



Community Planning Aberdeen

ABERDEEN PROSPERS OUTCOME IMPROVEMENT GROUP

Notes from meeting Wednesday 26th June, 2pm, Elevator at the Hub, Bridge of Don

1. Welcome, apologies received from Martin Barry, Mary Holland, Derrick Murray and Angela Taylor.

Present at the meeting: Allison Carrington, Roz Taylor, Paul Tytler, Lavina Massie, Jonathan Smith, Sacha Will, Maggie Hepburn and Rab Dickson (for Derrick Murray)

2. Notes of last meeting / actions (Allison)

Minutes / notes from previous meeting were agreed. All actions noted had been completed with exception of those that had been tabled for this meeting – see agenda items below.

3. Feedback from management group (Jonathan / Sacha)

Feedback was generally good and positive. The Management Group had discussed looking at a funding tracker, specifically to track availability of Scottish and UK national funding initiatives with aim that these were not missed and groups could put in timely bids as appropriate.

Aberdeen Prospers project tracker had good feedback in that it shows clearly which projects are ongoing and the stages they, and others, are at. Note to ensure projects remain on time and go forward with approval of Management Group

Also need to ensure Aberdeen Prospers projects link in with other CPP projects where appropriate. Project leads to ensure this is done.

Sacha has just been at a Lead Contacts' meeting. A number of our projects are due to go to the September Board. These project charters must therefore be submitted to Community Planning team by 8th July – project leads to ensure this is done.

Reminder to all **project leads** to link priorities in projects to localities where possible.

Sacha to forward dates for Boot-Camp Project Charter / Quality Improvement training to Allison for circulation to whole group.

4. Focus on.....

a. Digital skills projects (Allison / Duncan)

Update on both digital skills projects –

Digital Skills Projects - SVQ 4 Project. Feel that the SVQ Qualification is the wrong aim - think that those in work with this level of qualification are already in good jobs. Charter for this is prepared but still to be finalised. L&SP workshop to come!

Digital Start-up fund about to close which NESCol can bid into which may offer a similar HN level qualification - based on placing people who are out of work and reskilling them into IT profession to put them into work.

Charter for Digital Literacy Project: Focussing on those who are out of work and suffering because they don't have sufficient digital literacy to cope in current landscape. Have met with DYW on a couple of occasions. Trying to pin down our 'target audience' eg age bands and will roll out pilot project in order to start this properly. Working on gaining robust data to ensure we are going in right direction. Possible link in with Silver Surfers project in Woodside – Leads to discuss with Paul Tytler

Both charters to be submitted by 8th July

b. Start-up business project (Roz / Martin)

This is a much larger project than originally anticipated with main issues around collecting data on the number of start ups as so many different data sets. While Leads are to carry out further work on this issue they will target original charter at start-ups which can be measured by Elevator and ACVO, using 2014/15 as a baseline for their figures. Explanation of why this is the case to be included in the Charter which should be submitted 8th July

c. (Additional Item) - Community Benefits (JS and PT)

JS and PT reported that there is strong progress on this Improvement Project. Good example of participative, collaborative and co-production approach including key stakeholders and community members in Project Team, with ongoing advice from Improvement Methodology Advisors. Next steps: Focus for now on local Capital Project, to explore framework of consultation and refinement of priorities for Community Benefit ideas. Following principles of process: local, manageable, direct influence - before bringing forward for sharing with wider CPP Partners to adapt for scaling up and broadening out to other communities over next 2 - 3 years.

5. Delivery risks / forward plan of improvement charters (project leads)

All projects discussed and most will be or have been submitted as charters in time. A number of projects have Matt Lockley as the lead. Allison to follow up with Matt and

Richard Sweetnam re this to ensure they have leads going forward and for any update on progress, with a particular focus on outcomes around Investment, and for which 'Invest Aberdeen' has been listed as a lead or supporting partner.

Update from Martin around Minimum Wage & Living Wage Project:

- Continuing to engage stakeholders and partners – meeting again with Poverty Alliance whilst in Glasgow on Wednesday. Meeting with Dave Simmers of CFINE next week, and further meetings in pipeline. Getting valuable insights, and good ideas for improvement projects from these conversations.
- Project Group being established (Charter will go to CPA board in December) – looking to have first meeting in coming weeks – ACVO and Poverty Alliance engaged, and feelers out for others – keen to get some private sector input and trying to arrange conversations with some accredited employers to get them fully involved
- Real Living Wage week will take place in November this year – exploring possibility for media/communications opportunities to announce our ambitions for the City re the Wage

Living Wage & Equalities:

Discussion in group of recent stakeholder meeting with Equalities & Human Rights Commission (EHRC) about how Procurement & Commissioning can contribute toward equalities outcomes and ensure living wage whenever possible.

Paul T to meet with Stewart Claderwood, Strategic Commissioning Lead for North-East, and with colleagues from ACC Equalities Teams to explore how best this can be integrated with overall work programme and relevant projects.

Angela Taylor seeking a deferral of submission for the Project Charter for which she is the lead due to her short time in post – Allison to submit request to management group

6. Business engagement across the community planning partnership – suggestions for the Community Planning Board (all to discuss)

Allison to send Venn diagram to group showing link between Regional Economic Strategy Group and its stakeholders and the CPP groups. Jonathan to lead on feeding this back to the Aberdeen Prospers / Management Board as appropriate to show how information is currently being shared across 'levels', and where connections can be strengthened and capitalised upon.

All – to submit to Jonathan the names of 3 Businesses / Sector Bodies (each) which we feel might be able to feed in and contribute to the Aberdeen Prospers Agenda. Jonathan to collate and share with to Aberdeen Prospers OIG for consideration, and to Management Group / Board as appropriate. Update on progress scheduled for next meeting.

7. AOB

8. Meeting schedule – w/c 26 August, 28 October, 16 December

Next meeting 2:30pm on Thursday 29th August in SDS – invitation sent.