

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

Friday 18<sup>th</sup> August 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
Dawn Mylchreest	DM	Moray College UHI

### Apologies:

Karen Peasnell	KP	Highlands and Islands Enterprise (HIE)
Jacqui Taylor	JT	Moray College UHI
Sonya Warren	SW	Community Champion

### Guests:

Keith Greene	KG	Skills Development Scotland (SDS)
Nina Crocombe	NC	Skills Development Scotland (SDS)

<b>AGENDA ITEM / TOPIC</b>	<b>UPDATE / ANY ACTIONS</b>	<b>ACTION</b>
<b>1. Welcome and Introductions</b>	DMc opened the meeting. Apologies noted from KP, JT and SW. DMc introduced Nina and Keith to the group. <i>The minutes from the last meeting were confirmed as an accurate account with MS making a few additions.</i>	n/a
<b>2. Employability Moray</b>	At the next EM meeting on 08/09/2017, John Kelly will present draft findings of his final report to MEP and EM. These findings will have a significant impact on our draft action plan. <i>Action: JM, GS, MS, DMc to circulate draft report around SIG after this meeting on 08/09/2017.</i> <i>Action: Next meeting to focus on action plan.</i>	JM, GS, MS, DMc
<b>3. CoHI</b>	Retain as a standard agenda item. MS advised the group she has a growth deal meeting on Monday (21/08/2017) with RAF Lossiemouth. <i>Action: MS to update at next meeting</i> Discussion focussed around skills gaps and reaching out to existing and new contacts to be involved e.g. 80000	MS

	solar panels, 30+ warehouses at Mulben etc. for variety of needs e.g. security, maintenance etc.	
4. Foundation Apprenticeships / Graduate Level Apprenticeships	<p>KG provided a thorough presentation on the FA model as well as an update on the current numbers, demographics, framework delivery and expansion.</p> <p><i>Action: DM to circulate copy of presentation</i></p> <p>Good news story of AJ Engineering with the first GLA. Distinction to be made that Food and Drink is not hospitality based but rather more manufacturing based i.e. distilleries.</p> <p>1100 currently on books, 1900 is aspirational for FA's. Stirling University are seeing the FA as 1 x B Higher. Possible gap identified is a land based FA.</p> <p>GLA is not SAAS funded as employer encourages the qualification and normal mature student entry requirements stand.</p> <p>See the <a href="http://hi-hope.org/">http://hi-hope.org/</a> website from SDS Highland for pupils to use and refer to for their next steps.</p>	<p>DM</p> <p>ALL</p>
5. Moray Growth Bid	<p>See My Moray website <a href="http://www.mymoray.co.uk/">http://www.mymoray.co.uk/</a> the page set up to support the growth bid as well as social media channels.</p> <p><i>Action: All agencies to share My Moray Facebook and / web community.</i></p> <p><i>Action: GS to find out more information on the selfie for My Moray and share with the group to help raise awareness.</i></p> <p>Bid announcement in the autumn followed by 18 months to work on business cases.</p>	<p>ALL</p> <p>GS</p>
6. Moray Jobs and You	<p>JM updated the group on this event to be held on 7<sup>th</sup> Sept in the AGBCentre. Employers 4-6.30pm, customers 4.30-6.30pm, also allowing it to be a disability confidential event where employers will learn about access to work support. So far 16 employers are signed up for the free event. There is space for 30. SWGR sponsoring the event.</p> <p><i>Action: to promote and share through contacts and social media for both employers and public.</i></p>	<p>ALL</p>
7. Partner Updates	<p><b>Jobcentre Plus</b></p> <p>PTS courses: all passed 13 day course, 3 started a month ago. Quicker progression by attending an additional course in Glasgow.</p> <p>Kura have been slow and the delivering customer care training is no longer happening.</p> <p>A construction course started 14/08/2017 with 12 people and another planned early October.</p> <p>Universal Credit Full Service to go live 4<sup>th</sup> April 2018</p>	

	<p><i>Action: An insight into the system to be given to the group at the next meeting.</i></p> <p><b>Moray College UHI</b>  30 FA's signed up so far. Figure correct as at 18/08/2017.  Career ready – 2 interns spent 4 weeks working in a variety of support departments. A positive placement.  New tenant into the AGBCentre, ALCELLI referred by Business Gateway initially for 1 year to develop a prototype based on Proto Therapy – a method to treat cancer.  Student recruitment: HE numbers healthy but FE low.</p> <p><b>Moray Council</b>  GS has a meeting planned with Force 9, the company who are looking to double Clash Gour Wind Farm.</p> <p><b>SDS</b>  DMc is keen on having information graphs aimed at young people and available in a range of places e.g. Job Centre, schools etc. To help promote FA's.</p>	JM
8. AOB	<p><i>Action: JT to provide an overview at the next meeting re the situation of MCUHI student recruitment numbers and what support can be provided from other agencies.</i></p> <p>Next meetings :  Friday 22<sup>nd</sup> September 10am – 12noon  Friday 17<sup>th</sup> November 10am – 12noon</p>	JT