

Partners Meeting, Glasgow, 30th April 2019
Dawnfresh Seafoods Ltd, Uddingston
DRAFT

Attendance and Apologies:

Apologies received from Linda Hope, Gordon Gibb, Colin Cromar and Calum Richardson.
Partners at the meeting were Helen Muir, Gerry McBride, Michael Sim, Ian Land, Lee Cooper, Patrick Hughes

Minutes, actions and updates:

The Partners accepted the notes of the last meeting as an accurate record.

Actions from [previous meeting](#):

- a. Updated *World is your oyster* (WIYO) display. Rather than invest in a single large and expensive display, Seafish have produced a number of smaller, cost-effective displays that can be easily posted from event to event. Each portable WIYO display consists of two 800mm pullups, examples of which were on display during the meeting.

NB: the displays were used at the Bang Goes DG Careers event on the 8th May.

- b. The Network was well represented at the Scottish Seafood Summit.
- c. *Approach the Scottish FLAG Network for support* for SSA's Seafood Quality Standard (action: Ian, Michael, Patrick) – ongoing, for next meeting.
- d. Training coordinator to undertake professional development in auditing – completed and has led to high level membership (pending) of IFST.
- e. SSAP Theme 1 - Coordinate careers resources (Patrick and Ian), Next steps Guidance, skills ambassadors (Seafish) – ongoing, for next meeting.

- NB: Seafish have an emerging Careers Strategy that may impact on this.

NB: Next DWY Grampian meeting (Gerry) is June 2109.

NB: Careers event 8th May (Bang Goes DG! To be supported)

- f. SSAP Theme 2
 - a. Engineering: Linda Hope has consulted with NESCOL colleagues and concluded that existing engineering provision was sufficient to satisfy real demand.
 - b. Apprenticeship promotion (Lee, Gerry and Gordon) - **action needed ahead of the next meeting.**
 - c. Centre of excellence – ongoing, progress to be reported at a later date.
 - d. Development of resources – this SSAP action to be revisited (action: Ian)
- g. SSAP Theme 3
 - a. Improve auditing skills

The Scottish Seafood Training Network

- Lee reported difficulty in engaging with SQA. Gerry agreed to provide named contact. action: **progress for next meeting** Gordon, (Lee, Michael).
- Develop joint award with REHIS in monitoring seafood quality and safety standards – to be progressed (action: Lee, Michael, Gordon)
- b. Compliance standards
 - Support implementation of standard – Michael has secured Salsa accreditation for the SSA quality and safety standard – see Training coordinators report.
 - Reword and re-order the actions within this theme (action: Gerry, Ian)
- h. SSAP Theme 4
 - a. Support capability for leadership and management training – various programmes have been reviewed re adaption and a food and drink sector programme is to be developed (Gerry). Progress will be reported as appropriate.
 - b. Seafish young seafood leaders programme – ask M Dick of Seafish to provide more information (perhaps a briefing to Gerry, Patrick) on this. action: **Ian to make contact** with M Dick.
- i. SSAP Theme 5
 - a. Promote business support products (Patrick, Ian, Gerry, Lee) ongoing, **action for next meeting.**
- j. Employer engagement
 - a. Facebook page for Welsh network – not actioned, awaiting next STN Wales meeting.
 - b. LinkedIn page for wider network partners, Some scepticism of benefits but agreed to progress as a pilot. action: Lee

Training Coordinator's Report:

Michael Sim: Provided a summary of his activities over the last three months (attached). Of note was success in delivering approx. 50% of the reported (to Seafish) training outcomes in Scotland, and in achieving (pending) accreditation by Salsa of the SSA developed quality and safety management standard. More to be reported on the Salsa accreditation in due course.

Partners asked for more frequent reporting of actions (and plans) between meetings. Consideration to be given to using the ROWE format. **action: Michael, Lee, Ian.**

Seafood Skills Action Plan:

The matters arising have explored the SSAP in some detail. Ahead of the next meeting (action: Gerry, Ian, Patrick) an updated SSAP will be made available to Partners.

Note on SSAP: *as the Scottish STN has accepted responsibility for monitoring, maintaining and supporting the delivery of the action plan, it will be the central topic for future Partners meetings. The SSAP is to be updated and reworded ahead of the next meeting (action: Gerry, Ian, Patrick) to ensure it is flexible and responsive. All partners should become familiar with the plan and how the various themes can benefit their subsectors (including fish frying).*

Apprenticeships:

No apprenticeship report was available.

Employer Engagement:

A simple employer's perceptions survey had been carried out by Seafish in late March, and extended until later in April to encourage more responses (59 in total). Formal analysis has yet to be scheduled. Informal analysis identified a number of interesting employer responses including:

- 76% have used an external trainer in the last 12 months
- 30% have used a Seafish approved trainer
- 40% have qualified in house trainers who are not Seafish approved
- 30% have been involved with apprentices in the last 12 months, and
- 40 plan to be involved in apprenticeships moving forwards
- Barriers to training are (in order)
 - Cost of releasing staff 69%
 - Location of courses 62%
 - Cost of training 57%
 - Dates of training, finding a course and lack of information each approx 30-25%
- Top two planned training programmes for 2019/20 are
 - Compliance (all types) 85%
 - Leadership and management 48%

2019 activity programme

It was agreed that we need a communications plan to complement the SSAP and any other delivery plans we may adopt. Action: Seek to engage with Seafish MarComms for support in developing a communications plan for the Network. **Action: Ian and Lee.**

Any Other Business:

Seafish has (draft) plans to undertake a review of the effectiveness and capability of the four existing Seafood Training Networks to ensure they are equipped to meet the seafood industry's training needs, and explore if the training network model should be extended across the UK.

Date of Next Meeting:

Early July 2019. Venue SSA offices in Peterhead. Consult partners via Doodle Poll: Action: **Lee** (and all partners)