



Council Building
2 High Street
Perth
PH1 5PH

19/06/2023

A hybrid meeting of the **Perth and Kinross Community Planning Partnership Board** will be held in **the Council Chamber** on **Friday, 23 June 2023 at 10:00**.

If you have any queries please contact Committee Services on (01738) 475000 or email Committee@pkc.gov.uk.

THOMAS GLEN
Chief Executive
PERTH AND KINROSS COUNCIL

Those attending the meeting are requested to ensure that all electronic equipment is in silent mode.

Councillor G Laing, Perth and Kinross Council (Chair)
Councillor J Duff, Perth and Kinross Council
Councillor D Cuthbert, Perth and Kinross Council
E Boyd, Skills Development Scotland
M Cook, Perth College UHI
E Fletcher, NHS Tayside
T Glen, Perth and Kinross Council
S Kabamba, Scottish Fire and Rescue Service
M Lockley, Scottish Enterprise
C Mailer, Perth and Kinross Council
C McKenna, PKAVS
D McLaren, Scottish Government
L McMahon, Jobcentre Plus/DWP
P Raynor, Scottish Ambulance Service
N Shepherd, Police Scotland

M Speed, TACTRAN
B Renton, Perth and Kinross Council
S Devlin, Perth and Kinross Council
J Pepper, Health and Social Care Partnership

Community Planning Partnership Board

Friday, 23 June 2023

AGENDA

MEMBERS ARE REMINDED OF THEIR OBLIGATION TO DECLARE ANY FINANCIAL OR NON-FINANCIAL INTEREST WHICH THEY MAY HAVE IN ANY ITEM ON THIS AGENDA IN ACCORDANCE WITH THE COUNCILLORS' CODE OF CONDUCT.

- 1 WELCOME AND APOLOGIES/SUBSTITUTES**
 - Paul Raynor (Scottish Ambulance Service), Introduction
- 2 DECLARATIONS OF INTEREST**
- 3 MINUTE OF MEETING OF THE PERTH AND KINROSS COMMUNITY PLANNING PARTNERSHIP BOARD OF 24 FEBRUARY 2023** **5 - 8**

(copy herewith)
- 4 CPP BOARD SELF ASSESSMENT**

Presentation by Community Planning Team Leader, Perth and Kinross Council
- 5 RISK PROFILE UPDATE** **9 - 16**

Report by Community Planning Team Leader, Perth and Kinross Council (copy herewith G/23/85)
- 6 LOIP PROGRESS UPDATE** **17 - 20**

Report by Community Planning Team Leader, Perth and Kinross Council (copy herewith G/23/86) and verbal updates by all Partners.
- 7 PKAVS & TSI FUNCTION**
- 8 PKC TRANSFORMATION REVIEW OF COMMUNITY EMPOWERMENT**

Presentation by Head of Culture and Communities Services, Perth and Kinross Council
- 9 ANTI-POVERTY TASK FORCE**

Verbal update by Executive Lead - Strategic Planning and Transformation, Perth and Kinross Council
- 10 LOCALITY WORK: COUPAR ANGUS CAP**

Verbal update by Head of Culture and Communities Services, Perth and Kinross Council
- 11 ANY OTHER COMPETENT BUSINESS**

12 DATE OF NEXT MEETING
8 September 2023, 10.00am

Key Agenda Items:

- LOIP Annual Report (Oct 22 - Sept 23)
- LOIP Action Plan (Oct 23 - Sept 24)

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<p>All Council Services can offer a telephone translation facility.</p>

PERTH AND KINROSS COMMUNITY PLANNING PARTNERSHIP BOARD

Minute of meeting of the Perth and Kinross Community Planning Partnership Board held hybrid in the Council Chambers, 2 High Street, Perth on Friday 24 February 2023 at 10.00am.

Present: Councillors G Laing, J Duff and D Cuthbert (all Perth and Kinross Council); E Fletcher (NHS Tayside); C McKenna (PKAVS); J MacKay (NHS Tayside – substituting for P Raynor); V Lynch (Perth College UHI - substituting for M Cook); and G Binnie (Police Scotland).

