



Community Planning Aberdeen Board

Meeting on MONDAY, 11 SEPTEMBER 2017 at 1.00 pm

****Committee Room 2 - Town House, Aberdeen****

B U S I N E S S

APOLOGIES AND INTRODUCTIONS

DEVELOPMENT SESSION

- 1.1 Leadership for Quality Improvement (Pages 3 - 4)

DECLARATIONS OF INTEREST

- 2.1 Partners are requested to intimate any declarations of interest

MINUTES AND FORWARD BUSINESS PLANNER

- 3.1 Minute of Previous Meeting of 3 July 2017 - for approval (Pages 5 - 14)
- 3.2 Minute of the Meeting of the CPA Management Group of 7 August 2017 - for information (Pages 15 - 24)
- 3.3 CPA Board Forward Business Planner (Pages 25 - 26)
- 3.4 National Update, Scottish Government - to follow

LOCAL OUTCOME IMPROVEMENT PLAN 2016-2026

- 4.1 Outcome Improvement Group Improvement Tracker (Pages 27 - 34)

LOCALITY PLANNING

- 5.1 Locality Partnership Improvement Tracker (Pages 35 - 40)
- 5.2 Public Facing 'Easy Read' Locality Plans (Pages 41 - 56)

GENERAL BUSINESS

- 6.1 Fairer Aberdeen Board Update (Pages 57 - 74)

FOR YOUR INFORMATION

- 7.1 Enterprise and Skills Review: Report on Phase 2 Outcomes (Pages 75 - 80)
- 7.2 Date of Next Meeting - 4 December 2017 at 2pm

Should you require any further information about this agenda, please contact Allison Swanson, tel. 01224 522822 or email aswanson@aberdeencity.gov.uk



Community Planning
Aberdeen

Leadership for Quality Improvement

CPA Board Session - 11 September 2017, 1-3.30

Committee Room 2, Town House, Broad St, Aberdeen, AB10, 1AQ

Agenda

Time	Content	Session Lead
12.45pm	<i>Registration, tea and coffee</i>	
1.00pm	Welcome and context for today	<i>Councillor Jenny Laing, Chair of CPA</i>
1.15pm	Leading for improvement	<i>Dave Williams, IHI/ Susan Hannah, Scottish Government</i>
2.15pm	Measurement of improvement and data driven decision making	<i>Dave Williams, IHI/ Susan Hannah, Scottish Government</i>
3.15pm	Closing remarks	<i>Superintendent Campbell Thomson, Vice Chair of CPA</i>



Purpose of this development session

The [Local Outcome Improvement Plan 2016-26](#) sets out how Community Planning Aberdeen is working in Partnership with other public services in Aberdeen to deliver improved outcomes for people, families and communities.

The aim of this session is to support CPA Board Members in their role to lead and govern improvement across the Community Planning Partnership. Board members will explore how the groups established as part of the new Community Planning structure are using quality improvement methodology to achieve improvement in priority areas. They will enhance their knowledge and confidence in their role to help build an environment where quality improvement can flourish. The session will be delivered by Dave Williams, from the Institute of Health Improvement (IHI).

Session contributors



Dave Williams

Executive Director

Institute for Healthcare Improvement (IHI)

David M. Williams, PhD is Executive Director for the Institute for Healthcare Improvement (IHI) and co-lead of the Improvement Capability Focus Area.



Susan Hannah

Head of Children and Young People Improvement Collaborative

Scottish Government

Susan Hannah leads the national quality improvement collaborative for early years and education in Scotland.

COMMUNITY PLANNING ABERDEEN BOARD
3 JULY 2017

- Present:- Councillor Laing, Chair,
 Campbell Thomson, Vice Chair, Police Scotland,
 Councillors Flynn, Graham and Greig,
 Councillor Duncan (as a substitute for Jonathan Passmore), Integrated Joint Board,
 Tony Dawson, Aberdeen Active Partnership,
 Mike Dickson, Scottish Fire and Rescue Service,
 Gordon MacDougall, Skills Development Scotland,
 Derek McGowan (as a substitute for Angela Scott), Aberdeen City Council,
 Ken Milroy, North East College,
 Jonathan Smith, Civic Forum, and
 Susan Webb, Public Health.
- Also Present:- Michelle Cochlan, ACC,
 Angiolina Foster, CEO of NHS 24 and Chair of the Evaluation Group of Sistema Scotland /Big Noise, and
 Nicola Killean, CEO, Sistema Scotland.
- Apologies:- Ruth Christie (Scottish Government), Jonathan Passmore (Integration Joint Board) and Angela Scott (Aberdeen City Council).

Page 5

Topic	Discussion/Decision	Action By
1. Welcome	The Chair welcomed all to today's meeting of the CPA Board, in particular Councillor Greig, who was in attendance at his first meeting of the Board as a member appointed by Aberdeen City Council and Councillor Duncan, who was also in attendance at her first meeting in her capacity as a substitute for Jonathan Passmore, Integrated Joint Board.	
2. Agenda Order	<p>The Chair proposed that item 4.2 (Big Noise Torry Evaluation Report and Presentation by Angiolina Foster, CEO of NHS 24 and Chair of the Evaluation Group of Sistema Scotland / Big Noise), on today's agenda be considered following item 2.2 (Minute of the Meeting of the CPA Management Group of 29 May 2017).</p> <p><u>The Board resolved:-</u> to concur with the Chair's proposal.</p>	

Agenda Item 3.1

Topic	Discussion/Decision	Action By
3. Declarations of Interest	No declarations were intimated.	
4. Minute of Previous Meeting of 24 April 2017	<p>The Board had before it the minute of its previous meeting of 24 April 2017, for approval.</p> <p><u>The Board resolved:-</u> to approve the minute as a correct record.</p>	
5. Minute of the CPA Management Group of 29 May 2017	<p>The Board had before it the minute of the CPA Management Group meeting of 29 May 2017, for information.</p> <p><u>The Board resolved:-</u> to note the minute.</p>	
6. Big Noise Torry Evaluation Report and Presentation by Angiolina Foster, CEO of NHS 24 and Chair of the Evaluation Group of Sistema Scotland /Big Noise	<p>(A) Big Noise Torry Presentation</p> <p>The Board received a presentation from Angiolina Foster, CEO of NHS 24 and Chair of the Evaluation Group of Sistema Scotland /Big Noise, and Nicola Killean, CEO, Sistema Scotland, regarding Big Noise Torry.</p> <p>Firstly, the Board heard from Angiolina Foster, who set the context for Sistema Scotland/Big Noise, highlighting the preventative, cross cutting nature of the principles of Sistema which had the aim of ensuring sustained impacts were experienced by participants, participant's families and the community.</p> <p>Thereafter, the Board viewed a film on Big Noise Torry which had been developed by Station House Media Unit and showed the implementation of the project in Torry and its growth to date.</p> <p>Nicola Killean, then provided an overview of the implementation and development of Big Noise Torry, as well as the outcome of the evaluation of Big Noise Torry undertaken by Glasgow Centre for Population Health (GCPH).</p>	

Topic	Discussion/Decision	Action By
Page 7	<p>She explained that Big Noise Torry was a long term project which would evaluate the outcomes of participants for decades ahead and provided an overview of the various evaluation points in the timeline, as well as the 10 evaluation methods used in Big Noise Torry.</p> <p>Thereafter, she advised of the delivery principles and impact pathways, highlighting that music was only one of the seven impact pathways. She explained that the implementation of Big Noise Torry was underpinned by Sistema Scotland's seven delivery principles including longevity and intensity of the programme, promoting strong relationships between staff and pupils and a commitment to ensuring the programme was accessible and inclusive. The delivery of Big Noise Torry was also based upon a strong connection with the community and local residents having good awareness and understanding of the programme.</p> <p>In terms of the evaluation, she highlighted the main findings and presented a table detailing the evaluation findings in terms of equality, inclusion and fairness. In this regard, she advised that there was strong engagement across eligible population in Torry and that delivery appeared to present no socioeconomic, language or cultural barriers. However, she highlighted that male pupils were underrepresented, as were additional support need (ASN) pupils. In respect of ASN pupils, she explained that Big Noise was acutely aware of this issue and was delivering specialist sessions with ASN pupils to promote and enhance access to after-school provision. The individual programmes and enhanced provision sessions were not classified as 'after-school' and were therefore not captured in this analysis.</p> <p>Finally, she provided a summary of impacts for participants observed in Big Noise Torry.</p> <p>Partners discussed the implementation and evaluation outcomes of Big Noise Torry extensively welcoming the outcomes achieved. They also asked a number of questions, particularly on the following aspects: action being taken to address the participation rates for male and ASN pupils; how Big Noise Torry linked with Community Planning, especially the Torry Locality Partnership; the level of commitment and buy in from local agencies; and measuring impact on participant's families and the wider community.</p>	

Topic	Discussion/Decision	Action By
Page 8	<p>During the course of discussion, Angiolina Foster, advised that Sistema Scotland had been reflecting on the evaluation outcomes and wanted to offer the support of Sistema Scotland to facilitate a workshop with the Board to consider the applicability of the seven delivery principles to another locality or specific population group. In this regard, they could help undertake the scoping for any project; identify to what extent the principles were currently embedded in the area/group; undertake a gap analysis; and thereafter support officers to deploy the principles in the area/group of choice.</p> <p>Partners thanked Angiolina Foster for the offer of support and agreed to refer this offer to the Management Group for consideration.</p> <p>(B) Big Noise Torry Evaluation Report</p> <p>The Board had before it a report which provided a summary of the evaluation report of Big Noise Torry by Glasgow Centre for Population Health (GCPH).</p> <p>The report recommended – that the Board</p> <ul style="list-style-type: none"> (a) note the findings of the evaluation report; and (b) note the next steps as detailed at section 4 of the report. <p><u>The Board resolved:-</u></p> <ul style="list-style-type: none"> (i) to approve the recommendations; (ii) to request Fiona Clark, Acting Service Manager for Culture, to submit a report to a future meeting of the Board should there be any significant update following wider consultation on findings; (iii) to request the Management Group to consider the offer of support from Sistema Scotland, to facilitate a workshop looking at the potential applicability of the seven delivery principles, to another area or specific group of people within the city; and (iv) to thank Angiolina Foster and Nicola Killean for their informative presentation. 	Fiona Clark Angela Scott

Topic	Discussion/Decision	Action By
7. CPA Board Forward Business Planner	<p>With reference to item 5 of the minute of its meeting of 24 April 2017, the Board had before it the forward business planner for the Community Planning Aberdeen Board.</p> <p><u>The Board resolved:-</u></p> <p>to note the forward business planner and to request all Partners to advise Michelle Cochlan of reports they intended on submitting to future meetings for inclusion on the forward business planner.</p>	
8. National Update, Scottish Government Page 6	<p>MATTER OF URGENCY</p> <p>The Chair intimated that she had directed in terms of Section 50(B)(4)(b) of the Local Government (Scotland) Act 1973 that the following item could be considered as a matter of Urgency in order for the Board to receive an update on national matters affecting the Partnership.</p> <p>With reference to item 6 of the minute of its meeting of 24 April 2017, the Board had before it a tabled written update from Ms Ruth Christie, Location Support Team, Scottish Government, on the following matters:</p> <p><u>Location Director for Aberdeen and Aberdeenshire</u></p> <p>Neil Rennick, Director of Justice, would become the new Location Director for Aberdeen and Aberdeenshire. Neil had been Director of Justice since 2014, prior to this, he was Deputy Director of Criminal Law and Licensing Division. He would be in touch in due course as he got up to speed with this new role.</p> <p><u>Enterprise and Skills Review</u></p> <p>Significant progress had been recorded across the nine projects within the Review, with plans now in place to establish a new Strategic Board to drive a step-change in Scotland's economic performance, and for the creation of an enterprise agency for the South of Scotland.</p> <p>This was in addition to a range of specific new actions that would enhance support for enterprise and innovation, harness more international opportunities and further improve learning and skills systems. Details on these outcomes from the Review were published on 22 June.</p>	

Topic	Discussion/Decision	Action By
Page 10	<p>As the Review itself came to a close, the hard work of delivery was already underway. A number of immediate steps would be taken to drive forward the necessary changes, including the establishment of an Implementation Board that would meet for the first time next week.</p> <p><u>Hate Crime and Cohesive Communities</u></p> <p>Community engagement and reassurance following terrorist incidents. There had been a number of terrorist incidents recently in Manchester and London. As well as causing anxiety to wider communities, it had also negatively impacted on Muslim communities who might be feeling more vulnerable at this time. The most recent incident, where a van was driven into a crowd of worshippers outside Finsbury Park Mosque, had caused particular concern.</p> <p>The Scottish Government and partners had been working closely with communities to provide reassurance and address any concerns. Core messages had been distributed through the Prevent Network, including the Local Authority single points of contact, following incidents, and had asked them to work with communities to provide reassurance; feedback with details of any response; identify those powerful voices locally who were engaged in countering extremist behaviour; and ensure that their local plans to tackle threats were up to date.</p> <p>We would encourage you to continue to reflect on responses to recent events, seek reassurance on these through their networks and to keep in touch with us around community sentiment on the ground in localities.</p> <p><u>Response to Grenfell Tower Fire</u></p> <p>Following the Grenfell Tower Fire (early hours Wednesday 14 June), the Scottish Government convened a Ministerial Working Group to examine building and fire safety regulations. This group was overseeing a review of building and fire safety regulations with an initial focus on high rise domestic buildings. Thereafter, it expected to consider these issues for other buildings led by the emerging evidence. It would agree any improvements or actions identified as appropriate.</p> <p>The Scottish Government had also asked local authorities, health boards and education authorities to check for the use of ACM in a number of different types of buildings, including hospitals and schools. Checks were continuing and at a meeting on Wednesday 28 June the Ministers recognised and praised the work of local authorities in carrying out these resource intensive checks of their buildings.</p>	

Topic	Discussion/Decision	Action By
Page 11	<p>More Homes Scotland and delivering 50,000 affordable homes</p> <p>As part of the More Homes Scotland approach, the Scottish Government was committed to delivering 50,000 affordable homes over this Parliament (of which 35,000 are to be homes for social rent). The Scottish Government was dependent on local authorities and housing associations to share this commitment and to take appropriate action to support the programme. Specifically, the needed to ensure that projects were in place this year, so that a sufficient volume of building could take place from 2018/19 onwards.</p> <p>To help local authorities and house-builders plan their investment and provide certainty on the amount of funding available, in June the Scottish Government confirmed how much each of the 32 local authorities would have available to invest in affordable homes for the next three years.</p> <p>Thereafter, Jonathan Smith requested that future national updates include information on the current status of educational standards and attainments and the recruitment of teachers and actions being taken nationally and in Aberdeen to address shortages of teachers.</p> <p>The Board resolved:-</p> <ul style="list-style-type: none"> (i) to note the written update; and (ii) to request that future updates include information on the current status of educational standards and attainments and the recruitment of teachers and actions being taken nationally and in Aberdeen to address shortages of teachers. 	Ruth Christie/Neil Rennick
9. Outcome Improvement Group Improvement Tracker	<p>With reference to item 11 of the minute of its meeting of 27 February 2017, the Board had before it a report which presented the first improvement tracker report which detailed the improvement activity being led by the new Outcome Improvement Groups to meet the improvement aims identified within the Local Outcome Improvement Plan 2016-26 and Locality Plans 2017-27.</p> <p>The report recommended – that the Board</p> <ul style="list-style-type: none"> (a) approve the July improvement tracking report included in Appendix 1; and (b) note that the format and content of the Improvement Tracking Report would be developed to include further information on improvement activity and impact as the Outcome Improvement Groups and Locality Partnerships progressed. 	

