

**Community Planning Aberdeen**  
**Sustainable City Outcome Improvement Group**  
**Notes from meeting 21 November 2019 09.30am until 11.30am**  
**Scarf Offices, Cotton Street, Aberdeen**

**1. Welcome and apologies**

Present: Jillian Evans, Jon Barron, Andy Hislop, Sinclair Laing, Gavin Clark, David Selkirk, Kelly Wiltshire, Joanne Riach, Davie Howieson, Steven Shaw, Thane Lawrie, Sacha Will, Maggie Hepburn, Joanna Murray, Neil Carnegie Anne Wakefield, Neil Duncan.

Apologies from: Karin Bloodworth, Pam Walker, Lavina Massie, Dave Kilgour, Andy Buchan, Gale Beattie, Kristine Hultman, Emma Bellu.

**2. Notes from previous meeting,** Notes were agreed

**3. Matter arising/open space** – SW said that we need to produce short (one page) process updates for each project charters. These could be done live as part of the meeting by an ACC colleague on One Drive. – **Action** need an ACC employee volunteer?!

**4. Updates:** Need to set meeting dates for 2020. Likely to be Tuesday morning around every 6 weeks to try and link with other CPP meetings and Boards.

**Community resilience** – Low numbers turned up to a meeting 7 out of 25 invited. But part of learning process, large meetings may not work, smaller catch ups. AB needs a team around him. Need volunteers from group and partners.

**Workplace Growing** – 17 organisations are taking part/committed. Keep Scotland Beautiful have contacted to see if it could be shared across Scotland. Film on You Tube. SS to share link.

Website almost ready to go. Group to meet in the New Year. HR in ACC growing, volunteers to build planter in the Quad at Marischal College. Good engagement. SNH have a living wall in the ground of their offices.

**Healthy Start and Smile Pantry** – No CFine reps today. Management group has a concern about incorporating joint project management of CFine and NHSG and using Best Start vouchers.

**5. Charter Refinement** – SW led a workshop session on developing project charters and the group participated in an active travel workshop. A follow up active travel working group is meeting on Friday 6<sup>th</sup> December at Nestrans, to write a project charter. Members include: KW, JB, DS, JM, TL and JR.

**6. Charters for development** – Done as part of the Active Travel workshop

**7. AOCB:** KW to circulate dates for meetings in 2020

**8. Next meetings:** TBC