

Minutes of the Invest Practitioners Forum

Date	Thursday 5 th October 2023
Time	2pm – 4pm
Location	Via TEAMS
Present	Isobel McLaughlan INVEST (16 - 24 team), Martin Cavan ST MIRREN FOUNDATION, Erin Cairns & BARNARDOS, Fiona McCrae RAMH, Deborah Haveron, Shona Anderson, Stephen McGill, Fulvia Coyle, Thomas Robinson, Pamela Muir, & Cheng Constance JOBCENTREPLUS, Chris Caldwell INVEST PES Team, Yuliia Kovalenko INVEST 25+, Fiona Taylor REN YOUTH SERVICES, John Barr ENABLE WORKS, Kay McIntosh LEP & Catlin O’Hara STREET LEAGUE, Louise Dempsey YOUTH INTERVENTIONS, Kirsty Davidson (Occupational Therapy Team Lead) NHS, Kirsteen Jamieson ADULT & FAMILY SERVICES & Eileen Hamill CYCLING UK
Apologises	John Reynolds GTG, Karen Kelly HUB INTERNATIONAL, David MacDonald & Courtney Norris VIAS, & Zanya McCartney FERGUSLIE LEARNING CENTRE

	Introductions: -
	Isobel welcomed everyone to the October forum, highlighting the aim of the forum was to circulate current provision for residents of Renfrewshire and to continue the partnership working, I Mc informed the forum that this month’s themed discussion would be delivered by Martin Cavan from St Mirren FC Charitable Foundation.
1.	<p>THIS MONTH’S THEMED DISCUSSION – St Mirren FC Charitable Foundation</p> <p>Martin from St Mirren Charitable Foundation presented a very informative, presentation on the many programmes running at St Mirren Charitable Foundation (see attached for more information) which includes –</p> <ul style="list-style-type: none"> • Ahead of the Game (AOTG) • Football Fans in Training (FFIT) • Changing Rooms • Menopause Goals • Football Memories • Fit and Fed • Winter Buddies/Buddies Big Scran • Christmas • Men Shed • Saturday Football Programs • Walking Football • Disney Playmakers • ASN Football



St Mirren Charitable
Foundation informati

CONTACT DETAILS - foundation@stmirren.co.uk

2. NOVEMBER THEMED DISCUSSION - TBC

3. MEMBERS UPDATES

3.1. INVEST – General update –

New provision available –

- **Time to Talk** provision which committed to supporting the wellbeing clients and they offer counselling, Cognitive Behavioural Therapy (CBT) to help people cope with their issues and build resilience.
- **RAMH** - have a dedicated counselling service for LEP Partners providing counselling at various employability Hubs in Renfrewshire including Invest and Active Communities. We offer 6 sessions of counselling - aged 16yrs upwards whose mental health is limiting their progress towards work and/or their ability to sustain engagement with employability services and opportunities, for example due to loss, low mood, anxiety, and managing emotions.
- **Youth Interventions** – Offer counselling/psychotherapy/coaching available every Thursday at Renfrew Job Centre – offering support for young people who are struggling with any aspect of their mental health that might be preventing them from accessing work/education.

GENERAL 25+ TEAM UPDATE

- Training - training available which include Connect sessions, IT for beginners, CV recharge, Interview preparation and access to Digital College course.
- Outreach - Station 7 – Thursday AM scheduled appointments/ PM drop-in employability support.
- UC Skills and Training Grant available to upskill clients to improve their employability prospects, short courses of around no more than 3 months.
- Job Club for registered clients runs every Friday morning 10-12

GENERAL PES UPDATE

The PESF team are currently carrying out outreach at various locations including Station 7 (Wednesday's – 9.30 - 1.30pm), Tannahill Centre (Thursdays – 10am - 12pm) & West College Scotland (Tuesdays & Wednesdays).

The team have extra funding to support low-income parents who wish to better their household income, funding includes:

- Transition Fund (financial grant of 1k to transition into work)
- Childcare for Month 1 & support to access government funding
- 3 months bus travel
- Work clothing up to £150
- Up to £3k UC skills & training funding
- Traineeships, Funded Work Placements & ERIs (until Oct- currently)

REFERRAL CONTACT: -

Referrals to Invest can be made via invest@renfrewshire.gov.uk or phoning 0300 300 1180

CRIMINAL JUSTICE TEAM

An update on the delivery of the Criminal Justice team at Invest, the team are continuing outreach on a Thursday morning at Low Moss prisoners, building relationships with pre-release prisoners and assisting them on their progression back into the community.

