



Scottish Seafood Training Network : Partners Meeting

Tuesday 14th July 2020, via Microsoft Teams

1400 hrs to 1600 hrs

Minutes

1. Welcome and introductions

Present: Helen Muir (Chair)
Donna Fordyce (Seafood Scotland)
Dona Maver (DM Training)
Gordon Gibb (Polaris Learning)
Lee Cooper (Seafish Onshore Training Team)
Gerry McBride (Skills Development Scotland)

Apologies: Ian Land, NESCOL, National Federation of Fish Friers and Scottish Seafood Association

2. Minutes/matters arising

The minutes from the last meeting held in June 2020 were accepted as a true record and any matters arising were covered in the agenda for this meeting.

3. Responding to Covid 19

Lee explained that he had gone as far as he could with the analysis and it had been recommended by a colleague that further analysis should be done in the context of specific seafood sectors.

Donna briefed the group on the work carried out to develop the *future proofing of the seafood industry report* including in depth interviews and contributions from several organisations. Donna agreed to contact Opportunity North Director Peter Cook regarding any potential role that the SSTN may have in supporting the skills and development proposals in the report.

Gerry agreed to lead on the further analysis of the question responses with the support of DonnaF, Gordon, Ian, Lee and any other partners wishing to participate. This analysis should also consider possible updates to the skills action plan required of recent industry and other developments. Revisions to the skills action plan would take several meetings to achieve.

Action:

- Gerry to call a meeting to discuss this (4 big questions and SSAP review) further.
- DonnaF to contact Peter Cook.

4. Webinars

- a. Feedback on the Covid 19 webinar. While formal feedback was restricted to a small number of respondents, feedback was universally positive and encouraging of further webinars.
- b. Possible further webinars were discussed and Lee contributed the thoughts of his colleagues who are proposing a series of Seafish led webinars providing CPD and



business guidance content. It was agreed that the Network would consider delivering a series of three webinars covering recruitment and retention practices, apprenticeships, and workplace innovation (inc leadership and culture). Gerry, Gordon, Lee and (in his absence) Ian will work together to progress these proposals.

Actions:

- Lee to circulate list of webinar proposals and CLG programmes from Seafish.
- Gerry, Gordon, Ian and Lee to progress plans to offer these webinars.
 - Other partners are invited to get involved.

5. Upskilling Funding Support

Donna provided an update on the takeup of the funding so far.

- £8,375 requested so far by 9 businesses to assist 90 learners.
- £5,650 allocated so far.

It was agreed that the balance of the requested funding would be allocated to those businesses, while a third phase of funding would be promoted. This third phase would comprise £10K and expressions of interest should be submitted by the end of July with allocations announced after the 9th August for training that will have commenced by September. The list of eligible programmes would be updated to indicate upcoming course dates where training cannot commence immediately.

Actions:

- Donna to circulate summary of funding allocations document.
- Donna and Lee to develop and send out updated promotional information.
- All trainers to provide potential dates of courses in August/September as soon as possible.
- Promotional material to be released by the **20th July**. Decisions on release of funds (remaining phase 2 allocation) as soon as possible and (phase 3 allocations to be made) by the 10th August.

6. Careers working group

In Ian's absence Lee presented details of Seafish proposals to support careers development and agreed to provide further details shortly. The proposals include a series of careers webinars building towards a national careers week in March 2021, and support for regional careers advisory services. Lee agreed to share some of the details of the draft project proposal with the partners.

Actions:

- Lee to share a summary of the proposals with partners, and to feedback to Seafish that the network is supportive of these activities.
- Ian to progress this and feedback to the network at the next meeting.

Careers map: Lee reported on a discussion he had with Derek McDonald of Aberdeenshire Council who is keen to support the idea of a NE Scotland map. Lee will discuss this further with Derek when he returns from annual leave.



7. Any other business

A brief discussion was held on employer engagement and the constraints of GDPR. Lee briefly described Seafish's employer engagement project and DonnaF agreed to discuss this further with the Seafish project leader if appropriate. Lee will progress this.

A brief discussion around learning in a virtual world concluded that not all trainers are willing to embrace the new technology, and not all employers are able (at the moment) to focus on training needs. We concluded that the role of remote learning is a long term role and that we should remain patient with employers slow take up of funded and other training.

8. Date of the next meetings

The following Tuesday afternoon dates are proposed for future meetings. Partners are asked to confirm that they are able to attend each of these meetings.

25th August, 22nd September, 27th October, 24th November 2020

DRAFT