

TSEF Executive Group Meeting
Online Meeting at 3.00pm on Thursday 23rd July 2020
Notes & Actions

Present:
Grant Alexander- Link Group (Chair)
Louise Goodlad – Princes Trust
Lorna Forrest – SCVO
Robin Turner – Routes to Work
Tommy McDade – Barnardos (Notes)
Clare McIntyre – Scottish Government

Apologies:
Hazel Benza – Scottish Government
Jamie Rutherford – Enable Scotland
Oxana McGregor Gunn – SAMH
Blyth Deans - The Lennox Partnership
Rachel Le Noan – SCVO
Amelia Morgan – Venture Trust
Leona McDermid – Aberdeen Foyer

Welcome and Agenda

The group welcomed Clare McIntyre from Scottish Government to the meeting; Clare is linking with TSEF in the absence of HB.

Note of Last Meeting – Actions

Updates are in bold.

ACTION	OWNER
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
Contact Jayne Chappell and find out how best to engage with Social Enterprise Network Scotland – GA meeting with her on 24th July	GA
Arrange a meeting of the oversight group – arranged for 27th July pm	GA
Arrange virtual sessions with SDS and DWP – cover in Comms Plan agenda item	LF/AM
Encourage people to sign up to wider Basecamp group – On the agenda	ALL
Prompt starter thread conversations on the wider Basecamp group – On the agenda	ALL
Post survey from Shared Measurement Framework Group on Basecamp – RLN posted link to workshops/slides	AM
Add call for evidence from Economy, Energy and Fair Work Committee to Basecamp group - cleared	RLN
Add SG contact for TSEF minutes on Basecamp – check for contact send to CMcl	RLN
YEG subgroup to share the draft ToRs and work stream paper when available – on Basecamp	AM
Share mini governance paper from the Operational Group – carry this one forward.	AM

Network of Networks Meeting 17th July 20 – Feedback (GA, TM, RT, LG, CMcl)

RT This was the 2nd meeting, RT shared the feeling that there was a lot of energy and positivity, willingness to get involved in sub groups. TMcd what are the timescales we are working to in terms of responding to SG with thoughts and position statements, CMcl to check if there are indicative timescales from SG perspective. GA agreed that we should aim to post notes from meeting on Basecamp, then notes from sub groups as well.

4. TSEF Comms Plan Approach) (LF)

Centres around 3 objectives:

- To set out the approach, channels and timescales for engaging stakeholders in an open and transparent way, encouraging a membership community
- To ensure TSEF Exec have a clear understanding of the ownership and delivery plan for comms, including alignment with other groups such as the Network of Networks
- To use this plan to connect with TSEF membership, voluntary sector employers, employability

The group is supportive of the way it has been set out and structured; there was a strong feeling that this will be a really useful tool to use going forward. Group agreed to seek feedback from other Exec Group members before sign off.

5. Proposed Future Events (LF)

LF discussed the best way to agree on date for events in future, Doodle polls can be used to identify potential dates for events etc. This includes events with SDS, DYW and DWP.

Can't recall if we agreed how this would be taken forward.

6. Basecamp Activities (GA) (standing item)

Basecamp Sign Ups - Over 90 orgs signed up so far (increasing by roughly 10 per week) keep encouraging new members to join through our own personal networks.

Starter Conversations – In Comms Plan, but leave room for some organic conversations. Keep messages going out.

7. Forthcoming Meeting with SDS – Discussion Points (GA, RT)

RT and GA meeting with two reps from SDS Friday 24th July pm, focus on how they can best engage with TSEF going forward. Group discussed potential items for agenda with SDS.

8. AOB

CMcl – covering for HB over the next couple of weeks, be good to get detail on Network of Networks, developing work on EiS web site, take notes to get them on, refresh of site is under way, make it more up to date and compatible with modern devices. Keen to have nomination to provide 3rd sector insight to developing refreshed site. LF agreed to act as link with this for TSEF but other members can help too.

LG – Reminder about SYEG, share this through wider networks.

9. Date of Next Meeting

6th August 3.00pm via Skype.

Actions

ACTION	OWNER
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
Add SG contact for TSEF minutes on Basecamp – check for contact send to C Mcl	CMcl
Share mini governance paper from the Operational Group – carry this one forward.	GA
CMcl to check for indicative timescales for implementation date of new economic measures.	CMcl

Exec Group should aim to post notes of other meetings e.g. Network of Network and Sub Groups on to Basecamp when possible.	TSEF Exec Group
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
LF agreed to act as link with SG on refresh of Employment in Scotland website (also group can provide wider support)	LF