



**EMPLOYABILITY MORAY PARTNERSHIP GROUP
1:30 PM, 2 JUNE 2017, MEETING ROOM 1, MORAY COUNCIL ANNEXE**

RECORD OF GROUP MEETING

| IN ATTENDANCE | |
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| Cllr Sonya Warren | Moray Council (Chair) |
| Laurence Findlay | Moray Council |
| Frances Garrow | Moray Council |
| Jim Grant | Moray Council |
| Vivienne Cross | Moray Council |
| Maxine Scott | Moray Council |
| Alison Kearney | HIENT |
| Dave McCallum | SDS |
| Stephen Sheridan | SDS |
| Jackie Andrews | Moray College UHI |
| Jackie MacLaren | tsiMoray |
| Jane Munro | DWP |
| Moira Stickle | DYW |
| Caroline O'Connor | Moray Council (Minutes) |
| Cara Rollo | Moray Council |

| AGENDA ITEM / TOPIC | ACTION POINT | ACTION BY |
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| 1. Welcome / Introductions / Apologies | Cllr Warren welcomed everyone to the meeting and had round the table introductions. Apologies: Catherine Ward, Anthony Standing, David Patterson, Fabio Villani | - |
| 2. Minutes of | The previous minute was approved as an accurate record. | |

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| <p>Previous Meeting – 22 February 2017</p> | <p>Health & Social Care rep – Pam Gowans has been added to the distribution list and will attend where possible until she can identify an appropriate representative.</p> <p>LF has issued a letter sent to schools re apprenticeships. JA confirmed a letter has also been sent to College staff.</p> | |
| <p>3. Updates</p> | <p>Skills Investment – Dave McCallum DM met with Train'dUp but they have filled all places for Moray. Noted more opportunities will arise. An information day was held at the College last year with 38 attending. JM advised in terms of drug and alcohol testing required by employers, there is no facility available to do test. JM to liaise with NHS to enquire if they have any suitable accommodation. Draft action plan to be considered re targets and consider the MA expansion plan for Highlands and Islands.</p> <p>Developing the Young Workforce World Host training – 75 School pupils from all 9 High Schools attended this training. VC and MS have met and are considering a few options on how to move forward with this for 2017/18. Options to be discussed with MSc and JA at next DYW catch up meeting. Primary Engineer - this has been received very positively by first cohort (2nd cohort – September 2017, 3rd cohort – April 2018) see https://www.dywmoray.co.uk/single-post/2017/05/30/STEM-Project-comes-to-Moray. Police Scotland career event is to be held on 13 & 14 June. Each school has a DYW award for individuals who have sought to develop their skills for life, learning and work. Each School/College has been asked to provide a photograph of the recipient/s to ensure media coverage for the awards. Deadline for Digital Media Competition has been extended to next week as uptake has not been very good thus far.</p> <p>.</p> <p>DYW Ops Group MSc provided an overview of the Moray Skills Pathway and the associated Action Plan. The meeting on 12 June will consider governance for the structure going forward, propose finalising the Plan at the meeting on 21 June, in order that it is in place by the school summer holidays.</p> <p>Lifelong Learning JA advised attendance at meetings has dropped dramatically and there is a feeling that the focus has changed which is of concern... LF expressed grave concern as there will be a strategic inspection in next 8 months, which will look at our new governance arrangements. LF to discuss with Karen. The Community Learning and Development Plan preparation requires a baseline for each</p> | <p>JM</p> <p>MSt</p> <p>LF</p> |

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| | <p>theme and Karen has been liaising with colleagues in Education Scotland, with input on place standards and good partnership working. The idea is locality management groups will be brought together including third sector with ASGs. Group will be facilitated by CSU staff and will influence future progression. Next CLD plan needs to be produced before 2018.</p> <p>Celebration of lifelong learning event was very successful at Library end of March/beginning of April. Presented to wide range of people of all ages who had achieved some remarkable things from all over Moray.</p> | |
| <p>4. Launch of Moray Skills Pathways and Employability Strategy 23 May 2017</p> | <p>LF advised the Strategy had been worked on for many months and expressed thanks to all who fed into it. The launch on 23 May was attended by 160 people with large amount of employers present. MSc sent out survey monkey to get feedback on the event.</p> <p>Noted real work now starts to make sure the work is taking place on the ground. Interesting to note from the survey monkey feedback that public sector bodies such as Moray Council, NHS and third sector staff did not see themselves as employers, only private sector.</p> <p>FG suggested she could provide something to distribute re apprenticeships.</p> <p>Discussion took place concerning unconscious bias and whether there was something Employability Moray can do to change the attitudes. It was agreed that it was important to celebrate wider achievements rather than just academic, however this was also a press problem.</p> <p>Agreed social media is an essential tool for sharing positive messages. The CPP Facebook page and Twitter pages could be used. LF suggesting picking a month to showcase DM's case studies and to start featuring case studies from career ready students.</p> <p>SDS provides unconscious bias training and suggested he could do something for the North East area if a suitable group is identified. SS and DM to consider training.</p> <p>Agreed DM pull together a calendar of national events/weeks and share with other members of the group. Schools require to be targeted so this should be picked up in August and identify a timetable for themes from then on.</p> <p>JG advised Moray Economic Partnership have funding from UHI, HIE and Council to have publicity contract which works well and suggested using this contract for the communications strategy.</p> | <p>SS/DM</p> <p>DM</p> |