Also visiting Blue Triangle – Abercorn Street & Argyle Street every 2nd Thursday afternoon, meeting with new potential clients. Also attending Blue Triangle – Renfrew & Gallowhill every other 2nd Thursday afternoon for the same purpose.

The team offer 1 to 1 sessions to support people with criminal convictions to move into a positive destination, supporting the clients with CV's, cover letters, disclosure letters, and job applications with an aim to help clients find what is best for them whether that is a job, training, or education, these sessions allow clients access to the computer to work on what they feel they need with advisors present to help them with any questions they may have - Clients are required to register with the service before they can attend the sessions, and once they have registered can drop into sessions when it suits them.

YES Programme



YES Programme A5
Flyer (002).pdf

Working in partnership with West College Scotland, Invest are running another award winning personal and social development course, YES (Your Essential Skills) with an aim to supporting people with convictions, current or historical progress into a more positive destination - the course will run for 8 weeks, 3 days a week (Wednesdays 10am – 12 noon & Thursdays & Fridays 10am -14.30) course will be delivered from West College Scotland Paisley Campus, Abercorn Building. Lunches and travel will be provided. The course will commence on Wednesday 1st November and will conclude on Thursday 21st December (see attached YES programme flyer)

Week 1 - Setting the Foundation

In our first week, we'll dive into the core principles of personal performance, leadership, and well-being. You'll learn how these concepts are interconnected and set clear, achievable goals for your personal and professional development.

Week 2 - Self-Exploration and Assessment

Self-discovery is key to growth. In Week 2, we'll guide you through self-assessment exercises, helping you identify your strengths, areas for improvement, and align your goals with your unique journey.

Week 3 - Effective Communication

Effective communication is at the heart of great leadership and positive personal performance. Week 3 focuses on developing your communication skills, from active listening to fostering trust within your group.

Week 4 - Stress Management and Well-Being

In Week 4, we'll explore strategies to manage stress effectively and improve your overall well-being. Achieving a healthy work-life balance is crucial for your success.

Week 5 - Building Your Network

Week 5 is all about career prospects and networking. You'll learn the art of building and maintaining relationships, expanding your career network, and seizing networking opportunities.

Week 6 - Measuring Performance

Performance measurement is key to growth. In Week 6, you'll gain insights into setting performance metrics, receiving feedback, and continuously improving your skills.

Week 7 - Personal Growth and Reflection

Reflect on your journey in Week 7. Identify areas of personal and leadership growth, celebrate your achievements, and set the stage for future success.

Week 8 - Celebrating Success and Certification

Use of Trello

We developed a course incorporating leadership as a powerful pathway to developing confidence, honing social skills, and cultivating resilience. Leadership skills equip individuals with the tools and insights needed to navigate complex social dynamics, communicate effectively, and face adversity head-on. This journey fosters personal growth, enabling individuals to not only lead others but also lead themselves towards greater self-assurance, interpersonal prowess, and the ability to bounce back from challenges. In this Trello board, you can explore how the study of leadership can be a transformative force in enhancing Your Employability Skills. YES!

There will be an information session for clients that are interested in the course, which will take place on Wednesday 25th October at 11am at The Russell Institute - if you have anyone interested in the programme, they must be registered with Invest in Renfrewshire before course commences. All referrals directed to (blank referral form attached) Fraser.mckinlay@renfrewshire.gov.uk – 07534002229



blank Referral.doc

CONTACT DETAILS

Fraser.mckinlay@renfrewshire.gov.uk – 07534002229

andrew.brisco@renfrewshire.gov.uk - 07483 130283

The 16 – 24 team are currently offering -

- CSCS is now available on a Tue only from either 10am – 4pm (numbers are now restricted per session) Fraser and David provide support to clients looking to gain their CSCS card.
- 16 – 24 Job club takes place on Tue and Wed from 2pm – 4pm aimed at client looking for support with job searching, applying for jobs and CV support.
- Outreach at Station 7 in Johnstone every Thursday

