



## **ECONOMY AND LIFELONG LEARNING GROUP**

**FRIDAY 6 DECEMBER 2013 – 10.30AM**

Minute of meeting of the Community Planning Economy and Lifelong Learning Group held in the Committee Room, Fourth Floor, Council Building, 2 High Street, Perth on Friday 6 December 2013 at 10.30am.

**Present:** Councillors A Livingstone and G Walker, Perth and Kinross Council; E Guthrie, TACTRAN; D Gourley, Perth College; Dr R Dockrell, University of Stirling; G MacEwan, Federation of Small Businesses; J Alexander, Department of Work and Pensions; G Morgan, Enterprise North East Trust/Business Gateway; J Kennedy, Scottish Enterprise; R Pinn, VisitScotland and J Kerr, Perth and Kinross Association of Voluntary Services (PKAVS).

**In Attendance:** D Littlejohn and A Seggie (both the Environment Service), M Cochlan, J Frawley and Y Oliver, (all Chief Executive's Service) and P McEvoy and J Allan, (both Education and Children's Services).

**Apologies:** Councillor J Kellas, J Valentine and J Fyffe.

### **1. WELCOME AND APOLOGIES**

Councillor A Livingstone welcomed everyone to the meeting and apologies were noted as above.

### **2. ELECTION OF CHAIRPERSON**

Councillor A Livingstone nominated Councillor J Kellas (in his absence) as Chairperson of the Economy and Lifelong Learning Group, seconded by Councillor G Walker. There being no other nominations, Councillor J Kellas was duly elected Chairperson.

As Councillor Kellas was unable to attend the first meeting of the Group, Councillor A Livingstone was unanimously appointed to act as Chairperson for the duration of the meeting.

Councillor A Livingstone, Acting Chairperson, presiding.

### 3. COMMUNITY PLAN/SINGLE OUTCOME AGREEMENT 2013-2023

There was submitted a report (G/13/306) comprising the Community Plan/Single Outcome Agreement 2013-2023. D Littlejohn, Head of Planning and Regeneration, Perth and Kinross Council, gave members a presentation on the background of the Community Plan/Single Outcome Agreement and explained the purpose of the newly-implemented Economy and Lifelong Learning Group. He advised that this was a new group bringing together two previous community planning partnerships (i.e. the Economic Partnership and the Lifelong Learning Partnership).

New Community Planning Partnership (CPP) governance arrangements were agreed as part of the new Community Plan/SOA in June and these include two required key changes: (i) the replacement of Themed Partnerships with Outcome Delivery Groups (Community Safety and Environment Group; Children and Young People's Group; Health and Social Integration Pathfinder Board and Economy and Lifelong Learning Group all of whom will report to the CPP Board) and (ii) the formation of a Community Empowerment Group. The CPP Board will continue to provide strategic leadership and direction of community planning across Perth and Kinross and will scrutinise overall delivery progress.

The new Community Plan/Single Outcome Agreement (SOA) for 2013/23 was endorsed by Perth and Kinross CPP and Council in June 2013, combining the priorities identified in the 2009/11 SOA and the previous Community Plan into a single strategic document. The SOA was then submitted to the Scottish Government on 28 June 2013 and signed off by MSP Derek Mackay, Minister for Local Government and Planning with implementation from September 2013.

The Scottish Government has placed community planning at the heart of wider public service reform, and has high expectations for how CPPs will improve to ensure they demonstrate real impact in improving outcomes for communities. They will be required to provide genuine opportunities to consult, engage and involve communities in decision-making.

The new Community Plan/SOA sets out 5 strategic objectives for Perth and Kinross:

- Giving every child the best start in life
- Developing educated, responsible and informed citizens
- Promoting a prosperous, inclusive and sustainable economy
- Supporting people to lead independent, healthy and active lives
- Creating a safe and sustainable place for future generations

Each objective relates to the main areas of focus for the CPP and local outcomes with performance indicators and milestones for delivery are also set out for each objective.

