

**Present:** Gordon McNeil (*Chair*), Gillian Ballie (Scottish Enterprise); Margaret Mary Rafferty (Ceteris); Graham Struthers (FSB); Ian Fraser, Julie Hamilton, Jane Adamson, Cherie Jarvie (Clackmannanshire Council); Ann Floyd, (Education); Zak Stark (Forth Valley College); Dot McClure (Job Centre Plus); Val Ormiston (Skills Development Scotland).

**Apologies:** Liz Buchanan (Visit Scotland), Malcolm McArdle (CTSI); Euan Halliday represented by Dot McClure; Colin Lynch (Clacks Business).

ACTION

### 1.0 Welcome and Introduction

Gordon McNeil welcomed everyone to the meeting and apologies were noted.

### 2.0 Minute of the meeting of the 22nd May 2015 & Matters Arising

2.1 The minute of the previous meeting was approved. There were no matters arising.

### 3.0 Alliance Report

3.1 Cherie Jarvie spoke to the report on the new remit, scrutiny and structure arrangements for Alliance governance and membership. She agreed to address:

- i. the Team's recommendation that the BJSPT Chair be a member of the new Alliance /Executive, as appropriate (p2);
- ii. the lack of clarity in the structure diagram (p3) on reporting lines for the LEP; and
- iii. the potential overlap and need to join up the employability work-streams (p4).

CJ

3.2 In light of the shared priority for employability, the Team agreed to invite an appropriate NHS representative to become a member of BJSPT.

GMcN

### 4.0 Developing Scotland's Young Workforce - presentation

4.1 Ann Floyd gave a presentation on the rationale for the work which is now at the heart of school education for 3 to 18 year olds. She circulated a structure chart for oversight and delivery. It was agreed that the Clacks LEP would be represented on the Operational Group and Jane Adamson was appointed to attend.

JA

4.2 The Team noted the importance of schools being linked with employers and the success and impact of an initiative which invited parents into primary schools to talk about their jobs. Ann will check if all 3 academies have a lead employer and Julie Hamilton will investigate if Diageo is linked to a school.

AF  
JH

4.3 Partners also noted the introduction by the Scottish Government of the 'Participation Measure' to replace the SLDR which prevents SDS from carrying out a full follow-up on the destinations of school-leavers. Val Ormiston will circulate information on the careers pathway and on the new 'Participation Measure' to the Team.

VO

4.4 The Opportunities for All Co-ordinator has been appointed.

### 5.0 BJSPT Action Plan

5.1 Partners agreed to the follow leads on the Action Plan priorities:

- Priority 1 (DSYW 3-18) - Education
- Priority 2 (DSYW 19-24) - Job Centre Plus

AF

DM

- Priority 3 (Modern Apprenticeship) - SDS VO
  - Priority 4 (Clacks Works ESF) - Council Ec Dev IF
  - Priority 5 (Key Sectors & Growth) - SE GB
  - Priority 6&7 ( Business Needs & Support) - Clacks Business. Julie Hamilton will invite Clacks Business to lead on Priority 6&7. JH
- 5.2 The leads agreed to form teams from amongst Team members to examine and complete the Action Plan template by the end of September. Ian Fraser will then assemble the leads to get an update on progress. Leads (above) IF
- 6.0 Chair & Vice-chair of Group**
- 6.1 Colin Lynch (Clacks Business) was appointed Chair and Gordon McNeil (Clackmannanshire Council) was appointed Vice-chair. The Team agreed to thank Colin Lynch formally for volunteering. JH
- 7.0 Forward Programme of Agenda Items**
- 7.1
- DSWF Research Report, Strategic and Operational Group / Development Officer link to employers progress
  - Action Plan update
  - Alliance: standard report
  - LEP: standard report; review of/consultation on employability services
  - Report on wider economic information (employment levels, apprenticeships, positive destinations, number of businesses...)

**Next Meeting:** 10.00 am 20th November 2015, Forth Valley College

There was no further business and the meeting closed at 11.45 a.m.