

Community Jobs Scotland Advisory Group Meeting Wednesday 29 April 2015

Minutes and Actions

Welcome and Introductions:

Attendees:

Pauline McNally, SG Youth Employment Team (Chair)

Robert Logan, SG Youth Employment Team

Donna MacKinnon – SCVO

Margaret Wallace – SCVO

Anne Marie Anderson – SCVO

Susan Maxwell, SCVO

Michael Hollinger – SCVO

Barry Fowler – SPS

Shaun Lundy, SLAED – deputising for Shona Honeyman

Christopher Ruane, SDS – Deputising for April Robertson

Alison Melville, SG Youth Justice and Children's Hearings Unit – deputising for Iain Fitheridge

Karen Corrigan, DWP - deputising for Elaine Livingstone

Apologies:

Linda Kirk – SG

Gavin Miller – WhoCares? Scotland

Tommy McDade – Barnardo's

Carolyn Younie – SG

Iain Fitheridge – SG

Shona Honeyman - SLAED

1. Welcome and introductions

- Chair welcomes deputising members and confirms apologies for those not in attendance:
- Chair confirms that Iain Fitheridge – SG has now moved on and permanent replacement yet to be confirmed – Alison Melville deputising for today

2. Summary/Update on Action Points from Previous Meeting

Chair:

- Actions 1,4 and 5 are complete.
- Actions noted against SCVO will be covered during their CJS Update slot
- Action 10 will be covered during the discussions around SCVO updates and feedback on the Phase 5 proposal.
- Action 11 has been partially taken forward with the National Youth Justice Conference stand being provisionally booked for SCVO by Iain Fitheridge. Robert Logan and Michael Hollinger will take this forward.

3. SCVO Updates

DM:

Action point 1: SCVO & SLAED working protocol agreement

- SCVO and SLAED have had initial discussion on the protocol agreement and a paper has been shared with comments etc

SL:

- Confirms he will be speaking to Pamela Smith and will make arrangements to meet with SCVO within the next week and thereafter meet with SCVO to take this forward.

***ACTION: SCVO and SLAED to meet over the next 3 weeks and a draft of the protocol agreement to be submitted to SG. Finalised and signed off paper to be available for the Advisory group meeting in June.**

DM:

Action point 3: SCVO action on Post 18 month transitions for young people:

- SCVO issued callouts to employers for relevant case studies.
- Case studies have been received and forwarded onto SG (published on Employability in Scotland Website)

Action point 8: SCVO feedback on Remploy Meeting:

- SCVO have a Remploy contact to arrange a meeting which had been held in abeyance until decisions had been made by UKGov on Remploy's future.
- SCVO will carry forward this action for the next meeting and update the Group on the outcome of those discussions.

Action point 7: SCVO feedback on ethnic minority pilot:

- managed to fill 3 places.
- Difficulties around trying to promote availability as pilot was not publically announced.
- Despite working with a range of organisations the engagement was slow and there was little interest in the available places.
- Main interests from 18-24 year olds rather than target group of 25-29 year olds.

CJS update from last meeting

- Phase 3 places now almost fully complete.
- 54.5% employment outcomes and overall positive outcomes at 66.8%

Phase 3 evaluation

- SCVO met with consultants to discuss and reach agreement on the data to be shared.

Phase 4

- 1,396 places filled from 1,400 target
- 4 failed to start as scheduled.
- Young Offender Pilot exceeded target - 103 places filled

- Disabilities places exceeded target – 111 places filled
- Care Leavers Pilot did not meet target – 65 places filled.
- Remaining balance of places were diverted into the main CJS programme.
- WhoCares?Scotland were unable to take up the 20 places initially set aside for them.
- issues around getting the organisations to engage more quickly in identifying eligible young people for the Pilot.
- SCVO/SDS engagement proved quite successful and they now have a clear working relationship to identify CJS eligible care leavers. SDS referred 9 people for the pilot.
- SCVO already taking action to engage with organisations and local authorities for the phase 5 places.

***ACTION: SCVO to provide SG with more detailed clarification of the Care Leaver pilot issues.**

AMA:

- DWP in Forth Valley are taking forward a Care leaver Pilot.
- Meeting on 6th May to try and link in CJS.

Chair:

- Would there be value in holding a workshop to improve or raise the profile of the care leavers/vulnerable Groups?

LP:

- Highlights the existence of the Scottish Throughcare and Aftercare Forum.
- Annual Seminar is upcoming however they do have other regular seminars/forums.

***ACTION: Louise Piaskowski to share details of the Scottish Throughcare and Aftercare Forum and their upcoming Seminars. Details to be forwarded to Robert Logan who will circulate to the Group.**

SL:

- Are care leaver places still be 100 for Phase 5?
- how do SCVO clearly identify care leavers from other CJS applicants?