REFERRAL CONTACT: -

Referrals to Invest can be made via invest@renfrewshire.gov.uk or phoning. 0300 300 1180

3.2. ADULT & FAMILY LEARNING SERVICE - KIRSTEEN JAMIESON

Adult and Family Learning Services offer a wide variety of FREE courses within the Renfrewshire area (Erskine, Glenburn, Ferguslie, Foxbar, Paisley, Renfrew, and Johnstone). We offer Adult Literacies, Digital IT, English for Speakers of other Languages, Personal and Social Development Groups, Wellbeing, Work clubs and all courses are self-referral.

If you are interested in attending the courses or to find out more information, please contact one of our learning centres, details below:

Bargarran Learning Centre: contact Sharon Harvie on 0141 487 1923 or email: sharon.harvie@renfrewshire.gov.uk

Foxlea Learning Centre: contact Kay Steele on 0141 487 1921 or email: kay.steele@renfrewshire.gov.uk

Glenburn Learning Centre: contact Carol Anderson on 0141 487 3721 or email: carol.anderson@renfrewshire.gov.uk

Moorpark Community Learning Centre: contact Sandra Dillion or Catherine Bryceland on 0141 487 1920 or email: sandra.dillion@renfrewshire.gov.uk or catherine.bryceland@renfrewshire.gov.uk

Southend Action Centre: contact Kirsteen Jamieson on 0141 487 1919 or 0748 330 1393 or email: kirsteen.jamieson@renfrewshire.gov.uk

West Johnstone Learning Centre: contact Maria Paterson on 0141 487 2813 or email: maria.paterson-ed@renfrewshire.gov.uk

Adult Literacies Course

Would you like to refresh your Reading, Spelling, Writing or Number Skills or looking for support to help your children with their homework or help with Everyday Literacies which could include Driving Theory, CSCS Card (Construction Skills Certification Scheme), Measuring for DIY improvements and calculating change, sessions are morning, afternoon or evening and can be face to face, group setting, or online - If you would like more information about the course please phone 0141 487 2813 or email: als.els@renfrewshire.gov.uk

English for Speakers of other Languages Courses

Please email: als.els@renfrewshire.gov.uk or contact Sandra Dillion or Jim McCrystal on 0141 487 1920

CONTACT DETAILS - kirsteen.jamieson@renfrewshire.gov.uk

3.3. BARNARDOS – Erin Cairns

Stage 1- Barnardo's Works Best - Barnardo's Works Best is a flexible programme aimed at young people aged 16-24 who are at the first stage of their employability journey. Young people receive one to one appointment with project worker and a weekly social activity to build confidence. The aim of the programme is to build the young person's soft skills such as confidence and help their understanding of what their skills and qualities are and how to approach applications with support on their CV and cover letters. The training allowance varies depending on the young person's benefit status, those unable to claim benefits will receive £35 if they attend both meetings and £17.50 if they attend once a week, if they are claiming benefits, they will receive a £5 reimbursement every time they attend a meeting. Continuous rolling referrals- contact is kayleigh.bissett@barnardos.org.uk

Stage 2 STEP2WORK Programme- Young people will attend programme **4 days per week... Mon-Thurs 10am-3pm** (will include breaks & lunch time). This is an exciting 13-week programme focusing on... Self-Development, Confidence Building, Meet New People, Employability Skills, Employer Talks & Visits, Gaining SCQF Level 3 Step to Work Qualification & a Tailored Work Experience

First 6 weeks of programme young people will attend a variety of sessions 4 days per week at Barnardo's Works training centre. £60 weekly allowance for full attendance. Second half of programme; the last 6 weeks young people will take part in a **up to 21hr work experience placement**. Local organisations and employers will also deliver employer talks/visits to build upon the young people's understanding of various working environments. The last week of programme will also include a Celebration Event to showcase young people's achievements! Contact darren.mclean@barnardos.org.uk

FIRST STEPS 2 WORK (for parents)- Care focused course-

- 8 weeks course 2 days a week
- Sector specific training
- Employer talks
- Short work placement
- Access to live vacancies
- Creche can be provided.
- Travel expenses covered.
- CV and interview preparation.

