





## Resilient, Included and Supported (RIS) Outcome Improvement Group

21.09.21 10-11am

### Action Note

Item No.	Item Name
1	<p><b>Welcome and Apologies</b></p> <p><b>Present</b> – Darren Bruce, Neil Carnegie, Anna Gale, Leone Craig, Flora Douglas, Richard Findlay, Simon Rayner.</p> <p><b>Apologies</b> – Sandra MacLeod, Bryan Nelson, Jane Russell, Derek McGowan, Emma King, Jill Franks.</p>
2	<p><b>Note of meeting 10.08.21</b></p> <p> Action note 100821 (1).pdf</p>
3	<p><b>New Projects (due to November CPA Board)</b></p> <p><i>-Reduce youth homelessness by 6% by 2023 (Graeme Gardner)</i></p> <p><i>-Increase the number of unpaid carers feeling supported by 10% by 2023. (Alison MacLeod)</i></p> <p>Graeme and Alison attended previous meetings to share change ideas for project charters. Both Graeme and Alison working on draft charters to go forward to November Board meeting.</p> <p><b>ACTION: Anna to liaise with Graeme and Alison to ensure project charters are ready for submission dates.</b></p>
4	<p><b>Continuing projects</b></p> <p> QA Questions-Checklist for</p> <p>Anna explained that the process agreed by the CPA Board for revised charters is that they are all to be quality assured by respective OIGs before being updated on the CPA website. Anna shared the QA checklist used by community planning for the group to work through.</p>



# Community Planning Aberdeen

	<p><i>-Increase opportunities for people to increase their contribution to communities (volunteering) by 10% by 2023. (Neil Carnegie)</i></p> <p>Neil shared an update on volunteering project and had some questions around the aim of the project. The group agreed that the baseline should be based on pre-pandemic as opposed to during.</p> <p><b>ACTION: Neil to liaise with ACVO to revise project charter and bring back to next RIS meeting on 26<sup>th</sup> October.</b></p> <p><i>-Reduce the rolling 3-year average number of suicides in Aberdeen to below 26 (2019) by 2023. (Darren Bruce)</i></p> <p>Darren shared the revised charter and change ideas with the group. The group worked through the QA check list. Main points for consideration were:</p> <ul style="list-style-type: none"> <li>-Are attempted suicides being measured as part of this project?</li> <li>-Can it be specified who you are targeting the training at? i.e. hairdressers, taxi drivers, oil and gas businesses</li> <li>-Is there an opportunity to look at service pathways and how individuals interact with different services and what support is needed, i.e. the example that Richard gave from Fire and Rescue services and the training needs he raised.</li> </ul> <p>Darren also to consider other representatives from different partner agencies to be part of the project team.</p> <p>The group commended Darren on the work involved in revising the charter and lots of connections and opportunities were made with members of the group.</p> <p><b>ACTION: Darren to update project charter as soon as possible to be updated on CPA website and to provide regular updates via project update template.</b></p>
5	<p><b>Reporting</b></p> <ul style="list-style-type: none"> <li>• Risks/Issues</li> </ul> <p>Project Manager to be identified for COPD project – been raised with Susan Webb.</p> <p><b>ACTION: Anna to raise with Sandra.</b></p> <ul style="list-style-type: none"> <li>• Areas for celebration</li> </ul>
6	<b>AOCB</b>



# Community Planning Aberdeen

Anna informed the group that this would be her last meeting before moving to a new post with Public Health Scotland.

A member of the civic forum, William Rae has been identified to join RIS.

**ACTION: Anna to liaise with William and to add to mailing list.**

Date of next meeting 26<sup>th</sup> October 10am-11am on MS Teams.

Agenda items:

Revised charters for QA:

- Increase opportunities for people to increase their contribution to communities (volunteering) by 10% by 2023. (Neil Carnegie)*
- Support 100 people to feel confident to promote wellbeing and good health choices by 2023. (Chris Smillie)*
- Reduce tobacco smoking by 5% overall by 2023 (Craig Singer)*