**Inspiring Communities Group Meeting Notes**

**Date:** 16th February 2021

**Attendees:**

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| ***Name*** | ***Organisation*** |
| Carla Sproull | Student |
| Ewan Aitken | Cyrenians |
| Gavin McEwan | Turcan Connell |
| Harriet Mortimer | Edinburgh Chamber of Commerce |
| Joanne Davidson | Edinburgh Chamber of Commerce |
| John Heraghty | Common Purpose |
| Jonny Kinross | Grassmarket Community Project |
| Joseph Drugan | Balfour Beatty |
| Katherine Jenkins | RBS |
| Mike Hartley | Cyrenians |
| Miles Weaver | Edinburgh Napier University |
| Paul Wilson | Volunteer Edinburgh |
| Rebecca Neish | Edinburgh Chamber of Commerce |
| Sandra Millar | Phoenix |
| Victoria Simpson | Anderson Strathern |
| Willy Barr | Citadel Youth Centre |

**Apologies:**

Duncan Gardner, Fiona Haro, Richard Knight, Scott Fyfe, Simon Turner, Tommy George

**Agenda:**

1. Welcome and apologies
2. Handover of Chairs
3. Introductions
   1. Everyone to introduce themselves, and comment on their aspirations for the Inspiring Communities group for the year ahead
4. Review of previous minutes

* Review of the Terms of Reference

1. Review of the Activity Plan and any updates
2. Discussion on Community Benefit clauses in Public Procurement
3. AOB & DONM

**Actions:**

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| **What** | **Who** | **When** |
| Paul and Sandra to collate and discuss aspirations | Paul, Sandra | By next meeting |
| Send the activity plan to Council to okay | Harriet | Next council meeting |
| Chamber to keep Sandra and Paul updated on Inspiring Stories publicity plans | Chamber | Ongoing |
| Contact Miles if you’re interested in getting involved in Napier’s SDG Action Manager project | All | Ongoing |
| John to send Ewan/Paul more info on his legacy project | John | By next meeting |
| Set future meeting dates | Harriet | End of the week |
| Review of Terms of Reference and send feedback to Harriet/Paul and Sandra | All | By next meeting |
| Contact Jonny if interested in getting involved with the Mental Health Group | All | ASAP |
| Rebecca, Sandra, Willy and Paul to meet to discuss the cross-sectoral project | Paul, Rebecca, Sandra, Willy | By next meeting |
| Contact Harriet, Paul or Sandra if you know of someone from the performance sector who would be interested in joining the group | All | Ongoing |
| Paul, Carla and Harriet to speak about the inclusive employers project | Paul, Carla, Harriet | By next meeting |
| Update the Activity Plan | Paul | By next meeting |
| Contact Paul/Sandra with good or bad examples of Community Benefit Clauses | All | By next meeting |
| Paul and Joseph to discuss Community Benefit clauses | Paul and Joseph | By next meeting |

