



Scottish Seafood Training Network : Partners Meeting

Tuesday 16th June 2020, via Microsoft Teams

1400 hrs to 1600 hrs

Minutes

1. Welcome and introductions

Present: Helen Muir (Chair)
Donna Fordyce (Seafood Scotland)
Jean Meikle (Scottish Seafood Association)
Dona Maver (DM Training)
Gordon Gibb (Polaris Learning)
Ian Land (Seafish Regional Team) (by phone)
Lee Cooper (Seafish Onshore Training Team)
Gerry McBride (Skills Development Scotland)

Apologies: NESCOL and National Federation of Fish Friers

2. Minutes/matters arising

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

3. Four big questions – interim survey results (NB: This was discussed later in the meeting)

Lee reminded the Network that these questions (see below) had been posed by Skills Development Scotland at the last Scottish Seafood Training Network meeting.

- Are there emerging skills implications relating to Covid 19?
- What are the immediate and short term skills issues/priorities?
- What are the challenges in relating to delivering skills and training – and options to overcome these?
- What needs to be delivered and are there gaps in funding and delivery?

Lee stated that 15 Seafood Training Network Partners had responded to the survey from across the UK.

Issues mentioned in the survey results included:

Problems relating to lack of internet access by some parts of the population restricting access to online resources were highlighted whilst the immediate priorities listed included remote learning, risk management and infection control. Issues around social distancing require a workforce that is more flexible and multiskilled as teams within businesses become smaller.

In terms of funding, Lee specified that answers to the survey included a simplified application process and free compliance training. A discussion took place regarding how to analyse the



responses. Lee agreed to approach colleagues within Seafish for assistance in carrying out a simple initial analysis of the responses.

Actions:

- Lee to carry out an initial simple thematic analysis of the responses.

4. Webinar progress report

The plans for the webinar are well progressed and another short meeting(s) will finalise all the details before delivery on the 24th June.

It was agreed that the start time should be moved to 3pm and the duration reduced to 1 hr. Donna Fordyce will function as the webinar chair and Helen will provide the main presentation. Donna Maver and Gordon Gibb agreed to sit on the Q&A panel, while Lee and Seafish colleagues (Emma, and Richard) would manage registrations, Q&A chat and other technical issues.

The capacity of the webinar is up to 100 persons, although the target is half of this, including Network partners.

Actions:

- Lee to organise a meeting of the webinar team to address certain technical issues for Monday 22nd July. NB: Helen will be on leave until the 23rd.
- Webinar to be delivered at 3pm Weds 24th June 2020.

5. Upskilling Funding Support

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

- £7250 requested so far by 7 businesses.
- Less than half of this has been approved for delivery.

Concerns were expressed over the lack of applications and the need to “keep something back for future applicants”. It was agreed that Ian, DonnaF, Gordon and lee would meet on the 26th to discuss this in more detail and release more funds as possible.

Actions:

- Donna, Lee, Gordon and Ian to meet asap to discuss details of applications and agree on the release of more funding/

6. Any other Business

Careers Working group – Led by Ian land. Ian led a discussion on careers and how we could continue to support this key activity during the pandemic. Also discussed was the NE Lincolnshire Seafood careers map developed by the Y&LST Network and a suggestion for possible online careers activities including a national seafood careers week in 2021 delivered virtually. Ian agreed to take these forward.

Actions:

- Ian to discuss potential careers initiatives with Seafish colleagues as a step towards greater coordination between networks.



- Ian/Lee to approach careers services in NE Scotland with a view to developing a NE Scotland careers map.

7. Date of the next meeting

It was proposed that the date of the next meeting would be Tuesday 14th July at 2pm, via Microsoft Teams.

Lee to book a teams meeting – see below

[Join Microsoft Teams Meeting](#)

SSTN Partners: July 14th at 2PM

DRAFT