



**THIRD SECTOR**  
Dumfries and Galloway

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# **Third Sector Employability Forum**

## **Note of the meeting**

23 June 2021

Via ZOOM

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*Working together to put our sector first*  
Dumfries and Galloway's Third Sector Interface

A decorative footer graphic consisting of several overlapping curved lines in shades of blue and yellow, creating a sense of movement and flow.

## ATTENDANCE

David Bradbury	Let's Get Sporty
Mhairi Ross	Apex Scotland (Dumfries and Galloway)
Claire Simmonds	Project Scotland
Sharee Rennie	Care Training Consortium
Moira Cuthbertson	SCVO

### In attendance

Norma Austin-Hart	CEO, Third Sector Dumfries and Galloway
Ann Gordon	Volunteering Officer, TSDG
Alan Hall	Communications Manager, TSDG (agenda item 6)

### Apologies

Craig McEwan	The Usual Place
Ellen Tomlinson	Springboard
Joyce Harkness	SHAX
Lynn Uygun	Lincluden Community Centre
Julia Muir-Watt	The Whithorn Trust

## 1 WELCOME

Norma Austin Hart welcomed everyone to the second meeting of the forum and attendees introduced themselves.

## 2 NOTE OF PREVIOUS MEETING (14 APRIL 2021)

The notes of the previous meeting were agreed by all present. NAH noted that she had used the notes of the first forum meeting to support funding bids for a TSDG member of staff to support employability.

## 3 TERMS OF REFERENCE AND FREQUENCY OF FORUM MEETINGS

NAH gave a presentation regarding the draft terms of reference for the forum. All members present agreed that the terms of reference met the needs of the group and that the membership criteria was appropriate.

A unanimous vote on the frequency of forum meetings agreed these should be held every three months. It was also agreed that the provision to organise additional meetings should circumstances require be included within the terms of reference.

The suggestion that for the first year of the forum the chair would be held by TSDG and thereafter the chair should pass to a third sector organisation was unanimously agreed. The term of office for each organisation chairing will be one year. The chair will pass to a third sector organisation in April 2022.

## 4 SUGGESTIONS FOR FUTURE TOPICS

Information is required from the local authority around how various employability funding streams are being used. NAH agreed to raise his question at the forthcoming Local Employability and Skills Partnership (LESP) meeting.

Community Job Scotland funding will cease with funding moving to No One Left Behind. The Scottish Government have developed exit plans to facilitate this.

It was noted that the local authority will require to procure service delivery of employability projects as they will be unable to fulfil everything inhouse. Information is required as to when and how these contracts will be procured.

Local authorities have a remit to develop a framework for No One Left Behind and it would be useful to know how third sector organisations can be part of this framework. There is a need for better communication between the local authority and third sector organisations with regards to timescales and processes for procurement. Organisations need appropriate timescales to complete applications for funding – short timescales can mean that suitable organisations do not apply for funds, leading to contracts not always being awarded to the best fit organisation. Again NAH agreed to raise this with the LESP.

Topics suggested

- The role of the council
- Funding especially No One Left Behind and Young Person's Guarantee
- Procurement of contracts – timescales, transparent processes

NAH informed the forum of the development of Digital Skills Hubs at Dumfries and Galloway College.

## 5 SHORT LIFE WORKING GROUP

NAH noted that the short life working group has met once and had a useful discussion around what is currently available in the sector regarding employability. An assessment of existing employability services will be presented to the next meeting of the SLWG. The next meeting will be held on 15 July.

## 6 SLACK DEMONSTRATION

Alan Hall, TSDG Communications Manager, gave the forum a demonstration of SLACK and explained this is a basic messaging system which enables the sharing of files, one-to-one private messaging and general messaging between forum members. In addition SLACK can be used to make “telephone” and video calls to members. A mobile phone APP of SLACK is also available.

The forum agreed that SLACK would be a suitable means of communication for the forum and that AH should send invitations to members to join.

## 7 PRESENTATION – LET’S GET EMPLOYED

David Bradbury, Managing Director of Let’s Get Sporty gave an informative presentation on the Let’s Get Employed project. Let’s Get Sporty is soon to celebrate its tenth birthday and is currently 72% self-funded with a long-term aim of being 100% self-funding.

Let’s Get Sporting have secured a 25-year lease on Lochvale House enabling them to develop the property and secure income from lets and user groups.

Through the project over 400 individuals have moved into employment in various sectors including care, agriculture, administration, retail and sport. The trainees with Let’s Get Employed are supported and mentored through a variety of stages which include both life skills and skills which can help lead to employment – the project looks at the “whole person” and not just job ready skills.

Let’s Get Employed are developing a pathway leading individuals from trainee through to being employed, in an apprenticeship or moving into further education.

Let’s Get Sporty have developed relationships within local communities through providing sports which has enabled them to grow their network of contacts to support Let’s Get Employed.

## 8 ANY OTHER BUSINESS

### **Education and Skills Strategy Co-ordination Group**

NAH noted this group is led by Skills Development Scotland and is a sub-group of the Regional Economic Partnership. The group is looking at solutions to the barriers which small organisations encounter preventing them from employing modern apprentices. They are considering the use of “host” organisations who support small employers by undertaking the management of apprenticeships. An update can be provided at the next meeting.

## 9 DATES OF NEXT MEETINGS

Tuesday 21 September 2021, 2pm

Tuesday 14 December 2021, 2pm

The meetings will be held via ZOOM

### **ACTIONS**

- Request information from LESP around how local employability funds are being distributed and used by the council. **NAH**
- Communication around frameworks, timescales, procurement processes and return of applications to be raised with the LESP. **NAH**
- Invitation to join employability SLACK channel to be issued to all forum members. **AH**
- Update on Education and Skills Strategy Co-ordination Group on apprenticeships and small employers. **NAH**