

CAPITAL CITY PARTNERSHIP

MINUTE OF MEETING

Meeting of: **JOINED UP FOR JOBS (DRAFT)**
INFRASTRUCTURE DEVELOPMENT PROGRAMME PANEL

Held at: Capital City Partnership, The Canon Mill, Edinburgh

Date: **6 August 2004**

Present:

Ken Shaw (Chair)	City of Edinburgh Council
Jim Rafferty	Capital City Partnership
Bill Wilson	JobCentre Plus
Pete Selman	Scottish Enterprise Edinburgh & Lothian
Sally McGreevy	Scottish Enterprise Edinburgh & Lothian

Apologies Matthew Crighton Capital City Partnership

Action

1 1.1 Minutes of the meeting on 1 March 2004 (paper circulated)

The minutes of the meeting on 1 March 2003 were considered to be a correct record.

1.2 Matters Arising from the Minutes

a) Article 6 ESF – Working Together

A secretariat group has been established for the Working together initiative and the Action plan has been agreed.

b) JU4J Employer Outreach Pilot

A commission has been prepared agreed and signed by CCP and Nisus.

2 Review of Panel decisions & budget (paper circulated)

A paper was circulated for information summarising the awards from the IDP over the last financial year.

The partners confirmed their core cash contributions to the IDP this coming financial year.

- Capital City Partnership £60,000
- City of Edinburgh Council £60,000
- Scottish Enterprise Edinburgh & Lothian £60,000

The £60,000 from the CEC is an in-principle agreement pending the submission of an updated application to the Social Justice Fund.

MC/KS

CEC also indicated that the money secured from the Cities Growth fund (£150,000 in 04/05) would also be available to support the work of the IDP.

£226,000 has been committed against a two-year (03/04 & 04/05) funding pot of £510,000.

3 Project Submissions

3.1 Website: Directory of Employment Access Services (paper circulated)

Ken Shaw outlined the submission on the development of a website for Joined up for Jobs and the Working together programme.

It was highlighted that this work is at a preliminary stage in development, and the intention would be present a more detailed brief out to a future meeting.

A working group has been formed between CEC and CCP to develop the proposal and prepare a tender document for implementation.

It was expressed by the panel that any proposal should adequately consider the ongoing maintenance of the site, to ensure it is kept up to date, and that it should support the dissemination of the Joined up for Jobs approach to a wider audience.

The Worktrain database being developed by DWP was highlighted as a potential link and service for the website. Bill Wilson to get further info on how the JUFJ partners can link into this initiative. BW

The panel agreed in-principle to supporting the development of a website pending a more detailed and costed proposal. KS/MC

3.2 Intowork- Primary intermediary model.

Intowork's response to the questions posed at the last panel meeting was circulated and discussed. The panel agreed to commission Intowork to pilot a key intermediary approach for the disability sector based on the proposal and response submitted.

Bill Wilson offered to investigate initiatives in JCP around disability that could support the implementation of the proposal. BW

Ken Shaw will prepare and circulate a contract for comment and subsequent conclusion between the relevant parties. It was confirmed that this could be met from the Cities growth fund. KS

3.3 South St Andrew Street Training Centre

Pete Selman gave an update on the progress made to date on the development of the city centre training centre.

Progress has been on hold due to uncertainty over the availability of the space within the South St. Andrews Street JobCentre following JCP's restructuring. Pete Selman and Bill Wilson to discuss the issues and agree a way forward for presentation at the next meeting. BW/PS

3.4 Baseline study & Training centre feasibility study

The panel agreed to support these two research proposals that will inform the Working together initiative and the development of the city centre training centre respectively.

The cost for the Working together brief will be met from the IDP and City Centre training centre study has been met by SEE&L. MC

4 Discussion on the future of the IDP

A discussion was held on the work of the group over the last year and it was agreed that good process has been made and the partners were keen to continue the approach.

The panel were happy on the balance of the measures supported by the fund covering strategic initiatives and capacity issues in key areas of employer engagement and joined-up working, but it was felt there was scope for a more pro-active approach to develop key areas of the strategy.

Some suggested areas for consideration include;

- The low paid and in-work incentives to support upskilling. Jim Rafferty suggested that the new contract agreed with LTURC could support this work and he will explore the linkages. JR/MC
- Enhanced tracking of clients beyond the 13 weeks to determine progress in the labour market. Pete Selman to put together a short news piece for Working Capital to facilitate input on how this could be achieved. PS
- Greater links to the Social Work and Education spheres.
- Help for providers in the change process with the ongoing development of national/local policy on community planning, etc.

It was suggested that key areas for development should form a topic for a future JUFJ strategy group and that any input from the Partnership forum would be welcomed. The baseline study currently out to tender will help inform this debate. Strat Grp/
Partners

It was also highlighted that there are a number of areas currently being developed under IDP that may need further support from the fund. (e.g. Article 6, Database, etc.). These will be noted as part of current commitments.

5. AOCB

Pete Selman informed the group that he would be leaving Scottish Enterprise in mid-September and that Sally McGreevy would be taking over as representative on the panel.

The panel thanked Pete for his support of Joined up for Jobs and the work of the IDP.

6. Date of Next Meeting

10.00 Thursday 28th October, Capital City Partnership MC