

Scottish Border Community Planning Joint Delivery Team
(SBC Corporate Management Team and Partners)

Wednesday 13th March, 2013, 2:00-4:00pm
Committee Room

Present: SBC:
Rob Dickson, Director of Environment & Infrastructure (chair)
Glenn Rodger, Director of Education and Lifelong Learning
Jenny Wilkinson, Clerk to the Council
David Cressey, Head of Strategic Policy
Eric Baijal, Joint Director of Public Health
Andrew Lowe, Director of Social Work Services

Partners: Morag Walker, Executive Officer, The Bridge
Liz McIntyre, Borders College
David Rennie, Scottish Enterprise
William Allison, Chief Fire Officer, Lothian Fire & Rescue

In Attendance: SBC: Douglas Scott, Shona Smith, Sarah Glendinning

Apologies: Tracey Logan, Chief Executive
Calum Campbell, Chief Executive, NHS Borders
Helen Forsyth, Chief Executive, Berwickshire Housing Association
Julia Mulloy, Chief Executive, SBHA
Nile Istephan, Chief Executive, Eildon Housing Association
Andy Clark, Chief Inspector, Lothian and Borders Police
Margaret Ross, Chief Executive, Waverly Housing
David Robertson, Chief Financial Officer

Summary of Discussions

1. Welcome and Apologies

RD welcomed everyone to the meeting and noted the apologies (above).

2. Minute of last meeting and matters arising

The minute was approved as a true record of the meeting.

Matters arising:

Item 6: SG raised the issued of partner input to the agenda, as discussed at the last meeting She had emailed partners for any items or papers to note but nothing had been received. Many items and papers come through the theme groups but there may be some very clear issues that need a wider discussion or that cut across more than one theme.

Item 7: a date of 15th April has been set for the ADKAR Change management training

ACTION

- **SG to prompt partners for items/papers in advance of meeting**
- **Theme leads to consider items that need to be escalated to the Joint Delivery Team**

- **SG to circulate information on the ADKAR training**

3. Theme updates

It was agreed that a common reporting template should be used for themes in the future

Early Intervention and prevention – AL said that the last meeting had been cancelled due to snow. Focus for the theme at the moment is on key indicators and on where we can add value by working in partnership

Economy and Infrastructure

- RD said that the Low Carbon Economic Strategy is currently out for consultation (until end April). There are partner actions in the plan so important to get responses.
- Poverty - Strategy is being refreshed and will go out for consultation soon. £1m funding targeted at reducing fuel poverty through insulation just announced. Ties into the Low Carbon agenda and will focus on deprived wards. Plan being developed for the Borders at the moment, involving the RSLs and will be submitted to the Gvt. LMcl said that Low carbon had been discussed at the South of Scotland Economic Forum (SOSEF), where there was enthusiasm for low carbon but need to clarify the delivery mechanisms.
- Visit Scotland spatial plan- SBC comments approved at Council last week. Tourism Strategy being developed by the Area Tourism Partners and will be owned by them.
- Railway - internal meeting, high number of actions, next E&I meeting there will be a discuss on how partners want to play in. There has been a supplier session run by BAM Nuttall, attended by 400 people. Scale of businesses in the Borders is a problem, need support for collaboration, in order to meet criteria e.g. round Health and Safety. RD said that second and third events planned (dates TBC) are looking at accessibility for small business- SBC is very aware of these issues.

Place and Communities

- Whole town plan progressing in Eyemouth, next stage is a community meeting, 27th March then conclusions and discussions on model. GR said that we don't want to go out to community with a blank sheet of paper but present partner priorities, establish community priorities and work with the community, to explore opportunities, funding etc.
- Increase in numbers of community resilience plans. Eyemouth High School work, involving pupils is gaining national recognition. Mobile phone coverage still an issue, pilot project to support resilient communities
- Community safety - focus on Cold caller legislation, unwanted fire signals, road casualty figures, domestic abuse, youth /ASB. Interim Police Plan/ward plans have been published
- WA gave an update on Fire Structures- Mid and East, still have a local senior officer, Jock Mallin or WA, next level down still to be confirmed. Police's new HQ has been confirmed as Dalkeith

GR then gave an update on the Early Years Collaborative - paper attached. Jane Davidson, NHS Borders is the lead role in Borders for the Leadership strand. Scalable model, adapt for other purposes (developed within hospital infections). DR asked whether or not these are stretch targets in the Borders. GR said that we can be more ambitious, national push on Early Years is welcome. LMcl asked about the training and workforce development requirements linked to this, Borders College can digitize things, need appropriately qualified people in early years settings, and work based programmes. GR said that the Children's Plan should identify our joint workforce

development issues, for both training existing staff and creating a new breed of staff. What do we need to deliver to 16 year olds now?