Contact lynsay.hunter@barnardos.org.uk

Digital Engagement Programme we are running in partnership with Renfrewshire Council is aimed at disengaged school leavers. We are running the course virtually on Teams, covering topics such as goal setting, health and wellbeing, money management as well as inputs from different support services in Renfrewshire such as Skills Development Scotland, Invest. Young people receive a training allowance of £35 a week for both meetings- 1-3pm Tuesdays and Fridays. Contact holly.goldie@barnardos.org.uk for more info.

Multiply- Currently taking referrals for new group, 19+, No restrictions in terms of employment or postcode. Focuses on building confidence with numbers and maths through practical woodworking and enterprise. Ideal for anyone interested in practical work or sharpening their maths skills for work. The course is all outdoors in the workshop at our Community Garden. 6-week course, 2 half days per week. Travel expenses paid. Referrals made to me ross.williamson@barnardos.org.uk just a name and contact number is enough.

CONTACT DETAILS - erin.cairns@barnardos.org.uk

3.4. DWP – Deborah Haveron, Angela Stephen, Fulvia Coyle, Plass Padraic, Stephen McGill & Brian Thomson

Angela has provided an update on behalf of Jobcentreplus – This week is Pension awareness week and JCP are having sessions for our 50+ customers to make them aware and provide more in-depth information to the 60+ customers how to check their pension etc. National Manufacturing Day is 28th Sept and Jobcentreplus are having a campaign to make manufacturers aware, see attached leaflet.



CONTACT DETAILS - DEBORAH.HAVERON@DWP.GOV.UK@DWP.GOV.UK

3.5 STREET LEAGUE – Caitlin O’Hara

Street League are currently on week 6 of our NOLB programme where the Young people are taking part in employability & personal development workshops as well as working towards their L4 Customer Service Award, the next programme starts in January – dates to be confirmed

Street League are continuing to actively recruit for their ‘Street Sport’ programme which is a drop in one day per week this programme is targeted at young people who do not like working within bigger groups, young people who are more work ready and just need a helping hand with CV building, interview prep or job search.

REFERRAL CONTACT - Caitlin.OHara@streetleague.co.uk 07887246851

3.6.

RAMH – Fiona McCrae

RAMH will facilitate training on the accredited course Scottish Mental First Aid and a workshop on Trauma Informed Approach and Practice. **More details to follow.**

Our Employability Provision

Employability Stage 1 Interventions

- Employability assessment Rickter/core
- Anxiety management 1:1
- LLTTF course
- Onwards referral to welfare rights

Employability Stage 2 Interventions

- Self Esteem 1:1
- Anxiety management 1:1
- Vocational Profiling
- Better off in work calculation

Employability Stage 5 Interventions

- Self Esteem 1:1
- Anxiety management 1:1
- Reasonable adjustments
- On and off job support
- Job and personal profiling and analysis
- Developing well in work plans (i.e., health passport)
- Work Well
- Conflict Management in Workplace

RAMH have developed a 6-week course for those in work who are struggling to sustain work and /or are off sick from work due to issues with their mental health. The course will help develop self-management strategies and greater understanding of workplace rights. Please see attached leaflet for more information.



Work Well Flyer.pdf

We accept self-referrals and third-party referrals which can be accessed her [RAMH Referral](#)

REFERRAL DETAILS - fiona.mccrae@ramh.org

3.7.

ADULT & FAMILY LEARNING SERVICE – Kirsteen Jamieson

Adult and Family Learning Services offer a wide variety of FREE courses within the Renfrewshire area (Erskine, Glenburn, Ferguslie, Foxbar, Paisley, Renfrew, and Johnstone). Courses we offer are Adult Literacies, Digital IT, English for Speakers of other Languages, Personal and Social Development Groups, Wellbeing, Work clubs and all courses are self-referral. The courses are starting week beginning Monday 11th September 2023.

