

## **SKILLS AND TRAINING GROUP (STG)**

### **MINUTES OF MEETING HELD ON TUESDAY 11<sup>th</sup> NOVEMBER AT 10AM AT MORAY COLLEGE UHI**

#### **Attending:**

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

#### **Apologies**

Joe Bodman	The Moray Council
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Frances welcomed everyone to the meeting and noted apologies from Joe. Discussion around a potential replacement for Barry Jarvis. The group are not clear on the process for this.

**AP – Jacqui Taylor to contact Gordon Sutherland regarding this**

It was noted that agenda item 6 from the previous minute requires to be amended re the Wood commission. It was also proposed and agreed that all minutes, remain confidential until approved.

**AP – Dawn Mylchreest to email the ESF Document as requested by Joe Bodman at the previous meeting.**

#### **Agenda Item 3 : Construction – Aberdeen Bypass**

Jane Munro updated the group on the Aberdeen Bypass project which is due to start February 2015 and last for 2 years. It is expected that there will be a requirement for 1500 people, 200 entry level labourers. The main contractors are expected to set up a work camp to accommodate labour from outwith the area. There will also be vacancies in cleaning, admin etc.

As at September 2014 there were 742 JSA claimants in Moray – of these two thirds male and one third female, however seasonal work needs to be taken into consideration in these figures.

**AP – Jane Munro to email out the full details of the Aberdeen Bypass project to all.**

#### **Agenda Item 4: Learning Through Work Week**

Most schools participated in the Learning through Work Week and the week was judged as successful. Discussion was held around what more could be done to assist schools in the future

#### **Agenda Item 5: Food and Drink Manufacturing**

The HIE and SDS meeting was directly after this meeting.

Jacqui updated the group on the work in relation to establishing a Northern Outreach of the Abertay Food and Drink Academy led by Moray College UHI. It was noted that this was also in the final Highlands and Islands SIP. Moray College and partners will be holding an event early in 2015 and will invite a range of employers. A subsequent meeting will be held with HIE and SDS after this meeting to discuss the best approach. .

*The 2 minute silence was observed.*

**Agenda Item 6: EU Funding**

The Scottish Government have awarded Moray an indicative amount of just over 3 million for to the CPP for work in relation to the Skills Pipeline. The next stage is for the partners to work out exactly how this money will be used and thereafter final approval will be given. It is not clear how this process will be taken forward and as Joe was not at the meeting the groups were unable to establish this.

AP - Joe to advise on the process for working out how the monies will be allocated.

**Agenda Item 7: Wood Commission**

There have been several discussions amongst various groups about the Wood Commission report and who is responsible for taking this forward. The lifelong forum has indicated an interest. The approach is expected to be that a strategic group will be set up the membership of which would be from the various relevant groups. The STG would support this. It was also noted that the Wood Commission report will now be known as 'Developing Scotland's Young Workforce'.

**Agenda item 8: EAG Update**

Jane Munro updated us from the meeting held on 2<sup>nd</sup> October.

**Agenda item 9: Quarterly update from Programme managers [sub group reports].**

**Jacqui updated the group some of the key points from the other MEP groups quarterly reports.**

**The link for anyone who wishes to read them is:**

<http://www.yourmoray.org.uk/DocumentLibrary/MorayEcoPartDocs/MES%20Implementation%20Programme%20Status%20Updates%20July%20-%20September%202014.pdf>

**Agenda item 10: Moray Business Week**

This is the week of the first Moray Business Week and most activities are busy with a number of bookings. The official launch with Fergus Ewing was very well attended with really positive feedback on the key speaker Wayne Hemingway from Red of Dead. The week will be evaluated by the key partners in due course and it is hoped that this would become an annual event.

**AOB**

Jacqui updated the group on the Shared Apprenticeship Scheme progress. The first partnership is between Johnston's and Bijou and the first apprentices are being interviewed week of the 17<sup>th</sup> November.

**Date of Future Meetings:**

Tuesday 9 <sup>th</sup> December	10am – 12noon
Tuesday 13 <sup>th</sup> January	10am – 12noon
Tuesday 10 <sup>th</sup> February	10am – 12noon

Tuesday 10 <sup>th</sup> March	10am – 12noon
Tuesday 14 <sup>th</sup> April	10am – 12noon
Tuesday 12 <sup>th</sup> May	10am – 12noon
Tuesday 16 <sup>th</sup> June	10am – 12noon
Tuesday 14 <sup>th</sup> July	10am – 12noon
Tuesday 11 <sup>th</sup> August	10am – 12noon
Tuesday 15 <sup>th</sup> September	10am – 12noon
Tuesday 13 <sup>th</sup> October	10am – 12noon
Tuesday 10 <sup>th</sup> November	10am – 12noon
Tuesday 15 <sup>th</sup> December	10am – 12noon