

Terms of Reference

Introduction

1. The name of the Group shall be the "Scottish Seafood Training Network" (referred to in these Terms of Reference as "the Network").
2. The Network was established in May 2015 to be a semi-formal association of employers, training providers and others active in the fish and shellfish sectors (onshore) in Scotland.
3. The Network has the following mission statement -

"To effectively promote and facilitate through our members and others high quality and appropriate training, education and support for apprenticeships for the onshore sectors of the Scottish fish and shellfish (onshore) industry"

This can be achieved by providing an inclusive and comprehensive network within which providers and users of training and learning services can exchange good practices, collaborate on activities and strive to provide benefits and improved services to the Scottish seafood industry.

Aims

The Network shall have the following Aims -

- To signpost training opportunities;
- To encourage skills development and career progression;
- To promote cooperation in the provision of training, education and apprenticeships to fish and shellfish (onshore) industry in Scotland;
- To seek funding to support training needs;
- To provide a voice to fish and shellfish employers in Scotland over training issues.
- To do all such other lawful things as are necessary to meet the objectives above.

Partnerships

4. The Network will seek to engage with partners that are able to support the Aims of the Network. These relationships may include the Seafood Training Academy and the National Skills Academy or others as appropriate.

Membership

5. Membership of the Network is available to employers and others that are able to contribute to the aims of the Network;
 - Employer Members: A small group of employers whose main role is to provide feedback and suggestions to the Network steering group on the work and plans to meet the aims of the Network.
 - Other Members: Training providers and other organisations may become members of the Network in order to further the aims of the Network;
 - Seafood Scotland, the Scottish Seafood Association and Seafish are the founding members of the Network and will initially form the steering group.

Management

6. The management of the Network will be carried out by the steering group. The steering group will consist of Seafood Scotland, the Scottish Seafood Association and Seafish as permanent members. The membership of the steering group may be expanded as appropriate and should include a Chairman drawn from industry.
7. Steering group members will maintain appropriate, independent financial, administrative and management resources in order to assist the Network to achieve its aims.

Meetings of the Network

8. The Network as a whole or regionally may at its discretion hold an annual general meeting and/or publish an annual report. Regular meetings would be held between members of the steering group and other members as required.

Membership of other organisations

9. The Network will seek membership of other organisations as appropriate.

Status of these Terms of Reference

The Scottish Seafood Training Network terms of reference are a set of guiding principles and as such are not directly binding on Members. They may be revised as required from time to time through reasonable consultation with Members and others.

Signed on behalf of the following members on the occasion of the launch of the Scottish Seafood Training Network, 28th May 2015.

Sea Fish Industry Authority _____

Seafood Scotland _____

Scottish Seafood Association _____