

**CAPITAL CITY PARTNERSHIP****MINUTE OF MEETING**

**Meeting of:** **JOINED UP FOR JOBS STRATEGY GROUP**

Meeting on DWP City Strategies Pathfinder

**Held at:** Capital City Partnership offices, 1 Canon Street, Canonmills, Edinburgh

**Date:** **Thursday 9 November 2006**

<b>Present:</b>	Jim Rafferty (chair)	Capital City Partnership
	Matthew Crighton	Capital City Partnership
	Ken Shaw	City of Edinburgh Council, City Dev
	Kenneth Wardrop	City of Edinburgh Council, City Dev
	Paul Hambleton	City of Edinburgh Council, Corporate
	Linda McPherson	Scottish Enterprise Edinburgh & Lothian
	Bill Wilson	Jobcentre Plus
	Julie Skelton	Jobcentre Plus
	Paul Gierthy	Careers Scotland
	Roger Horam	Edinburgh Chamber of Commerce
Christine Docherty	NEAR	

<b>Apologies:</b>	Susi Corner	City of Edinburgh Council
	Cllr. Ian Perry	City of Edinburgh Council

1 Reports of Meetings

Jim Murphy MP, 4 October

Matthew Crighton tabled notes of the issues raised at the meeting with Jim Murphy and the subsequent consultation event and said they would be recorded in an Issues Log.

Pathfinders meeting, 13 October

Matthew reported that he and Brian Martin had attended this first meeting of the Pathfinders and the DWP. Presentations had been made by DWP, DfEE and Scottish Executive officials and by Sheffield and Edinburgh. He said that there had been discussion of the challenges facing DWP and the Pathfinders and that there was some greater clarity about how the enabling measures might be dealt with.

2 Seedcorn Funding

Matthew Crighton reported that after considering the Pathfinders' submissions the DWP had decided that the seedcorn budget would be split pro-rata. This had required a small reduction in the budget of the Edinburgh submission which had been circulated, which did not change the actions to be taken; the reduced expenditure had been achieved within the costs of the CCP. Jim Rafferty reported that CCP had received information the previous day that the proposal was satisfactory to the DWP Cities Strategy team and was awaiting approval from their finance department. He added that some costs had already been incurred in advertising the Jobs Strategy Development Officer posts.

3 Freedoms and Flexibilities (Enabling Measures)

The meeting considered the communications from DWP about the Enabling

Measures, received on 3 November. It was noted that Edinburgh had been provisionally allocated to a working group of Pathfinders on Funding, contracting and targets but that this did not mean that it would not be necessary to prepare the case for the other enabling measures requested, just that on these the primary contact might be with the other Pathfinders who are in the other relevant working groups (Data sharing, Training and skills and Transitions to work, employment programmes and eligibility).

Paul Gierthy commented that the better this process works at identifying the best ways of implementing the flexibilities requested, the more likely it would be that each Pathfinder would end up with a similar package of enabling measures. Matthew suggested that in these circumstances the differences between Pathfinders would depend on the capacity of their consortia to use them.

Bill Wilson said that his office had started to look at the impact which the enabling measures requested might have for customers. Julie Skelton said that she had reviewed all the measures requested by Pathfinders and also had consulted further within the District Office. She spoke briefly about each of the following:

- Changes to 16 hour rule
- JCP procurement – devolving processes back to District Managers
- Increase limits for single tenders from £10,000 to £80,000
- Incentive payments for all (long-term unemployed) customers, plus tax disregard
- Mandatory restart interviews for all customers
- Operate LMS from providers' premises
- Longer period allowed on employment-related training
- Incentives to make New Deals available to IB and IS customers

Bill Wilson said that if other suggestions arose they could be run past Julie.

#### 4 Business Plan Development

Jim Rafferty drew attention to sheet of questions from the Business Plan Guidance which had been circulated. Matthew Crighton said that these were the questions which he thought still had to be given careful consideration – most other parts of the Business Plan template could be derived from what had been written in the Expression of Interest. Jim asked each partner whether they had been able to consider the questions, which focused on what would be done differently, commenting that JCP's review of the enabling measures had provided a response from that organisation.