Chair: Clarifies that the care leaver places are within the 300 wider vulnerable group places.

SM:

- The CJS start forms have a self declaration part where the young person can indicate their "barrier" if they choose to do so.

SL:

- Is it planned to have a wider circulation of the Phase 5 proposal paper?
- It would be useful to have something that I could share with the LA's.

Chair:

- The current format wouldn't be appropriate but perhaps if there was a summarised version. Do SCVO have anything readily available?

SL:

- I could link in discussions on the Phase 5 proposal for 300 places when having the discussions around the protocol agreement.

Update on Care Leavers

MW:

- Launchpad offered a significant level of support in the pilot and are hoping to engage for the Phase 5 places.
- Our hope for delivering the care leavers is that it could mirror the work of the young offender pilot.
- SCVO are confident about delivering the care leaver places in Phase 5.

Chair:

- Are there any events that could benefit or should be notified to SCVO?
- Do SCVO have plans to appoint someone to specialise on the Care Leavers as per the Young Offender pilot?

***ACTION: Group to consider and share details of any events that could be of benefit to the development of and raise awareness about CJS Phase 5.**

***ACTION: SCVO to advise of plans to appoint someone specialising on taking forward and managing the Care Leaver aspect.**

Part Time Disabilities programme

MH:

- There were some issues around participants maintaining CJS placements due to conflicts with their disability benefits.

Chair:

- Can SCVO give an update on the engagement of Shaw Trust for Phase 5?

(Chair outlines that Shaw Trust did not engage in Phase 4 due to uncertainty over the DWP Work Choice contracts extensions. This led to the inability to support 18 month CJS placements and having to offer 12 month contracts in the contract areas covered by Shaw Trust)

DM:

- Contact with Shaw Trust is ongoing and we are hopeful they will re-engage for Phase 5.

Chair:

- We (SG) need to be kept up to date on the ongoing Shaw Trust discussions and if possible we could meet in the next 3 to 4 weeks to discuss progress?

DM:

- We are due to meet with Remploy as well as Shaw Trust about supporting the 18 month part time places.

Young Offender Pilot

MH:

- Evident that the prisons involved had different approaches to helping identify CJS eligible young offenders for the programme.
- We are aware of what the main issues were and what work we need to do around these issues.

AM:

- Are CJ's places extended to ex offenders and those with history of offending?

Chair:

- Criteria is the same as the Targeted ERI

***ACTION: Robert Logan to circulate the young offender CJS criteria to the Group**

BF: SPS are leading a Throughcare Support Pilot

Chair:

- Phase 5 will also include a pilot for 20 places for 25-29 year old offenders

MH:

- SCVO have agreed to take a stand at the National Youth Justice Conference.

***ACTION: Alison Melville to provide the contact details for the Conference and pass onto Robert Logan and Michael Hollinger to take forward.**

4. CJS Phase 5:

Group Feedback

Chair:

- It would be useful to have some feedback from the Group on the Phase 5 proposals – these could be collated into a paper for the next Advisory Group meeting.

Rollout of Phase 5

DM:

- Call out for employers is due to launch 15th June with a deadline for applications of 3rd July.
- Aspiration to have first CJS jobs out to JCP and SDS for 13th July

- Anticipating first starts to be 27th July.

***ACTION:**

- **Donna Mackinnon to provide a summary of the relevant dates and details for the roll out of Phase 5. Group members to circulate and share this summary with stakeholders to raise the profile and awareness of Phase 5. Robert Logan to publish the summary via the Employability in Scotland website.**

LP:

- The e is a possible option for highlighting CJS case studies.

***ACTION: Louise Piaskowski to share details of the quarterly bulletin for the Looked After Children Centre for Excellence**

5. Update on Phase 3 Evaluation

Chair:

- Confirms that evaluation process remains ongoing and the Group will be kept updated on progress.
- TERU will be attending SLAED meeting to advise of the Phase 3 evaluation.

6. Core Member Updates

Chair:

- To ensure that the meetings are more inclusive is there merit in widening out the Agenda to include updates from all member organisations?

***ACTION: Group to consider more inclusive all member updates and feedback to Robert Logan to collate.**

SLAED Update

SL:

- Main body of work ongoing is with the LA's on the bidding process for ESF funding
- Hopeful that a more substantive update can be given within next 4 weeks.

Chair:

- Both YESF and Targeted ERI's have been extended until 31st May 2015 for LA's who want to bid in for the co-investment funding model on offer.

DM:

- Can we have a list of the LA's who are participating the extended ERI?

***ACTION: Robert Logan to provide details of the LA's who are participating and a link to the YESF page on the Employability in Scotland website.**

SL:

- There is a workshop being held to advise on the new ERI and if need be details can be fed back to the Group

DM:

- Have SG taken forward discussions on raising awareness of the new ERI with small businesses?

