

Minute of the Employability Strategic Group meeting held on 6 October at Careers Scotland, Kirkwall

1. Welcome and apologies

Present:

Karen Johnstone	Manager, Jobcentre Plus (<i>Chair</i>)
Joyce Slater	Team Leader, Skills Development Scotland
Sandra Rodwell	Equally Well Project, NHS Orkney
Doreen Rendall	Skills Development Scotland
Hannah Thomson	Community Planning Officer, Orkney Islands Council (<i>Secretary</i>)

Apologies

Gail Anderson	Chief Executive, Voluntary Action Orkney
Mike Drever	Elected Member, Orkney Islands Council
Chessa Llewellyn-White	Highlands and Islands Enterprise
Bill Ross	Principal, Orkney College
Robert Allan	Learning and Development, NHS Orkney
Tina Gilbey	Lifeskills Centre
Derek Aiken	Team Manger, All age disabilities, Orkney Health & Care
Amy Thomson	Supported Employment Manger, Employability Orkney

Not present

Mary Anne Crook	Health Promotion Officer/ Healthy Working Lives Adviser, NHS Orkney
Jeremy Richardson	Manager, Orkney Blide Trust

2.0 Minutes of the last meeting (17 June 2011)

2.1 Accuracies were noted and minutes of the last meeting were approved.

3.0 Action points from the last meeting not on the agenda

3.1 There were none.

4.0 Flexible Support Fund

4.1 Karen provided this update in the absence of Amy. This fund had been applied for with Employability Orkney acting as the lead agency on behalf of the Employability Strategic Group (ESG). Feedback from the application was still awaiting and it was expected that if the application was successful that Amy Thomson would meet with the ESG to agree what multiagency work the post would be involved with.

5.0 Blide Hoose update

5.1 Blide Hoose had held an open day and it was acknowledged that there were referrals being made from the Job Centre Plus and Lifeskills although in the absence of Jeremy, numbers were not known. This item would be considered again at the next meeting.

Action: JR

6.0 Short Life Working Group update

- 6.1 In the absence of Derek, it was agreed to postpone this update to the next meeting.

7.0 The Orkney Plan

- 7.1 Following some feedback from Elected Members, some amendments were made to the indicators within the draft Orkney Community Plan.

- 7.2 Consultation on the plan would commence early October and be for six weeks.

8.0 Membership

- 8.1 Due to several job changes, it was agreed that some changes may be necessary to the membership of the ESG. Karen would speak to Gail Anderson about whether a deputy should attend in place of her. Karen would also speak to Jackie Thomson to see if he would be able to represent Economic Development, and to Shirley Ward in relation to Mental Health. Due to illness, Mary Anne Crook had not been able to attend meetings for some time, and Karen agreed to approach Christina Bichan about this.

Action: KJ

- 8.2 Sandra noted that her employment contract would cease during December.

9.0 Feedback from the Partnership Liaison Group

- 9.1 There was to be a Black History Month running throughout October. It was to be opened by an exhibition at the library on Saturday 8 October at 2.30pm.

- 9.2 A discussion took place around the future of the Partnership Liaison Group. It was felt that despite some members unable to attend all the meetings, that the group served a useful purpose, particularly in terms of gauging a perspective prior to a plan or strategy being submitted to the Steering Group. Therefore, the PLG would remain as a group representing the various themes within the Partnership and would continue to meet four times per year.

- 9.3 The PLG heard how the Steering Group had received positive messages from the Government about the Single Public Authority and the Christie report had recommended a pilot. It was agreed to have a meeting in Edinburgh for discussion with the leaders and chief executives of the relevant councils and health boards.

- 9.4 Cathy Lyner provided an update on the Transitional Guidelines, which were put together by the Council, Skills Development Scotland and NHS Orkney. The guidelines were put together due to a perceived black hole faced by school leavers who were not able to sustain a positive destination such as employment or further education, and wanted a process of support. Cathy may be invited along to a future meeting of the Employability Group for training on the guidelines.

10. Agency update

- 10.1 The School Leavers Destination Return for October 2011 showed that 94% moved into positive destinations where as in March 2011 it took a drop to 91.3%. It was anticipated that there would be likely to be another drop next time it was reported. Orkney remained ahead of the national target of 85% and was one of the few authority areas to have 100% follow up rates. This year was a larger cohort of leavers – 280 compared to 230 last year. It was

agreed that on a future agenda, this issue should be considered along with the market analysis for the same age group.

Action: KJ

11. Any other business

11.1 Joyce and Doreen welcomed any organisation looking for a tour of the new 'My World of Work' website to contact them.

12. Date of next meeting

12.1 To be set by e-mail for January.