



Community Planning Aberdeen

Minutes of the meeting

Meeting Name – ABERDEEN PROSPERS OUTCOME IMPROVEMENT GROUP

| | |
|-----------------|---|
| Date | Monday 11 July 2022 |
| Time | 10.30 – 12 noon |
| Location | TEAMS |
| Present | Allison Carrington (SDS), Jim Johnstone (ACC), Angela Taylor (ACC), Bob Farthing (Civic Forum), Allison Swanson (ACC), Charlotte Saunders (ACC), Roz Taylor (Elevator), Paul Walsh (DWP), Martin Barry (SE), Kirsty McLaughlin (Elevator), Lori Leslie (ACC), James Whyte (ACC), Arshia Khatir (ACC) – minute taker |

| | | |
|-----------|---|--------------------|
| 1. | <p>Welcome notes and thanking attendance</p> <p>Apologies received from: Paul Tytler (ACC), Jamie Coventry (ACC), Claire Shaw (ACVO), David Groundwater (FSB), Duncan Abernethy (NESCol), Duncan Cockburn (RGU), Emma Shanks (ACC), Julie Kean (SDS), Rab Dickson (Nestrans), Liz Rattray (UoA), Ruth Milne (baed) (RGU), Susan Morrison (ACVO), Tom Power (NHS), Margaret Stewart (ACC)</p> | Allison Carrington |
| 2. | <p>Minutes of previous meeting, actions & matters arising</p> <ul style="list-style-type: none"> - Allison C. has actioned all her items from the last meeting. - Gordon (Glencraft - Managing Director) thanked all for support and follow ups received during and after the meeting. - Bob Farthing requested to receive a copy of Glencraft presentation. Arshia to send a copy of it to Bob after the meeting. - Allison mentioned one ongoing action which is mapping our targets against the work done through North East Economic Recovery and Skills Fund (NEERSF). A meeting has been set up between Allison and NEERSF Programme Manager - Vanessa Gallant to discuss. Allison to invite Vanessa to next meeting. (if Vanessa is available) - The rest of actions are completed and approved. | Allison Carrington |

| | | |
|-----------|---|--|
| <p>3.</p> | <p>Charter progression and RAG rating along with Community Planning Annual Report)</p> <p>Community Planning Annual Report</p> <ul style="list-style-type: none"> - Allison S. outlined that the Community Planning Annual report has been produced for 2021-22 and sent over to the board the previous week. The Annual report shows: 4 Stretch Outcomes have been achieved from the total 15 Stretch Outcomes so far. In terms of the improvement project aims under Aberdeen Prospers; we have 2 projects with deadlines in 2022. We need to know if we are on-track for each project and if not, what support project leads may need to escalate the projects? <p>Charter progression, Project updates and RAG rating Discussions about project progress by Allison C. The aim of the meeting is to find ways to progress and push the project forward.</p> <p>Stretch Outcome 2 aims to support 400 unemployed people into fair work</p> <p>2.1 Real Living Wage</p> <ul style="list-style-type: none"> - Martin reported that 69 employers with headquarters in Aberdeen are now Real Living Wage accredited. - Nearly 1700 workers have received an uplift in wages since the project started. The Project has a good pipeline and is going well. - There was a good discussion re this Charter about Fair Work and how this should be measured. - Will link the outcomes of 1700 workers who received an uplift in Real Living Wage with Fair Work and later with the LIOP Outcome 2 aims. - A series of events and initiatives will be set up in the Real Living Wage week in November '22 hoping to have more engagement from employers. - This project is progressing well <p>Agreed the RAG status of project 2.1 is Green.</p> <p>2.2 Start-up Businesses Roz & Kirsty provided update on their project. there is a little of drop off on the number of people making enquiries/started in the City. Roz discussed the main reasons for the decline in the numbers:</p> <ul style="list-style-type: none"> - People who start their own business will be doing so with a view to coming off universal credits, with the uncertainty at the moment and the cost of living rises, this will be a big consideration for people and so they may choose not to take any action until things settle. - Currently, Elevator has less resources and capacity to cover the demand. | <p>Allison Carrington/ Allison Swanson</p> |
|-----------|---|--|

Discussions followed on data collection and Roz clarified that they use various sources including business birth and death rates and data from banks, etc. Roz highlighted that the focus is only on LOIP areas.

The 2nd Elevator's Festival will be held on 8th November, aiming to get more people on board on this programme.

Angela from ACC Employability team and Paul Walsh from DWP proposed and agreed that they can cover transport costs (bus pass) for people who would like to attend the Elevator Festival if it is linked to employability purposes.

Agreed the RAG status of - project 2.2 is Green.

2.3 Employability Support for Care Experienced for 15 Young People

Angela & Lori - the aim of this project is to support 15 Care experienced young people to progress into employment. At last report 7 young people had entered employment and 2 has started training at college. ACC is collecting data from a programme called RiteWorks and ACC is confident that by the end of next year (2023) we can hit the target.

Angela also highlighted that apart from those 9 participants, we had two other participants; one from Kickstart who secured employment and another participant who set up his own business by support from Elevator.

Agreed the RAG status of project 2.3 is Green.

Charter for approval and submission to Management Group – update from May 2022:

2.4 : Support 50 people into sustained, good quality employment by 2023, and 100 by 2026, with a particular focus on; those from priority neighbourhoods and people over 50.

Allison C. discussed the current situation of this charter is RED with issues around progress

Allison S. - The charter was supposed to go to the Management Group in August, but we have not received the updated draft of charter yet from Paul Tytler (ACC). The first draft needs to be done in the week commencing 25th July to go to the management group on 16 August.

Paul Tytler does not have capacity to lead this project. Angela to contact Paul Tytler to have a copy of his most updated copy of the charter.