Chair:

- Discussions have been conducted with Scottish Chambers of Commerce and other relevant stakeholders on the new ERI that is being taken forward.

SDS Update:

CR:

- Nothing to update for this meeting however there should be a full update on SDS matters at the next Meeting.

DWP Update

KC:

- Main focus is on the roll out of Universal Credit
- We are currently looking the Universal Credit process and CJS
- Work Choice Contract referrals – ongoing to work to ensure these are properly managed. High numbers last year led to a cap on further referrals.
- Mandatory work Activity extensions
- Scotland introduced the English language requirement in November 2014. It is open to ESA claimants but on a voluntary basis only.
- Community Work Placements (CWP) extension is now available for Work programme returners.

***ACTION: Karen Corrigan to share details of changes to the CWP criteria with Robert Logan who will circulate to the Group.**

7. AOB

Chair/RL:

- RL engaged with Transport Scotland (TS) and DWP over the introduction of the free rail travel scheme for unemployed jobseekers to ascertain whether there was any scope for the current scheme to be more flexible or if need be ask TS to engage discussions over a separate offer in line with the SG employability programmes.
- Eligibility criteria has been clarified by both TS and DWP and this seems ot preclude CJS participants as it is in line with the DWP Travel Discount Card which is not accessible until 13 weeks fo unemployment. As CJS is day eligible they would not benefit from this.

- DWP confirm that they have been in discussion with policy colleagues to introduce some flexibility in this however so far there is no interest at this stage in taking that forward.
- TS confirm that the free travel was an extra offer by Abellio when bidding for the rail franchise contract previously agreed with Scotrail. Scotrail agreed the travel card scheme and associated eligibility with DWP. The Scotland contract is renewed every 7 years TS could look into bringing in our requirements at that stage.
- TS indicated there could be some scope to alter the ScotRail franchise contract, but there would be associated costs. We will continue to consider options for ongoing discussions and feed back to the Group when details are available.

8. Summary of Actions

1. **SCVO/SLAED:** to meet and finalise the protocol agreement which should be completed for the next meeting on 11 June 2015.
2. **SCVO:** to provide more detailed clarification of the care leaver pilot issues.
3. **Louise Piaskowski/Robert Logan:** Louise to provide details of the Scottish Throughcare and Aftercare Forum and any upcoming seminars. Details to be sent to Robert Logan who will circulate to Group.
4. **All:** Group members to consider and share details of any coming events that could be of benefit to the development or raising awareness of the CJS Phase 5 programme.
5. **SCVO:** to feedback on discussion with Remploy and Shaw Trust to ensure the 18 month part time contracts can be delivered in Phase 5.
6. **Robert Logan:** to circulate the young offender eligibility criteria to the Group.
7. **Alison Melville:** to provide Robert Logan and Michael Hollinger with the contact details for the National Youth Justice Conference.
Completed 30th April.
8. **Donna Mackinnon:** to circulate to the group a summary of the relevant dates and details for the roll out of Phase 5. Group to share summary with stakeholders to raise profile and awareness of Phase 5. Robert Logan to publish summary via the Employability in Scotland website.
9. **Louise Piaskowski:** to share details of the quarterly bulletin for the Looked After Children Centre for Excellence.
10. **Group/Robert Logan:** to consider and feedback comments to Robert Logan on whether future meetings should be expanded to include all member updates rather than the current core member updates?
11. **Robert Logan:** to provide SCVO with list of local authorities who have bid in for places on the extended YESF programme to end of May and the weblink for the Employability in Scotland YESF page.
Completed 1st May.
12. **Karen Corrigan/Robert Logan:** to share details of changes to the eligibility criteria for Community Work Placements (CWP). Details to be provided to Robert Logan to circulate.
13. **SCVO:** to provide an update at the next meeting (11 June) on any impacts from the CWP changes.
14. **SCVO:** to provide details of using a specialist Care Leaver officer (as per the Young Offender Pilot) to focus on ensuring those places are delivered for Phase 5.

15. **SDS/SCVO:** to share details of the SDS care Leaver advisors with the Group.
16. **Pauline McNally:** has shared the vulnerable criteria list with SG Equalities to ensure CJS has included everyone relevant in relation to employability. Pauline will circulate to the Group for comments when Equalities have responded.
17. **Shaun Lundy:** will offer SLAED colleagues a verbal overview of the Phase 5 programme at the SLAED meeting on 30 April.

Next meeting date

- The next meeting is scheduled to take place at SCVO Offices on Thursday 11 June 2015.
- Please indicate availability to Robert Logan who will collate and confirm the outcome to the Group. If necessary a selection of revised dates will be circulated via doodle poll.