

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

Friday 28<sup>th</sup> October 2016 at 10am at Moray College UHI

### Attendees:

Dave McCallum (Chair)	DMc	Skills Development Scotland (SDS)
Jane Munro	JM	Jobcentre Plus
Karen Peasall	KP	Highlands and Islands Enterprise (HIE)
Jacqui Taylor	JT	Moray College UHI
Dawn Mylchreest	DM	Moray College UHI

### Guests:

Megan Flett	SDS Modern Apprentice
Steven Park	DWP Work Placement

### Apologies:

Graham Jarvis	GJ	The Moray Council (TMC)
Sonya Warren	SW	Community Champion

<b>AGENDA ITEM / TOPIC</b>	<b>UPDATE / ANY ACTIONS</b>	<b>ACTION</b>
<b>1. Welcome and Introductions</b>	DMc opened the meeting. Apologies were noted from GJ & SW. Introductions were made from the group to the 2 guests. JT explained the action plan and purpose of this group to the guests.	
<b>2. SIG Draft Action Plan and Feedback from Employability Moray</b>	Employability Moray targets not yet finalised. The next scheduled meeting is December.  <i>AP – Carry forward to January 2017 SIG meeting.</i>	<b>C/FWD</b>
<b>3. Economic Development</b>	JM advised the group of the delay in the building of Forres Train Station, now due to start January 2017. A sub-contractor approached JM looking for 100 trained people with PTS (Personal Track Safety) for then.  <i>AP- DMc to find out if any conversations have taken place with MEP re the skills for the rail project. DMc will contact MEP.</i>	<b>DMc</b>
<b>4. Foundation Apprenticeships</b>	JT explained FAs to the guests. Discussion focused around the value of FA's compared to Highers and University entry within the UCAS tariffs points system which DMc explained will help providers to promote the value of FA's. The challenges of FA's were raised.  <i>AP - DMc to find out if FA qualification would be accepted as entry to University if the requirements were e.g. 3 highers.</i>	<b>DMc</b>

<b>5. HIE Leaders Group</b>	No update on the report distributed at September's SIG meeting. <i>AP – Carry forward to next meeting where KP will feedback any findings.</i>	<b>KP</b>
<b>6. Moray Jobs and You</b>	JM – The 2 <sup>nd</sup> Jobs fayre was held 14/09/2016 and was a huge success, September being a better month to hold this for seasonal vacancies. JM explained to the guests it is a key action of this group to continue this event each year.	
<b>7. Moray Business Week</b>	KP updated the group on the HIE lead events of MBW, with registration now open on Eventbrite. JT mentioned other events being held and the reasoning behind MBW.	
<b>8. Partner Updates</b>	<p>JM updated the group on the local seasonal employment e.g. Walkers &amp; Baxters. Also, the construction course starting at MCUHI on 31/10/2016.</p> <p>KP- Maker are a new Electronic Engineering company based in the Forres Enterprise Park with a rapid growth plan in lots of sectors <i>AP – KP to arrange a meeting for this group to meet Dave King, business owner.</i></p> <p>JT – advised the group on the CWR (certificate of work readiness) and construction courses running at MCUHI. The next event in the AGBCentre is part of the seminar series on 22/11/2016 <i>AP – JT to send the information for this event to KP</i></p> <p>JT was successful in gaining EU Funding for the Creative Industries with 50% match funding. JT also advised the group of the new tenant in the AGB centre as well as a new Events Co-ordinator for the centre too.</p> <p>DMc – New STEM centre in Inverness with various programmes to engage young people. The latest Enterprise Skills Review document is out now and we can discuss at next meeting. <i>AP – DM to send out link to group to Enterprise Skills Review document from Scottish Governments Website.</i></p>	<b>KP</b>           <b>JT</b>           <b>DM</b>
<b>9. AOB</b>	None	