

# Clackmannanshire LEP

## Minute of Meeting on 8 May 2014 held at Kilncraigs, Alloa

**Present:** Andy Lawson [Chair], Jane Adamson, Ian Fraser, Billy Howie, Fred Smith, Grace Christie, Debbie Carter, Susan MacKay, Sylvie McCleary, Val Ormiston, Joanne Farrow, Anne Currie, Julie McGrath (in place of Robert Walters)

**Apologies:** Robert Walters, Bill Miller, Angela Penman

**In Attendance:** Colette Filippi, Zak Stark, Louise Leiper

Item	Action
<p><b>1 . Welcome &amp; Introductions</b></p> <p>Andy welcomed all to the meeting, in particular Anne Currie who has taken over from Grace Christie, and Joanne Farrow who is the Employability Partnership Manager in the Employability&amp; Skills Division of Scottish Government.</p> <p>Apologies were noted as above.</p>	
<p><b>2. Minute of Previous Meeting &amp; Matters Arising</b></p> <p>The minute of the meeting held on 5 February was agreed as accurate. There were no matters arising.</p>	
<p><b>3. ESF P5 Allocation Forth Valley College</b></p> <p>Colette Filippi informed the partners of the European funding available to Forth Valley College for the 2014/15 academic year which is over £500,000 and highlighted that over half of this funding should be spent in Clackmannanshire.</p> <p>Colette outlined the College's proposals for allocating this funding which are focussed on Stage 2 of the pipeline. These include a Pathfinder programme (3 cohorts) and an Alternative Curriculum programme (1 cohort).</p> <p>The LEP partners were asked for their views on the proposals and for any other ideas on how the funding should be spent. Val agreed to provide an update on this year's EF provision as it is important that the College's ESF P5 funding does not displace local EF activity.</p> <p>All to feed back their thoughts to Jane who will respond to Colette.</p> <p>Colette and Zak left the meeting at this point.</p>	<p><b>Val</b></p> <p><b>All</b></p>

<p><b>4. IPS Model - Supporting People with Health Conditions Furthest from the Job Market</b></p> <p>Louise Leiper, Occupational Therapy Team Leader with Stirling Mental Health Service, gave a presentation on the IPS model which is an evidence based supported employment model for people with mental health issues. The model has been piloted in Stirling and there is scope to introduce it to Clackmannanshire. Sylvie is already looking into how this could be achieved. There is potential to build in a pilot to the new European programme for Clackmannanshire. Sylvie agreed to discuss the potential to utilise European funds with Jane and Debbie and keep partners updated on progress.</p> <p>Louise left the meeting at this point.</p>	<p><b>Sylvie</b></p>
<p><b>5. Update from Scottish Government's Employability &amp; Skills Division</b></p> <p>Joanne outlined the recent restructure of the Employability &amp; Skills Division of Scottish Government. The Division is split into 4 teams: Youth Employment, Workforce Development, Skills, and Adult Employment. Angela Constance MSP has been made a Cabinet Secretary and her portfolio now includes training, youth and women's employment.</p> <p>Joanne's role is to provide support to various partnerships including the National Delivery Group (NDG), the Scottish Employability Forum and sub-groups of the NDG (Rural NDG and Employer Engagement).</p> <p>Joanne highlighted an upcoming event on health inequalities on 11 June which is being organised by the Health &amp; Employability Group. She will forward details for circulation.</p> <p>The Employability in Scotland website and Employability Learning Network e-bulletin have been developed by Scottish Government to support Employability Partnerships and wider stakeholders across Scotland. Links to be provided.</p>	<p><b>Joanne / Jane</b></p> <p><b>Jane</b></p>
<p><b>6. Update on New LEP Employability Strategy &amp; Action Plan</b></p> <p>Jane thanked Joanne for her support in helping us successfully apply to the Scottish Government's Employability Partnership Fund for funding to commission consultants to help develop a new Clackmannanshire Employability Strategy and Action Plan for the period 2014 - 2017. The Council, Forth Valley College and SDS are each contributing £1,000 as match funding towards this piece of work.</p> <p>A small steering group (Andy, Val, Debbie, Jane) has been appointed to oversee the management of the strategy development.</p> <p>The Council, as lead partner for the funding, has advertised the tender opportunity on the Public Contract Scotland portal using the Quick Quote facility. Five consultants have been asked to bid. Closing date for tenders</p>	

