

Note of meeting of the Employability Third Sector Forum

Thursday 30th June

10-11.30am at Voluntary Sector Gateway

Chair: Beverley Francis

Note taker: Stuart Barrie (VSGWL)

Attendees: Jane Dreary (Spark), Alan McCloskey (VSGWL), Alice Mitchell (West Lothian Council), Jack Christie (River Kids) Glen (Enable), Chris Wesencraft (Enable), Jason Thomson (Street Soccer), Rosemary Sleith (OSAP), Carol (Linlithgow Community Trust), Jim Brown (Carers of West Lothian) Angela Moohan (The Larder), Tracey Murdoch (Kidzeco) Raymond Branton (Playworks) Helen David (Youth Action Project),.

Apologies: Received with thanks.

Agenda Item	Decision/Action	Action By	Timescale
1. Welcome and Apologies Beverly welcomed everyone to the meeting as Chair today.			
2. Previous minutes and matters arising Minutes agreed and confirmed.			
3. Getting to know you exercise Introductions and backgrounds on individuals and their organisations Angela offered some reflections on partnership working as part of this forum			
4. Memorandum of Understanding feedback Outline of Memorandum of Understanding outlining how the group will work together, what is for and what is not for, also highlighting roles and responsibilities noting that it was signed by 3 partners, Angela, Rosemary and Alan. The Memorandum of Understanding will have an appendix for organisations that have agreed to adopt this for the forum.			
5. Joint chair role document review Group agreed the documents outlining chair role. It was noted the secretariat function was to be finalised with Alan McCloskey. Angela wanted to record a note of thanks and appreciate for Tracy's work on the Project so far.			
6. Alice Mitchell Update Shared Prosperity Fund – UK scheme Funding between October 2022 and the end of March 2025. UKSPF is a central pillar of the UK Government's Levelling Up agenda and will commit over £2.6bn			

<p>of funding for local investment by March 2025. The primary goal of the UKSPF is to build pride in place and increase life chances across the UK. Underneath this overarching aim, there are three investment priorities:</p> <ul style="list-style-type: none"> • Community and Place • Supporting Local Business • People and Skills <p>Each investment priority lists a number of Interventions with corresponding outcomes and outputs.</p> <p>The type of proposals sought are</p> <p>Projects must deliver activity that falls into one or more of the three investment priorities above and is clearly aligned with at least one of the Interventions.</p> <p>They are particularly interested in proposals that support the priority themes of the Local Outcome Improvement Plan and the Council’s Business Plan’s.</p> <p>Proposals need to be clearly developed with a defined costing plan and clearly measurable outcomes and outputs. Consideration also needs to be given to an exit plan for when the funding ends in March 2025.</p> <ul style="list-style-type: none"> • (SPF submission window 30 June - 1 August 2022). Circa £6M over 3 years. • Council held event 22 June with CPP to assess what the investment plan will involve and what we’ll need to do with partners. Related to NOLB phase 2 Plan as will want to establish what is going into SPF and what will be included in the NOLB programme, to ensure there is no duplication. • Investment plan needs to be written by end July. High level strategic document which can be amended in future years. • The Employability Fund – a further £300K has been allocated for Third Sector providers <p>A meeting to gather input around Shared Prosperity was held Wed 23rd at West Lothian College. Alice suggested a similar event be held with the 3rd sector. Alan attended the Shared Prosperity meeting and agreed it would be very useful for the Third Sector</p>			
<p>7. What are organisations being funded to deliver.</p> <p>It was agreed that this would be completed electronically as there was insufficient time to carry it out.</p>			

<p>8. VSGWL update – LEP & national development – Alan Update</p> <p>Suggestion from Angela about opening up the LEP representation to another 3rd representative of the sector member on the LEP Committee, which would be Alan and 2 other 3rd Sector Members.</p> <p>Discussion was held around the inviting elected officials from the Council to attend this forum. The feeling was that there was important information that could be shared and it developed more partnership led approach to working with West Lothian Council.</p>			
<p>9. AOCB and next meeting</p> <p>Next meeting in August (not September as previously noted) and a doodle poll would be sent out to find a suitable date.</p>			