In Attendance: S Devlin, F Robertson, C Mailer, C Hendry, S Devlin, L Haxton, D Stokoe, J Dudgeon and A Taylor (all Perth and Kinross Council); and S Noble-Clyne (NHS Tayside – observing only).

Apologies: Councillor P Barrett; T Glen, B Renton and J Pepper (all Perth and Kinross Council); S Kebamba (Scottish Fire and Rescue Service); T Leonard (Police Scotland); M Wright (Scottish Enterprise); D McLaren (Scottish Government); and E Boyd (Skills Development Scotland).

1. WELCOME AND APOLOGIES

Councillor G Laing welcomed all present to the meeting and apologies were noted above.

2. DECLARATIONS OF INTEREST

There were no Declarations of Interest made in terms of the relevant Codes of Conduct.

3. MINUTE OF MEETING OF THE COMMUNITY PLANNING PARTNERSHIP BOARD OF 18 NOVEMBER 2022

The minute of meeting of the Community Planning Partnership Board of 18 November 2022 was submitted and approved as a correct record.

4. MATTERS ARISING

There were no matters arising.

5. COST OF LIVING: COMMUNITY PLANNING PARTNERSHIP PRIORITY COMMITMENTS: UPDATES FROM EACH COMMUNITY PLANNING PARTNER ON PROGRESS AND ACTION SINCE OCTOBER 2022 POVERTY TASKFORCE: NEXT STEPS

(i) Child Poverty Update

C Mailer, Perth and Kinross Council, delivered a verbal update on the work being carried out to help mitigate and reduce child poverty.

She advised that work was continuing to be progressed on the detailed action plan with one of the key actions being the Children's Scorecard which was informed by children and families experiencing poverty and their lived experience providing a very useful baseline assessment. She also advised that the Child Poverty Co-ordinator recently delivered a presentation to the CPP Executive Officer Group, and an Elected Member Workshop was also recently held which looked at the type of action that is required to be taken at locality / ward level.

She also advised that along with T Glen, the Chief Executive of Perth and Kinross Council she had recently met with representatives from the Scottish Government to discuss the possibility of some accelerator funding and support for Highland Perthshire.

(ii) Cost of Living Update

C Mailer, Perth and Kinross Council, delivered a verbal update on the Cost-of-Living Crisis.

She advised that the initial £320,000 funding provided for community groups and organisations to apply for was extended by the Council in December 2022 with a further £100,000 added making a total of £420,000 available for the purpose to support communities and community groups in the creation and establishment of warm space areas, food, and warm home packs. She further advised that there was a good geographical spread of applications received, £170,000 for the cost of warm spaces was distributed to 92 successful applicants; £250,000 for the cost of food support and warm home packs was distributed to 85 successful applicants with positive feedback having been received from the various groups involved.

In the absence of Chief Inspector T Leonard, F Robertson provided details of an update he had submitted via email in advance of the meeting. He advised that during the festive period, Police Scotland issued emergency food and fuel packs to members of the community who found themselves in crisis, specifically to individuals who they either came across during routine duties or who were signposted to their local police office by partner organisations. He further advised that the availability of these packs helped raise awareness of the issues around poverty amongst officers.

E Fletcher advised that their focus has been on income maximisation referral pathways across primary and secondary care, and universal healthcare services to try and ensure that people are accessing all the financial support that is available to them. She also advised that a dedicated onsite welfare and benefit advice service is available to patients in the Carseview Centre which has received some very positive feedback from both in-patients and staff.

V Lynch advised that the Local Employability Partnership were continuing to develop an Employability Strategy which will have a large focus on the anti-poverty agenda, this was being developed through engagement with employability providers and service users. She further advised that UHI Perth had been successful in receiving some of the funding previously mentioned

for the creation of a warm space which is now open for students and others in the community.

C McKenna advised that PKAVS Mental Health and Wellbeing Hub were continuing to distribute surplus food to all service users along with foodbank vouchers and provide support to anybody with money concerns. She further advised that the Carers Hub crisis telephone service was seeing an increase in calls from carers asking for support with all aspects of the cost-of-living crisis and work was continuing with Perth and Kinross Council to develop some strategies to help with this. She also advised that a one-off cost of living payment of £250 had been provided to all employees of PKAVS along with the introduction of an employee assistance programme covering finance support including budgeting help along with legal and debt support.

