

ABERDEEN PROSPERS COMMUNITY PLANNING ABERDEEN

Note of meeting, 1st May 2019, Marischal College

	In attendance	Apologies
	<p>Martin Barry (MB), Scottish Enterprise Jamie Coventry (JC), ACC, City Growth Rab Dickson (RD), NESTRANS Maggie Hepburn (MH), ACVO Ishbel Lavery (IL), ACC (lead officer for Aberdeen Prospers) Matt Lockley (ML), ACC, City Growth (chair) Lavina Massie (LM), Aberdeen Civic Forum Susan Morrison (SM), ACVO Jonathan Smith (JS), Aberdeen Civic Forum Roz Taylor (RT), Elevator Paul Tytler (PT), ACC, Localities Paul Walsh (PW), DWP</p>	<p>Duncan Abernethy (DA), Nescol Allison Carrington (AC), Skills Development Scotland (vice-chair) Mary Holland (MH), Aberdeen & Grampian Chamber of Commerce and DYW NE Derick Murray, NESTRANS Kirsty Jarman (KJ), Department for Work and Pensions</p>
	Item	Action points
1	<p>Welcome and introductions</p> <p>Matt welcomed everyone to the meeting, in particular Maggie who was attending her first Aberdeen Prospers meeting since taking on the role of interim Chief Executive at ACVO. Apologies were noted (as above).</p> <p>There were no notes of the last meeting as that had been an interactive workshop, facilitated by Sacha, on prioritising the Aberdeen Prospers aims in the LOIP. A note on the prioritisation had been circulated and features later on the agenda.</p>	

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Economic update – Jamie Coventry

Jamie spoke to a number of slides on the latest economic performance across the city and shire (circulated with these minutes). The following key points were made:

- The majority of economic indicators were in positive territory following on from the industry downturn in 2015-16 and oil price stabilisation was feeding through into business sentiment indicators
- A query was raised about the exponential growth in [xxx] in 2004, and whether anything could be attributed to this. Jamie responded that [yyy]
- Particular attention was paid to the statistics for business births and deaths (and therefore churn rates) and the wider impact of this on supply chains, creditors, employment opportunities and so on. It was agreed that it would support some of the Aberdeen Prospers LOIP priorities if the data could be made available at sector level. Jamie said he would take this away and see what could be done
- A similar request was made in terms of the export figures and whether these could be split by priority sectors, to aid targeting of Aberdeen Prospers activity. As above, Jamie undertook to look into this
- On house prices, Jamie noted the artificial inflation of these over the recent economic cycles in Aberdeen and Aberdeenshire, with some adjustment (to levels more comparable with national averages) in recent years. House prices and rental values do now seem to have ‘bottomed out’. The group noted this but also recognised the continued challenge of good quality affordable housing, particularly in priority localities

The group thanked Jamie for the informative slides and his commentary. Matt suggested that Jamie (and/or Gregor) be invited to provide an economic update to the group on a six-monthly cycle.

AGREED Matt to circulate slides with notes

SUGGESTED Jamie to explore availability of data by sector and feed back accordingly

Factor in to agenda planning for December 2019

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Update on LOIP prioritisation

Matt reminded colleagues of the exercise they had undertaken at the last meeting at Skills Development Scotland which had resulted in the 13 priority aims being split across three 'start' years of 2019, 2020 and 2021. Similar exercises had been undertaken across other outcome improvement groups, recognising that groups could not be expected to have multiple improvement projects running at the same time.

Since the prioritisation session in February, a number of changes had occurred based on feedback from the Management Group and Board. These are:

- An additional digital aim has been included, titled *increase the % of people in Aberdeen who feel comfortable using digital tools by 2021*
- This had been allocated to Aberdeen Prospers with a suggested start date of 2019 and a suggested lead officer of Andrew Howe (Chief Officer, Digital at Aberdeen City Council)
- Several of the other priority aims that Aberdeen Prospers had listed to start in 2021 have been brought forward at the Board's request, reflecting the fact that they are due to achieve improvements by 2021 and therefore will need to start sooner
- These changes are reflected in the latest version of project prioritisation that had been circulated with meeting papers

The group agreed that the proposed changes made sense but also stressed that the cycle of improvement charters going from Aberdeen Prospers to the CPA Board would need to be reviewed. For example, the new aim around digital tools was scheduled for the July Board but it had only just been allocated to Aberdeen Prospers and no work on it had yet been undertaken (although Matt pointed to a meeting in the diary with Allison Carrington and Andrew Howe to discuss how the two digital aims could work alongside each other).

AGREED that Matt to feed back to Michelle / CPA Management Group with more realistic timelines for charter development