ACTION

- **SG to circulate Early Years collaborative paper (see Appendix 1)**
- **SG/SS/DS to develop common reporting template for themes**

4. Strategic Assessment and SOA update

SG gave an overview of the Strategic Assessment process that SBC is currently leading, with input from Police and NHS Borders. It will be complete early April and then need to go out to theme leads before it is then presented at the Strategic Board on 18th April 2013, in order to distill it down for presentation. It should be used as a tool for helping the Strategic Board to establish its priorities, based on a strong evidence base. GR suggested that we need to get to the point where we establish the following:

- a) based on the objective analysis of the evidence available, what do we have to do?
- b) based on the national drivers, what do we have to do?
- c) what local flexibility do we then have and where is the partnership going to make the biggest difference and focus its efforts?

We also need to establish the evidence that is not there, as well as assess any opportunities that we want to take, and any associated risks

SG also discussed the SOA and a possible approach to our Prevention Plan within the new SOA and a document was tabled (attached). A discussion followed on how to capture resources against each of the Scottish Government's 6 policy priorities and that it might be better to show an indicative % of budget e.g. 60% of Education and Lifelong Learning budget. There is no national guidance in how to approach this so no "wrong" answer. It will be necessary to have a piece of narrative next to "resources".

(See Appendix 2)

SG will pull together a draft SOA for Government, making it clear that it is a Work in Progress and that we will be basing our final SOA on the Strategic Assessment

ACTION

- **Strategic Assessment to theme leads as soon as it's available**
- **DS/SS/SG to consider how best to present this to the Strategic board in April**

Note: Items taken out of order

5. Scottish Borders Household Survey

Clare Master, SBC, informed the group that Scottish Borders Council has undertaken an annual 12 page Household Survey in its current format since November 2006. Following the issuing of the final report for the 2010/2011 Survey it was agreed to change this to a biennial survey. At its meeting on 12 December 2012 Corporate Management Team agreed that the Survey should be taken forward jointly with Partners. The Survey is a vital tool for gathering information to populate the Corporate Plan and Single Outcome Agreement, and to gauge public perception of Scottish Borders Council and the services it delivers. Questions need to be finalised in the next week so the survey will be circulated immediately.

DC raised concerns around Q53 on domestic abuse and the leading nature of some of them. He would take this up with Clare after the meeting.

ACTION

- **SG to circulate to team (actioned)**

6. Scottish Borders Council's petitions process

JW outlined the new SBC petitions process. People can submit a petition to SBC about issues which relate to matters within its responsibility or that affect the general well-being of residents of the Borders. This may well involve the work that partners are involved with and she said that it would be helpful to have partners attend the committee dependent upon the nature of the petition, but this is not compulsory. To date, no petitions have been submitted so it is not anticipated that this will be a huge burden. Partners agreed that where appropriate, this would be a good idea.

7. Press release for Audit Scotland report

A first draft had been circulated and a number of comments had been received from partners, the main one being that it should be more partnership oriented and that quotes from partners would be considered necessary.

MW asked when we can share the report with partners. SS said that the official press release would go out on 20th March.

ACTION

- **SS to collate partner input for press release (actioned)**

8. Papers for noting

Nothing to report

ACTION

n/a

9. AOCB

MW papered a table on co-production (attached) and asked for CPP support for an event, aimed at CP partners and the wider Third sector. All were supportive of this. AL said that given the demographic pressure that we are facing, co-production will be vital. GR said that the Bullying Commission work, where young people were involved in key decision making, was a good example of co-production.

(See Appendix 3)

MW also said that she was planning an event in May in order to energise the Third Sector forum and to ensure the necessary understanding of and involvement across the CPP about Strategic Assessment and SOA. DS and SG will support this event

The Joint Director of Public Health annual report had been circulated in advance of the meeting. Any comments to Meriel Smith meriel.smith@borders.scot.nhs.uk

ACTION

- **MW to keep partners informed about co-production event.**
- **SG and DS to work with MW on Third Sector Forum event**

Date of next meeting – Wednesday 1st May 2-4pm, Committee Room 2, SBC.

Note that there is a correction to be made on the Calendar of meeting. The Joint Delivery Team will meet on **19th JUNE** (marked in July in error, on the final calendar)