

Minutes

Date: Wednesday 18th April 2018
Time: 10.30 -12.30
Location: MAS, 120 Holborn, London, EC1N 2TD
Chair: Adam Micklethwaite, Good Things Foundation

Attendees

Adam Micklethwaite, Good Things Foundation | Erik Porter, The Money Charity | Ash Patel, Learning and Work Institute | Neal Southwick, Macmillan | Craig Rimmer, TPAS | Merlyn Holkar, MMHPI | Thomas Joy, RBS | Rosemary Lemon, Hays | DJ Marker, Grovelands | Erik Porter, The Money Charity | DJ Marker, Grovelands

Heidi Allen, Neyber | Ruth Hutchinson, Neyber

Dialled In

John Letizia, Unum

Money Advice Service Attendees

Inigo Churchill (Secretariat) | Joseph Surtees (Policy) | Jonathan Hollow (Financial Capability)

Apologies

Howard Gannaway, Learning and Work Institute | Gail Toal, Bank of Ireland | Treasa Anderson, Bank of Ireland | Peter Tyler, UK Finance | Michelle Highman, The Money Charity | Matt Bland, ABCUL | Patrick FitzGerald, Salary Finance

1. Welcome

1.1 The Chair welcomed members and guests to the meeting.

2. Approval of the minutes of the meeting on Tuesday 30 January 2018

2.1 Minutes of the meeting of Tuesday 30 January 2018 were approved without amendment.

3. Strategy Refresh

3.1 Jonathan Hollow spoke to the meeting about MAS's intention to refresh the FinCap Strategy. The process will kick off in earnest in about six months' time and the presentation is intended to give members advance notice to allow them to think how they might contribute.

3.2 The Strategy refresh is not intended to be a fundamental rethink but instead a way of making the Strategy shorter and more engaging, using the evidence gathered to date. It is hoped that the outputs will be a modular set of documents supporting the strategy. The intention is to be

‘Evolutionary not Revolutionary’. Success criteria are set out in the attachment.

[Click on logo for MAS Strategy refresh](#)



3.3 The plan is to hold a workshop in October 2018 to consider what this steering group feels are its targets and ambitions going forward, supported by evidence from the Adult Fincap Survey 2018 and the reports of the 60 What Works Fund projects.

4. **Neyber**

4.1 The Chair introduced Heidi Allen and Ruth Hutchinson, from Neyber whose presentation gave an insight into their work.

4.2 After the presentation the group moved on to discuss Neyber’s approach to employee wellbeing, financial education and breaking down the stigma associated with debt.

[Click on logo for Neyber presentation](#)



5. **Updates from work streams**

5.1 The Financial Fitness Charter work stream has had an initial telephone meeting on Monday 16th April. Rosemary Lemon was elected to Chair this work and a follow up face to face meeting has been scheduled for Monday 23rd April at Hays offices. The members have asked to see the questions used in the 2018 Adult Financial Capability Survey.

ACTION IC to arrange for copies of the 2018 Adult Financial Capability Survey questions to be distributed. 55

5.2 The Engagement work stream also had its initial telephone meeting on Monday 16th April and will be meeting face to face on Monday 23rd April at Hays offices. The group agreed to have a rotating chair so that all members could be involved in the process.

5.3 The Tools & Journeys work stream has not yet met. IC will look to schedule a meeting.

ACTION IC to schedule initial telephone meeting of Tools & Journeys work stream 56

5.4 Group Chairs will have a catch up meeting on a monthly basis to share progress. The group agreed that it would be helpful to organise an

additional catch up meeting of the entire group to check on progress before the next scheduled meeting in July.

ACTION IC to check availability for an additional steering group meeting 57

6. Succession Planning

6.1 AM informed the meeting that while he remains committed to the aims and work of the group, the demands of his job have now meant that he reluctantly feels he cannot devote the time to acting as Chair that the role requires. He wishes to stay involved with the group but will be standing down as Chair as soon as a replacement can be organised.

6.2 MAS have received an expression of interest in acting as Chair from Ruston Smith. Ruston is currently Chair of Tesco Pension Trustees; Co Chair of the DWP Auto Enrolment Advisory Board; Non Executive Director of JP Morgan; Trustee Director of Standard Life Master Trust and the People's Pension Master Trust Board; Chairman of GroceryAid; a Governor of the Pensions Policy Institute and on the MBA Advisory Board at Manchester Metropolitan University

6.3 AM and IC will circulated a role description including some idea of the required time commitment. Members who wish to be considered for the role should email IC in the first instance.

ACTION AM / IC to send out role description 58

ACTION Members to send in expressions of interest 59

6.4 The members thanked Adam Micklethwaite for his work as Chair.

7. UK Strategy update

7.1 There were no comments on the strategy update paper submitted.

<p>Click on logo for UK Strategy Update paper</p>	
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8. Any Other Business

8.1 Members of the group asked to be invited to the upcoming Rules of Thumb workshop to be held at MAS.

ACTION IC to add Workplace Steering Group members to the invitation for the Rules of Thumb workshop sponsored by the Savings steering group. 60

8.2 Members asked to see a copy of the MAS Business Plan 2018/19. Which can be found at

<https://www.moneyadvice.service.org.uk/en/corporate/business-plan-2018-19> or from the link below:

Click on logo for MAS Business Plan



10. Date of next meeting

Next scheduled meeting 10:30 – 12:30 – Wednesday 11th July 2018

NOTE: Members have requested an additional meeting to take place, preferably in May, to check progress on the work streams.

Workplace Steering Group Actions Log

Ref	Action	Owner	Date due	Update
55	Distribute 2018 Adult Financial Capability Survey questions	IC		Complete
56	Schedule initial telephone meeting of Tools & Journeys work stream	IC		Email sent 24/04/18 Complete
57	Arrange additional steering group meeting	IC		Doodle poll sent 25/04/18, due to diary commitments of members was not able to take place
58	Send out steering group Chair role description	AM/IC		Complete
59	Members to send in expressions of interest in Chair role	All		Complete
60	Send invitation to the Rules of Thumb workshop	IC		Invitations sent 23/04/2018 Complete