Paul Gierthy said that Careers Scotland had not yet been able to. Linda MacPherson said that the step which might make a difference in Scottish Enterprise would be the creation of a discretionary budget in SEEL. The only other option she could see would be to change the criteria for Training for Work to encompass those less ready for work but there was not a strong case for this.

Christine Docherty asked whether there could be changes to the approach to the NEET group. She suggested there could be more work with 14-15 year-olds. Linda asked what were the targeted groups – all with disadvantages or specific groups. Jim noted that at present JCP did not work with people aged less than 17 and asked Bill what he might want to do if that restriction could be lifted. Bill said that he would look at scope for JCP advisers to work in Careers Scotland offices and vice versa. Paul noted that responsibility for the NEET group is devolved whereas that for the working age population is reserved. This opens the question of whether/how NEET fits into the Cities Strategy Pathfinders. Jim considered that there needs to be a focus on the NEET group in the pathfinder and that this could involve closer work with employers.

Kenneth Wardrop said that a particular concern of the City Council would be about

the issue of sustaining the employment academies and employer engagement in general. He thought it would be necessary to manage this rather than rely on a series of small organisations.

Christine raised the importance of engaging the wider community in particular the health sector. Ken Shaw said that CEC would be working to maximise the employability connection from the Council's contacts with various target groups. Jim noted that this would include CEC's role as corporate parent.

#### 5 Implementation of Action Plan

It was noted that the following had been nominated as lead officers on the Pathfinder for their organisations:

- Julie Skelton, SEEL
- Patricia Thomson, Careers Scotland
- Marion Nicholson, SEEL
- Ken Shaw, CEC
- Matthew Crighton, CCP
- Roger Horam, ECCE

Bill Wilson said that if there is a need there may be more than one person nominated from JCP. He referred to the potential workload which would arise from consultations on the Pathfinder, and from the need to lead on a number of work themes. Matthew Crighton said that he saw the process as one in which streams of work started now would continue into 2007, with the submission of the Business Plan being one staging post in that process.

Bill commented that there were some issues which need attention which had not been highlighted by the questions in the sheet circulated, including for instance duplication of services. Matthew Crighton mentioned also the question of deployment of Personal Advisers in a range of settings which might address this. Bill gave the example of Careers Scotland being funded to help prepare c.v.s, who else does this?

A further area of work mentioned was the mapping of who is paying for what. Kenneth asked if this was what had been done by Rocket Science; Bill pointed out that since then JCP has additional moneys for example Programme Centres; and there may be other sources outwith the employability field. Linda thought that funds for research like the area targeting study could be added.

#### 6 Jobs Strategy Development Officer posts

Matthew reported that the deadline for applications would be 15 November. A number of organisations said that they would like to take part in the interviewing and it was agreed that this would be organised by e-mail. Suggestions about process would be circulated once a panel was set up.

#### 7 Partnership Building

Further Education: Jim reported that a meeting with FE colleges had been set up on 4 December.

Health: Jim reported that within the NHS Trust issues relating to health inequalities were being gathered in one part of the organisation. At the moment the contact is Tim Montgomery who sits on the CCP Board

Social Care: A number of organisations in this field had been invited to the CCP Board meeting on 24 November for the presentation by AI on the Vulnerable People contract.

Lothian Local Authorities: Ken Shaw will keep them informed at this stage

Bill Wilson asked for clarification about what organisations are part of the Pathfinder consortium. It was agreed that the NHS Trust be invited to nominate a lead officer and to join it. The representation of the FE colleges would be discussed at the meeting on 4 December. The question of whether the consortium was an informal body or would be constituted in a form in which it could take responsibility for money and contracts was raised. Jim suggested and it was agreed that while it is informal at the moment the Business Plan should allow both options in the future; and it was agreed that if procurement became part of its responsibilities then a different body would have to be set up.

8    Other Business

Matthew referred to two events at which the Pathfinder should be represented and it was agreed that attendance would be decided by e-mail.