E Fletcher suggested that it would be helpful for future meetings if partners could produce a one-page briefing paper providing details/reflections of the work being carried out showing key successes and key challenges and opportunities going forward. The Group agreed.

C Hendry, Perth and Kinross Council, also delivered a [slide-based presentation](#) on the work of the Anti-Poverty Taskforce.

Resolved:

The Group noted the updates.

6. IMPLEMENTATION OF THE LOIP: RISK MANAGEMENT

There was submitted a report by L Haxton, Community Planning Team Leader (G/23/11) providing information ahead of the risk workshop to be held on 28 February 2023.

L Haxton advised that the workshop originally scheduled to be held on 28 February 2023 had now been postponed and would be held on 22 March 2023.

Resolved:

The contents of report G/23/11, be noted.

7. COMMUNITY PLANNING INQUIRY: CALL FOR VIEWS / QUESTIONS

There was submitted a report by F Robertson, Head of Culture and Communities Services (G/23/12) providing an update on the current ongoing inquiry into Community Planning.

F Robertson advised that Perth and Kinross Council were asked to submit a response into the inquiry. She advised that the response was submitted to the Council's Housing and Social Wellbeing Committee in January 2023 to allow Committee Members to scrutinise it and make any subsequent comment. She further advised that following submission of this response the Council has been asked to give evidence at an Inquiry Hearing on 7 March 2023.

Councillor Cuthbert referred to the third bullet point on page 4 of the report and queried who SG Place / Location Directors were and what they do. In response, F Robertson confirmed that this refers to Scottish Government Location Directors. She clarified that every Location Director or equivalent Senior Official in Scottish Government acts as the lead contact for at least one community planning partnership. She also confirmed that our Lead Contact is Douglas McLaren who regularly attends this Board.

Resolved:

The contents of report G/23/12, be noted.

AT THIS POINT OF THE MEETING, THE GROUP OBSERVED A ONE-MINUTE SILENCE TO MARK THE ONE-YEAR ANNIVERSARY OF THE RUSSIAN INVASION OF UKRAINE.

8. COUNCIL BUDGET – 1 MARCH 2023

Councillor Laing delivered a verbal update on the upcoming Council Budget due to be set at the meeting of Full Council on 1 March 2023. He advised that the budget position was extremely difficult and provided some details around the following points:

- New Corporate Plan would be looking at more Transformation opportunities.
- Looking to deliver the same level of service or better with less money.
- The inability to respond to demand with more focus on need.
- Still try to support all Partners going forward.

The Group noted the update.

9. ANY OTHER EMERGING STRATEGIC ISSUES / COMPETENT BUSINESS

There was no other competent business.

10. DATE OF NEXT MEETING

Friday 21 April 2023 at 10.00am



PERTH & KINROSS COMMUNITY PLANNING PARTNERSHIP

23 June 2023

RISK PROFILE UPDATE

**Lee Haxton, Community Planning Team Leader, Perth & Kinross Council
(Report No. G/23/85)**

1. Purpose and Summary

- 1.1 The purpose of this report is to provide the Community Planning Partnership (CPP) Board with an update on work to develop a Risk Profile for the CPP.
- 1.2 Board is asked to:
 - identify partners to look at each of the strategic objectives of the LOIP and assess the risks associated with it as outlined in paragraph 6.2
 - collectively consider the broader risk facing the CPP, beyond the delivery of the LOIP as outlined in paragraph 7.3.

2. Context

- 2.1 The CPP is charged with delivering the Local Outcomes Improvement Plan (LOIP), which is our collective strategy for tackling socio-economic inequality. At the Board meeting on 24 February members agreed to develop a Risk Profile, initially focussing on the delivery of the LOIP and thereafter extending to the broader work of the CPP. Members further agreed to hold a Risk Workshop on 22 March to start this process. At the Workshop Board members agreed to ask CPP Executive Officer Group to start on the Risk Profile, with an initial focus on the Enabling Actions.
- 2.2 CPPEOG met on 5 April, using a template to consider the risks associated with delivering the three objectives of the LOIP Enabling Actions. This is provided as Appendix 1 to the report and is summarised below.

