



# Community Planning Aberdeen

## Minutes of the meeting

### Meeting Name – ABERDEEN PROSPERS OUTCOME IMPROVEMENT GROUP

<b>Date</b>	<b>Monday 24<sup>th</sup> January 2022</b>
<b>Time</b>	<b>10.30 – 12 noon</b>
<b>Location</b>	<b>TEAMS</b>
<b>Present</b>	Allison Carrington (SDS), Ishbel Grieg (ACC), Duncan Abernethy (Nescol), Margaret Stewart (Culture Abdn), Paul Tytler (ACC), Liz Rattray (University of Abdn), Ruth Milne (RGU), Bob Farthing (Civic Forum), Rab Dickson (NESTRANS), Charlotte Saunders (ACC), Claire Shaw (AVCO), David Groundwater (FSB), Roz Taylor (Elevator), Marie Watson (DWP)

	<b>Action</b>
<b>1. Welcome and Introductions</b>	Allison
Allison welcomed everyone onto the call and noted there was a new representative from DWP attending – Marie Watson	
<b>Apologies</b>	
Apologies received from – Tom Power (NHS), Martin Barry (SE), Angela Taylor (ACC), Karen Robb (DWP) and Kirstie McLaughlin (Elevator)	
<b>Minutes of previous meeting, actions &amp; matters arising</b>	Allison
Passed and approved.	
<b>2. Locality Update</b>	Paul

	<p>Paul mentioned that he is now getting back into work after a period of absence. A localities development session took place before Christmas to focus on the best way to take LOIP / locality work forward. A lot of work went into producing locality plans but that this has not moved into project work yet.</p> <p>The plans themselves contain a number of ideas and actions many of which came from consultation sessions and work has to be done with localities to identify the meaning of some of the ideas so that we can look to take these forward. There are also a number of ideas that need further development and to work with representatives from the localities on this.</p> <p>The localities team are linking with the Fairer Aberdeen Fund and the Communities, Learning and Development team to make sure the work that they are doing is captured and also linked to the LOIP.</p> <p>Paul is putting all of this into an action plan and can share this with the group once all information is captured.</p> <p>There was a query over if the LOIP had been drafted before or after the consultation sessions and Paul confirmed that a draft version of the LOIP was available before these sessions took place.</p>	
<b>3.</b>	<b>Project Updates ahead of Management Group Meeting</b>	Project Leads
	<p><u>Real Living Wage</u> – In Martin’s absence, Allison provided a short update explaining that the project is going well and that we are now up to 62 headquartered Real Living Wage employers in the city. There are ongoing discussions with others looking to become accredited in the city.</p> <p><u>Business Start-Ups</u> – The project is progressing well with a good number of start-ups coming through from Universal Credit claimants. Engagement will also be increased through the opening of an employability shop in Torry. Business Gateway are also in the process of developing a new role of a Business Enabler Advisor for rural and city areas needing most support. The plan is for this Business Enabler 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. The team is also speaking to job centre to get more engagement from people looking to start a business direct and that it is easier for people to be referred in directly and that way they know where they came from. Businesses can be anyone from a sole trader, limited company etc. Roz 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><u>Priority Groups into employment</u> – This has not been able to progress, but Paul will aim to do so for the next meeting on 7th March.</p> <p><u>Community Benefits</u> – As of January 2022, CPA is now working with 16 responsible businesses which is an increase of 128% since Sep 21. Between Sep 20 to Sep 21 we had established relationships with 7 responsible business partners and decided to refresh our improvement aim to commit us to increasing this number by 200%.</p> <p><u>Digital Access and Skills</u> – Emma was not on the call and no update was received. Update report can be viewed <a href="#">here</a>.</p> <p><u>ICT and Digital Qualifications</u> – Bob mentioned that he was still looking for a contact at Aberdeen Uni, Liz confirmed that a contact is being identified and she will feed this back. 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.</p> <p><u>Modern and Graduate Apprenticeships</u> – An initial project meeting has been held which went fine. It has identified some queries around data and barriers and that more reporting may be needed to get a clear data picture. It was noted that places on courses work on a first come first served basis and are therefore not necessarily for city residents. The project team is missing a link with localities but Duncan will pick up with Paul. There is already another project meeting scheduled. The key thing to be identified is data and having right baseline.</p> <p><u>Completion of Apprenticeships</u> – Ian has spoken to some of the team members he has onboard and is completing bootcamp training next week and is looking to have charter complete by end of this month. Duncan will run over this with Ian and ask Ishbel for feedback. A specific pilot MA has been identified to get this project started.</p>	<p>Allison - done</p> <p>Duncan – pick up with Paul?</p> <p>Duncan – feedback from Ishbel?</p>
<b>4.</b>	<b>Project Support</b>	
	<p><u>Culture Aberdeen project</u> - Margaret Stewart gave an overview of an additional culture project she is leading on but is not included in the LOIP. Margaret is representing Culture Aberdeen, a partnership of city’s cultural organisations with project aim to increase the use of vacant city centre units for cultural purposes. She mentioned that how we use the city centre is changing and we need to rethink how we make our spaces places where people want to come to. Culture has an opportunity to enhance spaces and consider what the city centre can be. In matching up shop units and culture there are 3 ways to do so.</p>	

