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Description automatically generated**Community Planning Partnership Board Meeting**

**Thursday 25th January 2024 at 10.00am via Microsoft Teams**

**Present:** Annette Lang, Bryan Pottinger, Ann Stewart-Kmicha, Keith Fisken, Peter Smaill, Fiona Robertson, Jim Sherval, Gill Main, Grace Vickers, James Robertson, Kevin Anderson, Lesley Kelly, Michelle Strong, Morag Barrow, Nick Clater, Julian Holbrook, Robbie Broomfield, Lynsey Davidson, Rebekah Sullivan

**Apologies:** Dave McCallum, Annie Watt, Derek Oliver, Dona Milne, Joan Tranent, Audrey Cumberford, Mark McMullen, Roddy Henry, Jane Burnett, Nick Croft, Penelope Curtis

**Minutes**

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| **Item** | **Minutes** | **Actions** |
| 1. Approval of Minutes & Matters Arising | Minutes from the previous meeting were approved as accurate. The paper outlining Midlothian’s Population and Household data was noted. |  |
| 1. Action Log | Annette Lang discussed the action log and provided an update on each item. The risk register will be reviewed offline and circulated for wider comment. | Keith Fisken to present an update on bus and transport in Midlothian and current challenges – invite a representative of Lothian Buses to this meeting.  Kevin to link the transport graphic lead with Shaping Places for Wellbeing Staff. Jane Deary |
| 1. CPWG Update and Asks | Lesley Kelly discussed the points raised at the Community Planning Working Group meeting. Lorraine Chapman provided an update on Ukrainian and Afghan refugees and asylum seekers in Midlothian. Gillian Cousin provided an overview of the Shared Prosperity Funding for Future Priorities 2024-25. One ask was for the CPP Board to approve the Community Learning and Development Partnership Annual Report which was agreed. Additional comments on the CLD paper to be sent to Annette Lang. For more details please see the attached minutes:    Rebekah Sullivan presented a range of date options for a September conference and has asked that partners check dates for any conflicts. The potential dates are listed below:  3rd, 4th, 5th, 11th, 12th, 18th, 19th, 25th, or 26th |  |
| 1. Cost of Living Task Force Update | Cllr Parry provided an update on the Cost of Living Task Force. The next meeting will focus on evaluating the groups current spend and the projects achieved.  Recently a system has been launched at a local library for coat collections which has been well received by communities.  Dona Milne as Poverty Champion toured Midlothian in December, visiting the warm and well hubs. Feedback from staff at the hubs was very good and people are using them on a regular basis, highlighting the need is still present. |  |
| 1. National Equally Safe Strategy Feedback | Annette Lang provided an update on Midlothian’s Equally Safe Strategy. A reminder to the Board that the draft Strategy was circulated for comment and any feedback is to be sent to Joan Tranent. Annette Lang and Rebekah Sullivan will be attending the local Women’s Aid Event in March to gather lived experience feedback on key actions to include in the communication strategy etc. Fiona Robertson has agreed to be the champion of promoting Equally Safe Education within Midlothian schools.  Training on looking at services with a gendered lens is currently being sourced. The Scottish Government Action Plan is due to be released April/May and it is hoped that Midlothian’s more detailed action plan will also be produced to reflect the national action plan and local priorities. |  |
| 1. Business Gateway | Robbie Broomfield gave an update on Midlothian’s Business Gateway. In quarter 3 the number of established businesses the service support was 744, of this 26 were formal website enquiries. The number of start-ups for the same quarter were 24, which was slightly down from Q2 however it is estimated 46 new jobs have been created in Midlothian. This is estimated to bring £1.6 million in turnover. Business Gateways social media followers has increased by over 70% in Q3. The expert help fund is to help with consulting support, an example is the carbon accelerator project where businesses receive support to educate them on how to review their carbon outputs and provide a formal audit. 13 businesses have signed up to this offer.  There is a new business directory up on Locate in Midlothian which now has map function and local businesses can sign up to this for free: <https://locateinmidlothian.co.uk/location/>  Business Gateway are also holding a coffee morning and further details of this will be circulated to partners.  Discussions also focused on the rising cost of food and the idea of a Midlothian food belt. Julian Holbrook is keen to explore conversations around this topic area.  There is also an event for the official opening of the net zero home:  <https://www.eventbrite.co.uk/e/official-opening-of-etas-net-zero-home-tickets-788316053537?aff=oddtdtcreator> | Julian to produce paper on climate action hub  JH/AL/FR to meet to discuss learning estate and how can we be strategic in this work  Agenda item – Discuss the current food growing strategies to see if any can be updated |
| 1. City Deal | Kevin Anderson provided an update on the Regional City Deal. For more details please see:  <https://esescityregiondeal.org.uk/key-documents> |  |
| 1. AOB | Midlothian Council is supporting the Time to Talk day on 1st February.  FCC has expressed concerns around the tight consultation time setting Midlothian Council’s budget  Grace Vickers would like to thank the partnership for their hard work and support during the recent storms. |  |
| 1. Date of Next Meeting | 28th March 2024, 10am via Teams |  |