



**EMPLOYABILITY MORAY PARTNERSHIP GROUP
10:00AM, 22 FEBRUARY 2017, MEETING ROOM 1, MORAY COUNCIL ANNEXE**

RECORD OF GROUP MEETING

IN ATTENDANCE	
Cllr Sonya Warren	The Moray Council (Chair)
Laurence Findlay	The Moray Council
Frances Garrow	TMC
Alison Kearney	HIENT
Dave McCallum	SDS
Sarah Medcraf	Moray Chamber
Jackie Andrews	Moray College UHI
Pearl Hamilton	FSB/Moray
Jacqui Graham	The Moray Council (Minutes)

AGENDA ITEM / TOPIC	ACTION POINT	ACTION BY
1. Welcome / Introductions / Apologies	<p>Cllr Warren welcomed everyone to the meeting and had round the table introductions.</p> <p>Apologies: Catherine Ward, David Patterson, Jane Munro, Fabio Villani, Vivienne Cross and Maxine Scott</p>	
2. Minutes of Previous Meeting – 2 December 2016	<p>The previous minute was approved as an accurate record with the following small amendment -</p> <p>On page 3 Jackie Andrews advised that they are a full member of the DYW Moray Board.</p> <p>Moira will be attending in Sarah’s absence while she is on maternity leave.</p>	

	<p>Representative on skills group will be Gordon Sutherland.</p> <p>LF has discussed with Pam Gowans with regard to representative from Health and Social Care to be on this group, Pam is agreeable to this but does not have a name of suitable person as yet.</p> <p>There is no more information on apprenticeship levy; response from the Scottish Government has been that this is a Westminster matter.</p> <p>Cllr Warren highlighted that there would be merit in having a webpage that people could go to which would feed in with links to different partner agencies but not on the Council website so that it does not look like it is coming from the Council. LF to take back to CPOG for further discussion as the CPP website will need to be revisited in due course.</p>	
3. Updates	<p>Skills Investment – Dave McCallum</p> <p>Skills Investment Group met last week and are working closely with HIE in supporting company in expanding workforce.</p> <p>Looking at work plan and speaking to Rhona – Rhona and Gordon are working on the skills development plan to take forward key actions to help with Moray Council Growth bid.</p> <p>Developing the Young Workforce</p> <p>Sarah advised that the difficulties with staff recruitment have been resolved with staff now in place. Significant work is being led forward by the team across Moray to get businesses on board and to support the links between business and schools.</p> <p>Investors in Young People is KPI set by Scottish Government but Sarah is in talks about it perhaps being an objective rather than a KPI for next year. It is an expensive process to undertake IYYP, even with the subsidised funding, so we need to ensure that we are offering the best to our businesses.</p> <p>Branding is now fully in place for DYW and looking very good.</p> <p>DYW Ops Group</p> <p>The main focus has been on mapping recommendations to get sense of where we are at as well as:</p>	

	<p>Development of Moray skills framework people 3 – 18 Development of priorities in conjunction with schools and SDS Moray skills development Tool development interactively Skills pathway in the 8 key sectors Each young person to engage with all sectors throughout BGE to allow them to make choices in senior phase</p> <p>Each ASG will take lead on a specific sector and roll work out</p> <p>Work is spread out Employer engagement group development in each ASG Each sector group World host –offered to pupils</p> <p>Lifelong Learning</p> <p>There was no update from Tom. There is to be a Lifelong Learning celebration event on 23 March which Sheila Campbell is co-ordinating.</p>	
4. Targets from 10 Year Plan	<p>From the last meeting LF has now received all data and thanked everyone for their input. He then went through the targets and general points were raised. At the next meeting partners are asked to consider any key milestones that have been achieved so we can begin to RAG out targets and confidence ratings so we can prepare for our annual report to the CPP Board.</p>	
5. Draft Employability Strategy for Moray	<p>LF will now incorporate feedback/changes to the strategy and then ask Angus/Ishbel in the graphics team to put into a suitable format and he will then email it around the group. It was agreed to have the different partnerships branding on the strategy.</p> <p>It was also agreed to look at a possible launch for the strategy and that it could be linked in with Vivienne and Moira's launch they are planning for May.</p>	
6. Revised Governance Arrangements for CLD	<p>This had been discussed at the last meeting and LF had some feedback from Education Scotland. LF had met with Tom, Karen and Fabio and saw the sense of this sitting with lifelong learning.</p>	
7. H&I Talent Attraction Strategy and Action Plan	<p>Dave had circulated this paper with the agenda for the group's information/comments.</p> <p>It was agreed that there is a massive older demographic in Moray but the group is to look at how to feed into this and attract talent to the area, and to get firms to invest in Moray</p>	

	<p>and to retain skilled workers in the area.</p> <p>LF advised that there had been a very good response to a letter he had sent out to parents through the schools with regard to problems recruiting teachers and how to get into teaching or to get back into teaching after a career break.</p> <p>It was agreed that we could look at getting stands at roadshow events further south to try to promote the area.</p> <p>Look at ways of combining resources on keeping talent in the area, and look at how the relocation allowance is given out and for Moray to be competitive when it comes to business rates etc.</p> <p>It was agreed that work placements in businesses did work and that people are more likely to stay.</p> <p>LF could put something around schools to promote and spread awareness of Kura in Forres who are recruiting now. If this is passed on to LF then he will circulate to schools.</p>	
8. AOCB	<p>Councillor Warren voiced concern that many companies have lost electricians and that they have gone off shore. It was agreed to meet with Moira and speak about possible clauses in contracts for companies who were investing a lot into training for these staff.</p> <p>Dave said that those who have been through the shared apprenticeship scheme are keen to share their experiences.</p> <p>LF advised that the Corporate Parenting Family Firm Policy is still in draft and that he is to get figures for Sarah on LAC and BME young people. This is to be placed on the agenda for the next meeting. LF is to email the draft Family Firm strategy around the group.</p> <p>The Scottish Apprenticeship Week is to be held w/b 6 March with an open event on 8 March at Moray College with a meet the employer and live vacancies session. It is on the DYW facebook page and Dave asked if the group could spread the word.</p>	
9. Date and Time of Next Meeting	<p>It was agreed to go ahead to arrange the next meeting of this group although this would be after the local elections; it was agreed that Laurence could chair and he would touch base with Moira.</p> <p>The next meeting is to be held on Friday 2 June 2017 at 10 am, Meeting Room 1, Council Annexe building.</p>	