3. Community participation and co-production of services

- 3.1 The key risk identified under this objective was that 'community groups do not have an opportunity to influence the development and delivery of services in Perth and Kinross.' Key actions identified to reduce the risk were:

- Improve collective understanding of service provision (who/where/when) across communities and how service users can be referred across
- Improve partnership offering around collaboration in communities
- Develop more coordinated approach to partnership offering in communities
- Agreement on where community input can make the best contribution – be clear on parameters

4. Locality partnership working

4.1 A risk that was identified under the enabling action of locality partnership working was that ‘services will continue to be planned centrally and therefore fail to be reflective of local contexts and needs’. Key actions identified to reduce the risk were:

- Joint resourcing of services and interventions in localities
- Decluttering the landscape – prevent duplication of effort and make it easier for service users to access what they need
- Sharing learning from locality pilots to agree a collective future approach

5. Data sharing

5.1 An identified risk involving data sharing around the CPP was that ‘partners do not share relevant data with each other’ Key actions identified to reduce the risk were:

- Memorandum of Understanding for CPP on the sharing of data – not legally binding but a helpful way of setting out our processes and reasons for doing so
- Create and issue a Privacy Notice setting out how the data will be shared and used by partners
- Share ward/community profiles

6. LOIP Strategic Priorities

6.1 The LOIP identifies four strategic priorities for area-wide action, with a series of national and local outcomes identified as below:

1. Reducing Poverty

- We tackle poverty by sharing opportunities, wealth and power more equally. (National)
- Levels of poverty in Perth and Kinross will remain below the national average. (Local)
- Action on food insecurity is better co-ordinated across Perth and Kinross. (Local)
- Action on fuel poverty is better co-ordinated across Perth and Kinross. (Local)
- Increasing numbers of premises are offering free period products across Perth and Kinross. (Local)

2. Physical and Mental Wellbeing
 - We are healthy and active. (National)
 - Mental and physical wellbeing will be a key focus for CPP. (Local)
 3. Digital Participation
 - We are well-educated, skilled and able to contribute to society. (National)
 - Barriers and enablers to digital participation are better understood and beginning to be addressed. (Local)
 4. Skills, Learning, Development and Employability
 - We are well-educated, skilled and able to contribute to society. (National)
 - We have thriving and innovative businesses, with quality jobs and fair work for everyone. (National)
 - Local Employability Partnership takes leadership role in identifying actions for Perth and Kinross to improve outcomes in skills, learning, development and employability. (Local)
- 6.2 Board is asked to identify partners to consider each of the strategic priorities and their associated outcomes, and use the same template as was used for the enabling actions, to consider the risks associated with not achieving these outcomes. This should be completed in time for the next CPP Board meeting scheduled for 8 September.
- 7. Broader CPP Risks**
- 7.1 In addition to delivering the LOIP, the CPP is charged with overseeing specific work in localities which are achieving poorer outcomes. In Perth and Kinross, the two localities that CPP have identified in the LOIP for specific action are Coupar Angus and South Crieff.
- 7.2 The CPP also supports seven Local Action Partnerships (Highland; Strathtay, Eastern Perthshire; Perth City; Strathearn and Strathallan; Kinross-shire; and Almond and Earn) and provides a scrutiny and support function for other statutory and non-statutory partnerships. These include:
- Children, Young People and Families Partnership (Statutory)
 - Community Justice and Safety Partnership (Statutory)
 - Child Poverty Action Group (Statutory)
 - Health and Social Care Partnership (Statutory)
 - Local Employability Partnership (Non-Statutory)
 - Digital Participation Working Group (Non-Statutory)
 - Climate Change Working Group (Non-Statutory)
- 7.3 Board is asked to identify partners to consider the risks associated with not delivering on the CPPs collective commitments around locality action and broader thematic work, again using the same template as Appendix 1.

8. Summary

8.1 CPP Board has agreed to develop a Risk Profile associated with the delivery of the LOIP and wider CPP business. Some progress has been made and Board is now asked to:

- identify partners to look at each of the LOIP strategic objectives and assess the risks associated with it
- collectively consider the broader risk facing the CPP, beyond the delivery of the LOIP.

