

CAPITAL CITY PARTNERSHIP

MINUTE OF MEETING

Meeting of: **JOBS STRATEGY GROUP**

Held at: Henry Duncan House, George Street, Edinburgh

Date: **Wednesday 2 April 2008**

Present: David Metcalfe Chair
Jim Rafferty Capital City Partnership
Bill Wilson Jobcentre Plus
Ray Harris Lothian College Principal's Group
Roger Horam Edinburgh Chamber of Commerce
Jenny Ewing Capital City Partnership
Kate Kelman Capital City Partnership
Paul Gierthy Careers Scotland

Apologies: Kenneth Wardrop City of Edinburgh Council
Matthew Crighton Capital City Partnership
Ken Shaw City of Edinburgh Council
David White NHS Lothian

Action

1 **Minutes of the meeting on 6 February 2008; and matters arising**

These minutes were agreed as a correct record and the following matters arising were discussed:

Craigmillar Regeneration

Jim Rafferty has been offered either the 25th or 28th April as a date for a presentation from EDI. Jim will circulate an email about this. If neither of these dates is suitable for the majority of Group members, he will seek an alternative date.

Guidance Access Points

Careers Scotland has forwarded information on GAP: a launch is planned in Parliament on the 28th April.

Greater Customer Reach

Jim Rafferty has a meeting with David Small (NHS Lothian) later in the month. The main business will be to achieve formal sign up to the Health and Employability plan from the NHS.

Outcomes of Funded Programmes

The Targets and Evaluation Subgroup is to produce a paper on the outcome/outputs from funded programmes and how they relate to the overall Strategy targets for the next meeting.

TESG

Development of JCP

Bill Wilson reported that performance of the District's Pathway to Work programme has been good. Work Directions have reported that their performance in the Edinburgh, Lothian and Borders district is the best of their six Pathways contracts; including Birmingham where they previously operated a New Deal for Disabled people contract. Bill added that this good performance was likely to be due to good engagement with partners and local networks and a good relationship with JCP offices. David Metcalfe congratulated JCP on the excellent performance of the Pathways to Work contract to date.

The Flexible New Deal is due to start in the District in Sep/Oct 09 as the District is in Phase One. The PQQ has been published and DWP is operating the same approach to tendering as for the Pathways contract. Consultation on the specification will be held with partners in due course. In addition, High Riggs has been chosen as one of four 'test

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sites' for the Flexible New Deal in the UK. They will be testing the programme up to the 4th stage (i.e. the point at which the FND is outsourced). Bill will keep the Group informed as to how this 'test site' is progressing.

The Local Employer Partnership initiative is ongoing. So far there have been 46 LEP jobs. Going forward the district expects 120 new jobs per month from LEPs.

Jim Rafferty added that in a meeting with Work Directions the Pathways contractor had agreed to inform the Cities Strategy Team of outputs, outcomes and impacts of their programme.

2 **Updates from partners**

2.1 **Capital City Partnership**

CCP is still in discussion with the Scottish Government about ongoing funding and will keep the Group informed.

2.2 **FE Colleges**

Academy @ St James is up and running.

EWRC has now moved to Telford under the name Jobzone Plus at the Waterfront. This is for a temporary period for 6 months. Ray Harris stated that he was keen to see Forth Partnership become more involved in the project.

Lothian Colleges are in discussion with Napier, QMUC and Carnegie College about closer collaboration.

Colleges keen to keep an eye on SDS development due to volume funding of National Programmes; this is a national issue rather than a local one.

2.3 **Skills Development Scotland**

Paul Gierthy circulated a paper on the remit of the new body, SDS, which merges the Skills Programmes elements of Scottish Enterprise, LearnDirect Scotland and Careers Scotland. So far, focus has been on legal and TUPE arrangements, 1500 staff have been TUPED into the new organisation. A chair, Willy Roe, has been appointed and the Chief Executive's post is still to be advertised. Existing brands will continue to exist under the umbrella of SDS. Skills staff from SEEL are now reporting to Hazel Mathieson whose remit covers the whole of the East coast of Scotland. Paul's view is that pro tem there should be two representatives from SDS on the JSG – one from CS and one from the Skills arm of SEEL. He will meet with Hazel Mathieson to consider membership for the Group.

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2.4 **Jobcentre Plus**

JCP business is covered in Matters Arising.

2.5 **Area Focus Pilot**

Community Renewal have been contracted for this piece of work. They will open for business on the 14th April, 2008.

2.6 **Lothian Councils**

The Group agreed not to pursue this workstream for the time being.