The Economy and Lifelong Learning Group will:

- (i) have a shared lead responsibility with the Children and Young People's Strategic Group for developing educated, responsible and informed citizens;
- (ii) have lead responsibility for promoting a prosperous, inclusive and sustainable economy; and
- (iii) ensure delivery of local outcomes:
  - people are ready for life and work
  - thriving, expanding economy
  - employment opportunities for all.

## **5. REMIT AND ROLE OF OUTCOME DELIVERY GROUP**

There was submitted copy joint report by J Fyffe and D Burke, Depute Chief Executives (13/479), which was approved by Perth and Kinross Council on 2 October 2013, setting out proposals for a renewed Council and CPP approach to working with communities which is recommended to support successful delivery of the Community Plan/Single Outcome Agreement 2013/23.

M Cochlan, Partnership and Improvement Manager, Perth and Kinross Council gave a presentation to members, explaining the role and remit of the Outcome Delivery Groups. The Groups would:

- Be accountable to the CPP Board for progress against strategic objectives and local outcomes;
- Be responsible for taking forward priority actions linked to local outcomes – the “10 year horizon”
- Have clear focus on delivery progress – six monthly performance reports to the CPP Board
- Have clear focus on improvement through use of data and evidence which supports a decisive shift to prevention on the ground
- Have robust self-evaluation at the heart of improvement.

Members were advised that the key tasks of each Outcome Delivery Group will be to:

- Develop an Outcome Delivery Plan
- Regularly review and update the Timeline/Key Milestones within the CP/SOA in line with the Outcome Delivery Plan
- Monitor and provide 6 monthly reports on delivery progress against the Outcome Delivery Plan to the CPP Executive Officer Group (CPPEOG)
- Identify risks and barriers to effective delivery, and advise the CPPEOG on mitigating action required at CPP Board level
- Report as required on community engagement activity to the CPP Community Empowerment Group, ensuring engagement activity is well joined up across all 4 Outcome Delivery Groups.

## 6. DEVELOPMENT OF THE 2014/15 OUTCOME DELIVERY PLAN

M Cochlan tabled a paper entitled “Guidance on Outcome Delivery Plans – December 2013”. The outline of requirements is:

- \* Ensure the Community Plan/SOA is the focal point of the ODP
- \* Demonstrate a clear understanding of place
- \* Describe how the ODG will make a decisive shift to prevention
- \* Measure and report on the quality and impact of community engagement
- \* Ensure equalities considerations run throughout the plan.

Each new Outcome Delivery Plan will be agreed between the ODG and the CPP Board, but only where the CPP Board is satisfied that they fully reflect this guidance and are sufficiently ambitious and stretching.

The Timetable for development and submission of the new ODPs is as follows:

December 2013	Guidance issued to ODGs
Jan-March 2014	Development of draft plans
April 2014	Quality assurance process/peer review
2 May 2014	CPP Executive Officer Group meeting
23 May 2014	CPP Board meeting

During a group discussion, A Seggie, Enterprise Manager, Perth and Kinross Council, advised that Perth and Kinross already had some really good examples of joint working and that it was not starting from a blank canvas. What was needed, however, was to identify where the gaps might be and address them.

P McEvoy, Head of Education, Perth and Kinross Council advised that the key milestones within the CP/SOA will help partners to concentrate on promoting an iconic vision for Perth and Kinross. A great deal was already being done but colleagues may need further advice and information on what could still be achieved.

It was agreed that A Seggie would organise a number of workshops to help and advise colleagues.

## 7. POSITIVE DESTINATIONS FOR YOUNG PEOPLE IN PERTH AND KINROSS

There was submitted copy Joint Report by the Executive Director (Environment) and the Executive Director (Education and Children’s Services) (G/13/303) (previously submitted to the Community Planning Partnership meeting on 29 November 2013), providing background information on the current destinations of the 2011/12 cohort of school leavers, and the levels of unemployment within the wider youth population locally.

