

SKILLS INVESTMENT GROUP (SIG) – RECORD OF MEETING

Friday 22nd September 2017 at 10am at Moray College UHI

Attendees:

Dave McCallum (Chair)	DMc	Skills Development Scotland (SDS)
Jane Munro	JM	Jobcentre Plus
Heather Matheson	HM	Jobcentre Plus
Maxine Scott	MS	Moray Council
Sonya Warren	SW	Community Champion
Karen Peasnell	KP	Highlands and Islands Enterprise (HIE)

Apologies:

Dawn Mylchreest	DM	Moray College UHI
Gordon Sutherland	GS	Moray Council

<i>AGENDA ITEM / TOPIC</i>	<i>UPDATE / ANY ACTIONS</i>	<i>ACTION</i>
1. Welcome and Introductions	DMc opened the meeting. Apologies noted from DM and GS. JM introduced HM. The minutes from the last meeting were confirmed as an accurate account with MS making a few additions. Actions: DMc to circulate draft of revised SIP to the group.	n/a
2. Draft action plan revision	On hold till the revised SIP has been approved.	
3. Universal Credit overview /Moray Jobs and You	JM delivered a presentation on Universal Credit which is due to be rolled out across Moray. Emphasis on need for IT training as claims all have to be made entirely on line. JT to look at existing IT provision offered by Moray College UHI. Feedback from Moray Jobs and You was very positive from all the employers who attended. 25 employers attended most of them had vacancies.	JT
4. COHI	No further update as there has not been a meeting.	
5. Partner updates	SDS DMc Participation Measures - indicates that Moray has dropped below the national average. Discussion around the FE recruitment for UHI also indicated a drop in numbers for 2017 and there is a need to be more aware of destinations.	

	<p>Dave will also advise of likely numbers of Christmas Leavers</p> <p>Jobcentre JM – Unemployment static at 1.8%. JM noted that this time of the year it is normally much lower.</p> <p>Personal Track Safety – the last course which was run in September through Moray College UHI has led to all participants moving into employment. Next course will run in October/November.</p> <p>A construction course will also run in October. These course have proven to be very successful in progressing people into employment and meeting employer demands. JM also noted that there is a shortage of HGV drivers.</p> <p>KP HIE – Susan Addison has taken over from Alison Kearney who has retired. David Oxley has been appointed as a Director of HIE and they are currently advertising for a new Area Manager.</p> <p>MacDuff Shipyards who have taken over Buckie Shipyard are undertaking a full refurb of the units. AJ Engineering, Forres are likely to be taking on approx. 17 -20 additional staff over the next year.</p> <p>JT Moray College UHI – The Flexible Workforce Development Fund – this was launched on the 7th September and provides a fund of up to 10K for employers who are paying the new apprenticeship levy. The money can be used for a range of training linked to an identified skills gap within each individual organisation. Training has to be delivered by colleges as the funding is provided through the Scottish Funding Council. There is no definitive list of employers in Moray who have to pay the levy. Moray College UHI have contacted the employers who they think are most likely to be paying the levy. Deadline for submissions is mid December.</p> <p>Busy delivering courses in partnership with the jobcentre as noted in JM update.</p> <p>MA programme lower recruitment than contract.</p> <p>FA programme has recruited well 24 started across 3 frameworks.</p> <p>Applications will be submitted to run 7 frameworks in 2018.</p>	
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