



**Dundee Partnership Fair Work and Enterprise Board
2:00pm 21st May 2019**

Note of Meeting/Action Points

- Present:** Councillor Macpherson, Councillor Marra, Robin Presswood, Gregor Hamilton, Rory Young (all Dundee City Council); Alison Henderson, Dundee & Angus Chamber of Commerce, Lorna Edwards, Abertay University; Evonne Boyd, Skills Development Scotland; Brian Riley, Dundee and Angus College; Julie Farr, Dundee Social Enterprise Network; Kirsty Thomson, the Circle
- Apologies:** Councillor Short, Councillor McCready, Allan Millar, Dundee City Council; Karen Donaldson, Dundee & Angus Chamber of Commerce; Caroline Strain, Scottish Enterprise; Peter Allan, Dundee City Council; Shona Johnston, Dundee University; Caroline Warburton, VisitScotland; Kim Wallace, Senscot; Niall Gardiner, TACTRAN

1. Welcome, Introduction and matters arising

Alison Henderson welcomed attendees and highlighted apologies.

2. Social Enterprise Landscape in Scotland

Kim Wallace from Scotland gave a presentation highlighting vision and strategy for SE in Scotland; breadth of the network across Scotland; scale of the sector and plans for 3rd SE Census to take place this year.

3. Social Enterprise Landscape in Dundee

Julie Farr presented the final draft of a new Social Enterprise Strategy and Action Plan for the City. Priorities include championing role of the sector and raising profile in business community; encouraging sustainable work space; highlighting career opportunities in sector; creating peer and learning opportunities; building relationships with wider support landscape; signposting enterprises to appropriate business support. Julie highlighted scale of sector in Dundee and showcased some examples of DSEN member. Also spoke about the strengths and weaknesses of the sector and future challenges and opportunities.

4. The Circle – Delivering Social innovation

Kirsty Thomson gave a presentation highlighting the development and role of the Circle in supporting social enterprise development activity in Dundee.

5. Employability Update

Evonne Boyd updated the Board in relation to the new governance structure for employability, branding; the Challenge Fund, SG Local Employability Model; strategy and project plan for Discover Work; employer engagement and future priorities

6. Tay Cities Deal Update

Robin Presswood provided an update in relation to progress on the Tay Cities Deal. Outline Business Cases are being prepared on named projects and programmes, a refreshed Economic Strategy is being developed, an updated governance structure is being developed with thematic boards being created and a PR/Comms Group has been setup.

7. Offshore Wind and Decommissioning Sector Plan

Rory Young provided an overview of a new Offshore Wind and Decommissioning Sector Action Plan that was taken to City Development Committee on 13th May. This outlined emerging opportunities in both sectors, work undertaken to date to support development, recent investments secured and actions to be progressed over the next 5 years.

8. Draft Quarterly Performance Summary

RY commented on the data trends in the draft quarterly performance summary.

ACTION POINTS

Meeting Date	Action	Owner	By Date
19/2/19	Alison Henderson and Robin Presswood to review membership of the board	RP, AH	Aug 2019
19/2/19	Rory Young to identify special topic for August's board meeting and agree venue	RY	July 2019
19/2/19	Rory Young and Julie Farr to finalise draft Social Enterprise Strategy and streamline current governance arrangements for oversight of the sector in the city	RY, JF	Aug 2019