J Allan, Learning and Development Manager, Perth and Kinross Council, gave a presentation to members on the joint report and pointed out the key points from the paper:

- \* The percentage of positive destinations for school leavers remains strong in Perth and Kinross
- \* Numbers in the “More Choices, More Chances” category (formerly NEET) category have grown since 2007 but appear to have stabilised
- \* Provision for the 16-19 age range has been extended and engagement in provision is growing
- \* Strong partnership with committed CPP partners
- \* Despite the challenging environment, Perth and Kinross is performing well

J Allan tabled a paper entitled “Commission for Developing Scotland’s Young Workforce – The Wood Commission – Interim Report 5 September 2013” which had been presented to CoSLA.

The Commission was launched in February 2013 under the chairmanship of Sir Ian Wood and its remit is to bring forward recommendations designed to improve young people’s transition into employment. Its major focus is therefore on pathways into vocational education and into paid employment.

The interim report covers seven broad areas containing a total of 12 recommendations, i.e. (1) Schools (2) Colleges (3) Schools and Colleges working in partnership (4) Modern Apprenticeships (5) More Choices More Chances (6) Science, Technology, Engineering and Maths (STEM) and (7) Quality improvement.

In conclusion, the main points to note are:

- Schools will require to co-ordinate the move to College for those pupils leaving to do NCs from S4. They will also need a dedicated resource in the senior phase for partnerships with businesses. Both have resource implications.
- Colleges may need to pick up costs through the transition phase suggested. There is certainly a need for awareness of the additional costs the proposals would put into the system.
- There is a possible implication for young people living in rural areas given the emphasis on NCs and HNCs from 4<sup>th</sup> year delivered in College.
- Education Scotland will have a bigger role in evaluating the SDS Career Service in schools and wider employability provision. It is probable that if this is taken forward, the Learning Community inspection model will grow to encompass this. This has substantial implications for the involvement of wider services and partner agencies in inspections.
- The Council and other CPP partners may need an ‘Invest in Youth Policy’ as large employers.

- Extension of intervention through Activity Agreements with younger pupils (under 16) who are already disengaged will require a higher volume of one to one case work.

It was noted that a lot of good work was already being done, in particular, the setting up of The Hub in conjunction with partner agencies in the Perth & Kinross Employment Connections Partnership. Council Officers and colleagues from other organisations including the Jobcentre, and Skills Development Scotland staff the Hub and its focus is on enabling job-hunters to boost their employability skills so they can get into sustainable work – covering building a CV, letter writing, completing application forms, telephone techniques and mock interviews.

G MacEwan, Federation of Small Businesses, advised that there was concern that 16 year olds were leaving school without a job. Some people were not ready for employment and she wanted to know what could be done to address this. She advised the Federation had over 1,000 members and, whilst some people did not class them as significant employers, some members had over 250 employees.

P McEvoy informed members that Perth and Kinross Council's Education Services had been working for many years with schools and Perth College, preparing young people for work by developing various skills.

## **8. REVIEW OF OUTCOME DELIVERY GROUP SUB-GROUPS**

A Seggie asked members which Sub-Groups they felt were required? P McEvoy undertook to raise this issue with F Robertson, Head of Cultural and Community Services. D Littlejohn said he felt there was no need for any more sub-groups. The responsibility rests with the Economy and Lifelong Learning Group which has an obligation to report back to the CPP and, subsequently, the CPEOG.

## **9. 2014 TIMETABLE OF MEETINGS**

There was submitted and agreed a timetable of meetings (G/13/308) for the Economy and Lifelong Learning Group for 2014.

## **10. ANY OTHER COMPETENT BUSINESS**

There was no other competent business at this time.

## **11. DATE OF NEXT MEETING**

It was noted that the date of the next Economy and Lifelong Learning Group was Friday 14 March 2014 at 10.00am in Room 410, Council Building, 2 High Street, Perth.