Topic	Discussion/Decision	Action By
Page 12	<p>Speaking in furtherance of the report, Michelle Cochlan, advised that the tracker would develop overtime and that it was presented to provide assurance to the Board that the Outcome Improvement Groups were progressing actions to achieve the outcomes contained in the Local Outcome Improvement Plan and highlighting any support required. She also confirmed that a six monthly and annual performance report would be submitted and would contain a higher level of detail.</p> <p>Partners welcomed the improvement tracker and discussed its current content. Susan Webb suggested that a section providing a high level overview of the total activity of the Outcome Improvement Groups advising if the Partnership was at where it expected to be across the totality of programmes in order to provide assurance that the projects were progressing as anticipated be added to the tracker. It was discussed that the Chairs of the Outcome Improvement Groups were responsible for programme managing the improvement activity which would contribute to delivery of the improvement aims within the LOIP. The improvement tracker was intended to give the Board a flavour of the current activity taking place. The six monthly and annual performance reports to the Board would focus on outcomes and progress against the improvement aims within the LOIP.</p> <p><u>The Board resolved:-</u></p> <ul style="list-style-type: none"> (i) to approve the recommendations; (ii) to request Michelle Cochlan to consider how the improvement tracker could reflect the totality of projects being progressed across the Outcome Improvement Groups. 	Michelle Cochlan
10. Locality Partnership Improvement Tracker	<p>The Board had before it the Locality Partnership improvement tracker report which detailed the improvement activity being led by the new Locality Partnerships to meet the improvement aims identified within the Locality Plans.</p> <p><u>The report recommended –</u> that the Board</p> <ul style="list-style-type: none"> (a) agree that Locality Partnerships should prioritise which improvement aims within the Locality Plans (b) they were going to focus on first; (c) agree that Locality Partnerships should identify the key changes they were going to start 	

Topic	Discussion/Decision	Action By
	<p>testing and get started</p> <p>(d) agree that Locality Partnerships should start collecting and using data, making sure that they knew what their starting point was by establishing baselines.</p> <p>Partners discussed the improvement tracker wherein the importance of project charters reflecting wider impacts and links to existing projects to ensure all impacts were captured was highlighted.</p> <p><u>The Board resolved:-</u> to approve the recommendations.</p>	
Page 13 11. Final Update on Community Planning Development Plan	<p>With reference to item 12 of the minute of its meeting of 12 December 2016, the Board had before it a report which provided (1) a final update on progress made by Community Planning Aberdeen (CPA) in addressing the key areas of improvement identified by Audit Scotland as part of the Community Planning Audit in 2013; and (2) an update on progress made by CPA in meeting the community planning requirements of the Community Empowerment Scotland Act 2015.</p> <p><u>The report recommended –</u> that the Board</p> <ul style="list-style-type: none"> (a) approve the content of the report; and (b) agree the next steps as detailed at section 3 of the report. <p><u>The Board resolved:-</u> to approve the recommendations.</p>	
12. Community Planning Aberdeen Innovate and Improve Programme	<p>With reference to item 11 of the minute of its meeting of 27 February 2017, the Board had before it a report which presented the Innovate and Improve Programme for Community Planning Aberdeen. The programme ensured a coordinated approach was taken to support colleagues and communities across Community Planning Aberdeen in the sharing of knowledge, skills and expertise to use improvement methodology and other improvement tools. This support was critical to the delivery of the Local Outcome Improvement Plan 2016-26 and Locality Plans 2017-27.</p> <p><u>The report recommended –</u> that the Board</p>	

Topic	Discussion/Decision	Action By
	<p>(a) note the current innovate and improve development programme; and (b) note that the programme would be updated on an ongoing basis to reflect emerging development needs and opportunities.</p> <p>Speaking in furtherance of the report, Michelle Cochlan advised that to note that she was in discussion with David Williams, Executive Director, Institute for Healthcare improvement (IHI) for him to attend the next meeting of the Board to facilitate a session on leadership of improvement.</p> <p><u>The Board resolved:-</u> to approve the recommendations</p>	
13 Date of Next Meeting	The Board noted that its next meeting was scheduled to be held on 11 September 2017 at 2pm.	

COMMUNITY PLANNING ABERDEEN MANAGEMENT GROUP

7 AUGUST 2017

- Present:- Kate Stephen (Police Scotland) (Vice Chair), Joyce Duncan (ACVO), Gayle Gorman (Integrated Children's Services), Chris Littlejohn (Community Engagement – Public Health), Alison MacLeod (as substitute for Judith Proctor) (Health and Social Care Integration), Matt Lockley (as a substitute for Richard Sweetnam) (Aberdeen Prospects), Lavina Massie (Civic Forum), Derek McGowan (Sustainable City), Liz McIntyre (North East College), Derek Murray (Nestrans), Alistair Robertson (Active Aberdeen Partnership) and Helen Shanks (Alcohol and Drugs Partnership).
- Also Present:- Guy Bergman, Michelle Cochlan, Elisabeth Manners, Iain Robertson, James Simpson and Paul Tytler (all Aberdeen City Council (ACC)).
- Apologies:- Angela Scott, Simon Haston and Neil Carnegie (all ACC), Jamie Bell (Scottish Enterprise), Jillian Evans (NHS Grampian), Gordon MacDougall (Skills Development Scotland), Judith Proctor (Health and Social Care Integration) and Gordon Riddel (Scottish Fire and Rescue Service).

Page 15

Topic	Discussion/Decision	Action By
1. Welcome	The Vice Chair (hereafter referred to as the Chair) opened the meeting and advised that in the absence of Angela Scott she would chair today's meeting. Thereafter as there were a number of new attendees at today's meeting, partners introduced themselves.	
2. Minute of Previous Meeting of 29 May 2017	<p>The Management Group had before it the minute of its meeting of 29 May 2017, for approval.</p> <p>With regards to item 1 of the minute (Calendar of Outcome Improvement Group Meetings), the Management Group noted that the calendar would be circulated following today's meeting;</p> <p>With regards to item 1 of the minute (Public Facing Version of Locality Plans), the Management Group noted that this item was on today's agenda;</p> <p>With regards to item 1 of the minute (Promotion of Participation Requests), the</p>	Michelle Cochlan All Partners

Agenda Item 3.2

Topic	Discussion/Decision	Action By
Page 16	<p>Management Group noted that progress was ongoing;</p> <p>With regards to item 5 of the minute (ACVO Invitation to Locality Partnership Meetings), the Management Group noted that this had been actioned;</p> <p>With regards to item 5 of the minute (Cognisance of Locality Partnership Meetings), the Management Group noted that the Chairs of the Outcome Improvement Groups had taken this recommendation on board;</p> <p>With regards to item 6 of the minute (Circulation of Outcome Improvement Group Minutes), the Management Group noted that the minutes will be uploaded and kept up to date on the CPA website;</p> <p>With regards to item 8 of the minute (Future Meetings of Integrated Children's Services Partnership), James Simpson confirmed that he had received the meeting dates;</p> <p>With regards to item 10 of the minute (Fairer Aberdeen Fund), the Management Group noted that this item had been rescheduled from 7 August to 30 October 2017;</p> <p>With regards to item 11 of the minute (Innovate and Improve Programme), the Management Group noted that information on learning and development had been uploaded onto the CPA website;</p> <p>With regards to item 12 of the minute (Fair Start Scotland), the Management Group noted that this item was on today's agenda;</p> <p>With regards to item 12 of the minute (Public Facing Locality Plans), the Management Group noted that this item was on the CPA Board Forward Planner for 11 September 2017;</p> <p>With regards to item 12 of the minute (Scottish Government Enterprise Review), the Management Group noted that this item was on the CPA Board Forward Planner for 11</p>	Michelle Carnegie Cochlan/Neil

Topic	Discussion/Decision	Action By
	<p>September 2017; and</p> <p>With regards to item 16 of the minute (Changes to Aberdeen Command Team), the Chair confirmed that she had emailed partners with this information.</p> <p><u>The Management Group resolved:</u></p> <ul style="list-style-type: none"> (i) to approve the minute as a correct record; and (ii) to note the updates as recorded above. 	
3. Draft Minute of the CPA Board Meeting of 3 July 2017	<p>The Management Group had before it the draft minute of the CPA Board meeting of 3 July 2017, for information.</p> <p><u>The Management Group resolved:</u></p> <p>to note the minute.</p>	
4. Outcome Improvement Group Improvement Tracker	<p>With reference to item 6 of the minute of its meeting of 29 May 2017, the Management Group had before it the Outcome Improvement Group Improvement Tracker.</p> <p>Michelle Cochlan (Community Planning Manager, ACC) provided an overview of the Improvement Tracker and summarised the development of (1) the Project Charters; (2) the Project Charter Assessment Form; (3) the Group Progress Scale; and (4) the improvement projects that were underway.</p> <p>Ms Cochlan confirmed that the Improvement Trackers would be a standing item on future Management Group agendas and advised that the tracker would be updated on an ongoing basis.</p> <p>Partners welcomed the layout and content of the Improvement Tracker as a useful tool to promote shared learning and enable CPA to measure the output of group activity and monitor the achievement of outcomes within the LOIP and locality plans.</p>	

Topic	Discussion/Decision	Action By
	<p>The Management Group resolved:</p> <ul style="list-style-type: none"> (i) to note the Improvement Tracker; (ii) to note that the Improvement Tracker would be a standing item on the Management Group agenda; and (iii) to request that Partners provide ongoing feedback to ensure that the Tracker remains as robust as possible. 	Michelle Cochlan/Allison Swanson All Partners
5. Public Facing Locality Plans Page 18	<p>With reference to item 11 of the minute of its meeting of 27 March 2017, the Management Group had before it a report which provided an update and shared an Easy Read Version Locality Plan for Cummings Park, Heathryfold, Northfield, Mastrick and Middlefield. The easy read version of the plan was prepared with the aim to engage with the community in making decisions that matters to them and delivery of the plan.</p> <p>The report recommended – that the Management Group</p> <ul style="list-style-type: none"> (a) Provide feedback or any suggestion to improve the easy read version plan; and (b) What else can be considered as part of the easy read version plans to make the plans more accessible. <p>Chris Littlejohn (Community Engagement – Public Health) advised that the Community Engagement Group had been tasked with producing an easy read version of the Cummings Park, Heathryfold, Northfield, Mastrick and Middlefield Locality Plan which would be accessible to the general public and enable them to recognise the plan's co-production. Mr Littlejohn requested feedback from the Group on the plan's accessibility and explained that it was the Community Engagement Group's intention to use the plan as a template for the other two priority localities.</p> <p>Thereafter partners discussed the plan and found it on the whole to be an easy read version of the original locality plan. Partners highlighted that the use of pejorative language and public sector terminology would have to be revised before publication; and partners noted that contact details would need to be inserted into the final</p>	

Topic	Discussion/Decision	Action By
Page 19	<p>document as well as information on how stakeholders could provide feedback on the plan.</p> <p><u>The Management Group resolved:</u></p> <ul style="list-style-type: none"> (i) to note the report; (ii) to request that contact details be added to the final version of the plan prior to publication; (iii) to request that use of public sector terminology and pejorative language be revised; (iv) to request that partners provide additional feedback to Chris Littlejohn by email by 28 August 2017 ahead of final submission to the CPA Board; and (v) to thank the Community Engagement team for their work in producing the easy read version plan. 	Chris Littlejohn Chris Littlejohn All Partners/ Chris Littlejohn
Locality Partnership Outcome Improvement Tracker	<p>With reference to item 5 of the minute of its meeting of 29 May 2017, the Management Group had before it the Locality Planning Outcome Improvement Tracker.</p> <p>Paul Tytler (ACC) explained that the Improvement Tracker's development was in its initial phase and noted that two meetings had been held thus far for each locality and a further meeting had been scheduled for later in the month to finalise improvements. He highlighted the Dog Fouling Initiative as an example of an improvement project and referred partners to the completed Project Charter within today's agenda pack. Mr Tytler confirmed that colleagues within the project team were due to receive training which would enable them to complete the Charter Assessment Form; and Michelle Cochlan reminded partners that spaces were still available for the Innovate and Improve Learning Events which provided training on the CPA model for improvement and was open to all partners. She advised that uptake for these events had been encouraging.</p> <p><u>The Management Group resolved:</u></p> <ul style="list-style-type: none"> (i) to note the Improvement Tracker; and (ii) to request confirmation on whether the Council's Waste Services had 	Paul Tytler

Topic	Discussion/Decision	Action By
	contributed to the development of the Dog Fouling Initiative.	
7. Changes to Employment Provision, Social Security Support and Early Years Initiatives	<p>With reference to item 14 of the minute of its meeting of 29 May 2017, the Management Group had before it a report which updated the Management Group on changes to social security and employment support arrangements in Scotland, new opportunities to support residents through the Fair Start programme and the expansion of Early Years initiatives in the city.</p> <p>The report recommended – that the Management Group</p> <ul style="list-style-type: none"> (a) Note the contents of the report and the updates on changes to social security, employability and early years provision and policies; and (b) Agree to engage with the Fair Start programme and to promote the opportunities that it presents once the contract award is announced in October. <p>Matt Lockley (Aberdeen Prospects) advised that major social security changes were expected in Scotland over the next 12-18 month period as responsibility for a number of welfare benefits were in the process of being devolved to the Scottish Parliament. He explained that a Scottish Benefits Agency would be established in 2019 and expected this agency to adopt a different approach from the Department of Work and Pensions. Mr Lockley outlined his hope in the medium-long term that change would be positive in terms of improving outcomes for CPA priority areas but cautioned that there may be challenges in the short term due to systematic change.</p> <p>With regards to the Fair Start Programme, Mr Lockley highlighted that a joint bid for the provision of employment support services had been prepared by Aberdeen City and Aberdeenshire Councils, with the support of third sector partners and noted that the outcome of the bidding process was expected in October 2017. Mr Lockley assured partners that it was a competitive bid and contingencies had been prepared in the event of an unsuccessful bid.</p> <p>With regards to Early Years and Child Care, Mr Lockley anticipated further investment</p>	

Topic	Discussion/Decision	Action By
	<p>from the Scottish Government and hoped this would lead to a more supportive environment particularly within CPA priority areas and advised that there may be an opportunity for CPA to contribute and shape this new environment.</p> <p><u>The Management Group resolved:</u></p> <ul style="list-style-type: none"> (i) to note the contents of the report and the updates on changes to social security, employability and early years provision and policies; and (ii) to agree to engage with the Fair Start programme and to promote the opportunities that it presents once the contract award is announced in October. 	Matt Lockley
8. Quarter 1 - 2017/18 Budget Monitoring Report Page 21	<p>With reference to item 10 of the minute of its meeting of 29 May 2017, the Management Group had before it a report which provided an update on the 2017/18 Community Planning Budget's financial performance for the period 1 April 2017 to 30 June 2017.</p> <p><u>The report recommended –</u> that the Management Group</p> <ul style="list-style-type: none"> (a) Note Community Planning Aberdeen Budget's performance during quarter 1 of 2017/18; (b) Consider and approve the proposal at paragraph 2.3 with regard to £20,000 of CPA budget being used to contribute towards match funding for the Community Choices Fund; and (c) Note that from 2017/18 ESOL funding is incorporated into core college budgets and will no longer be monitored by CPA. <p>Michelle Cochlan referred partners to the report's proposal to use the previous year's underspend of £20,000 to contribute towards match funding for the Community Choices Fund which CPA would use to support future Participatory Budget events. Ms Cochlan provided assurance to partners that the underspend had been carried over into this year's CPA budget; and Paul Tytler explained that a proposed bid would be submitted to the 29 August 2017 meeting of the Council's Communities, Housing and Infrastructure Committee for approval.</p>	