APPENDIX 1 – RISK PROFILE

Risk Number & Title: EA01 – Community participation and co-production			
CPP Lead: CPP Executive Officer Group			
Current Risk Rating: (priority 1, 2, 3 or 4)	1	Risk Response: (accept, avoid, reduce, transfer, share, enhance, exploit)	Share

Inherent Impact (1-5)	Inherent Probability (1-5)	Residual Impact (1-5)	Residual Probability (1-5)
5	4	3	2
Inherent Score:	20	Residual Score:	6

Impact	Critical	5	10	15	20	25
	Major	4	8	12	16	20
	Moderate	3	6	9	12	15
	Minor	2	4	6	8	10
	Insignificant	1	2	3	4	5
		Very Low	Low	Medium	High	Very High
Probability						

<i>As a Result of</i>	<i>There is a risk that</i>	<i>Which Could Lead to</i>
<ul style="list-style-type: none"> Lack of transparency from theory into delivery – results in disengagement Mixed understandings of what is actually meant by participation and co-production – not talking about the same thing. What are communities being asked to participate in and co-produce? Not having a shared understanding of the issues/opportunities/assets in each community Not having sufficient or appropriate third sector organisations around the table Not having community engagement / empowerment embedded across individual partners and the CPP collectively Limited sharing of relevant information and data Limited visibility of services within communities of place and of interest Communities developing ideas/proposals without appropriate professional input and support Lack of capacity (skills and confidence) among communities of place and of interest 	<p>Community groups do not have an opportunity to influence the development and delivery of services in Perth and Kinross</p>	<ul style="list-style-type: none"> Failure to deliver on key outcomes in the LOIP People’s lives are not improved Socio-economic inequalities are not tackled effectively Disengagement by communities and undermining of relationships – lack of trust in public bodies Solutions that do not meet community needs/requirements/expectations

Key Controls
<ul style="list-style-type: none"> 7 Local Action Partnerships where community reps, services and elected members meet to discuss local issues Stronger Communities Networks established across communities of place Statutory obligations around community participation and engagement

Key Actions
<ul style="list-style-type: none"> Improve collective understanding of service provision (who/where/when) across communities and how service users can be referred across Improve partnership offering around collaboration in communities Develop more coordinated approach to partnership offering in communities Agreement on where community input can make the best contribution – be clear on parameters

Risk Owner: Risk Actionee:

Risk Number & Title: EA02 – Locality partnership working

CPP Lead: CPP Executive Officer Group

Current Risk Rating: (priority 1, 2, 3 or 4)

1

Risk Response: (accept, avoid, reduce, transfer, share, enhance, exploit)

Share

Inherent Impact (1-5)	Inherent Probability (1-5)	Residual Impact (1-5)	Residual Probability (1-5)
5	3	3	2
Inherent Score:	15	Residual Score:	6

Impact	Critical	5	10	15	20	25
	Major	4	8	12	16	20
	Moderate	3	6	9	12	15
	Minor	2	4	6	8	10
	Insignificant	1	2	3	4	5
		Very Low	Low	Medium	High	Very High
Probability						

<i>As a Result of</i>	<i>There is a risk that</i>	<i>Which could lead to</i>
<ul style="list-style-type: none"> Lack of joined up working (planning and delivery) and information sharing among service providers Not involving all partners (inc communities) Lack of understanding of current service provision across communities Lack of understanding of different needs/opportunities/assets in communities of place and interest Limited joint resourcing to deliver key outcomes Competing statutory duties, different organisational structures and corporate priorities Different understandings of the localities we are working in 	<p><i>Services will continue to be planned centrally and therefore fail to be reflective of local contexts and needs</i></p>	<ul style="list-style-type: none"> A lack of preventative action and continued focus on fire fighting Failure to deliver on key outcomes in the LOIP People’s lives are not improved Socio-economic inequalities are not tackled effectively Wasting time and resources – being inefficient

Key Controls
<ul style="list-style-type: none"> Piloting locality approaches in Highland Perthshire and Letham (Perth) with a focus on poverty Locality working in Coupar Angus and in Crieff Piloting of Local Council Committee in Kinross-shire A number of individual services already operate at a locality level – differences in terms of what a locality covers

