

**Inspiring Talent Group Meeting Notes**

**Date:** Tuesday 11th June 2019

**Attendees:**

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| ***Name*** | ***Organisation*** |
| Robin Westacott (Co-chair) | Heriot Watt University |
| Ailsa Sutherland (Co-chair) | FWB Park Brown |
| Joanne Davidson | Edinburgh Chamber of Commerce |
| Fiona MacFarlane | Morham Solutions |
| Rebecca Neish (Minutes) | Edinburgh Chamber of Commerce |
| Sharon Wallace | Phoenix |

**Apologies:** Stuart Cronin – Edinburgh College, Maryanne Barclay – Forth View Primary, Alan Paterson – George Watson’s College, Michelle Fenwick - Developing the Young Workforce (ECC), Finlay MacCorquodale - Edinburgh Napier University, Fiona Forest-Anderson - Edinburgh Napier University, Lucy Everett - University of Edinburgh, Barry Nichol - Anderson Strathern, Anna Lyle - Edinburgh Chamber of Commerce.

**Agenda:**

* Welcome and introductions of new group members
* Notes/Actions from previous minutes
* Kate Kelman, Strategy & Performance for Capital City Partners - Presentation
* Year ahead – progression on work plan and discussion on upcoming events.
* AOB
* Close

**Actions:**

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| **What** | **Who** | **When** |
| Availability confirmed for Pheonix meeting room for the 7th of November. | SW | For 14th June |
| Dependant of outcome of Pheonix’s availability, check availability of Anderson Strathern to host the conference. | JD | On going |
| Look at possible solutions to merge networking and conference sub groups to allow for increased attendance at each and create an “Event Group”. | JD/AL | ASAP |
| Complete and send on Work Plan | RW | On going |

**Meeting Minutes:**

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| **Item 1** | **Welcome** |
|  | Robin Westacott (RW) opens up and chairs the meeting. Group introduce themselves to two Kate Kelman (KK) from Capital City Partnership. |
| **Item 2** | **Notes from previous minutes** |
|  | * Minutes of last meeting are accepted as a true record of what was discussed by Ailsa Sutherland (AS).   + Katie Kellin, who is part of Phil Ford’s team will be speaking to the group at the next meeting.   + Joanne Davidson (JD), gave update on progress of the two sub groups and flagged the concern of the conference group that we might be duplicating work but both groups are progressing with decision making. |
| **Item 3** | **Capital City Partners: Introductory talk and discussion** |
|  | * AS explains 2 sub-groups have been created for 2 Inspiring Talent events, looking for speakers for the events/ideas on what the focus of both events will be.   **Capital City Partners**   * Kate Kelman (KK), Strategy & Performance for Capital City Partners presented to the group. * Capital City Partnership is the delivery body for the city’s employability strategy and programme. Their key tasks are to advise, support and develop the city’s Jobs Strategy, and to contract, performance manage and improve outcomes from funded employability services. * 82,000 people in Edinburgh are in relative property. 39% of child poverty in Edinburgh is situated in Sighthill/Gorgie area. This demonstrates that there is a clear split in the city between those in and out of poverty. * There is high employment rates in Edinburgh with unemployment rates in Edinburgh sitting at 1.6%, compared to the Scottish average of 3.1%. A specific employment issue in Edinburgh is permanent employment opportunities. This rate in Edinburgh sits at 10% compared to 6.7% in cities such as London, Glasgow and Birmingham. The group asked for clarification on the classification of non-permanent employment and this was given as anyone who doesn’t know where they will be in a year. * Another employment issue highlighted in Edinburgh was that the employment structure in Edinburgh is an hourglass shape meaning there are very few middle management/supervisor type roles which results in a limit in opportunities for those in the lower roles to progress. * Stage 1: referral, engagement and assessment. Stage 2: Needs assessment and barrier removal. Stage 3: Vocational activity Stage 4: Employer engagement and job matching Stage 5: in-work support and aftercare. * Provisions shared between the stages are as follows:   Stage 1 provision 23%  Stage 2 provision 18%  Stage 3 provision 9%  Stage 4 provision 27%  Stage 5 provision 23%   * New service introduced in April 2019 is “Next Step”. This works to tackle the working poverty issue in Edinburgh. She has requested the help of the group to promote the programme to businesses. * AS rounded off the presentation by explaining a key focus of the group is to highlight “underrepresented groups” in the workplace and recognised key ties with Capital City Partners. |
| **Item 4** | **Year ahead- Progression on Work Plan and Discussion on Upcoming Events** |
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| **Item 5** | **AOB** |
|  | * No other business. |
| **Item 7** | **Close** |