

# CAPITAL CITY PARTNERSHIP MINUTE OF MEETING

**Meeting of:** **JOBS STRATEGY GROUP**

**Held at:** Lloyds TSB Scotland, Henry Duncan House, 120 George St, Edinburgh

**Date:** **Wednesday 3 February 2010**

**Present:**

David Metcalfe	Chair
Jim McGonigle	Jobcentre Plus
John Palmer	Edinburgh CHP
Matthew Crighton	Capital City Partnership
Jim Rafferty	Capital City Partnership
Brian Lister	Lothian Association of College Principals
Brian Martin	City of Edinburgh Council
Carena Brogan	Capital City Partnership
Pat Thomson	Skills Development Scotland

**Apologies:**

Ken Shaw	City of Edinburgh Council
David White	NHS Lothian
Roger Horam	Edinburgh Chamber of Commerce
Malcom Baron	Skills Development Scotland

1 There were no declarations of interest.

2 **Minutes of the meeting of 4 November 2009**  
Correction to previous minute, there is no P in Thomson.

3 **Matters Arising**  
4.1 Carried over  
5.2 Completed  
5.4 Full SLDR now available now available on SDS website.  
5.5 Brian has circulated guidance on procurement

4 **Ministerial Visit : Jim Knight MP 4 March**  
The circulated proposed timetable has been forward to the Minister's office for feedback. Jim Rafferty asked group members to set aside lunchtime on the day for the visit. As soon as the Minister's office responds we will advise participant organisation in order to give them time to prepare.

The visit could be an opportunity to raise issues and present initiatives and we should emphasise that the projects on show are tangible results of the localisation agenda of pathfinder.

5 **Partner Updates**  
Job Centre Plus  
JCP there were a high number of claims in January in particular among young people, which indicates that we have not turned the tide in the recession yet. However there are a number of initiatives in place to help people into work in particular Future Job Fund. So far there have been 92 vacancies advertised under the scheme and this will increase to 102 within the next week. Jim McGonigle remarked that it was encouraging that the partnership was working well.

Capital City Partnership  
Jim Rafferty reported that most partners had been briefed by himself and Ken Shaw on the recommendations of the Halcrow review. The full version has been circulated to all partners. There are a number of implications: legal, political and financial, which may hamper the implementation of the report: It is currently going to CEC management team for consideration and will then progress to Council committee meetings and the EP for consideration of the recommendations.

### Colleges

Brian Lister reported that he had been interviewed by the Evening News about increased demand for college places in the City and though he had specifically referred to CCP support for increased provision this reference had been left out of the report. He said that we need to be prepared for further demand as S5 and S6 leavers come through the system. In this context links between the colleges and the Schools Division of Children and Families are very important. We need to work together to fulfil the Young Persons Guarantee.

### Skills Development Scotland

The corporate Operating Plan is published and on the website. Pat will forward the link to partners. The PACE team have been advised of over 12,500 reported redundancies in 2009 with more big scale announcements expected. However, PACE figures may be skewed, as redundancies attributed to head offices in Edinburgh may be national or indeed international. However we as a City should not allow national politicians to overplay this argument when allocating resources to deal with the effects of redundancies.

PT

SDS is now in the process of re-contracting for the Nation Programmes including Get Ready For Work and Pre Get Ready For Work. Existing contractors that have been delivering satisfactorily will be re-contracted automatically. However if extra provision is necessary this may have to be advertised as existing organisations are thin on the ground in Edinburgh and may not be able to meet increased demand. Jim welcomed the demand statement process being led by SDS noting that this represents significant progress against the commitment to better align partner funding

### City of Edinburgh Council

Brian Martin reported that the Council is trying to iron out the operational difficulties of Future Jobs Fund. Access To Industry are offering a pre get ready for work course and it is hoped that young people who successfully complete this will be able to move on to the council's get ready for work programme, thus moving them along the continuum towards employment.

The Council with its partners is developing a Hub site where communities' services will be co-located. The contract for construction of these and other physical development opportunities should include a "Community Benefit" clause to encourage the employment of local people and especially those at a disadvantage in the labour market. This approach has been used before in particular by PARC at Craigmillar in relation to the development of the Biotech Quarter. It was agreed that all major public sector building projects should take this approach and John Palmer agreed to follow this up in connection with the development of the new Sick Children's Hospital.

