

SCOTTISH BORDERS COMMUNITY PLANNING STRATEGIC BOARD

MINUTES of Meeting of the COMMUNITY
PLANNING STRATEGIC BOARD held in
Council Chamber, Council Headquarters,
Newtown St Boswells on Thursday, 26th
November, 2015 at 2.00 pm

- Present:- Councillors D. Parker (Chairman), S. Bell, C. Bhatia; Councillor G. Edgar (SESTRAN), Mrs M. Hume (Third Sector); Chief Superintendent G. Imery (Police Scotland); Mr T. Jakimciw (Borders College); Mr A. McKinnon (Scottish Enterprise); Councillor S. Mountford (SBHA); Mr A. Perry (Scottish Fire and Rescue Service); Mr J. Raine and Dr D. Steele (NHS Borders); Ms R. Stenhouse (Waverley Housing).
- Apologies:- Councillors J. Brown, M. J. Cook; Mr T. Burrows (Eildon Housing).
- In Attendance:- Ms J. Davidson (NHS Borders Chief Executive); Mr R. Dickson (SBC Corporate Transformation and Services Director); Ms T. Logan (SBC Chief Executive), Mrs J. McDiarmid (SBC Depute Chief Executive [People]); Mr T. Patterson (Joint Director of Public Health – SBC/NHS); Mr D. Scott (SBC), Ms S. Smith (SBC), Clerk to Council.

1. **MINUTE**

- 1.1 There had been circulated copies of the Minute of the Meeting held on 11 June 2015.

DECISION

APPROVED the Minute for signature by the Chairman, subject to the amendment of paragraph 13(c), replacing 'the Improvement Service' with 'Voluntary Action Scotland'.

- 1.2 With reference to paragraph 14 of the Minute of the Meeting held on 11 June 2015, the Joint Director of Public Health gave an update on the Public Health Review. The report was currently with the Cabinet Secretary. Going forward, it was likely there would be no structural change for the Public Health function; the Community Planning Partnership was seen as pivotal for delivery of Public Health; Public Health practitioners would still be expected to provide significant and bold leadership; the roles of those in public health would include workforce development; and everyone had a public health role. The Chairman advised there would be further discussion once the report was issued.

DECISION NOTED.

2. **ACTION TRACKER**

- 2.1 There had been circulated copies of the Action Tracker for Strategic Board decisions. With reference to the decision at paragraph 6(a) of the Minute of Meeting of 11 June 2015, that Chief Inspector McLean and SBC Depute Chief Executive People would work together to produce an Action Plan to reduce death and injury on Borders' roads, the SBC Depute Chief Executive People confirmed that this work was being taken forward by the Community Safety Unit based at the Council. The Chairman further advised that he had already written to the Scottish Government Minister and would do so again, copying Mr Raine into the draft.

DECISION

NOTED.

- 2.2 With reference to the decision at paragraph 12(b)(ii) of the Minute of Meeting of 11 June 2015, that officers would look at the wider context of the Community Planning Partnership and include this in the report on governance due to be considered at the next meeting of the Board, Mr Raine of NHS Borders asked when governance of the Partnership was scheduled to be discussed. The SBC Chief Executive advised that officers had considered it important to have the presentation by the Scottish Government Officer on the Community Empowerment (Scotland) Act 2015 first then to set up a specific session for the Board to consider governance.

DECISION

NOTED that a separate meeting was to be set up to allow the Strategic Board to consider future governance arrangements.

