TSEF Executive Group Meeting
Online Meeting at 3.00pm on Thursday 6th August 2020
Notes & Actions

Present:
Louise Goodlad – Princes Trust
Robin Turner – Routes to Work
Tommy McDade – Barnardos (Notes)
Clare McIntyre – Scottish Government
Rachel Le Noan – SCVO
Leona McDermid – Aberdeen Foyer
Amelia Morgan – Venture Trust

Apologies:
Grant Alexander- Link Group (Chair)
Lorna Forrest – SCVO
Hazel Benza – Scottish Government
Jamie Rutherford – Enable Scotland
Oxana McGregor Gunn – SAMH
Blyth Deans - The Lennox Partnership

1   Welcome and Agenda

Robin chaired in Grant's absence.

2   Note of Last Meeting – Actions

Updates are in bold.

ACTION	OWNER
Find out who is the main contact for COSLA and arrange meeting – **carry forward**	GA
Add SG contact for TSEF minutes on Basecamp	RLN
Share governance paper from the Operational Group – **carry forward**	GA
CMcI to check for indicative timescales for implementation date of new economic measures – **carry forward**	CMcI
Exec Group should aim to post notes of other meetings e.g. Network of Network and Sub Groups on to Basecamp when possible - **Ongoing**	TSEF Exec Group
Seek feedback from other Exec Group members on Comms Plan then agree sign off **– carry forward, Lorna to review/consider feedback**	LF
LF agreed to act as link with SG on refresh of Employment in Scotland website (also group can provide wider support) – **CMcI to progress this with Lorna. Group will be updated on progress.**	LF

3   Network of Networks Update

RT update on ERSA meeting with DWP. DWP agreed need for Expert Reference Group (ERG) in Scotland. Call for members closed last week; 10-12 individuals interested. Consideration being given to how this group connects with Commissioning sub-group.

Youth Employment Group update from AM:
- Workstreams agreed. Timescales being planned by designated leads with mid-Sept as wrap-up.
- 19 attendees at first wider group meeting on Mon 4th Aug. Sam Windett gave update on UK YEG.
- AM flagged need for comms from NoN lead orgs to ensure sector are aware of NoN and sub-groups. Needs consistency. RT said this will be on agenda of next ESS meeting (next week).
- AM also producing NoN governance chart for SG (to be proposed for sign off at tomorrow's NoN meeting).

- TMcD flagged timescales and pace of decision-making; need to focus on the design and implementation of policy.

Commissioning and NOLB:
No representatives were present. To feedback at future meeting.

Feedback loop between sub-groups and TSEF: RT proposed discussion by postponed until next TSEF meeting due to low number.

Network of Networks expansion:
Social Enterprise Scotland Network (SENS) has strong desire to further engage and feed into the Network of Networks and become more actively engaged with TSEF and the Executive Group. Given the governance structure remains in development for now TSEF Exec Group are not taking on new members – will keep position under review.

4   Feedback from oversight group

Update from RLN:
- Producing 12 month workplan up to March 2021 for Exec sign-off by end of Sept 2020 (action relating to Blyth's request on Basecamp)
- Agreeing responsibilities around Comms, influencing, representation and events.
- Revisiting recommendations from Alisdair Grimes' report

5   Feedback from meeting with SDS

GA and RT met again with Fergus McMillan and Elaine Walls (late July). Will be held monthly.
- As requested by TMcD, flagged the work initiated by David Coyne. SDS to provide progress update a next meeting.
- Requested an organisational chart; SDS reviewing what can be shared externally. Contact should continue to be directed via Fergus and Elaine.
- SDS offered network-wide session on Labour Market stats and intelligence. Welcomed by Exec members. RT and GA to communicate this at next meeting w/ SDS.

LF has confirmed date for network-wide session with Taylor Stewart, Marketing Manager, SDS - date TBC?

6   Digital Exclusion survey (Chris O'Hanlon – SG)

Christopher O'Hanlon from SG NOLB team shared presentation on Digital Exclusion and its impact on service users. Asked that TSEF members complete a survey on this topic and requested evidence capturing user voice on this topic and/or evaluation of blended delivery.

7   AOB

- CMcI confirmed SG Employability bulletin will be released tmrw (7 Aug)
- CMcI on AL so Pamela will represent SG at next TSEF Exec meeting
- TMcD flagged DWP hosting session re. Kickstart initiative and can provide feedback

9. Date of Next Meeting

20th August 3.00pm via Skype.

Actions

ACTION	OWNER
C/Fwd - Find out who is the main contact for COSLA and arrange meeting – group agreed to keep on agenda and follow up at later date	GA
C/Fwd - Share governance paper from the Operational Group – carry this one forward.	GA
C/Fwd - CMcI to check for indicative timescales for implementation date of new economic measures.	CMcI
C/Fwd - Seek feedback from other Exec Group members on Comms Plan then agree sign off	TSEF Exec Group members not in attendance at today's meeting
TSEF Comms (and other NON members orgs) to members re. understanding NoN, sub-groups and outputs.	AM?
Mapping governance of NoN and sub-groups	AM
Update on NOLB sub-group	JR
Consider how sub-groups feedback to TSEF Exec Group	GA
Respond to Blyth's request on Basecamp re. influencing over past 6 months	ALL
Confirm date for session with Taylor Stewart (SDS)	LF
Share SG presentation and request for evidence relating to digital and blended delivery	LMcD