**MINUTES**

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

**Thursday 2nd February, 2017– 10:30-13:00**

**Boardroom, Creative Scotland, Waverley Gate, 2-4 Waterloo Place, Edinburgh.**

**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 Martin (DM) Skills Development Scotland (SDS)

Andre Reibig (AR) Scottish Funding Council (SFC) (until 12 noon)

Hugh Lightbody (HL) Business Gateway (BG)

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

Jim Galloway (JG) Scottish Local Authorities Economic Development Group (SLAED) (until 12 noon)

Natalie Usher (NU) Creative Scotland (CS)

Clive Gillman (CG) Creative Scotland (CS)

Helena Ward (HW) Creative Scotland (CS)

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

**Apologies:**

David Smith (DS) Scottish Enterprise (SE)

Michelle Sweeney (MS) VOCAL (the national association for culture and leisure managers)

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

Kenneth Clark (KC) Scottish Enterprise (SE)

Morgan Petrie (MP) Creative Scotland (CS)

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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 3rd November, 2016** |
| 2.1 | The Minutes of the meeting of 3rd November 2016 were approved. |
| **3.0** | **Matters arising from meeting of 5th May, 2016** |
| 3.1 | 4.1 HS explained that it would be best for VOCAL & SLAED to meet rather than meet with COSLA. **Action: Vocal & SLAED**Now complete - meeting scheduled for mid-February 2017. |
| 3.2 | **Matters arising from meeting of 3rd November, 2016** |
| 3.3 | 4.3 Complete4.4 Complete4.5 Task 4 - 4.3 Meeting to be arranged – JA will share outcome of meeting.4.6 Task 5 - 5.1 Still outstanding - this should also involve DH.4.6 Partly done – Creative Scotland to write to write to Scottish Government Digital Director re: a Creative Industries presence on mygov.scot. **Action: Creative Scotland**Following comments from Cabinet Secretary and a cold read through of the Plan by the CS Comms team, some small changes to be made to the SCIP Plan and then to be re-sent to SCIP. **Action: Creative Scotland**Sign-off by SCIP within 48 hours agreed.Scot.Gov. will ensure relevant Ministers have sight of the Plan, which will be cleared by the Cabinet Secretary for Culture, Tourism and External Affairs. **Action: Scottish Government**6.1 Complete6.2 Complete |
| **4.0** | **Draft Shared Action Plan** |
| 4.14.24.34.4  4.5  4.6  4.7 | Creative Scotland confirmed that the Plan will again be sent out for comments (with a 48 hour turnaround time) prior to being finalised. **Action: Creative Scotland**Sally Loudon, Chief Executive, COSLA, to be sent a copy of the Plan. **Action: Creative Scotland**Task 1Access to support systems/finance – Iain HamiltonIH talked this through and confirmed that the deadlines will be met.Task 2 Digital – David Hartley and Morgan Petrie2.1: Coming up in very near future2.2: Moving along – nothing to report currently. There is a possibility of work being undertaken with Datalab as part of work in support of the Edinburgh Festivals. Met with meet-up groups.2.3: Coming up in very near future2.4: Festivals work coming up – Tech Week - Technology sponsorPartnership is there to influence college sector, re innovation, skills needs for future - £200K – Funding Council and Skills Development Scotland in partnership. New and existing relationships to come together. Task 3Regions/Cross-regional support – Michelle Sweeney and Jim Galloway3.1: List is being compiled and will be available by the deadline date3.2: On track re deadline date but need to write to CEOs (Jim Savage or Keith Winter) to ask whether and where the creative industries sit within their economic or cultural policies and who their key staff are. **Action: Creative Scotland**3.3: Need to follow up re crossover with Visitor Economy.Task 4Impact Evaluation – Laura Holton/Stephanie Cymber/Marina Curran4.1: British Irish Council Creative Industries Work Sector are developing a paper on measuring the creative sector across all eight administrations which links to Measuring Impact through the SCIP Plan. SC will share the BIC paper when appropriate. **Action: Scottish Government**4.2: Analytical teams were developing proposals for for SCIP .4.3: A methodology and rationale to measure impact would be developed, with all SCIP partners consulted. SCIP agreed that the focus would be on collecting information for future analysis, rather than considering impact of past spend. 4.4: This was dependent on delivery of actions 4.1-4.3 and therefore was not discussed by the GroupTask 5Creating the conditions for success – Heather Stuart and David Martin5.1: Development meeting re film business support5.2: SDS engaged in creating progression pathways and will report back to Group5.3: Deadline date will be extended to June 20175.4: Deadline date will be met5.5: Deadline date will be extended to June 2017. DM & HS to meet soon. **Action: Skills Development Scotland & VOCAL**All Group Leads to provide a written report on their area for inclusion in the Minutes of this meeting. **Action: All**Creative Scotland will provide a progress report/chart showing what has been done to date before the next SCIP meeting on 4th May, 2017. **Action: Creative Scotland** |
| **5.0** | **SCIP Membership** |
| 5.1 | The group discussed a proposal for more Gaelic representation on the group, with the suggestion of MG Alba & Bord na Gaidhlig being represented. CS explained its involvement with both organisations and confirmed that it will be supporting an fixed-term appointment for someone to support Gaelic creative industries who will be reporting back to CS staff through An Lanntair. It was agreed that MG Alba should not invited on to the group given it supported one specific sector rather than the creative industries as a whole. However, it was agreed that CS should pursue the suggestion of Bòrd na Gàidhlig being included further. Creative Scotland to have a conversation with Shona MacLennan of Bord na Gaidhlig. **Action: Creative Scotland** |
| **6.0** | **Creative Industries Advisory Group Meeting** |
| 6.1 | Scottish Government confirmed that 35 people will be attending the first meeting of this group on 8 February and that a large number of people have expressed an interest in joining this Group since its existence was announced. There may be calls for people to attend specific meetings on an ad hoc basis. CS, HIE, SDS and SE will attend this meeting in an observer capacity. |
| **7.0** | **Brexit**  |
| 7.1 | Lots to be worked through. The Group talked through how each of their organisations is addressing this. Scottish Government hosted an event for Culture, Historic Environment and Tourism sectors on 25 January, and will circulate the high level discussion points from this. **Action: Scottish Government** |
| **8.0** | **City Region Deals – information sharing** |
| 8.1 | It is understood that City Region Deals in Glasgow, Edinburgh, Tayside, Stirling and Inverness all include some aspect of Creative Industries development although it is not clear whether or how these are informed by national strategies. Some level of consultation has taken place with Edinburgh, Tayside and Stirling. SLAED will circulate a link to SCIP re City Region Deals. **Action: SLAED** |
| **9.0** | **Partner Updates: XpoNorth, Skills Investment Plan, CS/SE Partnership agreement** |
| 9.19.29.39.4 | XpoNorthXpoNorth has launched – will take place on 7th and 8th June 2017. IH gave information on their events and sponsors; Microsoft/Unesco/Netflix,etc.Skills Investment PlanDM confirmed that work has begun on Theme 3 – will keep the Group updated on this and ICT Digital.CS/SE Partnership AgreementCG confirmed that the Report on the Partnership Agreement between SE & CS will be published on our website.Screen Sector Leadership GroupSSLG has met for the last year under the Chairmanship of John McCormick. Their report will shortly be shared with the Cabinet Secretary and thereafter will become public. |
| **10.1** | **Date of next meeting** |
|  | 4th May, 2017 - 10:30-13:00 – Boardroom, Creative Scotland, Waverley Gate. |

20/2/2017