JP

## **6 Performance Report**

### **6 a Operational Plan**

#### Skills Development Integration

Matthew highlighted the new Skills Development sub plan, on which SDS will take the lead. SDS have yet to meet with the Chief Executive of CEC to identify issues around skills development. It is planned that this discussion should be followed by a wider partnership information session which would inform the sub plan. More has to be done to embed employability issues at the heart of Community Planning as at the moment there is no direct representation from employability agencies or colleges on the Edinburgh Partnership.

#### Workers at Risk

Matthew has presented a first draft and this will be further developed by the Officers Delivery Group.

### Employer Outreach

Ann Scott from JCP is to take over as lead officer on this a very positive outcome arising directly from the October employer event was noted as Capital Hotels have engaged with JU4J's

Pat will forward a link to Time to Train in order that it can be put on the JU4J website. PT

### MCMC

It was noted that JET is now open to S5/S6 pupils. Jim reported that the resilience network had met recently and had reported some positive outlooks but that we face issues next year when those children who chose to stay an extra year, leave the school system

#### 6 b Targets and Indicators

Brian reported that Council are establishing a job club project for young people in Burdiehouse and one for all ages in South Queensferry. He intends to ask JCP to have a presence in these projects. BM

Jim Rafferty highlighted the fact that the performance monitoring framework was now being populated by data from CEC and SDS. However it does not include data for Flexible New Deal as neither of the two providers are able yet to share this information. This is something we could raise, if need be, with DWP and will be subject of forthcoming meetings with the providers concerned.

#### 6 c Recession Responses

It was noted that sometime ago Modern Apprenticeships in the finance sector had simply died out as there was no need of them in buoyant economic times. However it maybe that incentives were now necessary to encourage financial organisations to take on Modern Apprentices. Pat said she was aware that some financial organisations had taken on apprentices and David said that if this is to be further developed discussion with the chartered institute of bankers should be initiated. Pat agree to look into this and report back. PT

#### 7 **Bulletin**

This was circulated for information

#### 8 **Policy and Strategy update**

##### DWP White Paper

It was noted that the development of the Curriculum for the Excellence would mean the need for even more employer engagement.

Jim McGonigle highlighted the need to strengthen the link between homelessness sectors and the employability agenda. Matthew said that a positive development was the DWP promotion of housing benefit and council tax benefit to people in work. Employability training which the GCR has as an objective will be key to engaging the homelessness sector. Brian indicated his frustration that many employers cannot contribute to the FJF and it is particularly hard for SME's to evidence that their jobs are new opportunities and have community benefit. We could use the upcoming ministerial visit to try to ensure that the regulations in the white paper are tested so that they will be workable for the best results.

##### Website Development

The website has been developed as resource for the JUfJ network and to now develop it further as a public-facing website would require significant changes. It was agreed that at this stage the JSG did not want to develop the website for promotional purposes or other public-facing functions ;however it needs to be clear, readable and accessible for anyone who visits it. Most importantly any job seeker or employer should be sign posted to the relevant information sources to meet their needs.

Meetings with DWP contractors and Co-commissioning

. . On consideration of the offer to participate in JCP's Provider Engagement Meetings it was agreed that CCP should represent the group's participation and liaise with partners about any matters they wish to input or issues which arise which should be drawn to their attention

The meeting noted that discussions about co-commissioning of Progress to Work and reached a conclusion about what would appear in the specification and that a Project Brief would be prepared for the local contribution

8 b Skills and Jobs Strategy

Matthew summarised his paper and it was agreed that a series of events should be held to identify the city's priorities in skills development so we can shape a skills summit to be held at the end of the year. It was agreed we need to focus on concrete local actions within the employability agenda, while taking cognisance of the wider, long term skills agenda. It was suggested that Scottish Business in the Community would be a useful contact in this regard.

9 **Pathfinder Funding**

Report on Pathfinder findings was circulated to the group, including a proposal for funding for the area focus project for which the PRG is seeking endorsement by the JSG. Brian declared an interest as he had sponsored the proposal. The report was noted and the recommendation endorsed.

**DONM**

5 May 2010

4 August 2010

3 November 2010