Topic	Discussion/Decision	Action By
	<p><u>The Management Group resolved:</u></p> <ul style="list-style-type: none"> (i) to note Community Planning Aberdeen Budget's performance during quarter 1 of 2017/18; (ii) to approve the proposal at paragraph 2.3 with regard to £20,000 of CPA budget being used to contribute towards match funding for the Community Choices Fund; and (iii) to note that from 2017/18 ESOL funding would be incorporated into core college budgets and would no longer be monitored by CPA. 	Michelle Cochlan Neil Cowie
9. CPA Management Group Forward Business Planner Page 22	<p>With reference to item 12 of the minute of its meeting of 29 May 2017, the Management Group had before it the Management Group forward business planner.</p> <p>Michelle Cochlan advised that the Local Fire and Rescue Plan was out for consultation and she would liaise with Gordon Riddel to identify when the consultation period would conclude and when a submission could be made to the CPA Board or Management Group.</p> <p><u>The Management Group resolved:</u></p> <ul style="list-style-type: none"> (i) to note the Forward Business Planner; and (ii) to request that Michelle Cochlan liaise with Gordon Riddel to identify when the consultation period would conclude and when a submission could be made to the CPA Board or Management Group. 	Michelle Cochlan/Gordon Riddel
10. CPA Board Forward Business Planner	<p>With reference to item 13 of the minute of its meeting of 29 May 2017, the Management Group had before it the CPA Board forward business planner.</p> <p><u>The Management Group resolved:</u></p> <p>To note the Forward Business Planner.</p>	
11. Scottish Government	The Management Group had before it the Scottish Government National Update.	

Topic	Discussion/Decision	Action By
National Update	<p>Michelle Cochlan noted that the Scottish Government had appointed Neil Rennick as the new Location Director and he would be CPA's main contact within the Scottish Government.</p> <p><u>The Management Group resolved:</u></p> <ul style="list-style-type: none"> (i) to note the appointment of Neil Rennick as CPA's new Location Director; and (ii) otherwise note the National Update. 	
Page 23	<p>The Management Group had before it the CPA legislation tracker which detailed all current open consultations and pending legislation.</p> <p>Derek Murray (Nestrans) provided an update on lobbying efforts in relation to the Air Passenger Duty Bill and the Air Departure Tax Bill and advised that the concerns expressed by a number of North East partners would be raised with the Minister for Transport and the Islands on 17 August 2017;</p> <p>Mr Murray noted that a new National Transport Strategy was expected to be developed by late 2018;</p> <p>Mr Murray highlighted the Air Quality proposal and noted that Nestrans had submitted a consultation response to the Scottish Government;</p> <p>Mr Murray referred to the Improving Parking in Scotland proposal and explained that the Scottish Government may introduce legislation to make it illegal to park on footpaths and this may have implications for Aberdeen City Council in terms of increased neighbourhood disputes due to a lack of car parking facilities. There was also concern that the legislation may lead to greater parking on roads which may impede or disrupt heavy goods vehicles and buses; and</p> <p>Mr Murray advised that a Private Members Bill was due to be considered by the Scottish Parliament to reduce the national speed limit in built up areas from 30mph to 20mph.</p>	

Topic	Discussion/Decision	Action By
	<p><u>The Management Group resolved:</u></p> <ul style="list-style-type: none">(i) to note the legislation tracker; and(ii) to note the updates provided.	
13. Date of Next Meeting	The Management Group noted that its next meeting would be held on Monday 30 October 2017 at 2pm.	



Community Planning Aberdeen

CPA BOARD FORWARD PLANNER/ BUSINESS STATEMENT

The reports scheduled within this document are accurate at this time but may be subject to change.

Title of report <i>(Hyperlink to minute reference where applicable)</i>	Contact officer
2017	
11 September 17	
Leadership for Quality Improvement – CPA Board development session	Michelle Cochlan, ACC/ Dave Williams, IHI
Northfield Public Facing Locality Plan	Chris Littlejohn, NHS/ Locality Managers, ACC
Outcome Improvement Group Improvement Tracker – Q2	Michelle Cochlan, ACC
Locality Partnership Improvement Tracker – Q2	Neil Carnegie, ACC
Update on Phase 2 Review of Scottish Enterprise <u>(CPMG 29.05.17)</u>	Jamie Bell, ACC/ Gordon MacDougall
Fairer Aberdeen Board Update	Susan Thoms, ACC
4 December 17	
Outcome Improvement Group Improvement Tracker- Q3	Michelle Cochlan, ACC
Locality Partnership Improvement Tracker – Q3	Neil Carnegie, ACC
Annual Outcome Improvement Report 2016/2017	Michelle Cochlan, ACC
CPA Equalities Outcomes	Sandra Howard, ACC
Public Facing Locality Plans	Chris Littlejohn, NHS/ Locality Managers, ACC
Aberdeen City Council Strategic Business Plan	Angela Scott, ACC
Fairer Aberdeen Board	Neil Carnegie, ACC
2018	
February 18	
2018/19 Budget Setting Report	Michelle Cochlan, ACC
Six Month Outcome Improvement Report 2017/18	Michelle Cochlan, ACC
Annual Public Performance Summary	Michelle Cochlan, ACC
Outcome Improvement Group Improvement Tracker – Q4	Michelle Cochlan, ACC
Locality Partnership Improvement Tracker – Q4	Neil Carnegie, ACC
School Leaver Destinations	James Simpson, ACC
April 18	
Outcome Improvement Group Improvement Tracker – Q1	Michelle Cochlan, ACC
Locality Partnership Improvement Tracker – Q1	Neil Carnegie, ACC

Title of report <i>(Hyperlink to minute reference where applicable)</i>	Contact officer
North East College Regional Outcome Agreement	Neil Cowie, N E College
Aberdeen Local Policing Plan	Kate Stephen, PS
July 18	
Outcome Improvement Group Improvement Tracker – Q2	Michelle Cochlan, ACC
Locality Partnership Improvement Tracker – Q2	Neil Carnegie, ACC
September 18	
Annual Outcome Improvement Report 2017/2018	Michelle Cochlan, ACC
Locality Plan Annual Performance Reports 2017/2018	Neil Carnegie, ACC
December 18	
Outcome Improvement Group Improvement Tracker – Q3	Michelle Cochlan, ACC
Locality Partnership Improvement Tracker – Q3	Neil Carnegie, ACC
Timescale TBC	
Local Fire and Rescue Plan	Gordon Riddell, SFRS
Future of Scotland's Planning System	Eric Owens, ACC/ Chris Littlejohn, Public Health
Community Planning Aberdeen response to consultation on the review of Strategic Transport Projects <u>(CPMG 29.05.17)</u>	TBC

Acronyms:

ACC	Aberdeen City Council
ACVO	Aberdeen Council of Voluntary Organisations
CPA	Community Planning Aberdeen
CSP	Community Safety Partnership
HSCP	Health and Social Care Partnership
NHSG	National Health Service Grampian
PS	Police Scotland

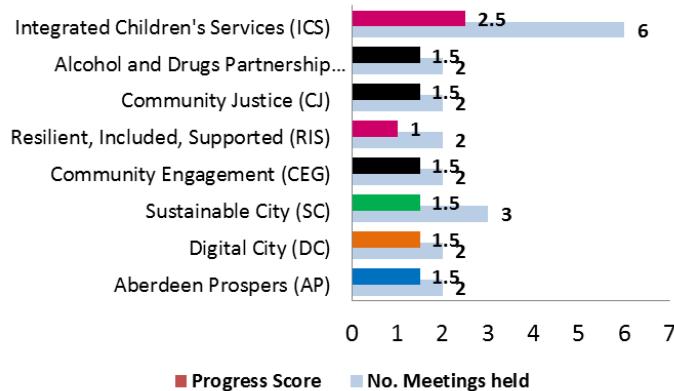


Community Planning Aberdeen

OUTCOME IMPROVEMENT GROUP IMPROVEMENT TRACKER
Quarter 2 – 2017/18

At a glance:

Progress Score 1-5: See end of document for scale description



What are we trying to accomplish?

Since the last report, the following improvement aims within the LOIP have been prioritised for improvement methodology:

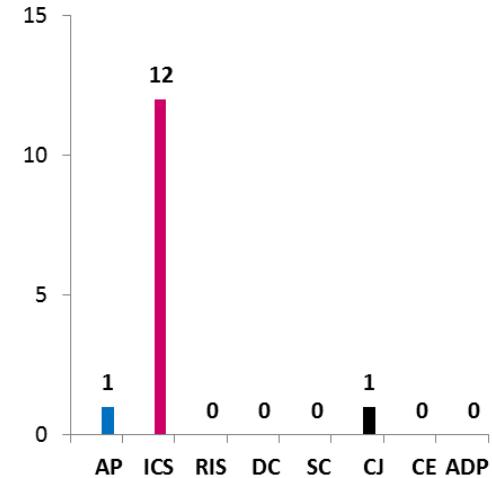
Community Justice:

- Increase in individuals referred to relevant services at point of arrest

Sustainable City:

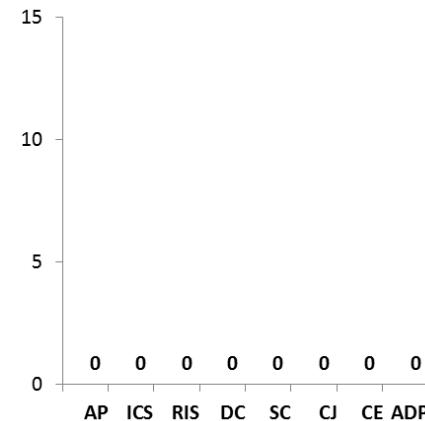
- Increase in number of community groups that include Community Resilience within their local plans
- Increase in number of communities with Resilience plans in place
- Reduce the % of inactive adults and children
- Reduce the number of people affected by household food insecurity
- Increase provision of allotments and community food growing spaces

Improvement Projects Planned



Page 27

PDSA Cycles (Tests) in Progress



Barriers to progress and asks of the Management Group to overcome these:

Recommendations/Next Steps

- Use the project charter assessment form included in this report to help refine project charters
- Groups to progress with improvement project planning for priority areas and begin testing changes using PDSA cycle.
- Refer to Innovate and Improve Learning Events for training opportunities on Model for Improvement. To find out more visit the [Innovate and Improve website](#) or book a place via [Eventbrite](#).
- Note that improvement resources will be published online at communityplanning.org.uk in the following weeks.

Agenda Item 4.1

PROJECT CHARTERS

Improvement Project Title: Increasing the number of people referred to relevant services at the point of arrest														
Executive Sponsor (Chair of Outcome Improvement Group): Angela Scott, Chair of Community Justice Group														
Project Lead: Claire Duncan, Lead Social Work Officer, Health & Social Care Partnership														
Aim statement (What? By how much? By when?): Aim: 10% of individuals are referred to relevant services (services which help an individual to address underlying issues, such as drugs and alcohol) at the point of arrest (Kittybrewster Custody Suite) by end March 2018.														
Link to Local Outcome Improvement Plan: PEOPLE <i>People are resilient, included and supported when in need</i>														
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #d9e1f2;"> <th style="padding: 5px;">Primary Drivers</th> <th style="padding: 5px;">Secondary Drivers</th> <th style="padding: 5px;">Improvement measures and aims</th> <th style="padding: 5px;">Baseline</th> <th style="padding: 5px;">17/18</th> <th style="padding: 5px;">20/21</th> <th style="padding: 5px;">26/27</th> </tr> </thead> <tbody> <tr> <td style="padding: 5px; vertical-align: top;"> We will effectively manage and support people involved in the adult Criminal Justice System in the community to reduce the likelihood of their reoffending and improve outcomes for these individuals, their families and communities </td> <td style="padding: 5px; vertical-align: top;"> Clear identified pathways and information flows are put in place to divert people from prosecution, reducing the likelihood of their reoffending and enabling them to improve their life chances </td> <td style="padding: 5px; vertical-align: top;"> Increase in individuals referred to relevant services at point of arrest </td> <td style="padding: 5px; text-align: center;">0</td> <td style="padding: 5px; text-align: center;">TBC</td> <td style="padding: 5px; text-align: center;">+15%</td> <td style="padding: 5px; text-align: center;">+40%</td> </tr> </tbody> </table>	Primary Drivers	Secondary Drivers	Improvement measures and aims	Baseline	17/18	20/21	26/27	We will effectively manage and support people involved in the adult Criminal Justice System in the community to reduce the likelihood of their reoffending and improve outcomes for these individuals, their families and communities	Clear identified pathways and information flows are put in place to divert people from prosecution, reducing the likelihood of their reoffending and enabling them to improve their life chances	Increase in individuals referred to relevant services at point of arrest	0	TBC	+15%	+40%
Primary Drivers	Secondary Drivers	Improvement measures and aims	Baseline	17/18	20/21	26/27								
We will effectively manage and support people involved in the adult Criminal Justice System in the community to reduce the likelihood of their reoffending and improve outcomes for these individuals, their families and communities	Clear identified pathways and information flows are put in place to divert people from prosecution, reducing the likelihood of their reoffending and enabling them to improve their life chances	Increase in individuals referred to relevant services at point of arrest	0	TBC	+15%	+40%								
Business case (Links to the evidence that this intervention works): Referring individuals to relevant services at point of arrest can contribute to reducing the likelihood of their reoffending and becoming further involved in the Justice System (and the consequential negative impacts on families, communities, costs to public services and the Justice System). A 2006 Scottish Executive evaluation of Arrest Referral pilot schemes (aimed at improving uptake of services among arrestees whose offending is linked to drug or alcohol use) found that professional stakeholders highlighted the potential significance of even relatively limited interventions at the point of arrest. The arrestees interviewed confirmed that the provision of harm reduction information brought immediate benefits in some cases and service information was a catalyst towards contacting services either immediately or at a later date. The evaluation found reasonable grounds for supposing that AR is successfully linking arrestees into services. <i>[In addition, evidence has shown that diverting young people away from the criminal justice system can be effective in reducing their reoffending and can have positive long-term impacts on people's lives. There is less evidence on the effectiveness of diversion in reducing reoffending among adults, though some UK studies are currently underway. There is some international evidence that diversion to drug or mental health treatment can reduce reoffending among offenders that experience such problems. (What Works to Reduce Reoffending: A Summary of the Evidence (Scottish Govt 2015)).]</i> Referring individuals to relevant services can contribute to reducing the likelihood of their reoffending and becoming further involved in the Justice System (and the consequential negative impacts on families, communities, costs to public services and the Justice System).														

