






Community Planning Aberdeen

Minutes of the meeting

Meeting Name – ABERDEEN PROSPERS OUTCOME IMPROVEMENT GROUP

Date	Monday 25th April 2022
Time	10.30 – 12 noon
Location	TEAMS
Present	Allison Carrington (SDS), Arshia Khatir (ACC), Duncan Abernethy (Nescol), Margaret Stewart (Culture Abdn), Paul Tytler (ACC), Ruth Milne (RGU), Bob Farthing (Civic Forum), Rab Dickson (NESTRANS), Charlotte Saunders (ACC), Roz Taylor (Elevator), Marie Watson (DWP), Paul Walsh (DWP), Martin Barry (SE), Kirsty McLaughlin (Elevator), Lori Leslie (ACC), Jim Johnstone (ACC), Colin Farquhar (Culture Abdn), Blair Duthie (?), Julie Kean (SDS) – minute taker

		Action
1.	Welcome and Introductions	Allison
	Allison welcomed everyone onto the call and noted there is now a new representative from DWP attending – Paul Walsh and from Culture Aberdeen – Colin Farquhar, everyone on this call introduced themselves.	
	Apologies	
	Apologies received from – Liz Rattray (University of Abdn), Charlotte Saunders (ACC), Claire Shaw (AVCO), Tom Power (NHS), Angela Taylor (ACC)	
2.	Minutes of previous meeting, actions & matters arising	Allison
	Item 6 Project Baseline Data and Reporting – Allison spoke to Emma and Bob and now this action is complete.	

	Passed and approved.	
3.	Communication of projects (see Comms Help Sheet attached)	Allison Swanson
	 <p>Help Sheet - Communication Draft</p> <ul style="list-style-type: none"> • There are 70 live projects in the LOIP overall – 5 have reached their aims for 2023. • Key focus now is on how to communicate the work being carried out under the LOIP to the community – both to spread the word re work being done and also to encourage uptake of project offers. • Attached is a communication help sheet for project leads. It outlines provides help and advice on delivering comms around projects to the community. • Lots of support available from Aberdeen City Council re sending comms out and all partners in the group also able to share comms via own comms lines. <p>Roz mentioned that she wasn't aware that ACC could send out communications and was not sure what is available, and the question was asked "what do you want from us"? and how will it look?</p> <p>Martin commented saying he had received fantastic comms re Wood Group/Living Wage.</p> <p>Allison C thanked Allison Swanson for attending meeting, this information is very useful. Allison Swanson asked the group to contact them directly for any further information and assistance.</p> <p>Allison to contact Claire regarding communications. (done)</p>	Allison C
4.	Overview of Project Charters sitting with Aberdeen Prosper – brief update from each project owner. (See overview of SOs 2 & 3 attached, Discussion around barriers preventing progression where appropriate and potential ways forward.	All
	  <p>SO2 Overview April 22 (2).pdf SO3 Overview April 22 (2).pdf</p> <p>There are 9 projects, and some are doing well.</p> <p><u>Real Living Wage 2.1</u> – The project is progressing well as intended, increase of cost of living is at a 40-year high as a result of inflation, the energy price increases and other factors. The Real Living Wage rate will be adjusted by the end of the year in response to this and there will be action plan published later this year. Planning to meet with Claire to discuss comms to be sent out Nationally.</p> <p>Allison mentioned that this project is doing well and asked if the group if they had any questions.</p>	Martin

<p><u>Business Start-Ups 2.2</u> – The project is progressing well with a good number of start-ups coming through from Universal Credit. Up to March there had been 40 enquiries and 14 have started new businesses. There have been no enquiries from the North area of the City and this needs to be addressed. Donna Davie is now the new Business Enabler Advisor contact for City & Shire she is also looking for help to find new bases that have internet connection etc. from which to work with the localities.</p>	<p>Kirstie/Roz</p>
<p>Paul Tytler is happy to speak to Donna regarding the North.</p>	<p>Paul Tytler</p>
<p>Donna only started at the beginning of April so there are no comms for this project yet but hopefully there will be in the next few weeks. The plan is for Donna to have a presence in each locality twice per month. Roz mentioned that she is pleased with the progress so far but that there is still a lot of work to do to get out and about to meet the right people face to face in order to best support. Businesses can be anyone from a sole trader, limited company etc. Kirstie gave examples of the types of companies they can support from someone setting up an ironing business from home to supporting someone running the next renewable energy company.</p>	
<p>Allison asked if there is any help needed from this group, Kirstie please asked for the referrals to keep coming in.</p>	<p>All</p>
<p><u>Employability Support for Care Experienced Young People 2.3</u> - Lori gave an update. There is a targeted employability support plan which was launched in November 2020 to support 15 care experienced young people to progress into employment, via the public sectors programmes, by 2023. So far there have been 14 registered individuals which is very positive. We are working alongside Working Rite and out of the 14 participants 12 are care experienced and the other 2 are referrals from social work. All of these will be working towards accredited training.</p>	
<p><u>Priority Groups into employment</u> – This has not been able to progress. Paul covers 3 localities and has no team for his charter project and has capacity problems/issues. Paul is looking for a Project Lead to help support him/take over the project. He also asked if this could be combined with another charter to support delivery but there isn't an obvious one with which to do this. Paul would appreciate support from the group and has also tried to get someone from ACC that could possibly take over. Allison asked the group if there was anyone that would be interested in supporting Paul with this project?</p>	<p>Lori/Angela</p>
<p>Allison asked Paul if they could meet up next week to discuss this further. (done)</p>	<p>Allison</p>

	<p><u>Community Benefits</u> – In Charlottes absence Lori said there is a meeting this week with Michelle Cochlan and there will be some brainstorming with input from the 3rd sector.</p> <p>Allison to catch up with Charlotte. (done)</p> <p><u>Digital Access and Skills 3.2</u> – Emma was not on the call and no update was received.</p> <p>Allison to catch up with Emma. (done)</p> <p><u>ICT and Digital Qualifications 3.3</u> – Bob mentioned that he was still looking for a contact at Aberdeen University. The project has 2 x main objectives – to engage with schools and increase awareness of the importance of these skills. Allison said that she will put Bob in touch with Charlie Love and that there was some cross engagement between Bob and Emma’s project. Bob asked if there is anyone that could support him around this group to please get in touch, Paul replied to say he would be happy to help Bob. Ruth is happy to ask the head of computing to gather some data (John Issacs), Ruth will pick this up with Bob after meeting.</p> <p>Allison to catch up with Bob within the next 2 weeks to possibly widen his team.</p> <p><u>Modern and Graduate Apprenticeships 3.4</u> – This has not been able to progress the main problem is capacity, was struggling to get information from St Machar Academy but thankfully Paul was able to help. Duncan needs to get dates etc in diaries ‘Test for Change’ and focus on locality – apprenticeships. Duncan said that he knows what needs to be done it’s just the time.</p>	<p>Allison</p> <p>Allison</p> <p>Duncan</p>
5	AOB	All
	<p>Bob mentioned there is a locality meeting in the evening 25th April 2022.</p> <p>Martin – Region Economic Strategy being refreshed by end of June/July 2022 and will keep this group informed.</p> <p>SE have now moved premises into, Marischal College Business Hub 13 2nd Floor North Broad St Aberdeen AB10 1AB</p> <p>Duncan – would like to look at future items for this group to add to future agendas looking forward.</p>	

