

SKILLS INVESTMENT GROUP (SIG) – RECORD OF MEETING

17th February 2017 at 10am at Moray College UHI

Attendees:

Dave McCallum (Chair)	DMc	Skills Development Scotland (SDS)
Karen Millar	KM	Jobcentre Plus
Sonya Warren	SW	Community Champion
Jacqui Taylor	JT	Moray College UHI
Gordon Sutherland	GS	Moray Council

Guests:

Cara Rollo	DWP work experience
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Apologies:

Karen Peasall	KP	Highlands and Islands Enterprise (HIE)
Dawn Mylchreest	DM	Moray College UHI
Jane Munro	JM	Jobcentre Plus

AGENDA ITEM / TOPIC	UPDATE / ANY ACTIONS	ACTION
1. Welcome and Introductions	DMc opened the meeting. Apologies noted from JM and KP. Noted that GS is attending on behalf of Moray Council from now on and GJ will no longer attend the meeting.	n/a
2. SIG Draft Action Plan and Feedback from Employability Moray	Noted that the Council have suggested the SIG action plan be the basis for the Moray Skill Investment Plan. Discussion around whether the plan was robust enough for that and it was agreed that it was not although a good starting point. The key themes could be used. DMc to share the Orkney Skills Plan with the group	DMc
3. PACE	<p>PACE activity – potential redundancies at Capita who lost the SSE contract have not been realised. The new company KURA have retained the existing staff and there is a possibility that they are increasing the staffing requirements from 120 – 250. They are working with HIE and have been in discussion with the Department of Work and Pensions and Skills Development Scotland on how they can support the recruitment drive.</p> <p>GS advised the group that 39 regiment are holding an education day aimed at spouses and possibly children of servicemen. There has been an identified need for information about potential courses and employment opportunities for families moving to the area. The event will take place in May.</p>	

4. PTS /Oil and Gas Transition Fund	<p>D Mc reported that there are 40 places available for people made redundant from the oil and gas sector through the Oil and Gas transition fund. Trained Up were awarded funding. JT advised that Moray College UHI are also running a Personal Track Safety course in partnership with the DWP and Orion group.</p> <p>Gordon reported that there is a careers/skills/procurement event taking at Elgin Library and BAM Nuttall the main contractor for the railway upgrade will be there.</p>	
5. Employability Moray	There is some confusion over the recognised process for reporting to Employability Moray from the group. As chair of Employability Moray Sonia Warren suggested that she would be best placed to take updates the group.	SW
6. Scottish Apprenticeship Week	Scottish Apprenticeship Week takes place week of the 6 th March. Lots of activity planned for Moray. 3 key events taking place on Wednesday 8 th March in the Alexander Graham Bell Centre and the offices of Skills Development Scotland for employers and potential apprentices. Interviews with apprentices and employers will take place through the week streamed live on Facebook.	
7. Partner Updates	<p>KM – DWP have contracted to run Construction courses and Personal Track Safety with Moray College UHI. There is also a Security course running in March.</p> <p>GS – Moray Council – An administrator has been appointed to support the EU funded programmes aimed at tackling Poverty and Social Inclusion and developing Employability. The CPP Talent Recruitment and Retention Strategy is being refreshed and updated.</p> <p>Moray City Growth Deal – a number of meeting and sector specific workshops have been held, to explore project ideas for the bid. GS is keen to see the development of a Business School which would be part of Moray College UHI/UHI and has put this forward for consideration as part of the City Deal.</p> <p>Moray College UHI – running construction courses and Personal Track Safety between Feb and end of March. Actively involved with Scottish Apprenticeship Week and hosting 2 of the 3 events.</p>	
8. AOB	<p>None</p> <p>Dates to be sent out to the group for the next meeting.</p>	