<p>Measures: (How will we know if a change is an improvement?)</p> <ul style="list-style-type: none"> • Increase in number of individuals seen by referral service • Increase in number of individuals agreeing to be assessed by referral service • Increase in number of individuals making an appointment to see the referral service (if appropriate – not sure if it will be a matter of making an appointment) • Increase in total number of onward referrals to all services • Increase in number of referrals to individual services • Increase in numbers continuing to engage with individual services after initial referral/engagement • Increase in number of feedbacks from individuals • Increase in number of positive feedbacks from individuals • Number of times an individual is re-arrested whilst engaged with the Referral Service • Increase in intervals between arrests of an individual who has engaged with the Service • Reduction in severity of offence for which the individual is arrested
<p>Change ideas (What can we do that will result in improvement?)</p> <ul style="list-style-type: none"> • Establish Referral Service to engage, ‘assess’ and refer individuals at Custody Suite to services • Develop assessment form to identify relevant services • Method of engagement: i) direct approach by worker or ii) individual requests appointment having received info about referral service
<p>Potential Barriers</p> <ul style="list-style-type: none"> • Recruitment of staff. Police requirements to ‘vet’ individual/services based in Custody Suite – issue of identifying staff willing to be vetted, to undertake trial. Need for night-time working. • Individuals from areas other than Aberdeen are brought to Custody Suite <p>Project Team:</p> <p>Claire Duncan (AHSCP) Elaine Logue (Police Scotland) Lorna Murray (AHSCP/CJSWS) Mark Fleming (Police Scotland) ACC Housing Service ACC Children’s Services Susan Morrison (ACVO) Alcohol & Drugs Action Dr Dave Weardon (Principal Forensic Examiner) Val Vertigans (Improvement adviser) Client - to be confirmed</p>

V3 14 August 2017

PROJECT CHARTER ASSESSMENT FORM

Project Lead:

Project Name:

Assessment

1: Not at all 2: To a small extent 3: Somewhat 4: To a large extent 5: To a very great extent

WHAT ARE WE TRYING TO ACCOMPLISH?

Aim relates to the LOIP/ Locality Plans.	
Charter description clearly states need for improvement.	
Expected impact on organisation and/ or customer is clear	
Improvement clearly points to process, product or service or sub-system improvement	
Expected outcomes are clear and the team will know when it has completed the project	
Specific, numerical goals to be attained.	
Project can be completed within time frame	

HOW WILL WE KNOW A CHANGE IS AN IMPROVEMENT?

An appropriate family of measures is identified	
Measures identified are directly related to the project description, objectives, and goals.	
Historical data exist on performance of the process or product to be improved.	
Outcome, process, and balancing measures are specified.	
Measures can be collected at intervals frequent enough to assess progress on the project	
Improvement in the project measures can reasonably be expected within project time frame	
Financial impact is easily calculated and supported by the organisation's financial group.	

WHAT CHANGES CAN WE MAKE WHICH WILL RESULT IN IMPROVEMENT?

Specific issues to investigate and/or alternatives to consider are given.	
A concept design or change package is identified	
Project constraints are defined including what is NOT to be addressed.	
The objectives clearly state the team can develop, test and implement changes.	
Project is tied to specific processes or sub-systems	
Initial activities or PDSA cycles are suggested	

TEAM MEMBERSHIP

All appropriate subject matter knowledge is represented on the improvement team	
Process owner (authority to make changes) is represented or Sponsor of team.	
People with detailed knowledge of the targeted system are on the team.	
Patients, customers or suppliers are on the team.	
TOTAL RATING	

Total Evaluation Rating

> 95 Good Project charter definition

76-95 Consider improving or clarifying the project charter (see low ratings)

< 75 Rework or Reevaluate the need for this improvement charter

SUMMARY OF ALL IMPROVEMENTS PROJECTS UNDERWAY

Project Title	Project Aim	Timeframe	Scale
Aberdeen Prospers			
Your Local Business Gateway	Increase business gateway start up numbers across Aberdeen by 2%	July 2017 - April 2018	1.5
Community Justice			
Referral Service at Point of Arrest	To increase the number of referrals to relevant services at point of arrest (Kittybrewster Custody Suite) by 10% by end March 2018	July 2017 - March 2018	1.5
Integrated Children's Services			
Improve staffing ratio - Maisie's Children's Centre VSA	Improve core staffing ratio cover to provide quality service for children aged 0-5 at Maisie's by the end of 2017	March – December 2017	2.5
Improve Discovery Period Satisfaction rate - Foyer Futures Aberdeen Foyer	Improve our Discovery Period with 80% satisfaction rate by 30/09/17	March – September 2017	4
Play on Pedals (PoP) initiative - Education & Children's Services, ACC	1) To increase the number of children who can cycle before starting Primary 2) To increase the children's activity levels	March – TBC	2
Implementing signs of safety - Family & Community Support, ACC	80% of Parents/children/professionals using Signs of Safety (SoS) model will report a shared understanding of risk and increased levels of safety for children within their families by March 2018	March – March 2018	3
Key worker agreement - Kingsfield Children's Home, ACC	By October 2017 all key workers have signed up to a key working agreement that gives clear outline of roles/responsibilities and tasks month to month. Shorter term goal is to have two key working teams complete a run at this project through month of June	March – October 2017	3.5
Play, Stay, Learn - Early Years Scotland	Trial of new approach to providing ELC fully involving parents in the sessions with their child. Trial ends March 2018. As part of the success criteria of the trial we need to show that parents are having more positive interaction with their child and are more confident about the benefits of play on the child's learning and development	March – March 2018	0.5
Residential Child Care, ACC	Supporting the proposed improvement projects across the children's homes within the context of my role. Aim: By 31/12/17, the External Manager role will be understood and progressively	March – December 2018	1

	active in realising its key responsibilities.		
Child Protection Minutes - Permanence & Care Excellence, ACC	By 31st August 2017, 60% of Child Protection Minutes will be distributed within timescale	March – August 2017	0
Measuring Positive Outcomes - Williamson Family Resource Centre, ACC	Williamson family Centre will be able to evidence /measure positive outcomes for families based on Aberdeen 21. These will be in relation to five areas: Play and Learning, Connections, Family and Community, Support and Engagement, Care. Increased scores by Service Users will indicate improvements in these 5 areas. End Date: 31 August 2017	March – August 2017	2
Learning Centres - Communities, Housing & Infrastructure, ACC	How good are our learning centres? Aim = At present there we have no systematic way of demonstrating the impact of centres for local communities, or gaining feedback from centre users on the services received/how they would like to see services delivered. This project aims to improve in this area End – April 2018	March – April 2018	2
Increase the number of Participants undertaking CPD - Inclusion Team, ACC	Overarching Aim – To improve the Education Experience for pupils in Aberdeen City Project Aim – Increase the number of participants undertaking quality CPD in specific course areas. (100 education staff to undertake 1 of 5 courses by December 2017)	March – December 2017	2.5
Kincorth Children's Home, ACC	I would be keen to either look at exploring how we support young people to return home and the various stages this involves or looking at the systems process for paperwork we are required to produce for young people in our care. Aim: 50% reduction in the number of RAG's implemented within the Willows Children's Home in 2017 compared to 2016	March – December 2017	3.5

GROUP PROGRESS SCALE:

1.0	Forming as an Improvement Group Group has been formed; target population identified; aim determined and baseline measurement has begun.
1.5	Planning for Improvement has begun Group is meeting, discussion is occurring. Plans for improvement have been made.
2.0	Activity, but no changes Group actively engaged in development, research, discussion but no changes have been tested.
2.5	Changes tested, but no improvement Components of the model being tested but no improvement in measures. Data on key measures are reported.
3.0	Modest improvement Initial test cycles have been completed and implementation begun for several components. Evidence of moderate improvement in data.
3.5	Improvement Some improvement in outcome measures, process measures continuing to improve. PDSA test cycles on all components. Evidence of moderate improvement in process measures.
4.0	Significant improvement Most components of the change package are implemented for the population of focus. Evidence of sustained improvement in outcomes measures, halfway toward accomplishing all of the goals. Plans for spreading the improvements are in place.
4.5	Sustainable improvement Sustained improvement in most outcome measures, 75% of goals achieved, spread to a larger population has begun
5.0	Outstanding sustainable improvement All components of the Change Package implemented, all goals accomplished, and spread is underway.

Contact details

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 Community Planning Team
 Aberdeen City Council
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 Email: gbergman@aberdeencity.gov.uk
 Date of report: 18/08/17

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Community Planning Aberdeen

LOCALITY PARTNERSHIP OUTCOME IMPROVEMENT TRACKING REPORT
Quarter 2 – 2017/18

At a glance:

Page 35	Progress Score 1-5: See end of document for scale description	What are we trying to accomplish?	Improvement Projects Planned																					
	<p>The chart displays two data series for three localities: Tillydrone, Seaton, Woodside; Northfield, Mastrick, Cummings Park, Heathyfold, Middlefield; and Torry. The legend indicates that dark green bars represent the Progress Score and light blue bars represent the number of meetings held. Data points are as follows:</p> <table border="1"><thead><tr><th>Locality</th><th>Progress Score</th><th>No. Meetings held</th></tr></thead><tbody><tr><td>Tillydrone, Seaton, Woodside</td><td>1</td><td>2</td></tr><tr><td>Northfield, Mastrick, Cummings Park, Heathyfold, Middlefield</td><td>1</td><td>3</td></tr><tr><td>Torry</td><td>1</td><td>2</td></tr></tbody></table>	Locality	Progress Score	No. Meetings held	Tillydrone, Seaton, Woodside	1	2	Northfield, Mastrick, Cummings Park, Heathyfold, Middlefield	1	3	Torry	1	2	<p>Since the last report, the following improvement aims within the LOIP have been prioritised for improvement methodology:</p> <ul style="list-style-type: none">Community ownership of public Wi-Fi network in TillydroneImprovement of breastfeeding rates within WoodsideSeaton Recovery - improving delivery and uptake of community recovery supportImproving community support for pupils being educated out with their home ASG Area and providing support for the transition from locality primariesLiving Streets Dog Fouling Initiative Torry - aim to reduce dog fouling on key streets.	<p>A bar chart showing the number of improvement projects planned for three localities: Torry, Northfield, and Tillydrone, each with an 'etc' category. The Y-axis ranges from 0 to 15. Data points are as follows:</p> <table border="1"><thead><tr><th>Locality</th><th>Improvement Projects Planned</th></tr></thead><tbody><tr><td>Torry</td><td>2</td></tr><tr><td>Northfield</td><td>1</td></tr><tr><td>Tillydrone</td><td>1</td></tr><tr><td>etc</td><td>0</td></tr></tbody></table>	Locality	Improvement Projects Planned	Torry	2	Northfield	1	Tillydrone	1	etc
Locality	Progress Score	No. Meetings held																						
Tillydrone, Seaton, Woodside	1	2																						
Northfield, Mastrick, Cummings Park, Heathyfold, Middlefield	1	3																						
Torry	1	2																						
Locality	Improvement Projects Planned																							
Torry	2																							
Northfield	1																							
Tillydrone	1																							
etc	0																							
	<p>PDSA Cycles (Tests) in Progress</p> <p>A bar chart showing the number of PDSA cycles (tests) in progress for three localities: Torry, Northfield, and Tillydrone, each with an 'etc' category. The Y-axis ranges from 0 to 15. Data points are as follows:</p> <table border="1"><thead><tr><th>Locality</th><th>PDSA Cycles (Tests) in Progress</th></tr></thead><tbody><tr><td>Torry</td><td>0</td></tr><tr><td>Northfield</td><td>0</td></tr><tr><td>Tillydrone</td><td>0</td></tr><tr><td>etc</td><td>0</td></tr></tbody></table>	Locality	PDSA Cycles (Tests) in Progress	Torry	0	Northfield	0	Tillydrone	0	etc	0	<p>Barriers to progress and asks of the Management Group to overcome these:</p>	<p>Recommendations/Next Steps</p> <ul style="list-style-type: none">Use the project charter assessment form included in this report to help refine project chartersGroups to progress with planned improvement and begin testing changes using PDSA cycle.Refer to Innovate and Improve Learning Events for training opportunities on Model for Improvement. To find out more visit the Innovate and Improve website or book a place via Eventbrite.Note that improvement resources will be published online at communityplanning.org.uk in the following weeks.											
Locality	PDSA Cycles (Tests) in Progress																							
Torry	0																							
Northfield	0																							
Tillydrone	0																							
etc	0																							

PROJECT CHARTERS

Improvement Project: Living Streets Dog Fouling Initiative
Executive Sponsor: Colin Wright
Project Lead: Colin Wright / Jade Hepburn
Aim statement (What? By how much? By when?) Aim to reduce dog fouling on Rockall Road and Girdleness Road by 50% by the 31st of August 2017.
Link to Local Outcome Improvement Plan/ Locality Plans: Prosperous Place: People Friendly City <ul style="list-style-type: none">• Primary Driver - We will create an attractive welcoming environment in partnership with our communities• Secondary Driver – Encourage communities to get involved in improving their local environment through friends of parks groups and environmental walkabouts
Business case Dog fouling is a common issue in many communities and Torry is no exception. The findings from a recent Community Street Audit conducted by Living Streets Scotland, whom Torry Residents were a part of, advise us that: "Dog fouling was the most commented on issue by participants in all activities...pavements along Girdleness Road and Rockall Road are particularly bad, and form a key part of the route to school." Given that this was identified as the most commented on issue throughout the street audit it is an important issue to address so that residents can see our commitment to improve the area of Torry and also so that children and young people can have a cleaner, safer journey to school.
Measures: (How will we know if a change is an improvement?) <ul style="list-style-type: none">• % of dog fouling in the Torry area is reduced from the baseline used• Decreased complaints with regards to dog fouling in the targeted area Possible Measures: <ul style="list-style-type: none">• Increased % of pupils report heightened awareness of the health risks of dog fouling and increased % feel confident in encouraging family members with dogs to pick up after them.• Reduced complaints from residents regarding littering of used dog bags in gardens/public spaces
Change ideas (What can we do that will result in improvement?) <ul style="list-style-type: none">• Jade will carry out weekly count on the same day each week• There will be one structured session with the school• There will be one 'walkabout' session with pupils (and parents if they would like) to erect the dog bag dispensers• Spray paint the dog mess to raise awareness of the levels• Work with the school and the NHS to deliver workshops to raise awareness of the health risks associated with dog fouling and also to develop and erect dog poo bag dispensers• Work with the school to develop campaigns to alert dog owners to pick up after their dogs. This will be present both online and in local community bumping places Meetings should be weekly or fortnightly, for 30-60 minutes, with all improvement team members present. There is an ongoing agenda item for Living Streets at our Monthly Locality Meetings. This provides the opportunity to share ideas and share progress with the team. Regular contact will be made via email or phone with QI members unable to attend meetings due to logistics

Potential Barriers (What are the barriers to you making these changes)

- Funding – Lack of funding/freezes in team. Possibility to look to outsource funding