3. COMMUNITY EMPOWERMENT (SCOTLAND) ACT 2015

- 3.1 With reference to paragraph 7 of the Minute of Meeting of 5 March 2015, Mr Iain Murray, Policy Officer from Scottish Government, gave a presentation on the Community Empowerment (Scotland) Act 2015, and what it meant for Community Planning. The new Act gave a clear purpose to Community Planning on how public bodies would work together along with the local community to plan and act to improve local outcomes. Duties were placed on Community Planning Partnerships to act to tackle inequalities which included not only preparing a Local Outcome Improvement Plan, reviewing and reporting on progress, but also preparing locality plans for localities in which communities experienced the poorest outcomes. Further duties were also placed on public sector partners to resource the Local Outcome Improvement Plan priorities and take account of these in undertaking their own functions. The Act now contained a much more expanded list of statutory partners, with joint responsibility for governance duties placed with a number of statutory Partners, not just the Council as had previously been the case. Participation was now required with communities in design, delivery of plans and services, and performance reporting. However, legislation could not do everything and ultimately the cultures which underpinned the Community Planning Partnership would decide whether it would work or not. Other features within the Act of relevance specifically to the Community Planning Partnership included: participation requests, community right to buy, asset transfer requests, and participation in public decision making. Mr Murray confirmed that supporting statutory guidance and secondary legislation was planned by summer 2016, with different parts of the new Act likely to come into force at different times.
- 3.2 Members of the Board considered the presentation and made a number of comments. At the Third Sector conference held the previous weekend, there seemed to be an enormous gulf between what the Partnership was doing and the expectations of some community groups. Reference was made to the Vision for Eyemouth and the Peebles Masterplan which had been developed by their respective communities but not discussed by the Community Planning Partnership. These needed to be integrated going forward. In some instances it was very difficult to get residents involved in planning and decision making for their own communities, but it was also recognised that communities could only be encouraged and not forced to participate. It was also considered helpful if guidance could be issued to contextualise the role of the Partnership e.g. Colleges currently took guidance from the Scottish Funding Council regarding planning and reporting cycles, and further guidance was required on how this would be impacted. The Act would hopefully lend weight to collectively deciding as statutory partners how to resource the Partnership and act together moving forwards. Members did express concern about the delay in issuing guidance both to the Partnership and to communities themselves. The Chairman thanked Mr Murray for his presentation.

DECISION

NOTED.

4. **REDUCING INEQUALITIES**

With reference to paragraphs 4 – 6 of the Minute of Meeting of 5 March 2015, there were circulated at the meeting copies of the Draft Strategic Plan for Reducing Inequalities in the Scottish Borders 2015 - 2020. The SBC Depute Chief Executive Place gave a presentation on the Draft Plan which had drawn together all the plans and strategies in place to focus on reducing inequalities. The vision for the Community Planning Partnership was: "By 2023, quality of life will have improved for those who are currently living within our most deprived communities, through a stronger economy and through targeted partnership activity." The 5 key themes for Inequalities in the Scottish Borders were health and wellbeing; employment and income; housing and neighbourhood; attainment, achievement and inclusion; and keeping people safe. The rural nature of the Borders and the challenges this brought was a cross cutting theme and would always be considered when examining the 5 themes. Details were given on the links from the Reducing Inequalities themes, national strategic objectives, community planning priorities, and national outcomes. The over-arching principles of Reducing Inequalities are early intervention and prevention to break the cycle of poor outcomes; working with our communities, building on the assets of individuals and communities; and ensuring that children and families' needs were at the centre of service design and delivery. There were 6 high level outcomes and 5 key strategic outcomes detailed in the Plan, each section setting out what the key issues were; what outcomes were to be achieved; what the planned activities were to do this; and the priorities. Early years centres at Burnfoot, Langlee and Philiphaugh were mentioned along with the new centre at Eyemouth which was due to open in Spring 2016. Reference was also made to the Healthy Start project, as well as exclusions from school, positive destinations for school leavers, attainment vs deprivation, literacy and numeracy and snapshots of work in high schools. In response to a question about whether there was a specific improvement in deprived areas, or if there was a general improvement across the board, the SBC Depute Chief Executive People advised that it was too soon to tell. Assurance was also given that domestic abuse was included in the Strategic Plan in the Safer Communities section on "Keeping People Safe", led by the Manager of the Safer Communities Unit, who also was a member of the Reducing Inequalities Theme Group.

DECISION NOTED.

