

ABERDEEN PROSPERS COMMUNITY PLANNING ABERDEEN

Note of meeting, 18th January 2018

	In attendance	Apologies
	<p>Duncan Abernethy (DA), NESCOL Steve Black (SB), Momentum Scotland Linda Buchanan (LB), Aberdeen City Council, Lifelong Learning Michelle Cochlan (MC), Aberdeen City Council, Community Planning Duncan Cockburn (DC), RGU and Cultural Network Jamie Coventry (JC), Aberdeen City Council, Economic Development Allison Carrington (AC), Skills Development Scotland Kirsty Jarman (KJ), Department for Work and Pensions Matt Lockley (ML), Aberdeen City Council, Economic Development (temp chair) Lavina Massie (LaM), Aberdeen Civic Forum Derick Murray (DM), NESTRANS Jonathan Smith (JS), Aberdeen Civic Forum Roz Taylor (RT), Elevator – Business Gateway Paul Tytler (PT), Aberdeen City Council, Localities</p>	<p>Richard Sweetnam (RS), Aberdeen City Council, Economic Development, Chair Jamie Bell (JB), Scottish Enterprise Joyce Duncan (JD), ACVO</p>
	Item	Action points
1	<p>Welcome and introductions</p> <p>ML welcomed everyone to the meeting. Apologies were noted (as above).</p>	
2	<p>Notes of last meeting, actions</p> <p>ML went through the notes of the November meeting and updated on the following actions:</p>	

	<ul style="list-style-type: none"> • AP29 – discuss business representation with Chair. Not yet completed. MC recalled that the original agreement with the Chair had been that business organisations and representative bodies could and should be invited to meetings where the content is directly relevant and there would be value gained from their engagement • AP32 – consider role of Community Engagement group in supporting the development of the Community Benefits programme. JS reported that there is an open invitation from Chris Littlejohn, chair of the Community Engagement group, for the group to assist with engagement activities across the work of the CPA. PT agreed to follow this up as he is a member of the Community Benefit steering group • AP35 to 39 – further discussion on the LOIP indicators and outcomes for Aberdeen Prospers. MC reminded the group that their priorities and actions should be shaped by the LOIP, not the other way around. This should be reflected in agenda planning and in the partners that are invited to meetings • Further to the above, MC raised concerns about the lack of tangible improvement activity coming out of the group. Discussion on the completed improvement activity (Business Gateway in localities) followed and questions were raised about why this improvement project had been developed if there wasn't a particular issue to be addressed. The chair agreed that further work on the data supporting this improvement activity needed undertaken (JC/PT/RT) and MC confirmed that if LOIP indicators are being met, no improvement activity was required • It was agreed that a renewed focus on LOIP indicators would be used to structure future meetings. Each meeting would be themed (per the 4 economy themes in the LOIP) and updated data would be presented at each meeting (where possible) to aid discussion on the development of future improvement activity • MC also reported back from the CPA Management Group, where it had been agreed that a focus on inclusive economic growth should be 	<p><i>AP43 – chair to factor new members / observers in to new thematic forward planning</i></p> <p><i>AP44 – PT to follow up on this with Lori Manson</i></p> <p><i>AP45 – chair to reflect on this and consider thematic structure to future meetings so that focus on LOIP can be reinforced</i></p> <p><i>AP46 – JC/PT/RT to do further work on the data that supported the improvement activity and report back to future meeting</i></p> <p><i>See AP45 above</i></p> <p><i>AP47 – chair to clarify expectations at</i></p>
--	---	---

	<p>adopted by Aberdeen Prospers. This should include scoping out an Employability Plan for Aberdeen and ensuring that there is an effective connection in to the Developing the Young Workforce initiative</p> <ul style="list-style-type: none"> • AP42 – LB confirmed that this action had been completed and that RT / Elevator would be attending the headteachers’ event • JS requested a future agenda discussion on the Scottish Government’s budget and how it might afford opportunities for Aberdeen, particularly in terms of the capital proposals and procurement opportunities • MC reminded all members that improvement methodology training was ongoing and that there are forthcoming opportunities to participate 	<p><i>next Management Group</i></p> <p><i>AP48 – chair to schedule agenda item for next meeting</i></p> <p><i>AP49 – MC to circulate latest details to members</i></p>
3	<p>Fair Start Scotland introduction – Steve Black, Head of Operations, Momentum Scotland</p> <p>Matt welcome Steve to the meeting. Steve had been invited to talk about the new Fair Start programme that Momentum Scotland had won the contract for in Aberdeen and Aberdeenshire.</p> <p>Key facts:</p> <ul style="list-style-type: none"> • Momentum has a presence across Scotland and has historically focussed on working with people with disabilities, mental health issues and brain injuries so the organisation has a keen understanding of the multiple and complex needs that many clients present with • Momentum is the only third sector organisation to win a Fair Start contract in Scotland (there are nine contract lots). Momentum is also participating in several other contracts as a delivery partner • Momentum’s delivery partners in Aberdeen and Aberdeenshire are Enable Scotland, Aberdeen Foyer, Life Skills, SAMH and Enterprise Mentoring • The Fair Start programme covers the city and shire and will go live on 4th April. It’s a three-year programme (with the possibility of two single year 	<p><i>AP50 – presentation to be circulated with these notes.</i></p>

extensions), aiming to work with 2,200 clients over the three-year period. Up to 90% of referrals are expected to be directly from JobCentre Plus

- Momentum expects to be employing 30+ staff directly in Aberdeen and Aberdeenshire at the peak of the programme (year 2)
- Fair Start Scotland is an entirely voluntary programme and there is no conditionality which differentiates the programme quite significantly from welfare programmes in England
- Fair Start marks the first major piece of welfare to work activity commissioned by the Scottish Government as part of further devolution from the UK Government

Discussion

Steve set out Momentum's intention to establish a Community Inclusion Board to support Fair Start delivery in the North East. This would involve key stakeholders and provide a link back in to the Community Planning Partnerships in the city and shire. The purpose of the Board will be to ensure that links and connections between Fair Start and other programmes / mainstream services are understood and enabled where possible and where this would be mutually beneficial. It was acknowledged that this will be important as there is a lot of activity already going on with the target client groups, including Employability Fund activity, ESF projects, NESCOL provision and initiatives such as the Community Benefits programme.

