

SKILLS AND TRAINING GROUP (STG)

MINUTES OF MEETING HELD ON TUESDAY 10th MARCH 2015 AT 10AM AT MORAY COLLEGE UHI

Attending:

Frances Webster (Chair)	Skills Development Scotland
Joe Bodman	The Moray Council
Jacqui Taylor	Moray College UHI
Jane Munro	Jobcentre Plus
David Reid	HIE

Apologies :

Dawn Mylchreest (secretariat) Moray College UHI

Agenda Item 1 : Welcome and Introductions

Frances opened the meeting and welcomed everyone and apologies were noted.

Agenda Item 2 : Action Points from last meeting

The minutes from the last meeting (10/02/2015) were confirmed as an accurate account. The action points from this meeting:

- Local Response to the HIE SIP - on the agenda.
- EU Funding - on the agenda. However the planned event to discuss ideas for the funding was cancelled due to lack of numbers.
- Moray Jobs and You - logo and flyer have been designed and circulated.
- STEM membership at the Moray Jobs and You event to be confirmed - DR

Agenda Item 3 : Local Response to the Highlands and Islands SIP

Frances has produced a workable template to record the local actions being taken and planned which could contribute to the Skills Investment plan actions. Agreed by all.

Agenda Item 4 and 7 : EU Funding (skills pipeline) and EAG

The proposed joint meeting did not go ahead due to lack of responses. Joe explained that the Council were now proposing to send out a blank document for stakeholders to populate with what they see as the areas for development. However this was felt that this may not generate a great response. Following a great deal of discussion it was agreed that the STG could support this by arranging to meet with key stakeholders on a one to one basis once the blank templates had been circulated. It was not clear who the document would be sent to and Frances suggested that it should go to all the agencies in the pipeline. The deadline for the responses from the CPP is the 2nd May 2015.

AP - Joe to advise on the circulation group for STG to make contact with.

AP - Partners to follow up on meetings.

Further Discussion in relation to the proposal that the EAG be merged into the DSYWF. Concerns that this would change the focus for the EAG who are supposed work across all ages. Frances concerned that at this stage there is some confusion over the key priorities in Moray for taking forward DSYWF which is at the moment sitting with the Lifelong Learning Forum.

David Reid mentioned that there is a need to remember the older age group when dealing with employability and skills provision.

Youth Investment Group:

David Reid advised that HIE have been asked to respond as a region on the proposal for the development of Invest in Young People Group. These groups will guide the formation and development of Regional Invest in Young People Groups. These groups will work to create a bridge between employers and education, providing a resource for teachers and practitioners, and encourage and support employers to recruit and train young people.

It was agreed due to the uniqueness the area that Moray should have a group of its own and this will be pursued.

Agenda Item 5: Moray Jobs and You

There has been a slower than preferred response to the jobsfayre. Jane advised that DWP are unable to fund the catering but Frances advised that this could be funded by SDS. Jane has applied for the advertising costs to be covered by DWP but this has to be confirmed. The aim is to have 25 stands across a range of sectors.

AP - Jane to draft press release and send it for comments to partners.

AP - JT to speak to NS and P and J about running the press release.

AP - JT to speak to NS about advertising costs.

Agenda Item 6 - Food and Drink event

Numbers are low at the moment for the event. A reminder will be sent out this week and HIE will encourage more of their businesses to attend.

AP - JT and DR to send out reminders

Agenda item 8: AOCB

There is still no word on the replacement for Barry Jarvis

Frances will invite Derek Cairns from SDS to sit on the group and it was agreed that Jim Morris be invited as Joe's replacement.

David Reid noted that HIE have been approached by Forres Academy to support them to link more closely with industry. David is going to look at wider Moray approach to this.

Frances closed the meeting and thanked everyone for attending.

Date of Future Meetings:

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

