**West Coast OWL “Nest Meeting” 04/03/2021 Minutes**

Attendees: Susan, Rosamonde, Lynne, Judith, Heather, Isabel

Guest: Jo Ford from Skye and Lochalsh Council for Voluntary Organisations (SLCVO)

1. **Welcome**
2. Check Ins
3. **SLCVO – Jo Ford joining the meeting 7.30 – 8.15pm**
   1. GDPR guidance
      1. Directed us to Information Commissioners’ Office (ICO: <https://ico.org.uk>) to access guidance on data protection and what level we will need for WCOWL. There is a step by step process to complete that informs us what level of data protection we need.
      2. Check also the privacy notice on the SLCVO website – could use a template to work from.
   2. Pronouns guidance
      1. Jo emailed the only guidance she has available for this.
      2. No central strategic guidance for community groups from Scottish Government.
   3. Promotion of West Coast OWL
      1. SLCVO can share our events on Social Media
      2. Offer targeted emails to prospective groups who might join events or be members
      3. They can connect existing groups to use (Parent Counsels, Young Carers, Committees/trusts and staff running sessional projects – gardens, community garden projects with children, young people or adults).
      4. They can direct new start-ups or organisations to us
   4. Support for West Coast OWL
      1. SLCVO can help with governance, finance, funding, templates, AGMs, Volunteering, policy templates, procedural templates
      2. Promote us through the Skye, Wester Ross Community Planning Forum and Highland Council groups.
      3. Jo can provide us with a list of groups and their contacts for us to engage directly or invite to events.
   5. Additional links, connections and potentials:
      1. Feature West Coast OWL on the ‘Umbrella Orgs’ page as we are part of OWL Scotland.
      2. Insurance query – need to double check with OWL Scotland what insurances are covered. Isabel additionally investigating through her own enquiry as freelancer.
      3. Third Sector Gathering – suggestions of collaborating through an outdoor event (I.e. Balmacara Fair)
      4. Invitation to feature ourselves at the Agricultural Fair (Portree – August 2022) as a SLCVO table in their tent.
      5. Phil Druer (Composting educator in schools) – potential contact and member
   6. Clarifying needed:
      1. Core Statement of West Coast OWL – what we do, who we work with and what we can offer.
         1. Roz highlighted with Jo that we are a network supporting practitioners, projects and professionals who lead outdoor activities and learning – offering CPD, training and spaces to share good practice. But that ‘outdoor and woodland learning’ has a wide scope to include.
      2. Judith added in chat: *I think the key purpose is sharing good practice and engaging tutors to lead skill development sessions for folk who deliver educational activities outside - either formally or informally.*

**Steering Group Meeting resumed 8.15 – 8.50pm**

1. Previous Minutes to be agreed – Next Meeting will be confirmed
2. Ongoing actions/updates:
   1. Judith – arranged now for Kerry to join on March 18th – 7pm arrival
   2. Judith – collating contacts and list of people from Minutes, Lynne offered support. Roz emailing links to minutes folder and excel spreadsheet.
   3. Heather – Bank Account – emailed update before meeting. Awaiting news from the bank.
   4. 2021 Plans – Updates, progress and feedback on activities
      1. Launch article – aim to offer a launch event date and content for interested groups alongside email invitations to our contacts and mailing list.
      2. Matt is very keen to chat with us. Isabel will invite him to our meeting on Thursday 1st April for 7pm – 30 minute chat.
   5. Launch Article – updates and progress
      1. Not yet completed – discussion about delaying to April. Deadline for March edition is Friday 5th March. Roz will compile a ‘hatched’ short article to include Facebook and email. OWL Logo will be added. Emailed to Aileen Friday 5th.
   6. Lynne – she has emailed about Data protection – please see email
3. OWL Scotland – Funding offer (deadline 8th March)
   1. No bank account yet. No insurance certainty if delivered via existing steering group members.
   2. Can’t funding at this time.
   3. Brought up issue of insurance – Isabel will be clarifying and researching.
4. AOB
   1. Roz – The Ideas Fund - <https://theideasfund.org>
      1. Roz raised this a potential opportunity – deadline mid-April. Focus is on creative and different approaches to mental Wellbeing that is community led and will invite a researcher to collaborate and work with the project in the community.
      2. Roz has attended initial meetings – request to have a look before March 18th and see if anything emerges as possible. Even a collaborative project between groups?
      3. Judith asked about it running in 2022 – it is a pilot funding programme and they couldn’t confirm if they would definitely run it again next year?
5. **Next Meeting: Provisional - Thursday 18th March 19:00 – 20:30**

ACTIONS:

* Isabel – Privacy Policy draft emailed – please feedback comments/edits via email
* Isabel – Insurance research
* Judith – Re-arranging Kerry joining us on 18th at 7pm.
* Judith with support from Lynne – compiling contacts and groups to add to members excel list
* Roz – emailed Dropbox links to minutes and spreadsheet
* Roz – promotional article for KLCT CommUnity news – Friday 5th deadline
* Roz – Statement for SLCVO – sharing via email with aim to email to Jo by next meeting.
* Heather – update us on bank account as and when
* All – check out The Ideas Fund and decide if we want to pursue something?
* Roz /All - clarifying our ‘offer’. Roz writing the statement for SLCVO and with Heather’s suggestions.