**MINUTES**

**Scotland’s Creative Industries Partnership (SCIP)**

**Thursday 5th May, 2016 – 10:30-13:00**

**Gallery 4, The Lighthouse, Glasgow.**

**Present:**

Janet Archer (JA) Creative Scotland (CS) (Chair)

Stephanie Cymber (SC) Scottish Government (SG)

Laura Holton (LH) Scottish Government (SG)

David Hartley (DH) Scottish Enterprise (SE)

David Smith (DS) Scottish Enterprise (SE)

Iain Hamilton (IH) Highlands and Islands Enterprise (HIE)

David Martin (DM) Skills Development Scotland (SDS)

Andre Reibig (AR) Scottish Funding Council (SFC)

Kenneth Clark (KC) Scottish Development International (SDI)

Hugh Lightbody (HL) Business Gateway (BG)

Heather Stuart (HS) VOCAL (the national association for culture and leisure managers)

Helena Ward (HW) Creative Scotland (CS)

Morgan Petrie (MP) Creative Scotland (CS)

Natalie Usher (NU) Creative Scotland (CS)

Clive Gillman (CG) Creative Scotland (CS)

Catherine Brown (CB) Creative Scotland (CS) Minute taker

**Apologies:**

Michelle Campbell (MC) Scottish Government (SG)

Jim Galloway (JG) Scottish Local Authorities Economic Development Group (SLAED)

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| **1.0** | **Introductions and apologies** |
| 1.1 | JA welcomed the Group and provided the apologies. |
| **2.0** | **Minutes of meeting of 4th February, 2016**  |
| 2.1 | The Minutes of the 4th February, 2016 were approved subject to a few corrections being made. |
| **3.0** | **Matters arising from meeting of 5th November, 2015** |
| 3.1 | 3.2 Completed – on today’s Agenda |
|  | 3.4 Completed |
|  | 3.8 Outstanding – JA to circulate her notes from the CIC meeting in London on 22nd October, 2015. **Action: JA** |
|  | 3.9 Outstanding – Still to link strategically with Local Authorities. **Action: DM** |
|  | 8.1 Outstanding – JG will send the draft Framework document to CG. **Action: JG**  CG to check if this has been done. **Action: CG** |
| 3.2 | **Matters arising from meeting of 4th February, 2016** |
|  | 5.1 Completed and correction made |
|  | 6.1 Questions remain around membership and further conversations to take place re priorities for the Creative Industries. LH will come back to the Group re this. **Action: LH** |
|  | 7.1 Completed |
|  | 10.1 Completed |
|  | 11.1 Completed but ongoing |
|  | 11.4 Completed |
|  | 11.5 Completed and correction made |
| **4.0** | **Creative Industries Opportunities Mapping – feedback from CG** |
| 4.1 | CG explained that an initial call had gone out via SLAED and VOCAL to ascertain the extent of the Local Authorities (LAs) activity in this area. Following this, HS on behalf of Fife Cultural Trust had generously taken on the work of following up via email and over the telephone, many local authorities who had not responded to the initial call. Following this work only 2 further positive responses were received. JA suggested that it may be useful to contact the CEOs of each of the 32 LAs to try and bring everyone together to highlight this problem. Capacity may be an issue within the LAs. CG suggested that we may need to champion a small amount of LAs initially and then add others on as they progress with this work. CG to determine the best way forward. **Action: CG** HL felt that it may be worthwhile informing COSLA of the outcome in case they can help. HL volunteered to help with this if necessary. **Action: HL** |
| **5.0** | **Shared Action Plan – review of workshop and proposed themes and outcomes** |
| 5.1 | Following the SCIP workshop on 14th April each of the ‘Action Groups’ had met either in person or on the phone to refine the Actions that were proposed at the workshop. A representative from each Group talked to their paper and discussion took place in response to the findings of each. It was agreed that each Group would provide 2 things they would like to achieve. These are listed below.*Group 1- Access to support systems/finance*How to make clearer what’s happening now.Find out where the gaps are and what can be done about them.*Group 2 – Digital*Better data gatheringDigital Innovation Plan.*Group 3 – Regions/Cross regional support*A Scotland-wide network of lead contacts for Creative Industries to be agreed with each LA. Creative Scotland to lead a review of Place Agreements and their future function in relation to regional/cross regional support.*Group 4 – Impact evaluation*Measure impactMethodology to report the investment in the Creative Industries in Scotland.*Group 5 – Creating the conditions for success*Become better at describing standardised and accessible skills and career pathways for Creative Industries.Improve engagement with the private sector.Each Group to flesh out a work plan which will become part of one document. Current Groups to meet with CG who will return to next SCIP mtg with an Action Plan based on the work of all groups. Each Group to also think about Equality/Diversity/Inclusion (EDI).**Action:** **CG to set up further meetings with each Action Group:***Group 1- Access to support systems/finance*Hugh Lightbody, Iain Hamilton, Stephanie Cymber *Group 2 – Digital*Morgan Petrie, Andre Reibig, + David Hartley*Group 3 – Regions/Cross regional support*Michelle Sweeney, David Smith, Jim Galloway *Group 4 – Impact evaluation*Michelle Campbell, Janet Archer, David Hartley *Group 5 – Creating the conditions for success*Heather Stuart, David Martin, Natalie Usher  |
| **6.0** | **Any Other Business** |
| 6.1 | Creative Scotland Creative Industries Strategy goes live on 18th May, 2016. |
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| 6.2 | CG mentioned the CivTech accelerator programme which aims to use technology to address civic challenges. Speak to CG if you would like more information.  |
| **7.0** | **Date of Next meeting** |
| 7.1 | 4th August, 2016 – 10:30-13:00 – Creative Scotland’s Boardroom, Waverley Gate |

9/5/2016