

Minute of the Employability Strategic Group meeting held on 7th Feb 2013 at Job Centre Plus, Kirkwall

1. Welcome and apologies

Present:

Karen Johnstone	Jobcentre plus (<i>Chair</i>)
Sue Dutton	All Age disabilities, Orkney Health & Care
Karen Greaves	Education, <u>Leisure and Housing, OIC</u>
Amy Thomson	Employability Orkney
Andee Fraser	Life Skills Centre
John Mclellan	Life Skills Centre
Stuart Allison	Economic Development, <u>OIC</u>
Fraser Devine	Voluntary Action Orkney
Chessa Llewellyn-White	Highlands and Islands Enterprise
Frances Webster	SDS

In attendance:

Anna Whelan	Orkney Islands Council
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1. Welcome and apologies

1.1.1 Apologies were received from Harvey Johnston (Elected Member, Council), Maggie Berston (NHS Orkney), Suzanne Baird (Heath Promotions, NHS Orkney), Linda Russell (Orkney College), Claire Sim (SDS), Frazer Campbell (Orkney Blide Trust) and Andrew Groundwater (OIC)

1.2 KJ welcomed Anna Whelan to the meeting.

2.0 Minutes of the last meeting from 29 November, 2012

2.1 The minutes were accepted as an accurate record of the meeting.

3.0 Matters arising and action points from the last meeting

3.1 KJ to speak to FD about target of 5 voluntary placements. FD and KJ to follow up

ACTION – FD & KJ

3.2 KJ had sent out info about welfare reform and will continue to send out to the group. KJ reported on the Welfare reform working group – which had a sub group looking into housing (bedroom tax and housing benefit cap). Crisis loans are changing - now going to be now administered by the local authority and not DWP.

3.3 KJ has a paper by Leslie Rendall which she will send out to the group

ACTION KJ

4.0 Anna Whelan – Single Outcome Agreement Update

- 4.1 Current SOA ends in March 2013, with a new SOA starting on 1st April 2013. Draft has to be completed by March and signed off by June. There is 1 extra outcome – Healthy Elderly Lives.
- 4.2 There will now also be rolling outcomes, with new targets updated each year. Emphasis on what will be the difference to our communities – a vision for the future. Outcome 2.5 does affect ESG – emphasis on Prevention and preventative services.
- 4.3 The group looked at national outcome 2 – Employment and looked at which of the local priorities sat with the ESG. It was felt that some of the priorities/measure were less relevant to the group and didn't relate to all the local priorities. – and one sat with outcome 1. The key local outcome was “partnership action to support individual employability”. It was felt that there was more to outcome 2 which the ESG didn't report to.
- 4.4 It was also discussed that some of the local priorities could be merged. It was decided that the group were to think of new Local priorities and email them to KJ. Some ideas were banded about the table.

ACTION – ESG

- 4.5 “Where we are now” section – all still relevant including high 18-24 year old still unemployed after 13 weeks (2.6). The group touched on the YEAP activity and KG agreed to write a few sentences on this

ACTION – KG

The group agreed that there should be something in the new SOA also about the work the ESW has been doing and EO getting funding for supported Employment.

- 4.6 The group then looked at the Renewables Industry in Orkney – approx. 200 – but difficult to quantify – Core jobs / Spin off Jobs and one off jobs. CLW was to find out (explore) from Gareth Davis (Aquaterra) some accurate figures – but it was agreed that it was difficult comparing trends like with like.
- 4.7 The group commented on how EMEC were mentioned twice in the SOA and should it be more generic.
- 4.8 It was agreed that the group needed to take this away and do some more work on this. AW asked if it could be completed by the end of February.

ACTION – KJ and CLW

5. How good is our partnership questionnaire?

- 5.1 The group discussed the questionnaire with AW. PLG had asked the question – how good is the CPP? It was felt that a structured discussion was needed. The group went through the questionnaire and

answered the questions. It was also noted that 2 members of ESG already sat on the Orkney Equality Forum.

6. Employment Worker's Action Plan

- 6.1 The group reviewed the report. They commented on the high numbers which KC had been achieving even in the quieter months. KJ felt that KC was possibly 'under recording' her starts into employment and they were going to do a backtracking exercise.
- 6.2 KJ informed the group of a new wage incentive and KC was back out to employers and selling this to them.
- 6.3 Karen Currie was in the middle of doing a piece of work on the hospitality Industry, identifying needs, training and expectations for the season.
- 6.4 KG asked if the figures could be broken down into age groups.

7. Welfare Reform/Universal Credit

- 7.1 KJ going to circulate under occupancy/housing caps info.
- 7.2 KJ felt that this needed a bigger agenda item and would be dealt with in a future meeting.
- 7.3 KJ will send out a link for the Universal Credit Hub

ACTION – KJ

8. Youth Employment Group Update (YEAP)

- 8.1 KG updated the group on the work of the YEAG. They have developed a rough draft of an action plan. KG explained that this is more like a 'directory' of services and would bring along a copy to the next meeting

ACTION KG

- 8.2 It was discussed that the pipeline they have developed could link it with the existing pipeline. The ESG would discuss this later, including how this would be measured.
- 8.3 KG updated the group that the OIC had agreed 4 graduate trainee posts and 12 work experience placements, but there would be a slight delay while proper structures for posts to be put in place. Work experience places could get going ASAP. KC would be managing these posts/placements. They fell into the categories of
 - Admin (WE Role – some in Schools)
 - Maintenance Role
 - Housing
 - Museums/libraries

9. Update on Funding

- 9.1 There was work on a bid for employment worker – which would be joint-funded by OIC, JCP and EO – possibly 25 HPW.
- 9.2 Sue and Amy have been working on a LEADER application for a 1 day a week LD coach. It was hoped that both roles could work alongside each other.

10. Agency update

- 10.1 none

11. Election of Vice Chair

- 11.1 It was agreed that KG would take on the role of VC. She was nominated by CLW and seconded by SD

12. AOB

- 12.1 none

13. Date of next meeting – KJ to send out next date by email

ACITON - KJ