3 **Minutes of sub groups and Partnership Forum**

The minutes of the following meetings were noted:

- a) Lead Officer's Group
- b) Finance and Resource Planning Group
- c) Employer Engagement Subgroup
- d) Targets and Evaluation Subgroup
- e) Communications Subgroup
- f) Partnership Forum

4 **Progress and Issues Report**

4.1 Offer to Jobseekers

Jim Rafferty spoke to the report and Appendix 1.

The Group endorsed the 'no wrong door' approach and the core offer for disadvantaged groups as set out in the paper. The Group urged that the Offer to Jobseekers should move rapidly to implementation – there is a requirement for pace and momentum.

4.2 Employer Offer

Jim spoke to the report highlighting that the key message was that every partner should be able to transfer any opportunity from employers to the most appropriate part of the system.

The Group endorsed the principles as set out in the paper, and the requirement for an action plan.

For both the Jobseeker and Employer Offers the Group requires to see at the next meeting an Action Plan, timescales, names against actions and possible pinch points. It would also hope to see some objectives completed. Bill Wilson stated that how the offers are implemented is key and should include training and briefing for providers and partners. Ray Harris stated that there had to be some marketing and appropriate awareness of these products across partners and providers. Bill Wilson noted the need for communication with the staff of partner organisations. These points should be incorporated into the action plans.

4.3 Branding

The Group considered the paper circulated by Ken Shaw. In discussion on the wording for a strapline, Bill Wilson and Paul Gierthy suggested that it was important that Edinburgh was included in the branding.

The Group endorsed the brand: Joined Up For Jobs with the strapline 'Edinburgh's Jobs Strategy'. It also agreed that the focus of branding was Employer / Public facing.

Decisions on graphics etc to be remitted to the Communications Subgroup and branding not to be brought back to the JSG agenda.

All

4.4 Launch Follow-up

The finalisation of this event is awaiting confirmation of attendance by Ministers. Timetable is likely to be end of May / early June. The JSG partnership should be fully represented at the event and, where appropriate, lead the sessions. The Group is asked for proposals for topical presentations.

The Group agreed

1. **That the timing should be dependent on Minister's availability but should be no later than the end of June.**
2. **If no Minister is available then the event will be reconfigured by the Comms Group.**
3. **If both ministers can attend, programme to be adjusted so that each Minister has input.**

Finance and Resource Planning

4.5

Voluntary Work Coach Proposal (PB19)

4.5.1

The Group endorsed this proposal subject to:

- a. **clarification of actual impact in terms of jobs**
- b. **that the project be evaluated as part of the pathfinder**

Social Care Academy Proposal (PB 30)

4.5.2

The Group endorsed the FRP's decision to fund this project

Allocation of Pathfinder Grant

4.5.3

There is ongoing uncertainty about funding from European Structural Funds and the call from the pathfinder grant for matched funding. In addition, if parts of the bid are unsuccessful then FRP will have to consider whether to fund them through the remaining monies available in the Pathfinder Grant. The remit for a Challenge Fund has been prepared and it is envisaged that a call for proposals will be published w/c 7th April, 2008.

The Group asked that the remaining proposals be represented holistically in terms of the overall targets of the Pathfinder and presented in a paper for the next meeting.

A progress report (using the table format in 4.1 of the previous minute) on Pathfinder progress to be a standing agenda item for the Strategy meeting,

5

DWP Cities Strategy Update

A Learning Network meeting has been arranged for the 21/22 April, Stephen Timms will attend. The main agenda items will be the future of the Cities Strategy and the progress of enabling measures. Both David Metcalfe and Matthew Crighton will attend. David to be supplied with a list of attendees expected to attend.

6

Monitoring and Evaluation Reports

Due to a steady state/declining employment rate it was noted that both the Pathways contract and the European funded programme would have to have significant impact for the Strategy to reach its intended target employment rate. The Group discussed the difficulty of attributing activity to changes in high level labour market indicators.

7

AOB

Bill Wilson advised the Group that the District had been allocated a reasonable budget for the coming year and would be recruiting 50 additional staff members over the next few months.

The Group agreed to research the Glasgow offer of Modern Apprenticeships to all school leavers in 2009. This will be reported to the June meeting.

KS

The Group agreed that it is important that the media is sufficiently engaged with the follow-up event in May/June.

8

Next Meeting

The next meeting will be on the 4th June, 2008 at 2pm. Venue will be Henry Duncan House, Lloyds TSB offices, 120 George Street, Edinburgh.