Living Streets, Dog Fouling- Budget

Item	Quantity	Cost per Unit	Total	Notes
Duct Tape	4	£4.00	£16	to create eyecatching, weatherproof dispensers
Mini Duct Tape	2	£1.50	£3	to create eyecatching, weatherproof dispensers
Biodegradable Spray Paint	4	£5.00	£20	to temporarily spray areas of fouling (using stencils provided by Play Forum)
Cable Ties	2	£3	£6	to hang dispensers
Gloves	100	N/A	£7	for sanitary reasons
Overalls	2	£3	£6	to prevent spray paint staining clothes
Dog poo bags	1000	N/A	£20.99	to fill dispensers
A5 leaflets	500	N/A	£65.00	For campaign - bumping places/community & sports centres
A4 Posters	100	N/A	£41.00	For campaign - bumping places/community & sports centres
School Quiz	1	N/A	£21.00	For school workshop alongside NHS
		Total	£206	not including postage

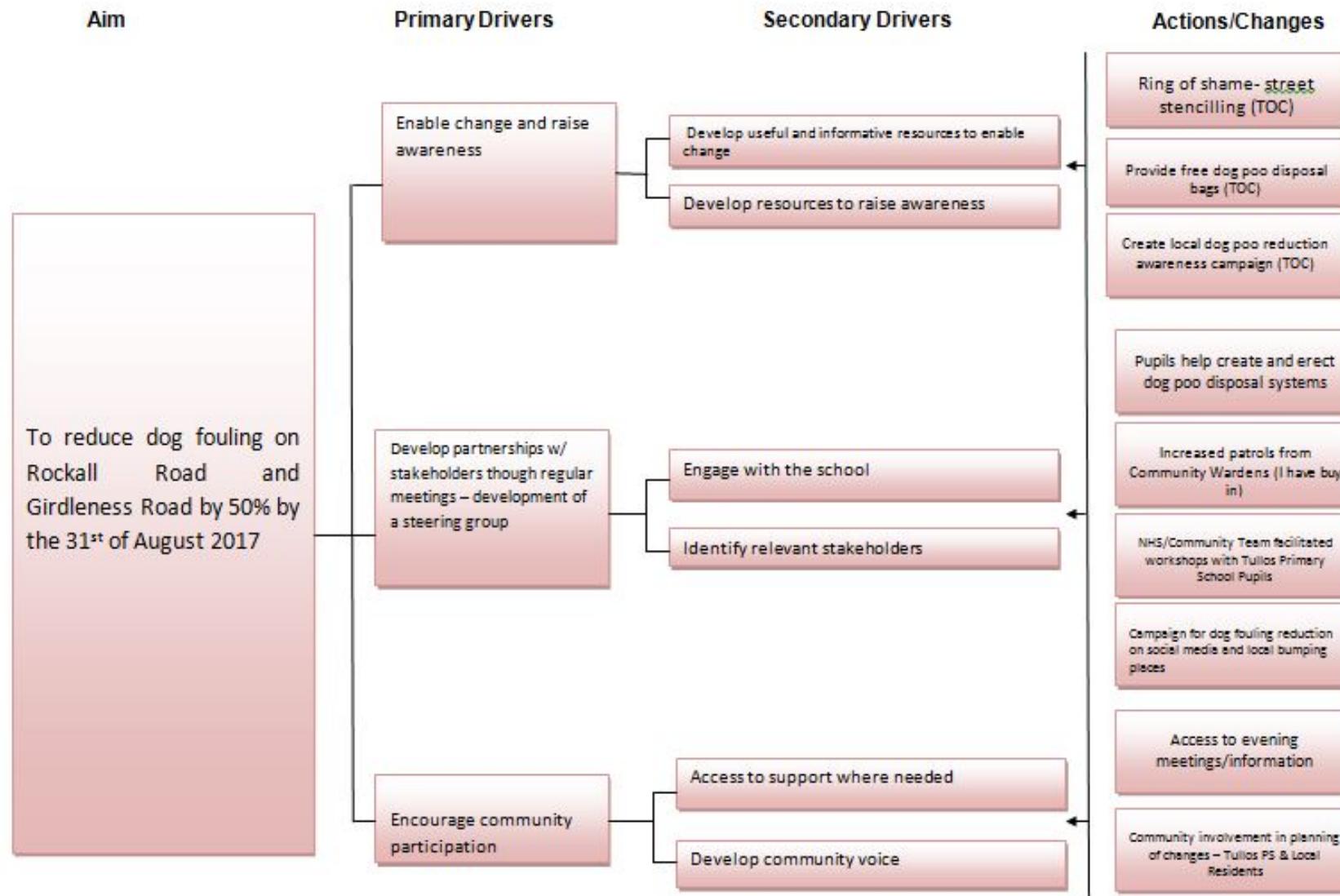
Buy in from Community Council – would like to use a version of their model for the dog bag dispensers initially.

Project Team:

JH – DW
 CW- DM
 PM-Living Streets Rep
 BL- Primary HT
 ST- City Warden
 Local community

LIVING STREETS DOG FOULING INITIATIVE DRIVER DIAGRAM

Driver Diagram for: Living Streets Dog Fouling



PROJECT CHARTER ASSESSMENT FORM

Project Lead:

Project Name:

Assessment

1: Not at all 2: To a small extent 3: Somewhat 4: To a large extent 5: To a very great extent

WHAT ARE WE TRYING TO ACCOMPLISH?

Aim relates to the LOIP/ Locality Plans.	
Charter description clearly states need for improvement.	
Expected impact on organisation and/ or customer is clear	
Improvement clearly points to process, product or service or sub-system improvement	
Expected outcomes are clear and the team will know when it has completed the project	
Specific, numerical goals to be attained.	
Project can be completed within time frame	

HOW WILL WE KNOW A CHANGE IS AN IMPROVEMENT?

An appropriate family of measures is identified	
Measures identified are directly related to the project description, objectives, and goals.	
Historical data exist on performance of the process or product to be improved.	
Outcome, process, and balancing measures are specified.	
Measures can be collected at intervals frequent enough to assess progress on the project	
Improvement in the project measures can reasonably be expected within project time frame	
Financial impact is easily calculated and supported by the organisation's financial group.	

WHAT CHANGES CAN WE MAKE WHICH WILL RESULT IN IMPROVEMENT?

Specific issues to investigate and/or alternatives to consider are given.	
A concept design or change package is identified	
Project constraints are defined including what is NOT to be addressed.	
The objectives clearly state the team can develop, test and implement changes.	
Project is tied to specific processes or sub-systems	
Initial activities or PDSA cycles are suggested	

TEAM MEMBERSHIP

All appropriate subject matter knowledge is represented on the improvement team	
Process owner (authority to make changes) is represented or Sponsor of team.	
People with detailed knowledge of the targeted system are on the team.	
Patients, customers or suppliers are on the team.	
TOTAL RATING	

Total Evaluation Rating

> 95 Good Project charter definition

76-95 Consider improving or clarifying the project charter (see low ratings)

< 75 Rework or Reevaluate the need for this improvement charter

SUMMARY OF ALL IMPROVEMENTS PROJECTS UNDERWAY

Project Title	Project Aim	Timeframe	Scale
ALL Locality Partnerships			
Your Local Business Gateway	Increase business gateway start up numbers across Aberdeen by 2%	July 2017 - April 2018	1.5
Torry Locality Partnership			
Living Streets Dog Fouling Initiative	Reduce dog fouling on Rockall Road and Girdleness Road by 50%	August 2017 - September 2017	1.5

PROGRESS SCALE:

1.0	Forming as an Improvement Group Group has been formed; target population identified; aim determined and baseline measurement has begun.
1.5	Planning for Improvement has begun Group is meeting, discussion is occurring. Plans for improvement have been made.
2.0	Activity, but no changes Group actively engaged in development, research, discussion but no changes have been tested.
2.5	Changes tested, but no improvement Components of the model being tested but no improvement in measures. Data on key measures are reported.
3.0	Modest improvement Initial test cycles have been completed and implementation begun for several components. Evidence of moderate improvement in data.
3.5	Improvement Some improvement in outcome measures, process measures continuing to improve. PDSA test cycles on all components. Evidence of moderate improvement in process measures.
4.0	Significant improvement Most components of the change package are implemented for the population of focus. Evidence of sustained improvement in outcomes measures, halfway toward accomplishing all of the goals. Plans for spreading the improvements are in place.
4.5	Sustainable improvement Sustained improvement in most outcome measures, 75% of goals achieved, spread to a larger population has begun
5.0	Outstanding sustainable improvement All components of the Change Package implemented, all goals accomplished, and spread is underway.

Contact details

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 Performance & Improvement Officer
 Community Planning Team
 Aberdeen City Council
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 Date of report: 18/08/17



Community Planning Aberdeen

Progress Report	Public facing 'easy read' locality plans
Lead Officer	Chris Littlejohn, interim Deputy Director of Public Health
Report Author	Chris Littlejohn, Chair, Community Engagement Group
Date of Report	21 August 2017
Governance Group	CPA Management Group

Purpose of the Report

To provide an update on progress towards creating public facing 'easy read' versions of the CPA locality plans

Summary of Key Information

1 BACKGROUND

- 1.1 CPA has three locality plans, each developed by its respective Locality Partnership Board (LPB).
- 1.2 The three locality plans are for: Torry; Cummings Park, Heathryfold, Mastrick, Middlefield and Northfield; and Seaton, Tillydrone and Woodside.
- 1.3 Public facing 'easy read' versions of the locality plans were proposed as a way to make it easier for LPBs to engage and involve their local populations in their implementation.
- 1.4 The Community Engagement Group (CEG) was tasked to create an 'easy read' version of each locality plan by the Management Group.

2 KEY FINDINGS/ PROPOSALS

- 2.1 The 'easy read' plan for Cummings Park *et al* is the first to be completed.
- 2.2 The 'easy read' plan is accompanied by a separate evidence briefing, intended to support discussions and debate by the LPB about taking the locality plan forward.

3 NEXT STEPS

- 3.1 The easy read plans for Torry and Seaton *et al* are also currently in production.

These will be presented to the Management Group at its meeting on 30 October 2017.

They will subsequently be finalised for presentation to CPA Board on 4 December 2017

Recommendations for Action

The Board is recommended to

- i) Endorse the creation of public facing 'easy read' versions of the locality plans
- ii) Endorse the use of the 'easy read' plans by Locality Partnership Boards to engage and involve their local population in their implementation
- iii) Make comment and suggestion that might improve the 'easy read' plans to be fed back to the Management Group

Opportunities and Risks

Opportunity: a contribution towards implementing the vision contained in the CPA Engagement, Participation and Empowerment Strategy.

Risks: all plans risk being perceived as a *fait accompli* – as if all the challenges and their solutions have already been worked out. Countering this perception always requires the skilled application of community development principles that are needed to engage people in the *coproduced* implementation of the plan.

Consultation

The public facing 'easy read' plan was developed in consultation with members of

- CPA Management Group
- CPA Community Engagement Group

Background Papers

The following paper was used in the preparation of this report:

- Community Planning Aberdeen – DRAFT Locality Plan 2017-2027, Cummings Park, Heathryfold, Northfield, Mastrick and Middlefield

Contact details:

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Insert Title : interim Deputy Director of Public Health
Insert Organisation : NHS Grampian
Tel: Insert number : 01224 558640
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Aberdeen City Locality Plans

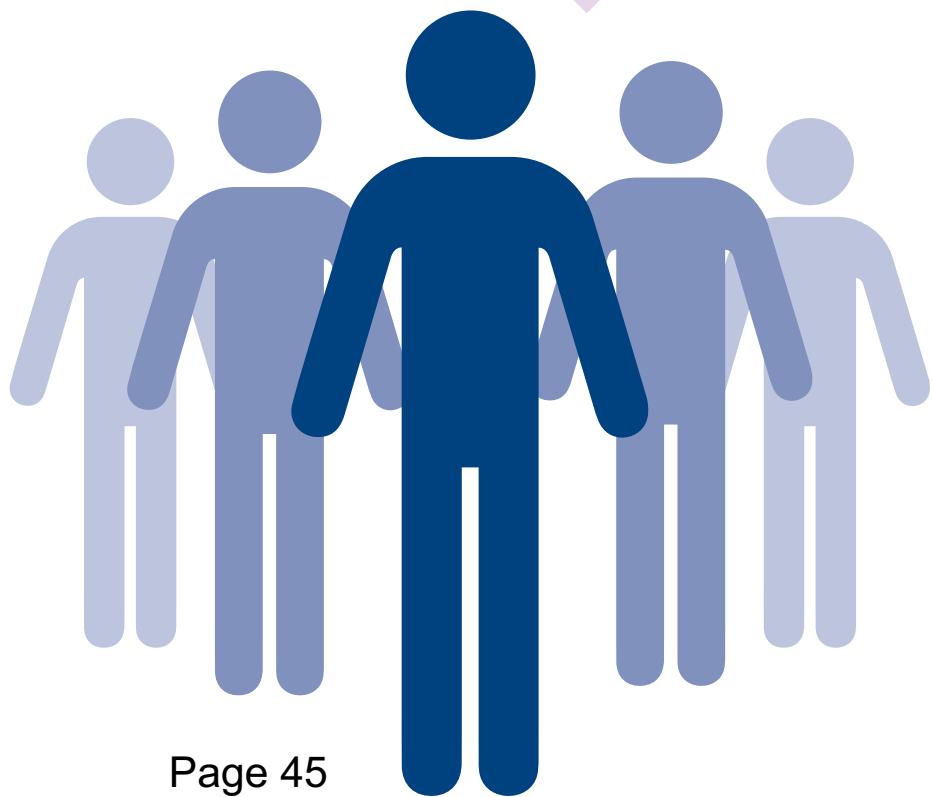
2017-2027



Community Planning
in Aberdeen

Cummings Park, Heathryfold, Northfield, Mastrick and Middlefield

Appendix 1: What Works? Evidence of Effectiveness



Our People



1. Better access to services

Interventions were effective when:

- a. The voices of the hard to reach group are found and listened to by considering the health status, social, economic and cultural factors.
- b. There is an agreed system of planning, designing, delivering and evaluating of local accessible drug and alcohol misuse, smoking cessation and counselling services using community led and co-production approaches.
- c. Partners work together to engage the community more meaningfully, for example active participation of service users and other stakeholders.
- d. There is meaningful use of local community assets and local people to engage with targeted groups.
- e. Partners work together to develop and implement service user pathways and referral processes
- f. There is accessible walk in centres, outreach mobile services and telephonic consultations with clinicians or counsellors.
- g. There is early intervention e.g., classroom-based interventions for populations with a high proportion of children who are at risk of developing a conduct disorder or engaging in antisocial behaviour.

2. Community engagement and participation

Interventions were effective when:

- a. Local communities are leading the interventions especially:
 - In setting priorities for health and wellbeing initiatives.
 - Monitoring and evaluating health and wellbeing initiatives.
 - Identifying the skills, knowledge, networks, relationships and facilities available.
 - Actively recruited to take on peer and lay roles.
- b. Local authorities actively engage and take responsibility to promote and protect health, tackle the causes of ill health and address health inequalities, and engaging effectively with the local community can help achieve this.
- c. Engaging with the community through local professional groups and /or stakeholders can build trust in local authorities and their partners by improving accountability. It can also help develop a sense of community and encourage people to adopt more healthy attitudes and behaviours, address health inequalities and improve health and mutual trust, confidence, self-esteem, control and resilience.
- d. They are shorter and single component interventions which are more successful than longer and multi-layered interventions
- e. They are both universal (to whole population) and targeted; although universal interventions have greater effectiveness.

