

**MINUTES**

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

**Thursday 3rd August 2017– 10:30-13:00**

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

**Present:**

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

David Hartley (DH) Scottish Enterprise (SE)

David Smith (DS) Scottish Enterprise (SE)

David Martin (DM) Skills Development Scotland (SDS)

Andre Reibig (AR) Scottish Funding Council (SFC)

Phil McGuiness (PM) Scottish Funding Council (SFC)

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

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

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

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

Carolyn Rae (CR) Scottish Government (SG)

Hugh Lightbody (HL) Business Gateway (BG)

Clive Gillman (CG) Creative Scotland (CS)

Helena Ward (HW) Creative Scotland (CS)

Morgan Petrie (MP) Creative Scotland (CS)

Alastair Evans (AE) Creative Scotland (CS)

Alice Shone (AS) Creative Scotland (CS) Minute-taker

**Apologies:**

Kenneth Clark (KC) Scottish Development International (SDI)

Stephanie Cymber (SC) Scottish Government (SG)

Natalie Usher (NU) Creative Scotland (CS)

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| **1.0** | **Introductions and apologies** |
| 1.1 | The Chair welcomed the Group and provided the apologies. |
| **2.0/3.0** | **Minutes of meeting of 4th May 2017** |
| 2.1/3.1 | The Minutes of the meeting of 4th May 2017 were approved. |
| **4.0** | **Matters arising from meeting of 3rd November 2016, 2nd February and 4th May 2017** |
| 4.14.24.3 | All actions were completed apart from the following:3rd November* (4.6) SG notified the group that the website is in the process of being simplified. SG has added some new content to the site, but more may be needed to be done. SG will update.

2nd February* (4.1) The paper is not yet complete and will be shared when ready. SG to update SCIP at next meeting.
* (5.1) Shona MacLennan will be invited to the next SCIP meeting to discuss Bòrd na Gàidhlig being included further. Chair to complete.

4th May* (4.1) SLAED and the Chair will discuss drafting a presentation on SLAED and its subgroups and present to SCIP. Action SLAED to present at next mtg.
* (4.4) SDS and CS Screen will discuss key people to be involved in the Creative Industries Skills Investment Plan Skills Forum.
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| **5.0** | **Shared Plan** |
| 5.15.25.35.4 | The group received the following updates on workstreams:Workstream 1Access to support systems/financePresentation in response to Actions 1.1 & 1.2 – HIEHIE gave a verbal update to Actions 1.1 & 1.2 in the shared plan and made the following points:* The question of access to finance often becomes confused because it depends on size/location of business, what their ambitions are, and which sectors are involved.
* The account management systems are often not suited to smaller businesses because of their scale.
* There is a perception held that it is complicated to deal with small businesses. They are worried about loans and there is high risk.
* Often the projections they will provide are the worst-case scenario – they are not good at promoting themselves but they are good at promoting others.
* The metrics used are often challenging, but the reason for staff turn-over is generally for other opportunities, and this gives a greater chance of networking.
* Greater awareness needs to be in place for small businesses, and there needs to be an understanding of what is expected of them.
* Although CS provides funds for cultural organisations, there is still a gap. SE informed that Scottish Enterprise are working on filling in this gap by supporting 8,000 – 10,000 businesses.
* CS questioned if there is a difficulty finding finance, or if those looking for finance do not hit the necessary criteria (risk profile/business case).
* The point was made that there is a lot available for start-up businesses, with some specific to Creative Industries. However, if the business is not sound, then it will inevitably struggle in the future and funding is not a substitute for this.

