Aberdeen Local Employability Partnership Meeting
Agenda 8th January 2024, 2pm

Hybrid meeting- Marichal College for those who can attend in person, online via Microsoft Teams for those joining remotely

Agenda

Welcome

Review of previous minutes

Conference analysis and feedback

LEP maturity assessment feedback

Priorities

- **Commissioning workshop Thursday 9th Jan**
- **NOLB National Toolkit Handbook Launched**

Employability and Training Providers Forum (ETPF) Update

Any Other Business

LEP Meeting: 8th January

LEP: 8th January Notes

Attendees

Nicola Graham, Meeting Chair (SDS), Jim Johnstone, Angela Taylor, Dale McKinnon, Jo-Ann De-Sykes, Katja Christie, Lori Leslie, Rebecca Craigmile (ACC), Maggie Hepburn (ACVO), Kirstie McLaughlin (BG), Graeme Stewart and Gareth Smith (DWP), Margo Milne (DWYNE), Anne Kain (ETPF), Fiona Daniel (NESCOL) Gerry Lawrie (NHS)

Review of previous minutes

- Rebecca and Dale were not at the last LEP meeting to provide an update of SES so updated LEP members that a report is currently being produced which will reflect the data of Aberdeen, reflection of skills to deliver, other LA's models etc. to help shape how SES can be implemented in Aberdeen. Report will be shared in due course.

LEP Maturity Assessment / Strategic Plan Feedback

- There are 2 reports – one being a local report and another being a national. Lori will send out both
- Angela expressed concern of only 7 responses and promoted members to respond to produce a fuller output but response rate was over 60% from members
- There are 10 recommendations in the Aberdeen report along with quantitative and narrative feedback
- **Next steps:** LEP to read assessment ahead of next meeting. Next meeting, LEP will discuss thoughts and comments and decide which ones to focus on.

LEP Conference

- Jo-Ann gathered feedback from conference and shared with LEP
- Generally LEP felt the day was positive and providers appreciated the opportunity as they hadn't felt they had had this before. Facilitator was really good.
- Members fed back that they were heartened to see such a high number in attendance from a breadth of services, e.g. health, education, social work, Lot's of untapped resources there and there would definitely be opportunity to build stronger connections in the year ahead.
- Felt the SG presentation could have been shorter however external presentations were good.
- Funding was discussed a lot however this was expected and the training provider session on 9th Jan will be an opportunity to further discussions. Feelings that if we can't get beyond these discussions, we will struggle to move focus and the general narrative to more constructive discussions around improving how we work and the outcomes for our communities.
- Venue and food was good.

LEP Meeting: 8th January

- LEP Members noted their thanks for Jo-Ann's initial report and for pulling this together in a tight timeframe ahead of the meeting, given the volume of contributions that were captured.
- **Next steps:** Jo-Ann will send feedback report to LEP. LEP will read and feedback thoughts to Jo-Ann and highlight areas each of them can contribute towards to that most. Start smaller working group(s) to take actions forward, capturing them within LEP action plan. It will be important to publish a version when available on the website so that attendees can view and we are continuing that feedback loop in terms of 'you said, we did'.
- Commissioning workshop with employability training providers to take place 9th Jan 2025.

Planning for 25/26 Delivery

- Got priorities nationally, conference, maturity assessment and strategic document.
- Discussions around gathering participant voice and a survey going out. Concerns were raised around timescales in gathering this in time for commissioning. Survey can go ahead and feed into next financial year and use the current data to shape current priorities. ETPF happy to share amongst client groups.
- Gareth offered session on stat xplor to help LEP build skills in using the system to gather statistics from DWP claimants.
- Engage with development grant recipients/participants to identify any trends/priorities as they are commissioned to deliver to hard to reach individuals and can highlight any areas of unmet need.
- ETPF survey of wider funded employability programs can be use to identify existing provision to prevent duplication.
- **Next Steps:** Angela will arrange to put out survey to participants next week if it is the same as before, if not it may take slightly longer. Window for responses will be 2 – 3 weeks or put on agenda for next meeting and if there isn't sufficient responses, deadline can be extended. For future consideration – agree on frequency of this and can this feed into lived experience panel.

Any Other Business

- ETPF have meeting on Monday
- Aberdeenshire council have lived experience framework. Annette could attend LEP and talk to framework to see if this is something the LEP want to adopt.
- Priority groups – Nicola discussed a YP group plan to bring forward and ETPF wider employability