strong working relationships between school and college staff; particularly within the context of Senior Phase Curriculum for Excellence and Developing the Young Workforce (DYW). Activity: • CLASS meet once per term to inform and discuss key issues around School College Partnerships. • A biannual conference is organised inviting key partners to present current issues, this allows for the sharing of good practice and any pilot projects taking place in a college or a school can be presented so colleagues can take this information back to their workplace.	The Network has: • Provided an important support for anyone working within the school college partnership sector. It is especially important for colleagues new to the area to learn from the more experienced colleagues. • Explored aspects of DYW so that colleges can make the best contribution possible. • Been supported by key organisations such as Scottish Government, SQA, SDS and SCQF as well as our Local Authority and school partners.

Development Network - Activity	Impact/Output
17. Scottish Moodle User Group (SMUG) The Network aims to: - Be a community that connects Moodle users in Scotland (and beyond). - Share best practice and experiences of Moodle. Activity: - Three meetings, Stirling (Oct '16), Glasgow (Feb '17) and Rosyth (Jun '17). - Held an auto-enrolment workshop (Feb '17). - Held an SQL reports workshop (Nov '16). - Maintained an active Jiscmail group to discuss and share.	The Network has: - Around 150 members, drawn from colleges, universities and other public-sector organisations. - Used feedback from those attending the events, which has been very positive, and anecdotally, information from the meetings, workshops and Jiscmail list and fed into organisational practice. - Delivered workshops, which have been especially well-received; these originated as requests from the community for assistance in these areas, with the output taken back for implementation locally.
Development Network - Activity	**Impact/Output**
18. Secretary to the Board The Network aims to: - Ensure Good governance practice is better supported and facilitated. Activity: - Training and development for Board Secretary's especially in relation to key policy drivers and the recommendations from the Scottish Government 'Governance Task Group Report' (March 2016). - Working with the Good Governance Steering Group (GGSG) in promoting and supporting good governance in the sector.	The Network has: - Produced a series of guidance/exemplar documents for the sector including T&Cs for Board Members, Scheme of Delegation, Publishing Scheme, Standing Orders, Board Secretary Role Description and Guidance for Staff Elections. - Provided guidance and support for the GGSG. - Delivered two Networking / Training Events for the network with input from key stakeholders including the Chair of the GGSG, Scottish Government, SFC, OSCR and Who Cares?

Secretary to the Board activity continued	• Highlighted that all colleges had to submit their 'externally validated effectiveness reviews' to their funding body in March 2016. CDN anticipates that the results will demonstrate that good governance is being delivered by the college sector and that this is being effectively supported by the Board Secretaries
• Developing specific resources for board secretaries to enable them to carry out their role effectively. • Providing key stakeholders the opportunity to engage with the Network of Board Secretaries. • Developing opportunities for board secretaries to network not only with each other but with others carrying out a similar role in different sectors.	• Through the training and development, the Board Secretaries are fully informed of policy drivers and key priorities that are relevant to governance, for example a discussion with colleagues from Scottish Government and the Commissioner for Ethical Standards in Public Life on Board Diversity and Succession Planning.

Development Network - Activity	**Impact/Output**
19. Strategic Curriculum Leaders Forum Although not a formal Development Network this Forum was formed following a Development Committee Workshop in June 2016 which proposed that CDN establish a community of practice through a new Strategic Curriculum Leaders Forum. Participants are the Strategic Leads for the Curriculum at each college, providing key stakeholders effective access to senior curriculum leads.	Two key events: • Introduction of the new college quality arrangements in November 2016, with discussion focusing on how these new arrangements really will improve the quality of learning and teaching in colleges. • College Sector engagement with the SFC funded Innovation Centres, following the recommendations of the Reid Review that colleges and the innovation centres should explore ways of working together.

Development Network - Activity	**Impact/Output**
20. Work Based Learning The Network aims to: • Support staff dedicated to this specialist area and is managed by a steering group, consisting of contract managers and practitioners from a range of colleges in Scotland and key partner agencies. • Be the main conduit for information associated with Government funded programmes and receives direct and timely information from the Modern Apprenticeship Group (MAG).	The Network has: • Fed into the Government's Apprenticeship Levy Consultation and the Core Skills review by SDS, Regular meetings with SDS and Scottish Government have kept the college sector priorities high re government programmes. • High attendance at WBLG meetings and continues be a valuable source to the group to share innovation, key concerns and be pro-active to change; the partners have key access to the sector direct and vice-versa at these meetings.

Work Based Learning activity continued

Activity:

- The Work-based Learning Steering Group (WBLG) leads on Apprenticeships and the Employability Fund, and has representation from all the colleges in Scotland of those who are responsible for these government programmes.

- It is the voice of Scotland's colleges for these programmes, strategically and operationally leading on innovation and sharing best practice. It is supported by our key partners who are also members, namely Scottish Government, Skills Development Scotland (SDS), SQA, City and Guilds, SCQF P, STUC, BEMIS, ESP; these members give the group up-to-date reports at our meetings.

- The Chair of the network, is also a member of the Modern Apprenticeship Group for Scotland (MAG), chaired by Scottish Government; she is also a Board Member of The Scottish Training Federation, and a member of the BEMIS/SDS working group, sharing with the WBLG timely information.

- Delivered two CDN events, which were very successful.
  - Key presentations included those from Scottish Government, SDS, ESP and Education Scotland.
    - 'Vocational Education and Skills Training: Change and Consolidation' was on 10 February 2017
    - 'Impacting on Scottish Apprenticeship Programmes', and was held on 2 June 2017

- Through new developments and sharing of good practice, from meetings and events enriched the learner experience.

- Shared best practice for example in the delivery of the Foundation, Modern and Graduate Level Apprenticeships and has kept the sector up to date with these national employability programmes introduced by SDS.