If you are interested in attending the courses or to find out more information, please contact one of our learning centres, details below:

Bargarran Learning Centre: contact Sharon Harvie on 0141 487 1923 or email: sharon.harvie@renfrewshire.gov.uk

Foxlea Learning Centre: contact Kay Steele on 0141 487 1921 or email:

kay.steele@renfrewshire.gov.uk

Glenburn Learning Centre: contact Carol Anderson on 0141 487 3721 or email: carol.anderson@renfrewshire.gov.uk

Moorpark Community Learning Centre: contact Sandra Dillion or Catherine Bryceland on 0141 487 1920 or email: sandra.dillion@renfrewshire.gov.uk or catherine.bryceland@renfrewshire.gov.uk

Southend Action Centre: contact Kirsteen Jamieson on 0141 487 1919 or 0748 330 1393 or email: kirsteen.jamieson@renfrewshire.gov.uk

West Johnstone Learning Centre: contact Maria Paterson on 0141 487 2813 or email: maria.paterson-ed@renfrewshire.gov.uk

For more information about our Adult Literacies Courses please phone 0141 487 2813 and English for Speakers of other Languages Courses please contact Sandra Dillion or Jim McCrystal on 0141 487 1920

REFERRAL CONTACT - kirsteen.jamieson@renfrewshire.gov.uk

3.8

CYCLING UK – Eileen Hamill

Cycling UK have additional funding available to support people who are struggling financially to get a bike and start cycling in Scotland, they have 2 funds available -

Access Bikes- Main Grant fund <https://www.cyclinguk.org/accessbikes>

This fund is offered to community organisations working with people, who are struggling financially, listed below is the 5 main criteria for people receiving a bike from Access Bikes



1. They are aged 18 and over
2. That they would like to start cycling for transport and leisure
3. They have somewhere safe to store the bike (preferably indoors)
4. They are happy to share their details with Cycling UK
5. They will agree to complete up to 4 monitoring surveys throughout the first year of ownership.

The community organisation identifies potential bike recipients from the people (aged 18+) that they are working with. This works best if they have existing and ongoing relationship so that they can support the monitoring process. Organisations can apply for bikes for between 3 and 20 bikes for people that they are working with. They can also apply for funding for accessories such as helmets, lights, and locks, Cycling UK also look at providing things like panniers to carry things or a child seat if required, they can also fund and support cycles skills and bike maintenance training to help people get the best out of their new bike - this fund can be used to buy standard 2-wheel cycles or non-standard cycles for individuals for people with health conditions and disabilities. It can also be used to buy both new and refurbished bikes.

Access Bikes application process

For this fund there is a 2-stage application process starting with an Expression of Interest form, this gives an organisation the opportunity to tell us about their community and the people that they are working with, this expression of interest form goes before a grant panel and if approved we will then send over a link to the grant application form and project budget sheet which helps people to work out how much money they are requesting and exactly what bikes and accessories they will be buying. If the application is for the main grant fund, they will be asked to give a bit of detail about why they have chosen specific bikes for specific people. The budget sheet could contain

	<p>sensitive data so we will issue a Data Sharing Agreement and it will be password protected. This application will again go to grant panel and if approved the money will be paid to the grant applicant to place the order with their chosen supplier. Cycling UK can introduce delivery partners to bike suppliers if required and support organisations through the application process.</p> <p>Cycle Share Fund Cycling UK Cycle Share Fund.</p> <p>Owning a bike may not be the best option for some people and this fund is available for organisations to buy bikes and equipment for shared use by their service users. The bikes remain assets of the organisation. This would be an ideal fund to get some bikes and start a bike library or for use in cycling programmes. The monitoring for this funding would involve monitoring the use of the cycles with a specially developed software tool. There are no lower age limits for the shared use funds so might suit organisations offering support to people under 18. Again, this is a 2-stage application process starting with an Expression of Interest form. This one is not my project, but I can link you in with that team.</p> <p>The main difference to get across is the ownership of the bikes. For Access Bikes the bikes are passed into the ownership of individuals and for the Cycle Share Fund the bikes are owned by the organisation for shared use by their service users.</p> <p>Hopefully between the 2 funds we will find ways of working together to get more people cycling. If you are interested in finding out more about them, please just let me know and we can set up an initial meeting to go through the process.</p> <p>CONTACT DETAILS - Eileen.hamill@cyclingsuk.org</p>
<p>3.9</p>	<p>YOUTH INTERVENTIONS – Louise Dempsey</p> <p>Youth Interventions are offering Counselling/Psychotherapy/Coaching at Renfrew Job Centre every Thursday – these sessions are for young people who are struggling with any aspect of their mental health that might be preventing them from accessing work/education. Referrals made to Invest who will signpost.</p> <p>JOB OPPORTUNITY - Youth Interventions are recruiting a sessional youth worker to join our team. The post is for 4 hours on a Wednesday and a Thursday (8 hours in total) from 4pm-8pm based in our hub in Linwood at a rate of pay of £11.50 per hour. Please share, and enquiries for the post should be via email to: louise@youthinterventions.org.uk</p> <p>CONTACT DETAILS - louise@youthinterventions.org.uk</p>
<p>3.10</p>	<p>JOBCENTRE PLUS – Deborah Haveron</p> <p>Deborah informed the forum that SWAPS will be starting to accommodate the 400 admin officer vacancies within the Home Office (went live on 6th Oct) – dates to be confirmed.</p> <p>DWP are also planning Speed Networking Events for customers on the health journey who show signs of engaging and moving towards employment, Deborah is keen for</p>