Key Actions
<ul style="list-style-type: none"> Joint resourcing of services and interventions in localities Decluttering the landscape – prevent duplication of effort and make it easier for service users to access what they need Sharing learning from locality pilots to agree a collective future approach

<p>Risk Owner:</p> <p>Risk Actionee:</p>
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Risk Number & Title: EA03 – Data sharing

CPP Lead: CPP Executive Officer Group

Current Risk Rating: (priority 1, 2, 3 or 4)

1

Risk Response: (accept, avoid, reduce, transfer, share, enhance, exploit)

Share

Inherent Impact (1-5)	Inherent Probability (1-5)	Residual Impact (1-5)	Residual Probability (1-5)
4	4	3	2
Inherent Score:	16	Residual Score:	6

Impact	Critical	5	10	15	20	25
	Major	4	8	12	16	20
	Moderate	3	6	9	12	15
	Minor	2	4	6	8	10
	Insignificant	1	2	3	4	5
		Very Low	Low	Medium	High	Very High
Probability						

<i>As a Result of</i>	<i>There is a risk that</i>	<i>Which could lead to</i>
<ul style="list-style-type: none"> Poor / limited data sharing protocols between partners Poor / limited joint working between partners Lack of a forum for data gatherers / analysts to share information / data / intelligence 	<p>Partners do not share relevant data with each other</p>	<ul style="list-style-type: none"> Inability to effectively prioritise and resource CPP work Failure to deliver on key outcomes in the LOIP People’s lives are not improved Socio-economic inequalities are not tackled effectively Wasting time and resources – being inefficient

Key Controls
<ul style="list-style-type: none"> Data sharing agreements in place between individual partners, but varied purpose and impact

Key Actions
<ul style="list-style-type: none"> Memorandum of Understanding for CPP on the sharing of data – not legal binding but a helpful way of setting out our processes and reasons for doing so Create and issue a Privacy Notice setting out how the data will be shared and used by partners Share ward/ community profiles

<p>Risk Owner: Risk Actionee:</p>



PERTH & KINROSS COMMUNITY PLANNING PARTNERSHIP

23 June 2023

LOIP PROGRESS UPDATE

**Lee Haxton, Community Planning Team Leader, Perth & Kinross Council
(Report No. G/23/86)**

1. Purpose and Summary

- 1.1 The purpose of this report is to provide Board with an update on the actions in the current Local Outcomes Improvement Plan (LOIP). Board is asked to:
- Note progress on a number of actions, as detailed in RAG Table and summarised below;
 - Discuss and agree a resolution to Action 3.2 and wider considerations in paragraph 5.2; and
 - Discuss and agree a timeline for preparing a revised LOIP Action Plan for the period beyond September 2023, as set out in paragraph 7.2.

2. Context

- 2.1 The LOIP is the CPPs statutory plan for tackling inequalities in Perth and Kinross. The Community Empowerment (Scotland) Act 2015 requires all local authorities to prepare and publish a LOIP and produce an Annual Report outlining the progress made in achieving their agreed outcomes. With some actions in the LOIP reaching the end of their target timescales and in preparation for our first Annual Report in September, partners were asked to undertake a RAG exercise for those actions against which they were listed as the lead partner. For the purposes of this exercise:
- Red – action not started
 - Amber – action on target or partially completed
 - Green – partially completed
- 2.2 The RAG Spreadsheet is comprehensive and a table summarising progress is provided below. The following sections summarise progress under each of the strategic priorities of the LOIP. Examples are used to highlight progress, based on the Impact Measures agreed for each action in September 2022.

Year 1 of the Action Plan can be used to provide a baseline for future interventions.