<p>is Friday 9 May.</p> <p>Jane outlined the project timetable and the proposed methodology for developing the strategy. The aim is to have the successful consultants present the draft strategy and action plan at the next LEP meeting on 20 August.</p>	
<p><b>7. Update on Local Provider Event</b></p> <p>This will take place on 5 June from 4.30 to 6.30pm at the College and will take the form of a speed dating / networking event. Employability Fund and other providers of employability services locally will be invited to participate.</p> <p>Val asked that LEP partners nominate practitioners to attend the event from their respective organisations and provide Fred Smith or Craig Peoples (local SDS office) with any of their contacts to include on the invite list.</p> <p>Andy, as Chair of the LEP, will speak at the event along with a provider. Suggestion that provider could be Pauline Douglas of the Coalfields Regeneration Trust.</p> <p>Providers will be asked to provide feedback on the event and to articulate what they want in a provider forum.</p>	<p><b>All</b></p>
<p><b>8. YEAP / Skillsmap</b></p> <p>Val advised that the Youth Employment Action Plan, which in our case is the Clackmannanshire Skillsmap, requires to be updated and posted along with the Opportunities for All Co-ordinator's quarterly report.</p> <p>There was some discussion around the process for updating the Skillsmap which has up until now been carried out by Debbie and is quite an onerous task. Further discussion is needed on how this will be implemented. Debbie asked to be involved in these discussions.</p>	<p><b>Val</b></p>
<p><b>9. LEP Action Plan</b></p> <p>This was not forwarded as tabled on the agenda as some LEP partners have still to submit their final updates.</p> <p>Debbie asked for any outstanding updates to be sent to her by Friday 16 May. She will then circulate the updated action plan for 2013/14.</p>	<p><b>All Debbie</b></p>
<p><b>10. Draft Minute of Business, Jobs &amp; Skills Partnership Meeting on 21 February</b></p> <p>Ian highlighted some of the key items discussed at the last BJSPT meeting including a presentation and discussion on the latest SLDR (School Leaver Destination Returns) for Clackmannanshire.</p> <p>The BJSPT agreed the need to link the Economic Development and</p>	

<p>Schools' strands of support better. Various meetings between Education and Val and Ian have since taken place to explore this area of work.</p> <p>Education were keen to organise some activities for 4th year pupils not sitting exams to ensure that they were engaged meaningfully during the exam period. Ian agreed to find out if this actually took place.</p> <p>Zak Stark has replaced Andy as the College's representative on the BJSPT.</p>	<p><b>Ian</b></p>
<p><b>11. New Initiatives</b></p> <ul style="list-style-type: none"> <li>• CTSI - Julie advised that they are now using retired police and fire officers as mentors for their volunteering programme. CTSI are looking into doing volunteering training in Clackmannanshire.</li> <li>• DWP - Billy gave a brief update on Health to Work packages which are being phased in and the Community Work Placement contract which has been awarded to Learndirect UK. Regarding the Tribal Assessment tool, Marie McGrath has received more training and will be going out to partners to implement.</li> <li>• Council (Economic Development) - the Youth Employment Scotland Employer Recruitment Incentive has now been extended to 31 December. Ian gave an update on the new European programme which is currently being developed. Intended start date for the new programme is July but there is likely to be slippage due to governance and other issues that have still to be resolved.</li> <li>• Integrated Mental Health Service - Sylvie advised that they now have a database for the Community Access Team. Due to a staff vacancy in her team, there may be scope to use this opportunity to divert this resource towards an IPS pilot / digital inclusion.</li> <li>• Welfare Reform Group - on behalf of this group, Susan has submitted a bid to the Welfare Reform Resilience Fund (WRRF) to run a pilot to provide locally based IT access with childcare support. Susan highlighted a recent report by the Improvement Service on the Learning Experiences of Local Support Services and agreed to forward Jane a copy of the report and the WRRF bid for circulation to LEP partners.</li> <li>• SDS - Val suggested that Data Hub Reporting could be a future agenda item. There is currently a gap in information being uploaded from schools but this is being addressed.</li> </ul>	<p><b>Susan/Jane</b></p>
<p><b>12. A.O.B.</b></p> <p>There was no other business.</p>	

**Date of next meeting - Wednesday 20 August 10am to 12 noon. Venue to be confirmed.**