

Draft/Approved Date



## Dumfries & Galloway Employability and Skills Partnership Meeting Note - Date 27/04/2022 via MS Teams

### 1. WELCOME AND APOLOGIES

Lynne Burgess (Chair)	DG Council – Employability, Skills & Partnerships	
Sue Irving	Loreburn Housing	
Victoria McDade	NHS	
Andrea Hall	SDS	
Alastair Brown	DGC College	
Nick Sparks	SRUC	
Gillian Brydson	DGC Education	
Sharee Rennie	Third Sector DG	
Craig Hope	DWP	
Gregor Docherty	DGC Economy and Resources	
Jim Brown	DGC Education & Skills	
Alison Gracie	DGC Economy and Resources	
Mhairi Duncan	SCDI	
Melanie McEwen	DGC Employability and Skills	
<b>Apologies</b>	Sheena Horne, Stephen Jack, Clare Reid, Lorraine Usher, Norma Austin Hart Tommy Keay	
<b>Notes Morgan Davies</b>	Partnership Management Office	
<b>Agenda Item</b>	<b>Notes</b>	<b>ACTION:</b>
<b>2. MINUTE OF LAST MEETING</b>	2.1 Matters arising Minutes from last meeting approved 2.2 Actions from last meeting on agenda Update on numbers engaged as part of Open University Pilot to be requested	LB
<b>3. ITEMS FOR DISCUSSION / DECISION</b>	<p><b>3.1 Performance Management: Update on 2021/22 NoLB and YPG delivery – presented by Melanie McEwen and shared with LEP Members</b></p> <ul style="list-style-type: none"> <li>○ <a href="#">Presentation on highlights from YPG funded and partnership work shared narrated by Lesley Sloan.</a></li> <li>○ <a href="#">Further details provided in supporting documents</a></li> <li>○ Focus is on Young People this year, grants in place for NoLB 25+ and future updates will include all support.</li> <li>○ Positive feedback on presentation style to be shared with LS.</li> <li>○ <a href="#">Viewed YPG clip of trailer for full video celebrating Kickstart.</a> Very positive feedback from LEP members</li> <li>○ Full video will be shown on Kickstart Celebration Event on 13<sup>th</sup> May and shared with partners following this. <a href="#">(Now available here)</a></li> </ul>	MMc (LS) MMc

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	<ul style="list-style-type: none"> <li>○ All committed spend for grants, ERI's etc will be paid for by the carried forward funding from last year's fund.</li> <li>○ Updated "Summer Leaver Leaflet" was shared <a href="#">Available here from LEP website for use/sharing by partners.</a></li> <li>○ Clip from an upcoming video made by SoSE capturing Fair Work funded by DG NOLB/YPG. Showcases partnership work bringing together support for a young person by the Third Sector (The Usual Place), a local employer (Alpha Solway) and Employment Key Worker (YPG Funded Partnership Key Worker). 6<sup>th</sup> of May is the planned release date. Full video to be shared with partners once released.</li> <li>○ <a href="#">Now available for sharing from here</a></li> </ul> <p><b>3.2 Partner and subgroup updates</b></p> <ul style="list-style-type: none"> <li>● No further updates were given.</li> </ul>	MMc
<p><b>4. ITEMS FOR DISCUSSION OR INFORMATION</b></p>	<p><b>4.1 LEP Self Improvement Plan - Update on actions</b></p> <ul style="list-style-type: none"> <li>● Partners agreed improvement plan can now be published to LEP website and Employability in Scotland website.</li> <li>● Updates to Young Person's Guarantee Partnership ToR explained - partners approved. Note and communicate to YPG Partnership.</li> <li>● Changes to the LEP ToR highlighted and explained in light of decisions and actions identified improvement plan.</li> <li>● GB queried links between the Economic Leadership Group and LEP and Community Planning Partnership. LB clarified Chair of ELG is a member of the LEP and will tighten up ToR to reflect this.</li> </ul> <p><b>4.2 Delivery Plan (Final draft for approval)</b></p> <ul style="list-style-type: none"> <li>● Final draft of the Delivery Plan shared and explanation provided on: <ul style="list-style-type: none"> <li>&gt; Role of Partnership Management Office</li> <li>&gt; Streamlining of priorities</li> <li>&gt; Key Performance Indicators/ Measures for each priority group</li> </ul> </li> <li>● AH suggested potential additions: <ul style="list-style-type: none"> <li>Economic Inactive Measure - LB explained included within basket of measures at 3.3. Can consider if needs to be a priority as delivery plan a live document.</li> <li>Monthly participation measure – to be included.</li> </ul> </li> <li>● LEP members asked to feedback on Priorities (Page 22 Section 4.3)</li> <li>● VM queried timescales for reinstating DWP sanctions in relation to unemployment rate vs. no. vacancies. CH reported DWP registrations have returned to pre-pandemic levels, lowering unemployment numbers. Issues with those 'left behind' relate to need for support and health provision.</li> <li>● Approach to document planned budget shared (Annexe 2). Focuses currently on NOLB funding and may in future versions include other partnership funding streams. Draft only as requires the decisions based on needs identified via subgroups and agreed procurement processes. High level budget allocations to tackle each priority to be included in draft after discussion/decision at item. 4.3</li> <li>● The first draft submitted to Scottish Government on Friday 29<sup>th</sup>.</li> </ul>	<p>LB</p> <p>JB</p> <p>LB</p> <p>Ongoing at LEP LB/MMc All</p> <p>LB LB</p> <p>All</p>