5. **COMMUNITY JUSTICE**

With reference to paragraph 12 of the Minute of Meeting of 11 June 2015, there had been circulated copies of a report by the Chief Social Work Officer setting out the current transition arrangements for making the changes necessary to meet the requirements of the Community Justice Bill while building on the information provided to the June meeting of the Strategic Board. By 31 January 2016, the Scottish Borders was required to submit a Community Justice Transition Plan to the Scottish Government. Work was already underway to draft the Plan following the appointment of a Project Officer. To date, a Community Justice Board had been established, reporting through the Community Planning Strategic Board, with an agreed Constitution and Terms of Reference. Consultation and engagement activity had already commenced and would be sustained during and post transition. This formed part of the communication and marketing plan supported by a stakeholder analysis. The Community Justice Board was using analysis in the form of a Scottish Borders offender profile to aid decision making. In support of the national transition process, the Scottish Borders was acting as a test site for developing performance indicators, testing the Community Justice Authority 'Framework for the Support of Families affected by the Community Justice System', and had volunteered to work with the Criminal Justice Voluntary Sector Forum to undertake a self-evaluation exercise for the Third Sector providers within local authorities. A project plan had been developed and was being managed through the Microsoft Project application. The membership of the Community Justice Board included representatives from NHS, Fire and Rescue Service, the Council, Skills Development Scotland, Police Scotland, and the 3rd Sector and it was important that the Community Planning Partnership was engaged

with this work. It was recognised that the work of the 3rd Sector was crucial to initiatives in Community Justice, and Mrs Hume confirmed that Volunteer Centre Borders was in contact with SACRO on this issue.

**DECISION
AGREED:**

- (a) **to note the update on current transition arrangements for Community Justice; and**
- (b) **that responsibility for approving submission of the Community Justice Transition Plan was devolved to the Community Justice Board.**

6. HEALTH AND SOCIAL CARE INTEGRATION

There had been circulated copies of a paper by the Chief Officer for Health and Social Care on the second draft of the Strategic Plan for Health and Social Care Integration for discussion and consultation prior to the close of the formal consultation period on 11 December 2015. A copy of the Draft Strategic Plan 'A further conversation: working together for the best possible health and wellbeing in our communities' had also been circulated. The paper also provided an update on engagement activities, the feedback from which would inform the final version of the Plan. The Chief Officer for Health and Social Care advised the Board that the first draft of the Strategic Plan had been out for consultation earlier in the year and had received helpful responses. These had been used to make specific revisions for the 2nd draft, which had been presented at Area Forum meetings and other public meetings, as well as being cascaded to staff to get helpful feedback and comments. The Strategic Plan formed part of the legislative framework for adults in the Scottish Borders, and stated what actions would be put in place to show that the national health and wellbeing outcomes would be achieved in the area. Comments from any of the Community Planning Partners were welcome on any aspects of the Strategic Plan.

**DECISION
NOTED the second draft of the Strategic Plan for Health and Social Care Integration.**

7. SCOTTISH LOW CARBON ECONOMIC STRATEGY 2023 - UPDATED ACTION PLAN AND PROPOSED PERFORMANCE FRAMEWORK

With reference to paragraph 4 of the Minute of Meeting of 11 June 2015, there had been circulated copies of a report by the SBC Director Corporate Transformation and Services on progress to refresh the Action Plan and proposing a draft Performance Framework to support the monitoring of delivery of the Strategy Aims and Objectives. It was agreed when the Strategy was approved in October 2013 that the Action Plan would be reviewed regularly and the process to refresh the Action Plan began in February 2015. The refreshed Action Plan, attached as Appendix 1 to the report, involved a thorough consultation process with a range of partners. To allow effective monitoring of progress against the Aims and Objectives of the Strategy, the Performance Framework, attached as Appendix 2 to the report, had also been developed. It suggested a series of performance indicators ranging across the key objectives within the Strategy. In response to a question about what difference the Community Planning Partnership made to the Action Plan and where was the added value, the Director Corporate Transformation and Services responded that the Partnership brought a focus and speed to projects, as well as a degree of expertise, which otherwise would have been missing. This in turn shared knowledge and experience round the Partners, specifically around skills development to encourage more training, and also established links between the different organisations.

