

SKILLS INVESMENT GROUP (SIG) – RECORD OF MEETING

Friday 31st March 2017 at 10am at Moray College UHI

Attendees:

| | | |
|-----------------------|-----|-----------------------------------|
| Dave McCallum (Chair) | DMc | Skills Development Scotland (SDS) |
| Jane Munro | JM | Jobcentre Plus |
| Maxine Scott | MS | Moray Council |
| Gordon Sutherland | GS | Moray Council |
| Jacqui Taylor | JT | Moray College UHI |
| Dawn Mylchreest | DM | Moray College UHI |

Apologies:

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| Karen Peasnall | KP | Highlands and Islands Enterprise (HIE) |
| Sonya Warren | SW | Community Champion |

| <i>AGENDA ITEM / TOPIC</i> | <i>UPDATE / ANY ACTIONS</i> | <i>ACTION</i> |
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| 1. Welcome and Introductions | DMc opened the meeting. Apologies noted from KP and SW. The minutes from the last meeting were confirmed as an accurate account. | n/a |
| 2. SIG Draft Action Plan | DMc to forward DM the Orkney Skills Plan with the group, DM to share with group. Further discussion focussed around Moray SIP COHIE to become a standard agenda item. SIG meetings to coincide with SIP board meetings to give time to complete templates e.g. 3 weeks prior. MS or GS to email DM template & regional skills update to then share with the group. JT to report to next meeting re MLLL focus after discussions with Tom McGarry. | DMc-DM DM MS/GS DM JT |
| 3. Employability Moray | EM to become a standard agenda item. Launch of the Moray Skills Strategy on 23/05/2017 – all SIG on invite list | DM |
| 4. Moray Employability Strategy | DMC to forward email update to DM to distribute to the group. | DMc |
| 5. Highlands and Islands Talent Attraction Strategy & Action Plan | JM updated the group on the various PTS courses, contacts and delay in recruitment. JT attending meeting 11/04/2017 in Forres re this. Will update the group at next meeting. | JM / JT |

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| 6. Scottish Apprenticeship Week Feedback | <p>JT advised the group the feedback was very positive with a high turnout of employers. Live streaming interviews well received. MS felt the numbers from schools were underestimated. Discussion turned to next year and how to engage the public more as well as different sectors.</p> | |
| 7. Partner Updates | <p>JM – JC+ are running courses and utilising funding in care, security & construction. Unemployment high just now at 1.9% with seasonal redundancies included, although walkers are starting to recruit.</p> <p>JT – MCUHI EU Creative project match funding – the group gave JT suggestions.</p> | |
| 8. AOB | <p>Meeting dates to be sent out in line with above.</p> | |