	<p>Jonathan provided some additional feedback from the most recent Board meeting which is useful context to the prioritisation discussion. The issue of consistent, quality data extraction and analysis had been raised again and the offer of support for people leading improvement projects from Aberdeen City Council and NHS Grampian was reiterated.</p> <p>The Board is also keen that the priority localities and their improvement plans are better connected to the outcome improvement groups and the wider LOIP. Paul T suggested that each of the improvement project leads could perhaps facilitate a discussion with their project team about locality specific opportunities.</p> <p>The Chair of the Board, Cllr Laing, is also keen to look at how best to engage the business community with the work of the Community Planning Partnership. Opportunity North East and Scotland Is Now have both been mentioned as potential contributors (although noted that Scotland Is Now is a brand, not an organisation in itself). There is an opportunity for Aberdeen Prospers to shape business engagement with the wider partnership, if that is something the group wants to take on.</p>	<p>AGREED project leads to consider this offer as required</p> <p>AGREED project leads to consider this when planning tests of change. Paul T to advise as required</p> <p>FOR CONSIDERATION at next meeting</p>
4	<p>Priority project (2019 start) – progress updates</p> <p>Matt asked each of the project leads to give a brief update on progress with their projects:</p> <p>Due to Board in July:</p> <ul style="list-style-type: none"> • Increase the number of SVQ level 4 qualifications achieved in ICT and digital subjects by 10% by 2021 (Allison Carrington/Duncan Abernethy) Allison had given apologies for today's meeting but Matt had met her recently to discuss this project. It had been agreed that it could potentially be merged into the 'new' digital aim that had come down from the Board. A meeting with Allison and Andrew Howe (Digital, ACC) was in the diary 	

- **Increase employer sign up to the Real Living Wage by 2021 and year-on-year to achieve Real Living Wage city status by 2026** (Martin Barry/Kirsty Jarman)

Martin reported that he has been doing a lot of research about this aim and has had meetings with key stakeholders, including the Poverty Alliance who lead the Real Living Wage initiative. They are keen to be involved and have recent experience of developing an action plan for Real Living Wage city status for Dundee. Martin reflected on discussions about the value of securing anchor employers for an initiative of this nature (building out from CSR ambitions). A project team is yet to be established but Martin felt that the first step would be to get key folk together for a discussion with the Poverty Alliance. Given the wide-ranging issues that this aim touches upon, Martin requested that it be put back to the December Board

- **Increase the impact and measured value of partnership wide community benefits programme by 2022** (Lori Manson/Jonathan Smith)

Jonathan reported that there had been a positive first meeting of the project team (Susan agreed) and that a second meeting was in the diary. The project charter circulated with today's meeting papers was pretty much ready to go and would be discussed later in the agenda

Due to Board in September:

- **Stimulate a 5% increase in the number of start-up businesses in growth sectors by 2021** (Martin Barry/Roz Taylor)

This is one of the projects that the Board had requested be brought forward for a 2019 start. Roz and Martin had therefore not yet met to discuss this aim but would put something in the diary for later in May, with a view to hitting the deadlines for the Board in September

- **Increase the number of people employed in growth sectors by 5% by 2021** (Allison Carrington/Kirsty Jarman/Martin Barry)

This is another project that had been pulled forward at the request of the Board. The project leads had not therefore met and a project team has yet to

***AGREED** to reschedule this aim to the December Board. ACVO and Civic Forum expressed an interest on being on the project team*

***AGREED** project leads to report back on this aim at next meeting and, if*

	<p>be established. Currently scheduled for September Board but this may not prove feasible</p> <ul style="list-style-type: none"> • Increase the number of people from priority groups employed by public sector partners by 2021 (Matt Lockley/Angela Taylor) Matt reported back on an initial conversation with the Fair Start provider, Momentum, to see whether there is scope to deliver a pilot of their employment academy with Aberdeen City Council. This will be picked up in June and a project team will be formed shortly <p>Due to Board in December:</p> <ul style="list-style-type: none"> • Increase the % of people in Aberdeen who feel comfortable using digital tools by 2021 (Andrew Howe) Noted that a meeting was scheduled to discuss the overlap of this aim with the existing digital skills aim. Suggested that a lot of work needs to be done to understand the baseline and measurements that would support improvement activity against this aim, so a December timeline for a charter to the Board seems reasonable 	<p><i>required, reschedule to December Board</i></p>
5	<p>Project charters for sign off</p> <p>The group had before it a project charter for the community benefit project, scheduled to go to the Board in July. Matt asked Jonathan, Paul, Ishbel and Susan (as members of the project team) if they had any comments to make. They all commented that the initial project team meeting had been positive and had resulted in some real progress with the project charter. Ishbel is supporting the group from a quality improvement perspective. The focus on community participation and on the theme of equalities was welcomed. Jonathan commented on the need for this work and the improvement outcomes to feed in to future iterations of the strategic commissioning frameworks of the Council and other public sector organisations if it is to have a sustained impact. Paul said that he was very keen to get moving with the</p>	

	<p>test project, which will hopefully be based on a capital procurement of a new school in his locality.</p> <p>The group noted thanks to Lori for her work in co-ordinating the project team.</p> <p>Ishbel and Paul W also gave a brief update on progress with an existing improvement charter around employment and the skills academy model. After a slightly delayed start, the project team had reconvened recently and new skills academies were now being developed, with a view to all six (as referenced in the charter) being complete by the end of the summer. Issues relating to employers offering work experience and guaranteeing interviews were still being experienced, but Paul was confident that through using case studies and active promotion of the opportunity for employers, more positive outcomes would now start to come through.</p>	
6	<p>AOCB</p> <p>Jonathan noted the recent approval of the Council's international travel plan and suggested that the Aberdeen Prospers group should have cognisance of it and think about how the Council's international activity might support some of the economic priorities in the LOIP. He flagged that international connections might be particularly useful, for example, for those priority aims around business growth and inward investment.</p>	<p><i>AGREED</i> project leads in these areas to consider how international activity might benefit their projects</p>
7	<p>Date of next meeting</p> <p>Wednesday 26th June, 2pm, Elevator at the Hub</p>	