Our Place



3. Improve Housing

Interventions were effective when:

- a. Partners use the “Spaces and Places survey” to initiate discussions on housing with local community.
- b. Staff from public sectors agencies, third sector and energy suppliers understand the effect of poor housing and heating on health and wellbeing.
- c. Partners work together to:
 - Identify the populations that may be particularly vulnerable to poor housing, (e.g. hard-to-heat homes), for example those with chronic health conditions, older adults, households with young children and pregnant women.
 - Refer vulnerable people to services to improve housing and/or health.
- d. Partners work together to:
 - Improve heating in homes throughout the year not just in winter, for example by providing housing insulation.
 - Make heating affordable by offering grants and/or working with energy suppliers to reduce rates.
- e. Local authorities and building developers ensure that new houses are built to an acceptable standard assessment procedure (SAP) rating and meet ventilation and other building and trading standards.
- f. Local authorities ensure that existing homes, in particular in the private rented sector, meet ventilation and other building and trading standards.
- g. Local authorities should ensure that housing size is adequate to the number of people living in the house.

4. Travel and Transport

Interventions were effective when:

- a. Partners use the “Spaces and Places survey” to initiate discussions on local transport and roads with local community.
- b. When public sector agencies work together to make changes to the road environment to reduce speed following community engagement activities, and taking into account local context and all road users (not just car drivers) such as:
 - Engineering measures to reduce speeds such as speed bumps.
 - 20 miles per hour limits.
 - Traffic calming measures.
- c. There is a driver and public education on road safety and anti-speeding.
- d. Education and other relevant partners work together to provide safer routes to schools and other places children and young people visit, develop school travel plans and provide cycle proficiency training.
- e. There is infrastructure that encourages active travel, for example well-lit and pedestrian friendly footpaths, cycle lanes.
- f. There is an efficient and affordable bus network that meets the needs of the local community.
- g. There are places that people can carry out daily routines (e.g. school, supermarket, bank, gym etc) in the local area.

Our Place



5. Environment and Facilities

Interventions were effective when:

- a. Partners use the “Spaces and Places survey” to initiate discussions on the environment and local facilities with the community.
- b. Partners work with the local community to improve places (e.g. community clean ups) that are beneficial to health, wellbeing and quality of life by ensuring they are safe, well-maintained and easy to reach.
- c. There are good quality and well-maintained areas for children and young people to play and undertake physical activity.
- d. Vacant and derelict land is regenerated.
- e. Ensuring that community facilities are accessible to all (e.g. Changing Places Toilets that are designed to meet the needs of people with complex care needs).

Our Economy



6. Employability and Income

Interventions were effective when:

- a. Ensuring that families who find it challenging to fully participate in school life due to their income are supported, raising awareness and supporting access to free school meals, free school trips and uniform grants.
- b. There is a focused and sustained approach to engagement and communication with those who influence young people, including parents, carers, careers advisors, teachers and practitioners, as well as young people themselves.
- c. People are supported to transition into positive destinations and/or employment through apprenticeships, colleges and careers advice.
- d. Networking, mentor support and funding are available to address some of the barriers to individuals living in more deprived communities starting their own business.
- e. They take into account the quality of work and the work environment, which are determinants of health, and that improving health at work can boost the local economy.
- f. Physical and mental wellbeing at work are promoted to support those with long term health conditions.
- g. Childcare is reformed through assessing the demand for provision of childcare for atypical work patterns which can impact upon families’ employment opportunities, family incomes and children’s prospects.

Our Economy



7. Shopping

Interventions were effective when:

- a. Community Engagement methods are used to involve local business and social enterprises to encourage corporate responsibility for health and wellbeing.
- b. There is co-ordinated local action across communities, social enterprises and business encompassing training and communication.
- c. People are made aware of benefits to supplement family budgets and how to access to fruit/vitamin programmes (e.g. Healthy Start Scheme).
- d. Planning powers are used to control number of takeaways/fast food outlets in an area.
- e. Catering facilities in public buildings are commissioned that reflect a healthy, affordable choice.

Our Technology



8. Computers and Internet

Interventions to make technology more accessible and utilised in local communities work when:

- a. Partners work together to improve digital inclusion by:
 - Identifying digitally excluded groups, for example older adults, unemployed and those in social housing.
 - Providing high quality training on basic digital skills to everyone who wants it, in a way and a place that suits their needs (e.g. older adults may not want to be in a classroom environment but rather in their own home).
 - Providing physical network of places to use computers and the internet, such as libraries and community centres.
 - Providing affordable equipment and internet connectivity in existing social housing and sheltered accommodation.
 - Providing internet connectivity in new social housing subsidised through the Affordable Housing Supply Programme.
 - Providing remote health care to older adults (e.g. virtual consultations) that is simple and easy to use, and users are able to provide informed consent.
- b. Schools and other education providers:
 - Provide digital skills to all children in particular on safety when using the internet.
 - Provide Continuing Professional Development (CPD) to teachers on digital skills, technology and new trends.
 - Have internet safety policies within schools.
- c. Communities are given the opportunity and training to develop online content and digitise information that is relevant to the communities.
- d. Community websites are designed to be accessible and user friendly (e.g. larger size targets to click).

Appendix 1: References

Our People



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Appendix 1: References

Our Economy



6. Employability and Income

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Aberdeen City Locality Plans

2017-2027



Community Planning
in Aberdeen

Cummings Park, Heathryfold, Northfield, Mastrick and Middlefield

Approximately

20,500

people live in the Cummings Park, Heathryfold, Northfield, Mastrick and Middlefield area.

Challenges within our community

Compared to other areas in Aberdeen, people living in this community have –

Poorer health among older adults



Our assets

Within the area, there are many green spaces, a community Hub, Aberdeen Treasure Hub, community centres, schools and places of worship providing opportunities for education, exercise and social contact across the ages.



Shorter life expectancy

7 years shorter on average



Lower educational attainment

1 in 3 adults have no formal qualification



Child Poverty

46% v 18%

East Middlefield

Aberdeen City



Average lower income levels

£17,442 Middlefield

£24,375 Heathryfold

£30,735 Aberdeen City

Community Voice

You have said you want to see:

Better access to health services



Better internet access and use of technology in the area

Better opportunities to go outdoors – cleaning up, repairing play areas and making them safe, fixing potholes, increasing dog waste bins



Creating opportunities for more shops in the area

More developing and engaging of our young people

Better links with employers



Your Priorities

Our People



1. Better access to services

We will work with the community to improve access for local services, focussing on the following areas:

- a. Stopping Smoking
- b. Drug abuse
- c. Alcohol issues
- d. Anti-social behaviour and crimes
- e. Mental health problems

How we will achieve this together

We will work together to increase access to local services for the people most in need, and increase training and educational opportunities for anyone who needs them. We will offer intensive family support and help to families who need it most.

What we will achieve together

- Reduce the rate of hospital admissions as a result of alcohol and drugs
- Increase access to stop smoking, alcohol, drugs, antisocial behaviour, mental health and family services
- Increase the number of people taking part in community activities

2. Community engagement and participation

We will work together to help people to feel included in their community. We will support and help people to develop and grow community projects.

How we will achieve this together

We will work together to use local assets (e.g. skills, knowledge, connections and potential in a community) to develop new or existing projects or groups e.g. Circles of Community, The Allotment Market Stall and so on.

What we will achieve together

- Deliver projects to build on strong community spirit
- Increase the number of people participating in community activities



3. Improve Housing

We will work together to improve housing for all of us in the community.

How we will achieve this together

We will find out what is needed to make our homes better (e.g. warm, dry and the right size) and work in partnership with the council, housing associations and building companies to ensure that our new and existing homes meet these needs.

What we will achieve together

- Improve the quality of new and existing homes in the community
- Ensure that everyone is living in warm, dry, right sized and affordable homes

4. Travel and Transport

We will work together to improve road safety and get more of us walking and cycling, and using public transport.

How we will achieve this together

We will improve road safety to make it more appealing and safe for us to walk and cycle in the area. We will also work with the council and bus companies to improve public transport within the community.

What we will achieve together

- More of us will want to and feel safe walking and cycling
- Affordable public transport to get us where we need to go on time

5. Environment and Facilities

We will work together to have clean and well-maintained places to go in our local community.

How we will achieve this together

We will look at ways to improve our community spaces and facilities, and encourage everyone to keep our community clean.

What we will achieve together

- Local facilities and parks will be well used and enjoyed by everyone in the community
- Reduced waste in the community

Your Priorities

Our Economy



6. Employability and Income

Working together we will improve and increase job opportunities from a young age. Working together we will increase incomes for people in our community.

How we will achieve this together

We will support families to improve reading and writing skills to help our young people to have the best start in life. We will work together to identify, support and raise awareness of education and employment support services, including money advice services. We will use local assets to increase job opportunities and encourage self-employment and entrepreneurship.

What we will achieve together

- Improve reading, writing and number skills in young children and their families through programmes such as Parents as Early Education Partners (PEEP), Early talk, Book Bug and Talk Boost.
- Increase the number of school leavers going on to further education, training or employment
- Increase the number of new business start ups
- Increase the number of people getting jobs
- Increase self-employment opportunities, in particular in childcare
- Increase affordable local childcare to further support families in returning to work.
- Increase the number of people accessing money advice services

See Appendix 1 for:
What Works? - Evidence of Effectiveness

7. Shopping

We will improve access to and availability of shops in the area.

How we will achieve this together

We will improve road safety to make it more appealing and safe for us to walk and cycle in the area. We will also work with the council and bus companies to improve public transport within the community.

What we will achieve together

- Increase the number of people, including families, having access to affordable and healthy food
- Improve access to shops for people living with a disability

Our Technology



8. Computers and Internet

We will improve access to computers and the internet which we can use to share local information.

How we will achieve this together

We will work together to improve internet access across the community. We will provide training in computer skills for all, with a focus on internet safety and security for our local children and young people.

What we will achieve together

- Increase the number of homes with access to the internet
- People will have the skills to use computers and the internet safely
- Development of an online website where local information and communications can be found



Community Planning Aberdeen

Progress Report	Fairer Aberdeen Fund 6 month progress report 2016-17
Lead Officer	Derek McGowan, Head of Service, CH&I
Report Author	Susan Thoms, Programme Coordinator
Date of Report	17.8.17
Governance Group	CPA Board – 11.9.17

Purpose of the Report

To provide CPA with the Fairer Aberdeen Fund 6 Month Progress Report 2016-17, the allocation of funding for the programme in 2017-18, and a report on the Fairer Aberdeen Participatory Budgeting event held in October 2016.

Summary of Key Information

1 BACKGROUND

- 1.1 The Fairer Aberdeen Fund is allocated by Aberdeen City Council, and is aimed at tackling poverty and deprivation; supporting partners to work together to tackle area-based and individual poverty; and to help more people access and sustain employment opportunities. Funding supports initiatives and services for the most disadvantaged communities and vulnerable people across the City. The programme responds to locally identified issues and addresses unemployment, providing financial inclusion services, improving health and literacies and enabling more sustainable and safer communities.
- 1.2 The initiatives and programmes being funded support frontline services that are provided by the Council, Community, Voluntary and other public sector partners with 90% of the fund allocated to voluntary and community organisations.
- 1.3 In 2016-17 the Council agreed a sum of £1.625m to be managed by the Fairer Aberdeen Board on behalf of Community Planning Aberdeen. The same sum was agreed for 2017-18.
- 1.4 The Fairer Aberdeen Board, which represents a partnership, participatory approach, comprises of the Chair of Community Planning Aberdeen, three Aberdeen City Elected Members, one representative from Aberdeen Council for Voluntary Organisations, one representative from NHS Grampian, one representative from Police Scotland, seven representatives from priority

	regeneration areas (appointed through the Regeneration Matters Group), and three representatives from the Aberdeen Civic Forum.
1.5	An application process is in place to ensure funding is allocated to appropriate programmes and projects. Organisations funded by the Fairer Aberdeen Board are required to meet specific terms and conditions and to comply with "Following the Public Pound " financial guidance.
1.6	Half yearly updates are provided for Council on the outcomes achieved through the investment in Fairer Aberdeen Fund. This report includes the 6 Month Report for 2016-17 at Appendix 1 and the list of initiatives being funded in 2017-18 at Appendix 2. It was agreed by Council at its meeting of 21 st June 2017 that future annual reports continue to be reported to Council and 6 month updates take the form of a Service Update.
2 KEY FINDINGS/ PROPOSALS	
2.1	The 6 Month Progress Report details how the Fund was used and the impact it had during the first 6 months of 2016. £1,500,000 was awarded to 45 projects, supporting work in regeneration areas and across the City with vulnerable groups and individuals. Grants ranged from £2,000 to £155,000 in value. Some of the achievements are summarised here:
2.2	A total of 19,788 people were involved in, or benefited from, funded initiatives, 3,585 of them were under 16 years old. 843 volunteers contributed 157,137 hours of volunteering time, worth £2.1m. (Volunteering is generally valued as the average hourly pay rate in the area, in Aberdeen this was £13.60. (Office of National Statistics, the Annual Survey of Hours and Earnings (ASHE)).
2.3	1,036 people received money advice or income maximisation advice, with a total financial gain of £1,111,928, an average of £1,073 per person.
2.4	1,347 affordable loans, totalling £1,009,899, were provided by the credit unions.
2.5	193 tons of free food was distributed and 5,111 food parcels were given out to 1,710 beneficiaries.
2.6	173 people moved into work. 23 access centres in areas of high unemployment offered weekly employment support drop in sessions. 98 young people were involved in activities designed to increase their opportunities to move into positive destinations, and 49 young people moved onto employment, education or training.
2.7	48 Community Food Outlets operated in local communities, 27 of them in Sheltered Housing complexes, and free food was distributed to 129 organisations through FareShare.
2.8	227 people accessed 2,490 sessions of mental health counselling provision,

	88 of them were under 16 years old, and counselling was provided in 7 regeneration neighbourhoods. 60% of clients showed a decreased score in their HAD scales (Hospital/Anxiety-Depression monitoring forms).
2.9	Home-Start supported 28 families in regeneration areas and 6 of these families no longer require social work support.
2.10	1,435 people participated in activities and services provided in Community Projects and Flats. Cummings Park, Seaton and Tillydrone Community Flats are wholly funded by Fairer Aberdeen, and a number of organisations use these venues to deliver services within the areas. The number of attendances to use their facilities including phone, computers, making enquiries and getting information totalled 8,185.
2.11	286 people participated in Adult Learning activities and 136 people were involved in producing community media. 6 hour-long programmes, representing key issues and news from the regeneration areas, were produced and broadcast weekly by members of the local communities. Community magazines were produced and distributed 3 times a year in 7 regeneration areas. Volunteers contributed over 12,000 hours producing community media at SHMU.
2.12	89 older people registered as new learners with Silver City Surfers to learn IT skills and how to use the internet. Beneficiaries included people with disabilities, sensory impairments and dementia.
2.13	The Fairer Aberdeen Board agreed to allocate £10,000 to undertake a participatory budgeting exercise during 2016-17. Participatory budgeting (PB) is recognised internationally as a way for local people to have a direct say in how, and where, public funds can be used to address local needs. PB originated in Porto Alegre, Brazil in the late 1980s and has since spread to over 1,500 localities around the world. It was born from a desire to reallocate public money locally and democratically to where it was needed most. When PB is adopted its use can be very important in helping individuals feel connected to each other and to their communities and can instil a sense of ownership, trust and connectivity.
2.14	The Scottish Government supports PB as a tool for community engagement which sits alongside the objectives of the Community Empowerment (Scotland) Act 2015. An additional £10,000 was awarded to match the Fairer Aberdeen funding from the Community Choices Fund, and consultancy from PB Partners was available to support the process. An additional £5,000 was contributed by the Aberdeen Integrated Health and Social Care Partnership.
2.15	The Fairer Aberdeen Board established a PB steering group of community representatives and partners supported by the Coordinator and Development Officer to plan the process, and the PB event took place in October 2016. 60 people attended the event including the Scottish Government Minister for Communities and Housing, and the event was opened and awards presented

by the Council Leader. 25 residents of the Froghall, Powis and Sunnybank area attended and were eligible to vote. There were 22 applications received and 12 projects were successful in securing funding. 24 feedback forms were received from voters who attended, the feedback was positive with respondents feeling more able to influence decisions, and that PB was a fair way to allocate funding.

