

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

Friday 9<sup>th</sup> June 2017 at 10am at Moray College UHI

### Attendees:

Dave McCallum (Chair)	DMc	Skills Development Scotland (SDS)
Karen Millar	KM	Jobcentre Plus
Maxine Scott	MS	Moray Council
Karen Peasnell	KP	Highlands and Islands Enterprise (HIE)
Jacqui Taylor	JT	Moray College UHI

### Apologies:

Dawn Mylchreest	DM	Moray College UHI
Jane Munro	JM	Jobcentre Plus
Gordon Sutherland	GS	Moray Council

<i>AGENDA ITEM / TOPIC</i>	<i>UPDATE / ANY ACTIONS</i>	<i>ACTION</i>
<b>1. Welcome and Introductions</b>	DMc opened the meeting. Apologies noted from DM, JM and GS. KM attending in place of JM. The minutes from the last meeting were confirmed as an accurate account.	n/a
<b>Completed actions from last meeting</b>	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. Moray Employability Strategy - DMC to forward email update to DM to distribute to the group	C/F
<b>2. Employability Moray</b>	Moray Skills Pathway launched in May. This is an important document for the DYW and the schools. All young people in the senior phase will be given an opportunity for work placement/across 7 growth sectors before leaving schools. The pathway also aim to develop closer links with industry and educations. Many employers are now signed up. The current Moray Skills Investment Plan is being updated by consultants EKOS so although the SIG action plan needs reviewed it was agree to wait until the report	

	from EKOS has been completed in case any of the SIG actin require to be amended.	
3. COHIE	The template was updated following discussion and will be submitted to the next meeting of COHIE	MS/GS
4. Foundation Apprenticeships [FA]	<p>A number of applications have been received for the FA starting June 2017. The 3 framework being offered in Moray for 2017 start include Children and Young People, Business Skills and Health and Social care. MS noted the challenges in fitting in the requirements of the placements ad the recommended hours with the school timetables.</p> <p>JT noted that recognition of the FA in comparison with Highers is still a work I progress. A new FA coordinator has been appointed and will start mid-July.</p> <p>There is still confusion over the insight values and DMC will send an update round the group.</p>	DMc
5. Moray Growth Bid	<p>Updates on the Moray Growth Bid. The scoring group has submitted a number of projects for consideration. These ranged from Tourism to Digital Health, UHI campus redevelopment and development of a School of Entrepreneurship, Energy related projects, Early years STEM, Transportation, low cost housing etc.</p> <p>The scoring groups ranked the projects in line with a number of criteria and 14 projects were selected as going ahead. Some were a merging of a number of smaller individual projects.</p> <p>Further development of the projects is taking place from June until end of September by selected lead organisations and thereafter an outline bid will be submitted to the Government. There are a number of excellent projects and ideas within the mix.</p>	JT/GS
6/7 Moray Skills Investment Plan and Talent Attraction / Recruitment and Retention Strategy	<p>Gordon shared the talent attraction powerpoint which outlines the overall Strategy.</p> <p>The Skills Investment Plan is being updated by EKOS and will be completed by late August.</p>	GS
8. Partner Updates	<p><b>Jobcentre Plus KM</b> – Personal Track Safety course – the course participants have been selected and the course will run early July delivered by SWGR who have contracts for the rail upgrade.</p> <p>Further demand for security staff because of the increased staff required for construction and rail contracts. 4 guards currently required with a further 8 in the near future.</p>	

	<p>Kura is looking at running a Customer Service course as part of their recruitment for personnel.</p> <p>Walkers are currently recruiting.</p> <p><b>Moray College UHI JT-</b> The college are hosting the PTS course as above. Foundation apprenticeship recruitment is healthy despite challenges with timetabling.</p> <p>Student recruitment has been more challenging this year particularly at FE level. HE recruitment is healthy. This is a pattern across most of UHI. The student accommodation is on track to be completed by mid-August.</p> <p>Modern Apprenticeships – recruitment is steady, however, there will be significant challenges in the future for smaller providers due to the way SDS are scoring bids. This is being discussed at UHI level.</p> <p>An open evening is being held mid-June and an exam drop in the day after the exam results are announced.</p> <p><b>HIE KP</b> – Growth within business include Macduff Shipyards who have bought over the old Buckie Shipyard, Meatsnacks in Forres are expanding, Pinefield Glass are recruiting 10 extra employees, Baxters are looking at investing in training and Coleburn has secured more investment for the hotel.</p> <p>Immigration rules are been reviewed in the light of Brexit. Karen will bring back more information on this at the next meeting.</p> <p><b>Moray Council MS</b> – Skills Framework launch update.</p> <p>SDS DMc – SDS are recruiting a second team leader for Moray on a fixed term contracts.</p>	
<p>9. AOB</p>	<p><b>Next meeting 18<sup>th</sup> August at 10am</b></p>	<p>JT</p>