Strategic Priority	Total Number of Actions	COMPLETE*	IN PROGRESS*	NOT PROGRESSED*	No Update Provided*
Reducing Poverty	22	7	4	1	6
Physical and Mental Wellbeing	12	8	3	0	1
Digital Participation	5	3	2	0	0
Skills, Learning & Development	15	9	5	1	0

*As of 16th June 2023

3. Reducing Poverty

3.1 Key achievements in the last six months include:

- Action 1.1 – reducing priority debt and essential living expenses.
 - £2.6m of benefit gains have been recorded in 2022/23, meaning people’s access to benefits has been significantly improved
- Action 1.17 – plan and deliver a Warm Spaces Initiative
 - 95 organisations received a share of £420K of Council funding to provide Warm Spaces and activities;
- Action 1.22 – increase the number of premises stocking free period products;
 - PKC is now supplying products to over 100 premises across the area

4. Physical and Mental Wellbeing

4.1 Key achievements include:

- Action 2.1 - producing a new Physical Activity and Sports Strategy. This was approved by Council in December 2022 and a Steering Group including representation from Council, Live Active Leisure, Health & Social Care Partnership and NHS Tayside has been established to oversee delivery
- Action 2.6 – implement community brokerage more widely
 - There have been 120 new referrals received for community brokerage systems in 2022/23. Community Brokerage creates opportunities for individuals to think about and identify the services that will meet their needs, to put that support in place and explore how their needs can be met within their own networks and communities

- Action 2.10 – Asylum seekers and refugees are active, healthy and engaging in cultural, leisure and educational activities
 - the number of individuals engaging and the number of new learners taking part in planned activities, 137 individuals have been supported in general and 25 are now active ESOL (English for Speakers of Other Languages) learners

5. Digital Participation

5.1 Key achievements include:

- Action 3.1 – Research to develop an evidence base on digital participation in P&K was completed in October 2022. This was supplemented by an Action Plan setting out how to increase levels of Digital Participation in Perth and Kinross
- Action 3.3 – A data guide to help individuals understand how data is used on digital devices was produced in December 2022. This was designed to help those who have access to limited data understand how different applications and websites use up data. This was produced by the Digital Participation Working Group, was circulated widely across member networks and is available on the Council website at (insert hyperlink)
- Action 3.5 – Databases of where support with digital connectivity, technology and capacity building were developed by the Digital Participation Working Group and distributed across their networks. These were designed to help those who are currently digitally excluded find the most local support available to them

5.2 Further actions were agreed under this priority, focusing on delivering the recommendations of the research undertaken (Action 3.2 in the LOIP). These focus on ongoing investment in local projects to provide technology, connectivity and capacity building support to people who are currently digitally excluded across Perth and Kinross. The funding provided by the Council to deliver this work was not extended into the 2023/24 financial year and Board is asked to consider finding an alternative funding source, or an alternative way to deliver these.

6. Skills, Learning, Development and Employability

6.1 Key achievements include::

- Action 4.3 – provide employability, digital skills and ESOL training to refugees and those seeking asylum via PKC and Adult Learning Partnership
 - number of learners achieving qualifications, 780 adult learners have been upskilled, including 212 ESOL learners and 418 individuals achieving an accredited qualification;
- Action 4.5 – provide upskilling opportunities for volunteers – 593 volunteers have received training or development support in 2022/23.
- Action 4.9 – introduce STEP Starter Packs for Gypsy/Traveller families with pre-school children – 20 packs were distributed in 2022/23 by Education & Children’s Services

- Action 4.11 – development of a 3 year Employability Strategy and Delivery Plan for Perth and Kinross
- Action 4.15 – employability interventions delivered to support candidates into sustainable employment – 209 candidates supported in 2022/23.

7. Annual Report

- 7.1 These updates will be fed into the information provided in the upcoming LOIP Annual Report, due to go to Board for approval in September 2023. Partners will be asked for further updates during the summer to ensure an up-to-date picture is provided.
- 7.2 The initial LOIP Action Plan covers the period October 2022 – September 2023. Therefore, Board members will need to agree a timeline for developing and agreeing a refreshed Action Plan and the timescale that this will cover. It is recommended that Board agree the following:
- New LOIP actions and proposals suggested by **Friday 28 July**
 - Draft Action Plan circulated to CPP Board for comment by **Friday 18 August**
 - Amended Action Plan brought to CPP Board for approval **Friday 8 September**

8. Conclusion

- 8.1 CPP Board are asked to note the progress update and approve the proposed RAG status for each LOIP priority.