- 2.16 A report on the Fairer Aberdeen PB event is at Appendix 3.

3 NEXT STEPS

- 3.1 The Fairer Aberdeen Annual Report 2016-17 will be reported to Council in December 2017.

Recommendations for Action

It is recommended that members of the Group:

- i) Note the 6 month progress report for 2016-17, at Appendix 1, and advise the Fairer Aberdeen Board of any comments on the report;
- ii) Note the information at Appendix 2 listing the initiatives being funded in 2017-18;
- iii) Note the information at Appendix 3 relating to the Participatory Budgeting event carried out by the Fairer Aberdeen Board in October 2016.

Opportunities and Risks

Many of the funded projects are valued and appreciated within local communities for the support they provide residents and the positive impact they have. Over 20,000 beneficiaries and volunteers would be negatively impacted, and services significantly reduced, if funding was unavailable.

Failure to continue to address the needs of Aberdeen's most disadvantaged communities would have a detrimental effect for the individuals and communities involved and potentially increased costs in the long term for public services. Supporting people into employment, maximizing people's income, providing early intervention in relation to education and health is not only a better outcome for individuals but reduces the costs involved in responding to the effects of poverty in the long run.

The Board regularly monitors the programme to ensure there is no duplication of provision and will continue to review projects as necessary and appropriate.

Consultation

The following people were consulted in the preparation of this report:

Consultation was carried out for the Council report in June 2017, not specifically for this report.

Background Papers

The following papers were used in the preparation of this report:

[Fairer Aberdeen Fund 6 Month Progress Report 2016-17](#)

[Fairer Aberdeen Fund 6 Month Progress Report 2016-17 Appendix 1](#)

[Fairer Aberdeen Fund 6 Month Progress Report 2016-17 Appendix 2](#)

[Fairer Aberdeen Fund 6 Month Progress Report 2016-17 Appendix 3](#)

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Fairer Aberdeen Fund

6 Month Progress Report (1st April – 30th Sept 2016)

In 2016-17 Aberdeen City Council allocated £1,625,000 to the Fairer Aberdeen Fund. The fund is managed by the Fairer Aberdeen Board on behalf of Community Planning Aberdeen, and members are from Aberdeen City Council, partner organisations and communities.

The main purpose for the fund is targeting disadvantaged communities and vulnerable groups and individuals. The Board has agreed outcomes, neighbourhoods and vulnerable groups as priorities for use of the Fund:

Priority Outcomes:

- Maximising income
- Getting people into work
- Improving mental health and well being
- Building stronger safer communities
- Increasing skills and creativity

Priority Neighbourhoods:

- Cummings Park
- Middlefield
- Northfield
- Seaton
- Tillydrone
- Torry
- Woodside

Priority Groups:

- People living in poverty
- Lone parents and families with children
- Unemployed people
- Children and young people
- People with health issues
- Older people
- Minority groups where an identified need can be evidenced

From 1st April to 30th September over £1,500,000 has been allocated to 45 initiatives, supporting projects in Regeneration Areas and work across the City with vulnerable groups and individuals. This report details how the fund has been allocated and the progress made from April to September 2016.

Maximising income

£436,464 was allocated to this theme, which aims to improve access to affordable financial services and products, deliver financial education initiatives, and provide coordinated advice and information services.

St Machar Credit Union and North East Scotland Credit Union Access Project promote access to saving schemes and affordable loans across all the priority areas.

Financial Capability at the Foodbank, Citizens Advice Bureau Money Advice Outreach Project, Care and Repair and Aberdeen Illness and Disability Advice offer advice and information. Cash in your Pocket acts as a central hub for its financial inclusion partners.

Food Poverty Action Aberdeen aims to generate as much produce as possible for the benefit of those in food poverty, and to provide access to financial, employability and educational support and information.

Over the 6 months 1,347 affordable loans, totalling £1,009,899, were provided by the credit unions. Money and income maximisation advice was provided for 1,036 people, resulting in client financial gain of £1,111,928, an average of £1,073 per person. CFINE distributed 193 tonnes of free food and provided 5,111 food parcels for 1,710 people.

As can be seen in the table below, most of the projects are on track to achieving their full year target for 2016-17.

Indicator	April-Sept 2015	Target 16-17 (full year)	April-Sept 2016
Number of Credit Union adult savers	4473	4750	4676
Number of Credit Union junior savers	1872	2500	2133
Number of affordable loans provided by Credit Unions	1087	3600	1347
Amount of affordable loans provided by Credit Unions	£885,978	£1,500,000	£1,009,899
Total savings deposited with Credit Unions	£1,518,035	£2,250,000	£2,343,148
Number of credit union collection points	14	10	14
Number of people receiving money advice	191	375	155
No. of people receiving income maximisation advice	1162	1905	1036
Number of households receiving maximising income/charitable funding advice from Care & Repair	144	330	168
Total client financial gain	£1,467,077	£1,878,280	£1,111,928
Number of referrals to Cash In Your Pocket database	1146	1500	752
Quantity of free produce distributed in tonnes	160	300	193
Number of 5kg food parcels distributed by CFINE foodbank	n/a	10,000	5,111
Number of CFINE food bank beneficiaries	n/a	4,000	1,710

Getting People into Work

£235,602 was allocated to ensuring that people had access to the support and skills they needed to return to work.

Pathways Employability service supports people into work, offering help with CVs, job searches and completing application forms. They run weekly drop in sessions in all the priority areas.

North East Sensory Services Employment Service supports people with sight and/or hearing impairments, as well as helping people retain employment.

Station House Media Unit delivers the SHMU Train Initiative, as well as early intervention work in schools. The Princes Trust Team Programme offers training and development programmes for young people.

Pathways also manage the Support Fund which helps to pay expenses that can be a barrier to returning to work.

Over the 6 months 173 people moved into work. Weekly employment support drop in sessions were run in 23 venues in priority neighbourhoods. 98 young people were involved in employability initiatives with 49 of them moving on to employment, education or training. Pathways are well on target to meet their full year target with 173 people into work in the 6 month period.

As can be seen in the table below, most of the projects are on track to achieving their full year target for 2016-17.

Indicator	April-Sept 2015	Target 16-17 (full year)	April-Sept 2016
Number of people into work	141	267	173
Number of people accessing the Support Fund	53	100	50
Access Centres in areas of high unemployment offering weekly Employment Support drop In sessions	14	14	23
Number of young people involved in MCMC activities	83	194	98
Number of young people moving on to employment, education or training	48	99	49
Number of people supported into work by Pathways	125	225	165
Number of people engaged and registered with NESS	39	45	46
Number of people supported into work by NESS	5	8	1
Number of people supported to retain work by NESS	21	15	24
Number of young people supported into work, education or training	48	99	49

Improving Health and Wellbeing

£334,746 was allocated to health and wellbeing and reducing health inequalities.

Pathways to Wellbeing and Mental Health Aberdeen provide counselling services in all of the priority areas, these continue to be oversubscribed and have long waiting lists. There has been an increase in young people seeking youth counselling.

Seaton Support for Recovery offer support to people recovering from drug, alcohol and mental health issues.

Printfield Feel Good and Tillydrone Health and Wellbeing projects offer complementary health treatments and Healthy Roots continue to maintain Manor Park in Middlefield.

Homestart offers home visiting support to families in need, and Cyrenians Street Alternative volunteer workers fulfil a diverse range of roles to support and give advice to homeless people. The Community Food Development project continues to improve access to affordable and healthy food.

Befriend a Child provides one to one support and friendship to vulnerable youngsters who could particularly benefit from participating in various activities/interests not normally available to them.

Over the 6 months 315 people accessed mental health counselling provision. 88 of them were under 16 years old. 48 Community Food Outlets were operating, 27 of them in sheltered housing complexes. Home-Start supported 28 families in regeneration areas and 6 of these families no longer need social work support.

As can be seen in the table below, some of the figures achieved are up compared to the same time period in 2015, and all are on line to meet the full year target for 2016-17.

Indicator	April-Sept 2015	Target 16-17 (full year)	April-Sept 2016
Number of operational Community Food Outlets	79	80	48
Number of Community Food Outlets operating in Sheltered Housing	15	41	27
Amount of sales in Community Food Outlets	£44,050	£85,000	£55,000
Number of adult clients using mental health counselling provision	208	370	227
Number of clients under 16 using mental health counselling provision	118	150	88
Number of counselling sessions provided	2,378	2,650	2,490
Number of new and existing clients using the Seaton Recovery project and support on a regular basis	32	35	33
Number of people attending Cyrenian's Street Alternative sessions	20	20	20
Number of families supported by Home-Start	24	30	28
Number of families supported by Home-Start no longer needing Social Work support	2	5	6
Number of children and young people attending Befriend a Child youth clubs	20	48	16

Building Stronger, Safer Communities

£286,308 was allocated to supporting neighbourhood projects and services and contributing to community safety.

Community Flats in Cummings Park, Printfield, Seaton and Tillydrone offer a range of services and activities as well as providing venues for other organisations to work within local communities. They also provide first stop information and advice regarding changes to the benefit system and make referrals to appropriate agencies for local people requiring support.

Middlefield Youth Flat offers services for young people, and for younger children through its Under 11s work. Additional youth activities are provided by the Big Bang Drumming Group, ACT Attack and Fersands Youth Work Support.

Family support work and a Twos group are funded in Fersands Family Centre and Choices Relationship Revolution aims to raise awareness of gender based violence amongst young people.

Operation Begonia provides additional police patrols to engage with on street sex workers. With reduced numbers of calls to the police regarding on street prostitution and fewer women encountered, Operation Begonia also continue to target off street sex workers.

Community Integration Support Service provides intensive support, to prisoners, based on the individual's Community Reintegration Plan allowing them to partake in a variety of activities which include radio/film/music sessions.

Over the 6 months there were 560 hours of patrols engaging with on street sex workers, 1,435 people engaged in services and activities in community flats and there were 8,185 attendances to use facilities at community flats.

As can be seen in the table below, most of the projects are on track to achieving their full year target for 2016-17.

Indicator	April-Sept 2015	Target 16-17 (full year)	April-Sept 2016
Number of new women encountered through Operation Begonia	9	30	6
Number of hours of patrols engaging with on street sex workers	320	960	560
Numbers of call to the Police regarding 'on street' prostitution for Local Policing Areas of City Centre and Seaton	10	18	9
Number of offenders participating in community reintegration programme in prison	35	60	71
Number of people participating in activities and services provided by Community Projects and Flats	2401	1,016	1,435
Number of attendances at Community Flats to use facilities including phone, computers and information/enquiries	7380	12,485	8,185
Numbers of young people using the Middlefield Youth Flat	129	130	60
Number of children registered at Printfield After School Club	54	60	52

Increasing Skills and Creativity

Increasing Skills and Creativity

£160,082 was allocated to supporting learning and creative activities.

Station House Media Unit supports Community Media and Youth Media.

WEA Reach Out Skills Programme provides a wide range of learning activities with an emphasis on Literacy and Numeracy.

Silver City Surfers provides IT sessions for older people, WEA focuses on providing literacy support for non-traditional learners, and Literacies for Life, delivered by the Adult Learning Service, provides literacy opportunities.

St Machar Parent Support Project Positive Lifestyles supports parents, particularly with issues arising from welfare reforms.

Over the 6 months there were 286 people involved Adult Learning activities and 89 people registered as new learners with Silver City Surfers. 407 organisations worked in partnership with SHMU and 136 people were involved in producing community media, contributing 12,856 volunteer hours.

As can be seen in the table below, all of the projects are on track to achieving their full year target for 2016-17.

Indicator	April-Sept 2015	Target 16-17 (full year)	April-Sept 2016
Number of people participating in WEA Reach out Skills Programme	n/a	110	91
Number of people involved in producing Community Media at SHMU (radio shows + magazines)	125	130	136
Number of new learners registered with Silver City Surfers	203	157	89
Number of organisations working in partnership with SHMU	291	300	407
Number of people registered as new learners with Silver City Surfers	83	157	89
Number of young people participating in Youth Media (radio and TV)	61	50	66
Number of participants attending the Positive Lifestyles Programme	143	160	113
Number of volunteers involved in SHMU media	125	130	167
Number of volunteer hours contributed to SHMU media	16,271	18,500	12,846



Fairer Aberdeen Programme 2017-18

The Fairer Aberdeen Fund is allocated by Aberdeen City Council to tackle poverty and deprivation. The Fund is dispersed and managed by the Fairer Aberdeen Board, made up of representatives from the regeneration areas, the Civic Forum, the Council, Aberdeen City Health and Social Care Partnership, Police Scotland and ACVO (Aberdeen Council of Voluntary Organisations).

The Fund focuses on neighbourhoods that fall within the most deprived 0-15% in Scotland according to the Scottish Index of Multiple Deprivation, as well as supporting vulnerable groups and individuals.

Funding of £1.625m was made available for 2017-18 to support initiatives fitting with the main priorities decided by the Board. At their meeting in March 2017 the Fairer Aberdeen Board allocated £1,459,000 to 44 projects, supporting work in regeneration areas and across the City with vulnerable groups and individuals. Grants range from £2,000 to £155,000 in value.

Maximising income

£438,809 was allocated to this theme, aiming to improve access to affordable financial products and services and delivering coordinated advice and information services. Funding was awarded to 9 initiatives including CAB and credit unions, as well as Food Poverty Action Aberdeen which coordinates food bank work in the City and Cash In Your Pocket which aims to which supports people to access the employability and financial inclusion support they need.

Funded initiatives

Aberdeen Illness and Disability Advice Service
Castlehill Housing Association - Care and Repair Funding Officer
CFINE (Community Food Initiatives NE) - Cash In Your Pocket
CFINE (Community Food Initiatives NE) - Food Poverty Action Aberdeen
CFINE (Community Food Initiatives NE) - Financial Capability at the Foodbank
Citizens Advice Bureau - CAB Money Advice Outreach Project
Grampian Housing Association - SMART Money Management for Women
North East Scotland Credit Union - NESCU Credit Union Access Project
St Machar Credit Union

Getting people into work

£245,700 was allocated to this priority, aiming to provide access to support and skills needed to return to work, support personal development and training and deliver in work support. Funding was awarded to 4 initiatives including Pathways which provides support to residents of priority areas into employment by providing tailored support for people from the first stages of job seeking through to securing and maintaining employment.