PT asked about the shape of the programme and how interventions would be delivered with clients. SB responded that the programme has been structured as a 'one team' programme with shared caseloads, so that clients have a seamless experience and can build confidence and trust with their keyworkers. There will also be group work but the early part of the client's journey will likely be intensive 1:1 support. SB outlined how the programme has to reflect different needs of clients, who will be assessed using Scottish Government guidelines which will dictate the intensity and duration of the support they can receive. The core focus for Momentum is on ensuring that each client has support that is

AP51 – SB to send further details on the Community Inclusion Board to chair when available

	<p>personalised to their circumstances and can flex around changing needs.</p> <p>There is a challenge around engaging with the public sector, both on job opportunities and work experience placements. Traditionally, very few jobs or placements are secured for Momentum clients in public sector organisations. There is an opportunity to look at this both in terms of the Community Benefit programme and also as part of the work that Aberdeen Prospers is doing on economic footprint.</p> <p>There was also a question about sustainability of job outcomes. SB highlighted that the funding model requires Momentum and its partners to ensure that clients are supported to sustain their employment and so in-work support and wrap-around (i.e. with health, housing) are a vital part of the Momentum model.</p>	<p><i>AP52 – all public sector partners to consider this as part of economic footprint work</i></p>
4	<p>Regional Skills Strategy - Allison Carrington, Skills Development Scotland</p> <p>AC introduced the Regional Skills Strategy and associated action plan for Aberdeen and Aberdeenshire. This has been drafted with partners and subject of wide consultation in recent months. It is due to be signed off by Skills Development Scotland (SDS) shortly, having received the support of both of the local authorities.</p> <p>The main points highlighted were:</p> <ul style="list-style-type: none"> • There is a clear focus on economic diversification through SDS investment in initiatives such as PACE and the Transition Training Fund, which aim to support people being made redundant from the oil and gas sector to retrain • Inclusive economic growth is another priority and SDS is supporting initiatives such as the employability one stop shop, Modern 	

	<p>Apprenticeships, Developing the Young Workforce and community training through the Employability Fund</p> <ul style="list-style-type: none"> • SDS is also focussing on sector profiles, working to ensure that potential high growth sectors (i.e. health and social care, fish processing) are promoted as attractive sectors for young people and future workforce • LM asked about business input into the Skills Strategy. AC responded that Opportunity North East (ONE) had considered the strategy and is supportive of it, and the strategy does reflect the priority sectors as agreed by ONE. LM reiterated that business input into these discussions at Aberdeen Prospers would be useful • A more general discussion followed on the positive messaging around what is being delivered in Aberdeen. LM felt that there was limited positive communications coming out of the group (and the wider partnership). DC agreed, highlighting the fact that Inverness (and Highland Council) were very successful in articulating positive stories to their communities and networks • JS asked about the careers information and guidance and how this is being extended to younger pupils. He suggested that this should be carefully handled so as to avoid undue pressure on pupils at key points during their education. AC responded that the whole focus of the careers activity was to show young people what opportunities are available to them 	<p><i>AP53 – chair to pick this up with MC</i></p>
<p>5</p>	<p>Community Justice and employment proposal – Matt Lockley, ACC</p> <p>ML updated on some initial scoping work that he and KJ had been involved in across the Aberdeen Prospers and Community Justice partnerships. This is now forming in to a proposed improvement activity that will be owned by both groups. The initial priority is to host an event with chief executives / lead officers from public sector organisations to start a discussion about how their recruitment policies and practice might act as a barrier for people with convictions. Other activities focussed on intensive interventions with a specific cohort of people in</p>	<p><i>AB54 – ML to circulate draft improvement charter</i></p>

	the community justice system are also being developed.	
6	<p>Early Learning and Childcare Academy – Linda Buchanan, ACC</p> <p>LB updated the group on the work going on with Aberdeenshire and Moray Councils on an Early Learning and Childcare Academy. This is in response to the Scottish Government’s pledge to extend free childcare by 2020, which will require significant increases to the workforce.</p> <p>The main focus is on workforce development, with supporting workstreams on data and communications. A launch event is planned for 6th March (10:00 at the Beach Ballroom) which will focus on the promotion of careers in the early years sector. AC noted that the expansion required is reflected in the Skills Investment Plan.</p> <p>Discussion focussed on the barriers to entry into the sector, particularly minimum qualification levels. LB said that this will be looked at through the academy approach. RT said that minimum degree level qualifications and the costs of kitting out a childcare establishment mean that it is not a significant area of business start-up. JS referenced a social enterprise model that he was aware of that enabled people without the relevant qualifications to work in a childcare business in a supportive environment and train for the qualifications.</p>	<p><i>AB55 – LB to circulate further details as they become available</i></p> <p><i>AB56 – JS circulate details if available</i></p>
7	<p>Meeting schedule</p> <p>ML suggested end of March, early July, end of September and early December. Agreed to develop a themed approach and forward plan and consider relevant partners / stakeholders for each meeting.</p>	<p><i>AB57 – ML to circulate forward plan</i></p>
8	<p>AOCB</p> <p>Date of next meeting: <u>Weds 28th March 2018, 10:00, venue TBC</u></p>	