

Jobs Match meeting held on Wednesday 12th December 2018 in Glasgow City Chambers

Action Note

Present: Councillor Richard Bell (Chair); Fiona Dickson (Glasgow City Council); Aidan McGuinness (Elderpark Housing Association); Susan Hanlin and Bryony Robinson (Central Govan Action Plan); Natalya Macholla and Ryan Davidson (Govan Housing Association); Sarah McVey (Glasgow Housing Association); Jamie Duncanson (Rangers Charity Foundation); John Currie (Jobs&Business Glasgow), Claire Donaghey (Glasgow Clyde College); Suzie Scott (Skills Development Scotland), Gerry Keogh (Unlock Employment)

Apologies: Irene Campbell (Linthouse Housing Association), Jim Fraser (Elderpark Housing Association), Charli Griffin (Glasgow Housing Association), Martin Wright (Glasgow Life), Connal Cochrane (Rangers Charity Foundation); Lesley McKeever and Kay Henry (Department for Work and Pensions); Rosh Campbell (Jobs& Business Glasgow); Mike McNally (GCC DRS Economic Development)

Item	Action	Responsibility	Timescale
1. Note of last meeting on 12th December 2018	Approved with no changes No matters arising	-	-
2. Aspiring Communities Bid by Elderpark Housing Association. Aidan confirmed that the bid was submitted by the deadline of 11 th January 2019 and was written in order to be complementary to the Jobs Match work.	If the bid is successful the post to be funded via the bid could undertake the development of the Work and Learning Strategy for Govan Thriving Place. This would free up the Jobs Match Coordinator to focus on operational employment/employability actions.	Aidan to advise on outcome of the bid Aidan to forward a summary of the bid outcomes to Fiona for circulation to the Jobs Match Group.	April 2019 Week of 28 th January 2019
2. Jobs Match Outcomes.	Paper circulated at the meeting and attached for ease.	For information	-

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<p>3. Jobs Match Coordinator Role: Presentation by Gerry Keogh, Unlock Employment</p> <p>Presentation attached</p>	<p>There are resources within the partners that could address some of the gaps identified such as CV preparation (Glasgow Clyde College) and we should find a way to capture and utilise these resources.</p>	<p>All following collation and circulation of proformas, development of a Partnership Agreement and discussions at the next meeting</p>	<p>Date for meeting Week of 4th February 2019</p>
<p>3. Facilitating partnership working and information sharing</p>	<p>We need more information from partners about what links they already have to Jobs Match related activity, then we can identify how these can be strengthened</p>	<p>Gerry to draft a proforma and send to Fiona by 29th January 2019, who will then send out to All members of the Jobs Match Group for completion and return by Monday 4th February.</p> <p>Fiona to collate these and share with Gerry and Jobs Match Group members.</p>	<p>Tuesday 29th January 2019 – Monday 4th February 2019.</p>
<p>4. Funding Proposal for the Jobs Match coordinator and related costs</p>	<p>To be sent to members of the Jobs Match group.</p>	<p>Natalya/Ryan/Gerry to send to Fiona who will send out to the group</p>	<p>Week of 28th January 2019</p>
<p>3. Resource Package: total: £70k per annum but with in-kind match from Govan HA for admin and premises, the remaining costs are circa £50k per annum</p>	<p>£15K Thriving Places funding for 2018/19</p> <p>£20k CGAP/THI funding</p> <p>£5k from Govan Area Partnership</p> <p>Remaining £10k via individual contributions from members of the Jobs Match Group</p>	<p>Councillor Bell/Fiona</p> <p>Susan</p> <p>Councillor Bell/Fiona</p> <p>All other members to confirm if they can allocate up to £2k each</p>	<p>Week of 28th January 2019</p> <p>Week of 28th January 2019</p> <p>April/May 2019 meeting</p> <p>All to get back to Councillor Bell/Fiona ASAP</p>

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4. Celebrating successes	Marketing plan to be integrated into the Jobs match work to highlight quick wins in the short term (e.g. no of placements and personal stories) and longer term change in employability/employment in Govan	tbc	tbc
5. Governance	Develop Terms of reference for the Jobs Match Group linked to a Partnership Agreement for the Jobs Match Coordinator's work	<p>Cllr Bell/Fiona to prepare draft TOR to be considered at the next meeting. This to link to its evolution into the Learning for Life and Work Theme Group.</p> <p>Natalya/Ryan/Susan to develop a draft Jobs Match Partnership Agreement for consideration at the next meeting.</p>	<p>Week of 28th January 2019</p> <p>Week of 28th January 2019</p>

Date and time of next meeting to be circulated