**MINUTES**

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

**Thursday 3rd November, 2016– 10:30-13:00**

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

**Present:**

Janet Archer Creative Scotland (CS) (Chair)

Stephanie Cymber Scottish Government (SG)

Laura Holton Scottish Government (SG)

David Hartley Scottish Enterprise (SE)

David Martin Skills Development Scotland (SDS)

Andre Reibig Scottish Funding Council (SFC)

Hugh Lightbody Business Gateway (BG)

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

Helena Ward Creative Scotland (CS)

Natalie Usher Creative Scotland (CS)

Clive Gillman Creative Scotland (CS)

Catherine Brown Creative Scotland (CS) Minute-taker

**Apologies:**

David Smith (DS) Scottish Enterprise (SE)

Kenneth Clark (KC) Scottish Enterprise (SE)

Michelle Sweeney (MS) VOCAL

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| **1.0** | **Introductions and apologies** |
| 1.1 | The Chair welcomed the Group and provided the apologies. |
| **2.0** | **Minutes of meeting of 4th August, 2016** |
| 2.1 | The Minutes of the meeting of 4th August, 2016 were approved. |
| **3.0** | **Matters arising from meeting of 5th May, 2016** |
| 3.1 | 4.1 It was proposed that it would be best for VOCAL & SLAED to meet rather than meet with COSLA. **Action: SLAED & VOCAL** |
|  | **Actions arising from meeting of 4th August, 2016** |
|  | 4.1 Completed  5.2 Completed |
| **4.0** | **Draft Shared Action Plan** |
| 4.1    4.2  4.3  4.4    4.5    4.6  4.7 | The Chair began by saying that it would be good to hear from each task group re the work they have been doing on defining outcomes and timescales in order that we can sign-off on the Shared Plan. It was confirmed that task groups had generated more information than was required and although both the work and the information is very valuable it will not be fully utilised until the next stage as we move towards delivering the Plan. It is anticipated that the Shared Action Plan will eventually be in the public domain once signed off.  Task 1  Access to support systems/finance – Iain Hamilton  Feedback had been sought from many people on this topic. There are practical issues, but also a perception issue re obtaining funds. We now need feedback from SCIP to find out what finance is available. It would also be good to know the reason why some applications were turned down. COSLA & SG are helping with this Task. SFC requested information on any patterns arising, e.g. gender imbalance. There is a need to address gaps if identified in areas relating to inclusion, gender and race. All agreed that the actions in 1.1-1.4 were accurate and that the timeframes were suitable.  Task 2 Digital – David Hartley and Morgan Petrie A report was given on the range of work going on currently in this area with a focus on work around the Edinburgh festivals. CS also outlined some possible work in the Western Isles. There was some discussion that Action 2.3 (on data) under the Digital theme could be incorporated into the Impact Evaluation strand. However, it may be good to keep a focus on the strengths and weaknesses of how data is used for its own purposes. It was agreed that this information would be good to have and one action will be amended to reflect this, making it more about data that the sector captures about itself and how that’s used or exploited.  **Action: SE**  It was agreed that the timeframes for this Task are suitable.  Task 3 Regions/Cross-regional support – Michelle Sweeney and Jim Galloway Update was given by CS as the group leader, was absent and a discussion followed.  3.1 The number of Business Gateway delivery areas should be removed.  3.2 Regional strategies – these may be different in each area. Would also be good to include City Region Deals. This should be an Agenda item for a future SCIP meeting. **Action: Chair** 3.3 Visitor economy – lots of crossover with other sections. Would be good to capture some information on regional strengths. It was agreed that the timeframes for this Task are suitable.  Task 4 Impact Evaluation – Laura Holton/Stephanie Cymber 4.1 To progress the Impact Evaluation theme, the Task Group invested significant effort in pulling together input from analytic teams in SG/SE/CS and came to the conclusion that the current Scottish Government methodology for recording statistics was appropriate.  