

**Moray Economic Strategy
World Host Meeting
Monday 17th of March 2014, 2.30 pm
Board Room, HIE Moray (Forres)**

MEETING NOTE

ATTENDEES	Andrew Anderson (AA) & Nicole Green (NG) – Highlands and Islands Enterprise; Peter Fitch (PF) – Federation of Small Businesses; Zillah Jamieson (ZJ) - Banffshire Coast Tourism Partnership; Gill Neill (GN) – Elgin BID; Craig Robertson (CR) – Business Gateway; Frances Powell (FP) – Forres Area Community Trust; Kate Tetley (KT) – People 1 st ; Alastair Farquhar (AF) – Buckie Area Forum; Cameron Taylor (CT) - Seabridge Consultants; Laura Cruickshank (LC) – Moray Chamber of Commerce; Roddy Innes (RI) – Skills Development Scotland.
APOLOGIES	Cllr Gary Coull (GC), Jim Morris (JM) – Moray Council; Frances Webster (FW) – Skills Development Scotland; Dave Stewart (DS) – Highland Retail Academy; Kath Kernaghan (KK) – ITP Training; Margery McLennan (MM) – Moray Chamber of Commerce.

1) Review of previous meeting note – 11.02.14.

Accepted as written.

2) Feedback on actions from previous meeting.

At this point, RI gave an overview of his role with Skills Development Scotland as Employer Engagement Adviser. RI and FW will be attending World Host meetings on a rotated basis.

AA to follow up on UHI Graduate scheme with Euan Black.

AA to talk to Natalie Bradley (Moray Chamber of Commerce) regarding World Host Facebook page. This will be a good contact point for enquiries.

Shared Modern Apprenticeship – People1st and Skills Development Scotland are currently working towards a shared MA model which would be split between several employers within the hospitality sector. The next meeting regarding this is on the 28th of March and it would be beneficial if any interested employers were in contact with KT before this date and if possible available to attend the meeting. There is a need for the employer to be recruiting a position and be committed to developing young people. Contract length would be divided by number of employers. For example – a 12 month contract divided by three employers resulting in three four month contracts. Pre-training will last approximately 6-8 weeks with employment commencing at the beginning of June.

3) Feedback on pilot courses to date.

Pilots in Elgin, Forres and Buckie are now complete with the Fochabers pilot running very soon.

Lossiemouth won't meet the school holiday deadline but are looking for interest.

Forres – Ten attendees including a mixture of business owners, employees and volunteers. Unfortunately, no student attendees. Participants contributed very well. CT created own evaluation sheet in addition to evaluation provided by trainees. These will be emailed to NG for circulation.

Elgin – Feedback has been very positive. Another good mix of attendees, including two students. Students who attended have increased confidence in their skills. GN in discussions with Johnstons of Elgin regarding training of all of their retail staff. They would like to use an in-house trainer for this.

Buckie – Also had two student attendees and a mix of participants. Feedback, again, was very positive including feedback from the students. Article will be in Banffshire Adviser tomorrow (Tuesday 18th of March).

Fochabers – Will have two students attending and a good cross section of businesses.

Speyside – LR working on this pilot.

Keith – Discussion on a previous pilot participant attending the Town's Partnership meeting to discuss World Host.

4) Feedback from Moray Tourism Link.

Feedback from the event has been very positive.

The World Host workshop was received very well. Attendees were enthusiastic about the project and had a lot of questions answered.

It would be useful to have the attendee list from the event to email regarding World Host.

KT to check if there are any spaces left on Train the Trainer courses in Aberdeen, Perth and Dundee.

For clarification, the price of World Host training will be £40 with subsidy.

5) Destination implementation plan.

Exercise to update implementation plan.

This highlighted need for PR plan. NG to invite Dawn McNiven (MEP Communications) to the next meeting.

6) AOB.

A representative from Christies will be joining the steering group.

Results of the funding bid to Scottish Government should be available in April.

7) Date of next meeting.

Doodle request will be circulated for mid-April.

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ACTIONS FROM MEETING

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AGENDA ITEM	DECISION	ACTION BY
2	Follow up on UHI Graduate scheme with Euan Black.	AA
2	Talk to Natalie Bradley (Moray Chamber of Commerce) regarding World Host Facebook page.	AA
3	Send NG Pilot course evaluations.	CT
4	Check if there are any spaces left on Train the Trainer courses in Aberdeen, Perth and Dundee.	KT
5	Invite Dawn McNiven (MEP Communications) to the next meeting.	NG

Key:

INITIALS	NAME OF PERSON
AA	Andrew Anderson
NG	Nicole Green
CT	Cameron Taylor
KT	Kate Tetley