	<ol style="list-style-type: none"> <li>1. Promotional units used to promote cultural organisations e.g. Aberdeen Performing Arts unit</li> <li>2. Pop up space, allowing people to inhabit a space for a short period of time</li> <li>3. Longer term tenancies</li> </ol> <p>There are a number of barriers to overcome such as access to sites, rates relief, building issues.</p> <p>Allison will get in contact with Margaret direct and connect her with the Culture Skills Sector Manager at SDS and catch up on other work happening.</p> <p>David would like to have a chat with Margaret and pick this up with the Scotland wide team. He mentioned there is a report about vacant units from centre for cities- <a href="https://www.centreforcities.org/city-monitor/?path=city/aberdeen&amp;region=scotland">https://www.centreforcities.org/city-monitor/?path=city/aberdeen&amp;region=scotland</a></p> <p>Roz and Kirstie will catch up with Margaret and provide information from their database and the creatives they work with who would be interested in this offer.</p> <p>Ruth mentioned the LookAgain team who are interested in ways of working within the city centre and Margaret confirmed LookAgain are involved and are a great partner.</p> <p>Liz mentioned that she could link Margaret with Angela Michael who was looking for this type of space for events and pop-ups.</p> <p><u>Bootcamp and project surgeries</u> – Ishbel reminded the group of the support available through the Community Planning Aberdeen Team. Model for Improvement Bootcamps are open to anyone who is on a project team with dates running in Feb, March and April and can be booked <a href="#">here</a>. Project surgeries are also running monthly for anyone struggling to progress their project and looking for a bit of advice. These can be booked <a href="#">here</a>.</p> <p><u>Lead contact role</u> – We are still looking for an interim Lead Contact for Aberdeen Prospers and anyone interested can drop Allison a message.</p>	<p>Allison - done</p> <p>David / Margaret</p> <p>Roz / Margaret</p> <p>Liz / Margaret</p>
<b>5.</b>	<b>Aberdeen Prospers Project Comms</b>	
	<p>Allison gave an overview of how the group is trying to use increased engagement and communications to support project work and that Claire has a background in marketing and is willing to help people to do so.</p> <p>Allison mentioned that there was an opportunity to have a pilot project and suggesting using the business start-ups project. However, due to national brand guidelines from Business Gateway</p>	

	<p>and that they have a local BG marketing person doing this the start-up project would not be able to progress with this idea.</p> <p>If there is anyone that would like their project to be a pilot, please let Allison know. General support for comms and marketing has also been offered and ACVO news is also an option to increase comms too. It was noted that there is a general challenge in Aberdeen and lack of awareness of improvement projects. Paul more than happy to help raise awareness and how to let communities know what is going on. Part of work of civic forum is also to help take messages back to civic forum and that Claire could help with this. Suggestion to make an inventory of all the local communication eg. facebook groups and newsletters etc.</p>	<p>Bob / Claire?</p>
<p><b>6.</b></p>	<p><b>Long Term Unemployed Job Creation Fund</b></p>	
	<p>Aberdeen City Council has secured £1.15m from the Scottish Government to support people aged 25+ who are experiencing long term unemployment (defined as 12 or more months out of work) and face additional barriers to employment to get into work.</p> <p>115 jobs will be created in the public sector and third sector in Aberdeen with Aberdeen City Council overseeing the delivery of this programme.</p> <p>Employers and individuals interested in this programme can express an interest by Thurs 10<sup>th</sup> Feb here - <a href="https://www.aberdeencity.gov.uk/services/business-and-licensing/long-term-unemployed-fund">https://www.aberdeencity.gov.uk/services/business-and-licensing/long-term-unemployed-fund</a></p>	
<p><b>7.</b></p>	<p><b>AOCB</b></p>	
	<p>FSB are organising an event on challenges on recruitment and retention of staff on 17<sup>th</sup> Feb, anyone across Scotland can event and please share amongst networks - <a href="https://www.fsb.org.uk/event-calendar/masterclass-how-best-to-attract-and-retain-the-staff-you-need.html">https://www.fsb.org.uk/event-calendar/masterclass-how-best-to-attract-and-retain-the-staff-you-need.html</a></p> <p>A reminder that we have a list of forward agenda items for future Aberdeen Prospers meetings and if anyone would like to suggest an item please send this through to Allison.</p>	
<p><b>8.</b></p>	<p><b>Date and time of next meeting - Monday 7<sup>th</sup> March 2022, 10.30 – 12pm via Teams</b></p>	