The Chair asked that in relation to the points made, we need to agree whether there is work to be done, or whether what is in place is good enough.SE put to the group that these arguments should be put down in writing and expanded upon. CS would like SCIP to work on clearly setting out the public sector support journey one would take from starting with a business idea to turning over a profit.**ACTION: CS to present model for support journey****ACTION: CS and HIE to discuss what should be taken forward to 1.3 in the shared plan.**Workstream 3Regions/Cross regional supportPresentation of outcomes of Action 3.1 SLAED have compiled and provided a list of contacts of local authorities in business gateway areas.* There has been work on seeking to bring SLAED and VOCAL together, but this has been prolonged due to the change of chairs in VOCAL. Each local authority will be pleased to take appropriate actions for creative development.
* Glasgow, Dundee and Edinburgh creative industries feature strongly within regional strategies.
* Key sector of Creative Industries is very strong in the 2050 strategy.
* Fife are coming to Edinburgh to look at Creative Exchange.
* We need to articulate to the list of contacts who SCIP are, the background, and terms of reference.
	+ VOCAL suggested that it can then be asked if they are prepared to engage further with their own contacts.
	+ There is a potential to demonstrate good practice, but it must be remembered that there may be tension as they could be in competition.

**ACTION: SLAED to mail contacts and introduce SCIP and point them in the direction of the published minutes.****ACTION: SLAED, SFC, CS to discuss ideas for 2018 Symposium and inform the group at the next SCIP meeting.**Workstream 4Impact evaluationSCIP partners were asked for financial inputs of their organisations from 15/16 & 16/17. CS directed the attention of the group to the presentation which will be circulated and saved on the drive with SCIP papers. The following points were made:* It was agreed that the data is essential, but finding a way to ensure it is robust and not time consuming is important as there is a large chance of human error from manual input.
* The deadline for the completed data is 25th August, but due to the Government asking for further data, this can be discussed with CS individually
* The sub-group would like to discuss with the wider SCIP group how partners are going to measure economic impact of return on public money.

Workstream 5Creating the conditions for success Presentation of interim update on Action 5.2 from the Skills Investment Plan for the Creative Industries SDS shared a presentation which will be circulated to SCIP and saved on the network. The following points were made:* When preparing young people for entry into the creative industry, careers information and advice/guidance is critical.
	+ It is also important to ensure primary and secondary teachers and guardians are tuned into what the sector can offer, and to continue to keep them updated.
* Since the skills investment plan was published, 82 job profiles have been created along with a live feed of jobs etc.
* Assets are beginning to be developed to assist and support the careers advice service for individual areas.

Employment & Skills* A better relationship between places of work and schools/colleges and young people has been established and funding been awarded.
	+ This is also linked to employers with apprenticeships put in place.
	+ An event was held with BAFTA Scotland and was filmed. The video is still getting hits, demonstrating the continuous benefits.

Modern Apprenticeships* Up 113% on last year.
	+ A Shared Apprenticeship pilot has recently begun. This has had benefits with diversity and inclusion.

Graduate level apprenticeship:* Heavy intake of software development and cyber security.

**Action: VOCAL and CS to further discuss the delivery of Shared Plan action 5.2**VOCAL updated 5.2 and expressed that 5.3 and 5.4 may be wider than this group and may need additional resource.**Action: SCIP to present at SLAED to give an overview.** |
| **6.0** | **Uk Government Industrial Strategy Green Paper** |
| 6.16.26.3 | Action: Responses to the Industrial Strategy Green Paper have been shared.The Chair updated the group on recent meetings with Matt Hancock (UK [Minister of State for Digital and Culture](https://en.wikipedia.org/wiki/Minister_of_State_for_Digital_and_Culture)) and Peter Bazalgette (phone mtg) with regard to the green paper.CS let the group know that AHRC have just announced an opportunity for HEIs to bid into clusters of innovation support in the creative industries. The total pot available will be £80 million. The work SCIP are doing will play into these situations and a coordinated approach can be taken. |
| **7.0** | **AOB** |
| 7.1 | No other business. |
| **8.0** | **Date of next meeting** |
| 8.1 | Thursday 9th November 2017 - 10:30-13:00 – Boardroom, Creative Scotland, Waverley Gate. |