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| | <p>MSc explained the Skills Pathway. VC stressed it is important to have governance with key leads. The key individuals in the ops group could tie into the ASG group otherwise dependent on the leads in each group as external observer. LF acknowledged all the work that's gone into it and Joan Mackay from Education Scotland has commended this is the way things should be going. Very ambitious and expectations of partners are high and momentum is important.</p> <p>Employability Strategy needs a web presence. A Business case has been developed (circulated) and has been sent to the Gateway Review Board which will be considered in June. Consideration will need to be given on how to proceed if the business case is rejected. Suggested it may be possible to do something through CPP with funding. Noted Marketplace is expanding however it is not broad enough for our requirements.</p> | |
| <p>5. Targets from 10 Year Plan</p> | <p>LF has added narrative and alongside each target from feedback. Need to be considering the targets moving to 2017/18 and decide what each agency is doing and what each organisation's contribution will be in relation to each target.</p> <p>In respect of the schools leaver destination target update, DM advised the data not been cleansed so could be publicised, but was good for discussion purposes. Need to drill down about feeding into the data especially re ASN from college. There had been a meeting but partners were unwilling to share information although we have data sharing agreement, specifically the third sector, through care and after care. Amy has started post school meetings as once pupils leave school it is difficult to track them down again. LF to pick up with Amy who was at the meeting re for through care and after care however MSc indicated it may be the issues about whether they are allowed to share the information. JM to consider how third sector can share.</p> <p>Chart 24 – recommend removal. Chart 25 – asked whether MSt could provide a figure however this proved difficult as only 4 schools replied.</p> <p>Chart 23 – Modern apprenticeships – LF emailed every teacher, College emailed everyone. SH to send timeline and ask for suggestions of groups to target and have discussions with.</p> <p>JA has 32 kids but still waiting to sign off from SDS on business skills as the Change Authority Group is demanding more information.</p> | <p>LF</p> <p>JM</p> <p>SS</p> |

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| | <p>JA expressed interest in Moray but is reaching stalemate with SDS about the college taking them on. LF suggested that if no progress is made, we draft a letter to send to SDS on behalf of the partnership</p> <p>Prior to the summer holidays, LF to send an update for 2017/18, adding a column for the coming year for monitoring moving forward with target ratings.</p> | <p>JA</p> <p>LF</p> |
| 6. Skills Investment Plan for Moray | <p>Met to look at what was needed for Moray. Put together a paper and Ekos put together a good case which will be led forward over coming weeks. Hope to meet soon. Desktop research to be done looking at growth, strategies etc and how they interlink, speak to schools and work up a strategy hopefully by October and then fed up to the group for overall governance.</p> <p>SS met with John Kelly from Ekos this week who is keen to meet soon, do research quickly and work up strategy in July, with the aim of trying to work towards August timeline. Noted he is keen to work with AK and is also looking for governance guidance which will help with growth funding bid.</p> | |
| 7. AOCB | <p>ESS Support – reduced from DWP. DM to get more information from JM.</p> <p>Team Leader role HIE fixed term contract for 12 months – internal and external to spread round partnership.</p> <p>DM to give presentation on post school service at next meeting.</p> <p>HIE report looking at establishment of business school.</p> <p>Growth Deal Update – JG vision and objectives has been pulled together – list of 20 projects, first of 3 workshops to score has been held. Hopefully to be approved by Full Council at end of June and sign in November with final approval in November/December 2018.</p> | <p>DM</p> <p>All</p> <p>DM/LF</p> |
| 8. Date and Time of Next Meeting | <p>Next meeting to be held at end of August to tie in with Skills Investment Plan. LF to liaise with SS re date, avoiding w/b 11 September and meeting to be held in afternoon if possible. Bigger room also required for next meeting.</p> | <p>LF/AMcA</p> |