

SKILLS AND TRAINING GROUP (STG)

MINUTES OF MEETING HELD ON TUESDAY 9th SEPTEMBER AT 10AM AT MORAY COLLEGE UHI

Attending:

Joe Bodman	Moray Council
Frances Webster (Chair)	Skills Development Scotland
Jacqui Taylor	Moray College UHI
Jane Munro	Jobcentre Plus
Dawn Mylchreest (secretariat)	Moray College UHI

Apologies

Councillor Barry Jarvis	Community Champion
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Agenda Item 3: Action Plan update

One Stop Shop Frances will look at drafting a briefing paper about what it is we really want for this. Frances will also look at updating the action plan and send out.

Agenda Item 4: MEP Update

Frances attended the MEP meeting which was a very positive meeting. Main discussions focused around the potential space port where there are 5 of 7 potential sites in Scotland including Lossiemouth. Frances is unable to attend the 17th Dec MEP meeting and Jacqui will attend.

Agenda Item 5: Learning Through Work Week

This is focused on S3 to promote the values of MA's mainly. Letters to Head Teachers have already been gone out asking them to think about specific activities. There is a need to chase ideas now which could be dealt with through the Education department.

AP - Frances will establish to current position and through SDS encourage more schools to get involved.

AP - Jacqui advised that Moray College UHI could support in some way.

Agenda Item 6

Moray Implementation Plan for Wood Commission Report

The STG will be the vehicle for driving and monitoring implementation of the recommendations in the report in Moray. Modern Apprenticeships are one of the key areas within the report

AP - Wood Commission report will be standing item on the agenda at each meeting.

AP - Dawn to scan and Email ESF Document provided from Joe (attached to minutes)

Agenda Item 7: Employability Action Group

Joe updated the group on the ESIF application through the CPP. This involves enhancing the skills pipeline at Stage 5 and also Stage 1. No word as yet to when the EU funding will be made available but it is likely to go via CPP's for distribution.

The CPP's have been asked to cover enhanced pipeline and social inclusion and Joe is to produce a briefing paper and send to Frances.

AP: Joe to produce briefing paper and send to Frances.

Agenda item 8: Group Membership

After some discussion it was decided Frances will email David Reid, HIE to formally invite him to attend the group.

Action point: Frances to email David invite him to attend the group and ask about the route maps he previously discussed.

Agenda item 9: Moray Business Week/Business Advocate

Loran Williamson from Business Gateway attended the group to discuss the events taking place during Moray Business Week 10th - 14th November. Good mix of events with a full programme for this week. Business Gateway is taking the lead in promoting the week but individual hosts should also do so.

There was discussion in relation to how the STG can best liaise with representatives from the business community taking into account the wide remit of the group. After discussion it was agreed that Business Gateway would be the catalyst for communication around the various business umbrella bodies and their members. It was also agreed that we would invite specific business advocates to meetings depending on the subject of the discussion/support required.

Another source for business communication for the groups would be through the Lunch & Learn events which are held on the last Friday of every month 12-2, a chance for networking and guest speaker. 30-40 typically attend.

AOB - nothing

Date of Future Meetings:

Tuesday 11 th November	10am – 12noon
Tuesday 9 th December	10am – 12noon