**Meeting notes:**

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| **Item 1** | **Welcome** |
|  | Ewan opens up and chairs the meeting, which is taking place virtually |
| **Item 2** | **Handover of Chairs** |
|  | Ewan confirms that he is stepping down as previously announced, so that he can dedicate more time to the Edinburgh CAN B movement. In an effort to reflect the group’s collaborative work, two co-chairs have been chosen: Sandra Millar from Phoenix and Paul Wilson from Volunteer Edinburgh |
| **Item 3** | **Introductions** |
|  | Everyone to introduce themselves, and comment on their aspirations for the group  Paul – the Chief Officer at Volunteer Edinburgh, which works to support volunteering strategically. Partner in Edinburgh Third Sector Interface with EVOC and Edinburgh Social Enterprise Network.   * Going forward, he aims to build on the really great work this group has done under Ewan’s stewardship and exploit opportunities for cross-sector working.   Sandra – has worked in financial services for a while, and her main role now is at Phoenix group, looking at charity partnerships   * Her aspiration is for us to feel that we’ve made a difference, and show our companies/charities the benefit of us being part of this group. The pandemic has touched so many parts of our lives, we need to consider what we can do to make a difference within the community.   Harriet – Policy Exec. At the Chamber   * There’s been a huge amount of new collaboration due to the pandemic, and we need to capture some of that momentum, perhaps share examples and try to distil some of that down into best practice around how collaboration comes about to keep that level of cross-sectoral collaboration going.     Gavin - partner and head of charities at Turcan & Connell.   * He’s in the health and wellbeing group and has seen that there’s such a lot that businesses and charities can learn from each other on mental health in the workforce, and he hopes that this group can help those two sectors to make some good connections, and develop that discussion around mental health.     Katherine – looks after a portfolio of charities at the Royal Bank   * Her aspirations come from looking at where the bank was able to add value over the past year, through collaboration or supporting their network. She wants to look at what they can do going forward to support the charities in our area     John – works at Common Purpose running cross-boundary leadership programmes   * The format of the recent activity plan worked well in his view, and going forward, he’d enjoy continuing to work on bite-sized, achievable projects     Rebecca – Events Exec. at the Chamber   * We had fantastic event in January that showed the variety of sectors and sizes that have been able to adapt and come together in the best way. It would be great for the group to use the success stories we have to drive partnerships, and show evidence of what can be achieved by putting the two sectors together .     Mike – recently joined Cyrenians having previously worked in the private sector. He’s looking forward to getting to know the group and to forming some good partnerships that can lead to concrete outcomes for all of us    Victoria – director and charity lawyer at Anderson Strathern   * She feels that the sector is changing so quickly at the moment and will do over next year, and sees this group as a way of being able to shape this, by building up the connections and partnerships that can enable us to make a difference.     Joanne - Director of Policy at the Chamber   * Stresses that the third sector has proven itself to be critical and necessary during the pandemic in a way that hasn’t previously been appreciated and embraced * Would like to see the group have more of a voice in promoting what the third sector does, and sees a potential role for us to play as a place-based organisation to support the value placed on the third sector across the City and help it be given a more equal  place within the business community     Joseph – community benefits lead for Balfour Beatty. Previously worked in the third sector in employment and skills   * He is keen to make sure that businesses work with local communities for common cause, and ensure businesses’ community benefits are meaningful   Carla – currently doing a business foundation apprenticeship at Edinburgh College, and just started her work experience with the Chamber in the Policy department. She has volunteered for several years with Helping Hands in Edinburgh, and so it’s nice to be in this meeting and see what the Communities group is about  Jonny - Grassmarket Community Project CEO   * Echoed that the third sector has really stepped up in the past year, but stressed that we have seen a real coming together and sharing of common purpose between the two sectors, and his aspirations are that we increase and sustain that mutual benefit and mutual learning     Willy - manager at Citadel Youth Centre   * Through this group he has been able to make valuable connections with other businesses and charities * Their links to the private sector are crucial, but he feels that more can be done to benefit both the businesses and the Citadel     Miles – associate professor at Napier University   * He likes about this group is all about shared values; it shows that there are only superficial differences between sectors, that ultimately we all want the same * He wants this group to work together on making  a big impact on Edinburgh and Scotland, particularly this year around COP26     Paul – some really interesting ideas that he and Sandra will discuss – ACTION |
| **Item 4** | **Review of the previous minutes** |
|  | Sandra - previous minutes agreed. Running through previous actions:   * Harriet to send the activity plan to Council to okay – ACTION * Inspiring stories: the Chamber are looking to publicise some of these stories – they’ll keep Sandra and Paul updated on that – ACTION * Contact Miles if you want a student to carry out some research on e.g. supply chains, sustainability, partnerships, etc. - ongoing ACTION * Napier are looking for 30-40 organisations that they will help to journey through the SDG action manager – if anyone in the group is interested, or knows someone who would be, contact Miles – ACTION * John to send Ewan/Paul more info on his legacy project - ACTION |
| **Item 5** | **Review of the Terms of Reference** |
|  | Inviting comments on any edits that we want to make - ACTION |
| **Item 6** | **Review of the Activity Plan and any updates** |
|  | Paul added a column for project leads, and a rolling progress column.  Update on mental health project   * This group met recently and shared their concerns around the mental health of employees and business/charity leaders. * They felt that they could take a lead on investigating the scale of the mental health challenge for Chamber members, as well as what support may be needed, perhaps through a short survey. * Considering planning an event/training to bring together different resources * If anyone wants to be involved in this, get in touch with Jonny – ACTION   Cross sector webinar discussion project  During the pandemic, people were forming cross-sectoral groups, and this project aimed to build on that by bringing together different sectors to share their experiences/learning on various topics such as innovation etc. We could then also try to link up these organisations with the Chamber mentoring service   * Rebecca - volunteering to lead on this * Willy - would be happy to work on this and look at some other way to bring people together to help build individual connections and learn from each other * Rebecca, Sandra, Willy and Paul to get together to work on this – ACTION     Theatres project  They haven’t met recently as a group, but individually have had discussions with people involved in the theatre sector   * Katherine had a meeting with a theatre through work, and they’re keen to find some way to work more closely with other sectors * John spoke to Mike Griffiths from the Lyceum recently. A few theatres are looking at how they can involve local businesses in any potential reopening * If anyone knows someone from this sector who would be interested in joining the Communities group, let Harriet, Sandra, or Paul know – ACTION     Inclusive employers project  Carla is working on an inclusive employers project as part of her apprenticeship   * Currently carrying out research and hopes to speak to some employers, to find out e.g. steps they’ve taken to be more inclusive, challenges they’ve faced, etc. * Paul, Carla and Harriet to speak about this project - ACTION     Inspiring stories project   * This could perhaps be a regular event – something to consider in future * This type of event good for learning and taking forward ways that we can do better in future, and could help influence how different sectors work together |
| **Item 7** | **Discussion on Community Benefit clauses in Public Procurement** |
|  | Paul – as a Third Sector Interface, his organisation to have experience of companies not following through properly with Community Benefit clauses   * Get in touch with Paul/Sandra with any good or bad examples of this– ACTION * Paul to reach out to Capital City Partnership to discuss their work on this issue – ACTION * Paul and Joseph to discuss this project - ACTION |
| **Item 8** | **DONM** |
|  | Sandra, Paul and Harriet to arrange a date in April - ACTION |