Allison C. requested Paul Walsh (DWP) act as project lead as there is synergy between DWP services and the aim of this project. Paul agreed to raise this matter with DWP field director and update us with their feedback. Paul Walsh also highlighted that DWP is running an ongoing project that potentially we can use their data from Angela also proposed that we can use data from Long Term Unemployed Project Fund to support this.

Angela suggested to use the data from Torry Shop. Allison C also suggested to bring Third Sector into the group to have their contribution and feedbacks in delivery of project.

Action for Paul Walsh to update Allison C, Arshia and Allison S. with feedback from DWP about leading project 2.4 with support from other members.

Action for Allison S. and Allison C and Arshia to arrange how we can move forward and plan for this Charter ASAP.

Agreed the RAG status of project 2.4 is RED.

3.1 Aberdeen Responsible Business

Charlotte informed the group that this project is progressing. Up to 157% more businesses are working with this project compared to 2020-21. They have until 2023 to achieve the 200% uplift. Project leads are confident about being able to achieve this as a result of engagement via the employability fair in June and more social media activities and maintaining relationship with other business.

Agreed the RAG status of project 3.1 is Green.

3.2 Digital Literacy

In the absence of Emma S., Allison C. provided update about the project which aims to increase the number of Aberdeen based people with digital access by 10% so they feel comfortable using digital tools by December 2022.

Although there is work going on in the background around this project the reporting and measurement is the main challenge. Allison C and Emma S have discussed work to date and Allison has contacted supporting organisations

Allison C, announced the RAG status of the 3.2 project is Amber

3.3 To increase the number of people within Aberdeen City qualified with ICT and Digital skills at SCQF Levels 7 and above by 10% by 2023

Allison C, highlighted the gathering of baseline data as a challenge but there is another issue which is the original 'change idea'.

There is a piece of work that Aberdeen City Council is under taking to map the digital provision in schools to determine if/where there are gaps and identify ways to fill them in line with recommendations in the Logan report. This work is likely to supersede/swamp the work outlined as a change idea in the charter.

Allison and Bob have a meeting with the charter team in the coming weeks to discuss alternative change ideas, targeting a non-school audience. In parallel the aim would be to include any improvements brought about by the work of ACC in reporting of the project.

Allison and Bob have an action to define other demographics, determine what is the baseline for the new demographic(s) and capture the baseline data from

| | | |
|------------------|---|----------------------|
| | <p>those. Allison C. recommended aiming for an increase in absolute numbers instead of percentage to alleviate the issue of difficulty in baselining.</p> <p>Allison to report above to the management group.</p> <p>Allison C. discussed that there might be a potential of having new lead for project 3.3 to ensure traction going forward. This will be discussed on the next project dated 18 August.</p> <p>Allison to set up a meeting with Charlie Love between the meetings to update him about the current situation and the plan for project 3.3.</p> <p>Agreed the RAG status of project 3.3 is RED.</p> <p>3.4 Increasing of the number of Modern and Graduate Apprenticeships by 5% by 2022.</p> <p>In the Absence of Duncan, Allison highlighted that, with no progress recorded so far, it is unlikely that the target can be achieved by 2022.</p> <p>We need to determine which baseline is being used for this project – pre-Covid or current MA levels.</p> <p>Allison to set up a meeting with Duncan to discuss progress.</p> <p>Agreed the RAG status of project 3.4 is RED.</p> <p>3.5 80% of young people will successfully complete their Modern Apprenticeship programme by 2022</p> <p>In absence of Ian, Allison C. updated the group that there has been no reported progress since the charter was approved in April.</p> <p>Action for Alison to chase Ian between meetings to see what is the latest progress.</p> <p>Agreed the RAG status of project 3.5 is RED.</p> | |
| <p>4.</p> | <p>Local Employability Partnership and Delivery Plan</p> <p>Angela gave a presentation and brief introduction about the Local Employability Partnership (LEP) aims and objectives. (attached)</p> <p>There was a good discussion in the meeting about the LEP and priorities and process of Governance and reporting mechanism. It has been agreed that LEP report to Aberdeen Prospers on quarterly basis which will be fed onto the management group and the board.</p> <p>Considering the first LEP report to Aberdeen Prospers was at this meeting (11 July), Arshia to align AP meetings (6 weekly meetings) with quarterly LEP reports and pick the meetings and update Angela & Allison C.</p> <p>Allison C. suggested Angela to contact Tom Power at NHS to see who would be the best person from the NHS in the LEP.</p> | <p>Angela Taylor</p> |

| | | |
|-----------|---|---------------------------------|
| | Everyone thanked Angela for the presentation and the Aberdeen Prospers group agreed and approved the LEP to move on to the next step. | |
| 6. | <p>Marketing and Comms – support amongst partners</p> <p>Allison S. highlighted that project leads do not use Aberdeen City for marketing in comms. Clair S. has mentioned that she would help other members with marketing of their projects.</p> <p>Allison S. (ACC) or Clair S. can be contacted re marketing and comms and project leads are encouraged to make the most of this resource. Arshia to share the contact of both with Roz.</p> | Allison Carrington / Clair Shaw |
| 7. | <p>Future Agenda Items (attached):</p> <ul style="list-style-type: none"> - Allison sent out a list of future agenda. - Martin mentioned that the Regional Economic Strategy is likely to be ready in September and can be added to an agenda thereafter. However, he suggested to discuss the SE plan which may be ready for the next meeting. - Achieving our SOC targets – alignment with NEERSF - Please contact Allison C., if you would like to add any other suggestion. | Allison Carrington |
| 8. | Date and time of next meeting – 22 August, 10.30 – 12pm via Teams | |