Funded initiatives

Aberdeen Foyer - Princes Trust Team Programme
North East Sensory Services - NESS Employment Service
Pathways to Employment
Station House Media Unit - SHMU Train Initiative

Improving mental health and wellbeing

£335,183 was allocated to this priority, aiming to reduce health inequalities, improve mental health and wellbeing and increase access to affordable healthy food. Funding was awarded to 12 initiatives

including mental health counselling for young people and in priority areas and access to affordable, healthy food through community food initiatives.

Funded initiatives

Seaton Support for Rehab and Recovery
Aberdeen Cyrenians Street Alternatives
Aberdeen Foyer Reach
Befriend a Child Youth Clubs
CFINE (Community Food Initiatives NE) - Community Food Development Project
Home-Start Aberdeen
Mental Health Aberdeen - ACIS Youth Counselling
Mental Health Aberdeen - Calsayseat Counselling
Mental Health Aberdeen - Torry Adult Counselling
Pathways to Wellbeing
Printfield Community Project - Feel Good Project
Tillydrone Community Flat - Health & Well Being Project

Building stronger, safer communities

£277,287 was allocated to this theme, aiming to improve access to services in regeneration areas, increase community safety and support community involvement and participation. Funding was awarded to 14 initiatives including community projects and flats which provide a venue for a range of services and support to be delivered to local residents.

Funded initiatives

Aberdeen Lads Club - Big Bang Drumming Group
Choices Aberdeen - Relationship Revolution
Cummings Park Community Flat
Fersands Community Project - Youth Work Support
Fersands Family Centre - Family Support Worker
Fersands Family Centre - Twos Group
STAR Community Flat
Middlefield Community Project - Middlefield Under 11s and Volunteer Work
Middlefield Community Project - Middlefield Youth Flat
Printfield Community Project
Scottish Police Authority - Operation Begonia
St George's Church - ACT Attack
Station House Media Unit - Community Reintegration Support Service
Tillydrone Community Flat

Increasing skills and creativity

£161,556 was allocated to this theme which aims to support learning and creative opportunities. Funding was awarded to 5 initiatives including Station House Media Unit which supports volunteers to produce magazines and radio programmes exploring and addressing local community issues and developing skills by providing training and support.

Funded initiatives

Silver City Surfers
St Machar Parent Support Project - Positive Lifestyles
Station House Media Unit - Community Media
Station House Media Unit - Youth Media
WEA - Reach Out

FAIRER ABERDEEN

PB

U DECIDE

“
It gives people the chance to directly influence how funding is allocated.”

The Fairer Aberdeen Board decided in March 2016 to allocate funding to undertake a Participatory Budgeting (PB) process, with the expectation this would be matched by funding from the Scottish Government. A successful funding bid to the Community Choices Fund, and an additional contribution from Aberdeen City Health and Social Care Partnership meant a total of £25,000 was available.

The Board was asked to take part in a steering group to plan and deliver the PB process and 12 people agreed to this, 6 community representatives from the regeneration areas, 2 representatives from the Civic Forum, and 4 representatives from Partner agencies (Aberdeen City Health and Social Care Partnership, Police Scotland and ACVO). Support for the implementation of PB was available from PB Partners and the process was supported and facilitated by the Fairer Aberdeen Coordinator and Development Officer.



“ We all get the chance to apply and have a say where funding is spent.”

Page 71



“Overall, a great success; feedback from those participating was very positive, and even with slightly lower numbers than expected, there was a real buzz at the event with people networking and interacting enthusiastically. It was great to see the Minister for Communities and Housing, as well as the Council Leader attending.”

Alan Budge, PB Partners



“Everyone can feel included.”

Lily Pad Coffee Shop
Posted on October 23, 2016 by
jamsmithoo

Menu

Your Streets, Your Say
Participatory Budgeting in Aberdeen

Your Streets, Your Say

HOME ABOUT PROJECTS WHEN IT'S ALL HAPPENING



An information and training session was held with The Democratic Society to explore the use of Participatory Budgeting Digital Tools. The session included the opportunity to try out the digital packages which are available. The steering group decided against the use of digital tools for this event; however one of the Civic Forum representatives created a website that was used as a simple digital tool to display applications and promote the event.

Community based contacts from Sunnybank Community Centre, Froghall Community Centre, Powis Residents Group and Froghall, Powis and Sunnybank Community Council helped support applicants and promote the PB process. Police Scotland provided valuable support with distributing information and application forms, as did the Community Wardens in the area.

The steering group agreed to hold the PB process in the Froghall, Powis and Sunnybank area, as defined by the Community Council boundaries. This is an area with pockets of deprivation, but it does not fall into the 0-15% most deprived, so does not usually benefit from funding targeted at the regeneration areas. It was felt the level of funding was not high enough to hold a City wide event, and the Board members were keen to support an area where there are needs, but fewer funding opportunities. The theme of the PB process was tackling social isolation and exclusion, around the theme of connected communities and health and wellbeing.

It was decided to call the event ‘Your Streets, Your Say’, as well as to use the ‘U Decide’ branding which is being used for other PB events in Aberdeen.



“

As I live in the area I valued this event as a great opportunity to improve our surroundings and meet people.”



“

PB is community empowerment at its best.”

Jenny Laing, Council Leader



The voting day was held on the 29th of October at Sunnybank School. 60 people attended and 25 were eligible to vote.

22 applications were received totalling £39,093, although two were withdrawn as one was duplication and the other organisation managed to get the venue they were looking for funding for through community contacts made during the process.

Of the 20 that went through to the voting stage 12 projects were successful in receiving enough votes to be awarded funding from the £25,000 available.

24 feedback forms were received. 18 people had enjoyed attending the event, 1 had not. Of the 19 people who answered whether they felt more or less able to influence decisions affecting their local area after the event 8 people said they felt a lot more able to influence decisions in their area and 11 people said they felt a bit more able. 15 people thought that PB was a fair way to allocate funding, while 2 didn't think so and 2 didn't know.

Most of those attending were already involved in their community, either volunteering, attending residents groups or being a member of a local organisation, however all but one said they had met new people who live in the area, found out more about local groups or more about what was happening in the area. 5 People said they had found out more about how decisions were made in the area and about Council/public processes.

There were some negative aspects to the event, some felt that 2 minutes was not long enough to present ideas, and the number of people attending who were eligible to vote was not as high as expected. It is anticipated that greater use of digital tools could improve participation in future events.

Susan Thoms & Anne Knight
Fairer Aberdeen Support Team

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“

It gives people who use the funding a direct say in what happens, which motivates people to participate.”

“

People active in communities know the most about their communities.”

“

All well organised and friendly – SO enjoyed it all!!”

AND THE WINNERS ARE!!!

Sunnybank Improvements
Cycle Repairs @Man shed
Froghall Community Garden
Graffiti Art Work
Lily Pad Coffee Shop
Community Café
Community Centre Decorating
Community Games Room
Community Centre Decorating
Ping Pong Powis
Tooled Up – Powis in Bloom
Get Fit Outside
Wheels Are Fun

Friends of Sunnybank Park
Froghall Community Centre
Froghall Community Centre
Froghall Community Centre
Froghall Community Centre
Powis Community Centre
Powis Community Centre
Powis Community Centre
Powis Residents Group
Powis Residents Group
Sunnybank Community Centre
Sunnybank Community Centre



Community Planning Aberdeen

Progress Report	Enterprise and Skills Review: Report on Phase 2 Outcomes
Lead Officer	Jamie Bell, Team Leader, Communications & Engagement, Scottish Enterprise
Report Author	Jamie Bell, Team Leader, Communications & Engagement, Scottish Enterprise Chris Brodie, Lead Head, Skills Planning & Sector Development, Skills Development Scotland
Date of Report	24 August 2017
Governance Group	CPA Board

Purpose of the Report
To update the CPA Board on the Phase 2 outcomes and progress to date from the Scottish Government's Enterprise and Skills Review.

Summary of Key Information
<p>1 BACKGROUND</p> <p>1.1 At its meeting of 24th April 2017, the CPA Board received an update on the Scottish Government's Enterprise and Skills Review, first launched in May 2016. The report highlighted the key outcomes from Phase 1(completed in October 2016) and updated members on progress under Phase 2 of the Review which embarked in November 2016.</p> <p>1.2 The focus of the Review was to build on the strengths and successes of the four agencies (Scottish Enterprise, Highlands & Islands Enterprise, Skills Development Scotland and the Scottish Funding Council) in order to enhance the system of support for enterprise, skills, investment and innovation so that its impact becomes greater than the sum of its parts.</p> <p>1.3 The overarching ambition of the Scottish Government and context for the Review is "for Scotland to rank amongst the top quartile of OECD (Organisation for Economic Co-operation and Development) countries for productivity, equality, sustainability and wellbeing." (Keith Brown, MSP Cabinet Secretary for Economy, Jobs and Fair Work, June 2017, Enterprise and Skills Review: Report on Phase 2). The Enterprise and Skills support system is seen as key to attaining that economic ambition</p>

- 1.4 Phase 1 of the review set the challenge with Phase 2 focusing on delivery, completing the formal Review process. The [Phase 2 report](#) was published on 28 June 2017 by the Cabinet Secretary for Economy, Jobs and Fair Work and reported back on the key outcomes and nine projects (workstreams) identified following Phase 1 recommendations. A number of priority areas of focus were defined as part of Phase 2 and progress is now being made against the 9 key project workstreams previously identified.
- 1.5 The work has now moved to ***implementation*** of the key outcomes from Phase 2 with partners and Government involved in agreeing commitments and delivering key actions under each project workstream. Ongoing engagement with key stakeholders, particularly the business community, has been a central element to the process across all the projects and will continue through implementation.
- 1.6 This report updates the CPA Board on the Phase 2 outcomes and highlights progress against implementation.

2 PHASE 2: KEY FINDINGS/OUTCOMES

- 2.1 The review was designed to enhance rather than diminish the system of enterprise and skills support to maximise economic impact for Scotland. Phase 2 identified several high level priority areas for the economic system, comprising:
- A **Strategic Board** – ensuring each of the Agencies know the shared goals and aspirations of the whole system. Initially an ***Implementation Board*** will frame those goals and aspirations.
 - A new **Analytical Unit** – to co-ordinate analytical resources of each of agencies and Scottish Government to inform decision-making and performance of Strategic Board.
 - A strong **Customer-focus** – simplified access to education and skills provision trusted by all business and learners with agency and LA business advice services lined up behind it.
 - A new **South of Scotland Agency** fully operational from 2020 and focused on the needs of Dumfries & Galloway and the Scottish Borders geographies.
 - **Regional focus with *Regional Economic Partnerships*** focused on the needs of the economy of their area. Agencies will respond more flexibly to local and regional needs. The private sector will form an integral part.
 - **Innovation and promotion of innovation** – building on the country's world class research and routes to innovation and commercialisation in

	<p>universities and colleges supported by enterprise agencies. Innovation will also be spread more widely across the business base.</p> <ul style="list-style-type: none"> • International in outlook by promoting a ‘global mindset’ raising international ambition. • A skills focus on needs of the economy and opportunities including alignment of relevant functions of Skills Development Scotland and the Scottish Funding Council. <p>2.2 In addition, Phase 2 comprised a set of specific reports detailing high level outcomes for each of the nine project workstreams covering:</p> <ul style="list-style-type: none"> • Governance – Strategic Board • Data, Performance & Evaluation • Regional Partnerships • South of Scotland Enterprise Agency • Enterprise and Business Support • Innovation • International • Skills Alignment • Learner Journey <p>2.3 Each of the workstreams is live, ongoing and progressing following the Review’s completion.</p>
3.	<h3>IMPLEMENTATION TO DATE</h3> <p>3.1 Since the Phase 2 report publication a short-term Implementation Board has been established (met twice to date) to lay the ground-work for the new Strategic Board to be established in the autumn (around October). The Board will provide the high-level governance for the new system of support. Agency Boards will remain in place and core functions unchanged, but with an expectation that agencies will work to align delivery with the priorities set out by the Strategic Board.</p> <p>3.2 Short-life projects have been identified:</p> <ul style="list-style-type: none"> • Outlining the Strategic Plan. • The Analytical and Performance Framework. • Supporting Governance and Advice to the Strategic Board. <p>The immediate priority for the Strategic Board, once convened, will be development of a Strategic plan and a measurement and performance framework underpinning the Plan.</p> <p>3.3 Members of the Implementation Board comprise representatives of the Agencies, COSLA, STUC, Colleges and Universities, FSB, CBI, SCDI, Scottish Chambers of Commerce and private sector. The Board is chaired by Professor Lorne Crerar.</p>

(see **Appendix 1** – Enterprise and Skills Review: Implementation Board Members)

- 3.4 The Agencies SE, HIE, SDAS, SFC are all actively involved in work streams with SG to take forward action plans on other recommendations such as Regional Partnerships, Support for Business, Internationalisation and Innovation. This work will be taking place over the coming months.
- 3.5 A key outcome of the Review is a stronger **regional focus** based on an approach that better understands regional strengths and opportunities. The Review states that: "...we want to encourage the development of regional economic partnership arrangements which are self-assembled around the bespoke requirements of particular regions. These will build and expand on experiences, structures and learning from City Deals and we envisage that these partnerships will evolve over time and will be underpinned by the participation of the region's key private, public and third sector interest including Community Planning Partnerships (CPP), universities and colleges."
- 3.6 Inclusive growth will lie at the heart of this approach with regional partners(ships) expected to measure success against the five high-level outcomes for inclusive growth in Scotland, namely:
 - Economic performance and productivity
 - Labour Market Access
 - Fair Work
 - People
 - Place
- 3.7 In response the Agencies will be expected to define their approaches ensuring 'regional equity' is taken into account in their operations and tailoring products and services to regional conditions and work constructively with partnerships. The Agencies are currently engaged in the project workstream on Regional Partnerships and actively reviewing their approaches towards a more defined regional focus. From an Agency perspective there remains a need to maintain the focus on growth, as a core overriding priority, but also build an approach that enables a regional 'lens' to be applied.
- 3.8 On **skills** there is commitment as part of the Review implementation to align the relevant functions of SDS and SFC around a 5-stage Skills Alignment model that includes:
 - a **single assessment** of the demand for skills;
 - the agreement of provision **priorities to meet the needs** of the economy and learners; and
 - the **execution, performance management** and **evaluation** of skills provision against the **provision priorities**.

The will include the appointment of a single **Skills Alignment Director** reporting to the Chief Executive Officers of SFC and SDS.

4 NEXT STEPS

4.1

Key Milestone	Timescale
The formal Review has completed with project workstreams now delivering against commitments and actions arising from the Review.	Ongoing

Recommendations for Action

It is recommended that members of the Board:

Note this report, outcomes from Phase 2 of the Review and ongoing progress against implementation.

Opportunities and Risks

The report is an update report for information on the Enterprise and Skills Review. There are no opportunities/risks arising from the report.

Background Papers

The following papers were used in the preparation of this report.

Enterprise and Skills Review: Report on Phase 2:
<http://www.gov.scot/Resource/0052/00521428.pdf>

Enterprise and Skills Review: Report on Phase 2
Regional Partnerships
<http://www.gov.scot/Resource/0052/00521431.pdf>

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**ENTERPRISE AND SKILLS REVIEW
IMPLEMENTATION BOARD**

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