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	<p><b>4.3 Funding Profiling 2022-2023 (Draft for discussion)</b></p> <ul style="list-style-type: none"> <li>• Funding breakdown shared showing the D&amp;G allocations for NOLB, PESF, LTU and YPG and funds that are already committed and raising awareness that further funding is likely for support for parents.</li> <li>• £600,000 left to allocate between NOLB/PESF and YPG.</li> <li>• Approval process for spend described: LEP agrees broad allocations &gt; subgroups propose spending plan &gt; LEP approves &gt; delivery/interventions procured via Dynamic Purchasing System</li> <li>• LEP asked to decide how to weight allocations between the three funding streams of NoLB, PESF and YPG.</li> <li>• Funding splits are due by the end of May.</li> </ul> <p><b>Queries:</b></p> <ul style="list-style-type: none"> <li>• AH noted relative expense of PMO</li> <li>• JB (Chair of YPG) made case for YPG to enable support/early intervention to engage with young people</li> <li>• SI expressed difficulty assigning values without proposals.</li> <li>• SR expressed need to retain provision to support NOLB 25+ and to consider effective/efficient use of funding across age groups where appropriate.</li> <li>• AH requested breakdown of the “Already committed”. LB provided initial breakdown. More detailed description of role of PMO to be provided.</li> <li>• The initial allocation decided at £250k for NoLB, £50k for PESF and £300k for YPG to be submitted in draft delivery plan.</li> </ul> <p><b>4.4 Community Planning Partnership Workforce Summit (For discussion)</b></p> <ul style="list-style-type: none"> <li>• Subgroup of CPP (NHS/Council Senior Leaders plus SR and David Bradbury) prepared paper. SR had recommended LEP should lead.</li> <li>• GB endorsed recommendation for LEP for taking this on.</li> <li>• Agreed by LEP and anyone interested in participating to email LB</li> <li>• AH noted SDS would like to be involved in this.</li> </ul>	<p>MMc</p> <p>LB</p> <p>All Noted</p>
<p><b>5. ANY OTHER BUSINESS</b></p>	<p><b>YA – NHS D&amp;G Huddle Terms of Reference (Draft for discussion)</b></p> <ul style="list-style-type: none"> <li>• GB provided update on the NHS D&amp;G Huddle which is tasked with providing an NHS Workforce for the Future. Suggestion that work connects with LEP with concept aligned to DYW sector groups. GB and VM already on this board providing link between Health and Social Care and the LEP.</li> <li>• Link will be via VM and GB appropriate and updates provided to LEP. GB requested all to refer to <a href="#">draft ToR</a> and submit any suggestions in regard to herself via email.</li> </ul> <p><b>Shared Apprenticeship model (for discussion and decision)</b></p> <ul style="list-style-type: none"> <li>• Costs of the Shared Apprenticeship committed from last year’s funding increased due to SoSE as the anchor employer paying above the living wage. LEP being asked to reconsider as this is a significant deviation from initial proposal. LB explained concerns re proper testing of model, false expectations for young people involved and need for more employer engagement.</li> <li>• LEP agreed on recommended course of action and LB to communicate that LEP has limited funding contribution to £70k on basis that pilot still goes ahead to test sustainable approach for shared apprenticeship.</li> </ul>	<p>All</p> <p>LB</p> <p>SR</p>

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	<p><b>Other items</b></p> <ul style="list-style-type: none"> <li>• SR shared results from the 39 (10% response rate) responses from Survey to map the Third Sector provision. LB suggested this was a reasonable response rate and provide a benchmark for the building capacity work as part of the Third Sector role in the partnership Management Office.</li> <li>• SR to follow up in role working with Third Sector Organisations on methods of engaging with third sector providers and point for improvements</li> <li>• <a href="#">MMc highlighted paper in teams available to LEP members summarising Volunteering and Opportunities research with care experienced young people.</a></li> <li>• CH gave a brief description of DWP's Way to Work campaign programme helping people into work and engaging with employers who have recruitment challenges. CH to come back to LB on how DWP can be involved with workforce summit</li> <li>• AH shared link to recently published Regional Skills Assessments highlighting health and social care as a key growth sector: <a href="https://www.skillsdevelopmentscotland.co.uk/media/49077/rsa-regional-report-dumfries-and-galloway.pdf">https://www.skillsdevelopmentscotland.co.uk/media/49077/rsa-regional-report-dumfries-and-galloway.pdf</a></li> <li>• AH and LB to liaise on dates to ask Greig Robson (Regional Skills Planning Lead for SDS) to present on this to LEP.</li> </ul> <p><b>Meeting dates</b></p> <ul style="list-style-type: none"> <li>• 1st June 2022 Moved to 15th June and in person, potentially in the Bridge</li> <li>• 7th September 2022 Confirmed</li> <li>• 7th December 2022 Confirmed</li> </ul> <p><b>Agenda Items (June)</b></p> <ul style="list-style-type: none"> <li>• Loreburn Housing Foyer Update</li> </ul>	<p>CH</p> <p>AH/LB</p>
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