	<p>Youth Interventions and RAMH to come along as they're delivering the new provision funded by the LEP to upskill work coaches with a view to then doing follow up with customers later.</p> <p>Deborah informed the forum that SWAPS will be starting to accommodate the 400 Home Office vacancies – dates to be confirmed.</p> <p>CONTACT DETAILS - DEBORAH.HAVERON@DWP.GOV.UK</p>
3.11	<p>ENABLE WORKS – John Barr</p> <p>Enable works delivering Progress for Parents dealing with parents with a disability or have a child with a disability offering 1-2-1 supported employment – see attached flyer Looking for referrals</p> <p> Progress for Parents Flyer.pdf</p> <p>CONTACT DETAILS - John.Barr@enable.org.uk</p>
<p>UPDATES</p>	
4.1	<p>VIAS</p> <p>VIAS offer Triple E programme which is a specialist provision for people who have Learning Disabilities, and or Autism, suitable for clients aged 16 years and over (no upper age limit) with up to 52 weeks of employability support both pre-employment and in-work, the support includes travel training, confidence building, CVs, interview skills and job search skills. The stage 1 – 5 programme offers access to high quality disability and mental health services and provides 1 to 1 person-centred support to people looking for work across Renfrewshire. Working face-to-face with individuals we tailor the programme to the individual to suit their needs. We are currently open to referrals - please contact one of us on the details below and we will send you a referral form.</p> <p>CONTACT DETAILS - david.macdonald@viascotland.org.uk or courtney.norris@viascotland.org.uk</p>
4.2	<p>GTG – John Reynolds</p> <p>John has provided an update to say that the Forklift training has now completed for the year, but he is still looking for referrals for the Driver Training</p> <p>CONTACT DETAILS - John.Reynolds@gtg.co.uk</p>
4.3	<p>FERGUSLIE LEARNING CENTRE</p> <p>At Ferguslie Learning Centre they have a current course that's running now and in need of more students – see Flyer attached.</p> <p> INTRODUCTION TO MINDFULNESS.pdf</p> <p>Introduction to Mindfulness course Running every Wednesday afternoon 1-3pm from now until 20th December. The course is an introduction to wellbeing and meditation, and includes breathing techniques, healing stones for chakras, using light and scents for relaxation.</p>

	CONTACT DETAILS - Kathleen.Brown@wcs.ac.uk
4.4	HUB INTERNATIONAL – Karen Kelly Karen mentioned that the 1 st Hub International in Renfrewshire has now ended with some good success stories, which means Hub International are already planning an information session for next course which is due to start on 11 th Jan 2024. <u>Information Sessions - Russell Institute, 11am-12:30pm</u> Thursday 16th November Wednesday 29th November CONTACT DETAILS - karen@hi-people.org or 07967 393605
	PLEASE NOTE - THE NEXT INVEST PRACTITIONERS' FORUM WILL TAKE PLACE via TEAMS ON THURSDAY 9th Nov at 2pm – invite to follow. ISOBEL THANKED EVERYONE FOR THEIR ON-GOING SUPPORT AND CONTRIBUTION AS ALWAYS