

## SKILLS INVESTMENT GROUP (SIG) – RECORD OF MEETING

Thursday 14<sup>th</sup> July 2016 at 10am at Moray College UHI

### Attendees:

Graham Jarvis	GJ	The Moray Council (TMC)
Alison Kearney	AK	Highlands and Islands Enterprise (HIE)
Jane Munro	JM	Jobcentre Plus
Jacqui Taylor	JT	Moray College UHI

### Apologies:

Dave McCallum (Chair)	DMc	Skills Development Scotland (SDS)
Sonya Warren	SW	Community Champion
Dawn Mylchreest	DM	Moray College UHI

<b>AGENDA ITEM / TOPIC</b>	<b>UPDATE / ANY ACTIONS</b>	<b>ACTION</b>
<b>1. SIG Draft Action Plan</b>	After discussion, JT to make minor amendments and present final draft to this group prior to submission to Employability Moray.  Agree to inform Gordon Sutherland that group will submit new action plan to MEP once Employability Moray have agreed it.	<b>JT</b>  <b>JT</b>
<b>2. Economic Development</b>	Agreed that AK will keep group informed of new businesses moving to Moray and expansion of any existing.	<b>AK</b>
<b>3. HIE Leader's Group</b>	Deferred to next meeting.	<b>DMc</b>
<b>4. Moray Jobs and You</b>	Press releases and other publicity materials are good to go. Distribution list is being collated. Feedback will be presented at future meeting of this group.	<b>JM</b>
<b>5. Moray Business Week</b>	JT distributed draft programme for comment. Final programme to be shared with the group at a future meeting.	<b>JT</b>
<b>6. Partner Updates</b>	DWP are organising more construction based courses to meet emerging demand. Various local companies are currently recruiting.	<b>JM</b>
<b>7. Any other business</b>	Local effects of Brexit currently unknown. Two new companies Berry Good and Burgess Bagpipes have both moved into Moray.	<b>AK</b>
<b>8. Date of next meeting</b>	To be confirmed.	<b>DM</b>