



Community Planning Aberdeen

Minutes of the meeting

Meeting Name – ABERDEEN PROSPERS OUTCOME IMPROVEMENT GROUP

Date	Monday 5th July 2021
Time	09:30 – 11:00
Location	TEAMS
Present	Duncan Abernethy, Ishbel Greig, Bob Farthing, Liz Rattray, , Kirstie McLaughlin, Martin Barry, Tanita Addario, Paul Tytler, Susan Morrison, David Crawford, Lavina Massie, Ruth Milne, Rab Dickson, Charlotte Thomson, Allison Swanson.

		Action
1. Welcome and Introductions		Duncan
	Duncan welcomed everyone onto the call, particularly Ruth and Charlotte who joined for the first time.	
	Apologies	
	Allison Carrington, Angela Taylor, Innes Walker, Roz Taylor, Emma Shanks, Julie Kean, Maggie Hepburn, Mark Bremner, Jamie Coventry.	
2. Minutes of previous meeting, actions & matters arising		Duncan
	Passed and approved.	
3. Update from Community Planning Aberdeen		Allison S
	Allison Swanson gave a presentation from Community Planning Aberdeen which covered the LOIP refresh, Locality Plans, continuing projects, new projects, the development plan and next steps. The presentation is attached to the email with the minutes.	

	<p>There was a query on when the CPA website would be updated with new charters and information as this will soon be out of date. Allison confirmed that this would be updated following the CPA Board meeting on Wed 7th July.</p> <p>A comment was made on how we can get communities more involved, when there is little money to do stuff and that people need to volunteer their time. Staff are concentrated on priority localities and that the wider neighbourhoods this is done through volunteers. We need to have a simplified way to get communities on board and for people to think they are part of the full process. It was confirmed that there will be easy read versions of the LOIP and locality plans to help with this.</p> <p>Query on Model for Improvement bootcamps and if these are just for new project leads or if others could join e.g. project leads to refresh memory. It was confirmed that anyone can join the training bootcamps and are encouraged to do so.</p> <p>There was a query on if we can do more to point people from oil and gas to energy transition. There are a number of government funding streams and initiatives available to help with reskilling between industry but that there still aren't the jobs available, we are constrained with what we can do until the jobs come. There is a parallel project around the Energy Transition Zone, working with universities on the skills transition. Scottish Government £15 million skills plan, which members of Aberdeen Prospers are working on, will support upskilling / reskilling as well as entrepreneurship.</p> <p>Martin suggested that he could bring some of the Regional Economic Strategy strands to Aberdeen Prospers to update the group and would discuss this with Allison and Duncan.</p>	<p>Martin / Allison C / Duncan</p>
4.	Draft Improvement Programme 2021-2023	Ishbel
	<p>Ishbel spoke through the draft development programme (attached to email) and informed Aberdeen Prospers that we need to decide when new project charters will go to the CPA Board and when continuing project charters will go through Aberdeen Prospers for approval. The deadline for this and identifying names of all project leads is 16th July, for the CPA cycle.</p> <p>Ishbel also advised that if the community had expressed an interest in testing changes for a project in their area then these ideas were included in the improvement plan. If a project lead is interested in exploring this further then they should contact the Locality Inclusion Managers and the Public Health Coordinators through the locality email - localityplanning@aberdeencity.gov.uk</p>	
4.	Improvement Resources	Ishbel

	<p>A reminder that all project leads must, as a minimum, have completed the Model for Improvement Bootcamps, taking place online monthly. These can be booked through Eventbrite here - Model for Improvement - Virtual Bootcamp Tickets, Multiple Dates Eventbrite</p> <p>Monthly project surgery sessions will also restart giving project leads the opportunity to get some support and / or advice with their project. The next Project Surgery will be held on 26th July and can be booked here - https://www.eventbrite.co.uk/e/virtual-qi-project-surgery-tickets-158895571933?aff=ebdsoporgprofile</p> <p>There is also a teams site which is really useful to use to connect with others also in the improvement community. Improvement resources will also be available from the Teams site, as well as the CPA website here - https://communityplanningaberdeen.org.uk/innovate-and-improve/resources/</p> <p>It was brought up that not all external organisations allow access to ACC teams sites so it was asked if all important information could be share by email, which Ishbel agreed to do.</p>	Ishbel
4.	AOCB	
	<p>Project Updates for the next CPA cycle are due Tues 6th July.</p> <p>Tanita asked if colleagues could provide her with contacts from within their organisation of whoever would deal with Community Benefits, to assist with her improvement project and that these may be colleagues in improvement. Partners to get in touch with Tanita direct on this - taddario@aberdeencity.gov.uk</p>	<p>Project leads</p> <p>All</p>
6.	Date and time of next meeting	
	Monday 16 th August, 10.30am – 12 noon via TEAMS	