4.2 This topic is also being explored through the British-Irish Council (BIC) Creative Industries Work Sector an update was provided on a recent workshop led by DCMS, which looked at measuring the creative industries across all the BIC Member Administrations. Further updates on this work will be shared with SCIP. 4.3 The Chair will set up a meeting with Matt Hancock, UK Government Minister of State for Digital and Culture to discuss the disaggregation of data between Scotland and the rest of the UK. **Action: Chair**  4.4 The Creative Industries have the ability to deliver on the ‘triple bottom line’ of economic, social and cultural impact and the Task Group is keen to demonstrate the potential of the sector and make it an exemplar in inclusive growth.  4.5 Timescale changed to December 2017 but may change again. All agreed that the revised timescales for this Task are suitable.  Task 5 Creating the conditions for success – Heather Stuart and David Martin 5.1 There was a discussion about aligning the timescales of these actions to those elsewhere in the Plan. Useful work has been done on the film sector portal and a discussion re the portal will take place outwith this SCIP meeting involving SDS and VOCAL then the results of the discussion will be brought back to SCIP. SE also gave an update re the portal. The Chair felt that it may be useful to add the Creative Industries to ‘My.Gov’ which is the Scottish Government’s website. Headlines were agreed but final form of wording to be sent in a finalised document via email to SCIP. **Action: SDS then CS**  All agreed to sign off the Shared Plan. The Chair will share this plan with the CS Board and the CS Senior Leadership Team. Next step is to make the CEOs of all the SCIP organisations aware of this Plan. **Action: Chair**  It was also proposed to take this to the VOCAL Board and the SLAED AGM in April 2017. It was proposed that Ms Hyslop will want to sign off.  CS will amend Plan then send to SCIP for a final check before sending out.  **Action: CS**  It was also suggested that other Ministers with an interest should have sight of the plan once approved. **Action: SG**  Proposal is to publish the Plan and give updates on the outcomes as each one is achieved.  The Leads for each Task area were asked if they would be prepared to maintain leadership for the next stage of work and all agreed to this.  Task 1: Access to support systems/finance – Iain Hamilton  Task 2: Digital – David Hartley and Morgan Petrie  Task 3: Regions/Cross-regional support – Michelle Sweeney and Jim Galloway  Task 4: Impact evaluation – Laura Holton/Stephanie Cymber  Task 5: Creating the conditions for success – Heather Stuart and David Martin  CS will also be available to attend/offer support to all groups if required.  Next steps: each Group to meet in December 2016 and then feed back in to the next SCIP meeting on 2nd February, 2017. Any issues with deliverability to be sent to Clive Gillman at CS.  **Action: All** |
| **5.0** | **Enterprise and Skills Review – Phase 1 Report** |
| 5.1 | A general discussion took place. |
| **6.0** | **AOB** |
| 6.1  6 .2  6.3 | **Brexit**  The Chair was interested to hear how other SCIP organisations were preparing for Brexit. Everyone has seen the Creative Industries Federation’s Brexit Report which is a helpful document. Creative Industries Council also prepared a Report which SG will send to SCIP. **Action: SG**  SG updated the Group on attendance at the recent meeting at the Creative Industries Council (CIC) in London where Karen Bradley (UK Secretary of State for Culture, Media and Sport) was in attendance. John Newbigin will ensure that Scotland’s interest is taken into account in the forthcoming workshop. In due course the Scottish Government will have one large stakeholder event to discuss the implications of the EU Referendum result. CS will be invited. Similarly, there may also be a Parliamentary debate on this issue. **(Post meeting note: the debate took place on 29 November).**  SDS asked who was on the Creative Industries Council and how we engage with the CI Council. SG are our lead on this and their representative will feed back information as and when available.  Brexit to be added to Agenda for next meeting. **Action: CS**  **EDAS/SLAED Annual Conference**  It was confirmed that this will take place from 1st-2nd December 2016 in the Town House, Aberdeen. The programme for the Conference has been circulated to SCIP.  **Research Teams**  Would be helpful if the research team from each organisation within SCIP could share any information they have re Brexit with SCIP. **Action: All** |
| **7.0** | **Date of next meeting** |
| 7.1 | 2nd February, 2017 - 10:30-13:00 – Boardroom, Creative Scotland, Waverley Gate. |

7/11/2016