**Note of meeting of the Third Sector Strategy Group (TSSG) – 18 November 2021**

1. **Present:** Raymond Branton, Chair (Family and Community Development), Helen Davis (West Lothian Youth Action Project), Alan McCloskey (VSGWL), Monica Mochar (Well Being Scotland), Stuart Barrie (Homestart), Linda White (WLSEN), Karen Nailen (CAB), Alison Wright (CoWL), Joanna Van Den Berg (Firefly Arts), Lesley Mount (Signpost), Billie Skene (Cyrenians Opal), Brian Pringle (WLDAS), Bruce Henderson (Spark), Clare Stewart, (West Lothian Council), Gillian Fairgrieve (Environmental CIC), Andrew Murray (Safe Families)

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| **ITEM** | **KEY POINTS** | **ACTION BY** |
| 1 | **Welcome and Apologies**  **Welcome**  Raymond welcomed everyone to the meeting.  **Apologies**  Tracy Murdoch (Kidzeco), *S*ylvia Forshaw (Cyrenians OPAL), David McDonald (Whitburn CDT), Alan Davidson (Bridge), Jay Haston, ( Wave Trust), Angela Moohan (The Larder), Jack Christie (River Kids), Mark Kennedy (Circle) |  |
| 2  3  4  5  6  7  8  9 | **Previous minutes of meeting held on 7 October 2021**  The action notes were accepted.  **Matters arising/review of actions from last meeting**  All other actions on agenda for today`s meeting.  Raymond commented that he had been great to meet up in person at the previous meeting.  He highlighted that there may be an opportunity to help facilitate Hustings at the May local elections.  **Guest Speaker**    Clare Stewart from WL Council gave a presentation on “No One Left Behind” agenda, employability and opportunities for the long term unemployed. Clare highlighted that there was an opportunity for the Sector to consider applications into the Long-Term Unemployed Fund.  She added that a number of places had been ring-fenced for the sector to support individuals aged over 25 who had been unemployed for over 12 months. Further information available on the Council`s website.  **Summit feedback**  Alan provided some feedback about the event which many felt had been more successful that the Summit last year. He added that a Summit report was being prepared which would include the highlight`s from the event with links to each of the speakers.  Alan thanked the Summit planning team for their help and to the facilitators and leads in each of the breakout sessions. [Summit evalutation](https://www.voluntarysectorgateway.org/report-on-third-sector-summit-communities-first-in-a-transformed-west-lothian/)  Raymond also thanked everyone involved for the work.  **VSGWL report**  Alan highlighted a number of funds that were available to the third sector.  He advised that the guidance and application forms for the £470K Community Mental Health and Wellbeing Fund would be available from the end of November. [£470k-west-lothian-communities-mental-health-and-wellbeing-fund/](https://www.voluntarysectorgateway.org/launch-of-470k-west-lothian-communities-mental-health-and-wellbeing-fund/)  **Alan also highlighted that the** Scottish Government has announced that a new £25m Business Ventilation Fund will provide funding to help small and medium sized businesses improve their ventilation, and help reduce the spread of COVID-19. [**covid-19-business-ventilation-fund**](https://www.gov.scot/publications/coronavirus-covid-19-business-ventilation-fund/?utm_campaign=1003645_FindBusinessSupport%20%E2%80%93%20Covid-19%2C%20Brexit%20and%20other%20public%20sector%20guidance%20%E2%80%93%20Updates%20257&utm_medium=email&utm_source=Scottish%20Enterprise&dm_i=4X7B,LIF1,3LI821,2L4FX,1)  He highlighted a new Community Benefits portal and encouraged organisations to take a look– [www.ESEScommunities.org](http://www.ESEScommunities.org)  [**Free Cyber Resilience training for the Third Sector**](https://www.eventbrite.co.uk/e/free-cyber-resilience-training-for-the-third-sector-tickets-205566483887?aff=odeimcmailchimp&mc_cid=9daf1cf0e2&mc_eid=3a98130cb6) Alan explained that VSGWL would be offering free Cyber Resilience training for the Sector. The training is desiged to focus on human behaviours. Each one-hour session will cover:   * Password security * Scam and phishing emails – how to spot and what to do * Device security   The next session is on 14 Jan 2022 (10-11).  There is a second round of the Improving Communities Funding (ICF) available covering the period 2023-2026. Two Scottish government webinars are being held on 30 Nov and 8 Dec.  Alan advised positive developments with VSGWL recruitment. An individual has been offered the new Partnerships Officer post and is due to take up the role in mid-January. Interviews are being held on 3 Dec for the Operations Manager role.  **WLSEN report**  Linda provided an update on developments within WLSEN.  She explained that 16 partners were involved in the Mental Health Consortium. Community Enterprise were supporting the project and helping to establish governance, branding and referral arrangements. Linda added  that the recruitment plans for the Mental Health Coordinator role was progressing well and she hoped to have the role filled in January.  She highlighted a number of staffing and trustee changes and provided an update on progress with their strategic review.  Linda explained that she was working closely with Senscot and Evaluation Support Scotland.  **Forum / sector updates, developments and consultations**     1. Children and Families Forum   Helen advised that at the next meeting on 7 December the Forum would be considering the Commissioning Plan in detail. A discussion on the Mental Health Framework would be held. Deadline is 16 December and needs a third sector perspective.  Helen confirmed that the proposed Forum`s governance arrangements and the Terms of Reference would be considered in the New Year.   1. Race Forum   It was noted that the FJSS Group could play a key role in the development of the Forum.   1. Employability Forum   Raymond provided an update on developments surrounding the re-established forum. The forum was currently led by Angela and there are plans to put in place governance arrangements and work up a Terms of Reference for the group. An election process for the Chair of the Forum would be developed.  Raymond encouraged organisations to consider joining the Forum.   1. CDTs Forum   N/A   1. Anti-Poverty Task Force/Child Poverty Reference Group   It was noted there was a meeting clash. The Child Poverty Action Plan is 48 pages long.   1. Mental Health Forum   Diane is providing the Secretariat. Consideration to be given to developing closer links with HSCP.  **Action**: Linda to put to rest of group to consider in first instance  **Action:** Alan to contact Chair of Health and Wellbeing Group about Sector representation on Forum  **AOCB**  Alison highlighted that Carers of West Lothian are Chairing a Learning & Disability Forum. She advised that there is an open invitation for organisations who engage work carers and carers reps to come forward. Alison sad that a Physical Disability Forum has not met for 5 years and were considering combining with other groups.  She highlighted she was keen to have those with lived experience on the Forum to share ideas, best practice and help with service planning.  **Action:** All to consider  **Date of next meeting**  The next meeting is 13 January 2022. (1-3pm) | **Linda**  **Alan**  **All** |
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