

SKILLS INVESTMENT GROUP (SIG) – RECORD OF MEETING

Thursday 15th September 2016 at 10am at Moray College UHI

Attendees:

Dave McCallum (Chair)	DMc	Skills Development Scotland (SDS)
Alison Kearney	AK	Highlands and Islands Enterprise (HIE)
Jane Munro	JM	Jobcentre Plus
Karen Peasnall	KP	Highlands and Islands Enterprise (HIE)
Jacqui Taylor	JT	Moray College UHI
Sonya Warren	SW	Community Champion
Dawn Mylchreest	DM	Moray College UHI

Apologies:

Graham Jarvis	GJ	The Moray Council (TMC)
Jane Munro	JM	Jobcentre Plus

AGENDA ITEM / TOPIC	UPDATE / ANY ACTIONS	ACTION
1. Welcome and Introductions	DMc opened the meeting and introduced the group to Rachel Hunter, Area Manager at HIE. JT explained the history of this group and impact it has had in Moray.	
2. SIG Draft Action Plan and Feedback from Employability Moray	DMc & JM presented the SIG draft action plan to Employability Moray meeting with a lengthy Q&A session after. Very positive feedback from Lawrence Findlay. Employability Moray targets not yet finalised. <i>AP – DMc, JT & AK to meet once they are finalised and then feedback to the group at the next meeting.</i>	DMc, JT & AK
3. Economic Development	Discussion focused around the Tornado leaving Lossiemouth with the loss of 140 staff. AK advised the group David Oxley has met with Boeing and will maintain that relationship. <i>AP – Keep as a standing item on agenda.</i> DMc made the group aware SDS have tasked all local authorities to create their own SIP. This will influence what we do as a group. SW updated the group on BOWL.	JT
4. HIE Leaders Group	DMc distributed a report from H&I Leadership Group. AK advised the group David Reid was working on a report regarding skills across the region. <i>AP – AK & KP to check with David Reid about this document and report back at the next meeting.</i> <i>AP – Agenda item at next meeting.</i>	AK & KP JT
5. Moray Jobs and You	JT updated the group on the event which was being held today with 30 stands from agencies and employers. <i>AP- JM to feedback at the next meeting</i>	JM

6. Moray Business Week	AK advised marketing of MBW had begun, all events live on Eventbrite and encouraged all members to share the information. Feedback from each event will be developed and will be obtained from the email addresses used to sign up on Eventbrite.	AK
7. Partner Updates	<p>JT updated the group on: FA numbers, FE & HE course application's. College still promoting places. Have applied for more EF places (stage 4), running 4 DWP Construction Courses with 12 spaces on each course as well as a CWR course.</p> <p>Events held at AGBC – Moray Chamber dinner & Moray UCAS Event with over 900 pupils coming & 30 universities with stands.</p> <p>SW raise concerns that many small businesses are unable to or not aware of procurement regulations and how to go about getting onto a framework so that they can bid for public sector contracts. <i>AP – All group members to find out about accessible procurement training for local businesses.</i></p> <p>No update from HIE.</p> <p>DMc focussed on FA's and the negativity around it in the public domain, he would like to see more of a focus on educating around the concept.</p>	ALL
8. AOB	DM to cancel all future meetings booked and change to Friday morning. Send out new meeting requests.	DM