**DECISION
AGREED:**

- (a) **the updated Scottish Borders Low Carbon Economic Strategy 2023 Action Plan and that implementation of the Action Plan continued to be overseen by the Economy and Low Carbon Programme Delivery Team; and**
- (b) **the draft Low Carbon Economic Strategy Performance Framework.**

8. **COMMUNITY PLANNING MEMBERSHIP**

There had been circulated copies of an extract from a report to the Council by the SBC Corporate Transformation and Services, containing a recommendation that the new Integrated Culture and Sport Trust became a member of the Community Planning Partnership. At its meeting on 7 October 2015, the Council had agreed to the formation of an Integrated Culture and Sport Trust with Borders Sports and Leisure Trust. There was a requirement under the Community Empowerment (Scotland) Act 2015 that sport and leisure became a statutory partner in the Community Planning Partnership, a role to be undertaken by Sport Scotland. As it was unlikely Sport Scotland had the resources to be represented on all Community Planning Partnerships across Scotland, discussions would take place to establish if it was appropriate for the new Integrated Trust to take on the statutory role with regard to sport. It was intended that the new Integrated Trust would manage the following business areas: Libraries and Information Services, Museums and Galleries Services, Archives and Local History Services, Arts Development, Heart of Hawick, Public Halls, Community Centres, Sports Development, Active Schools, and all sports facilities.

DECISION

AGREED that the new Integrated Sport and Culture Trust be adopted as a Community Planning Partner and be represented at Strategic Board level and at the Joint Delivery Team.

9. **SCOTTISH BORDERS THIRD SECTOR INTERFACE PILOT COMMUNITY PLANNING IMPROVEMENT PLAN**

With reference to paragraph 13 of the Minute of Meeting of 11 June 2015, Mrs Hume of the Third Sector Interface, advised that the Plan had not yet been received back. It was recognised that Community Planning Partnerships and the Third Sector were not yet coming together. The Third Sector was quite diverse and while it had connections with communities and individuals, this was often not in a recognisable overarching form. Consultations had been carried out with 616 voluntary sector organisations, with responses received from 54; and 56 Community Planning bodies, with 12 responses received. At the Voluntary Action Scotland conference the previous month it had been recognised that the online methodology used in the consultation had been poor, and in future Focus Groups would be used. Communication was crucial and locally the Third Sector did not have as high a profile other members of the Community Planning Partnership. The Sector was currently looking at how to operate more efficiently and effectively; and how to become more involved in the Theme Groups. A Third Sector Interface facilitated day was being held on 10 December to look at what needed to be done to work more effectively. The Board expressed concern about the challenges faced by the Third Sector and offered to attend the facilitated day on 10 December to show support. Mrs Hume advised of her preference for that particular day to be attended by Third Sector representatives only. The Board would therefore wait on the outcome of the day instead. The Scottish Government had recently announced a review of Third Sector Interfaces and Voluntary Action Scotland which would concentrate on value for money and the role, function, impact and effectiveness of the structure. The review was due for completion in March 2016.

DECISION

NOTED the update and that the final Improvement Plan would be presented to the Strategic Board once it was received back.

10. **COMMUNITY LEARNING AND DEVELOPMENT: STRATEGIC PLAN FOR CLD IN SCOTTISH BORDERS 2015 - 18**

There had been circulated copies of a report by the SBC Service Director Children and Young People updating the Board on the Community Learning and Development (CLD) Strategic Plan for 2015 – 18. The CLD Strategic Guidance for Community Planning Partnerships (2012) set out expectations on Community Planning Partnerships (CPP) to use CLD approaches to public service reform and to develop a clear framework for the planning and delivery of CLD by the Local Authority and partners. The CLD Regulations of 2013 require a three year partnership plan for CLD to be developed by the Education Authority by 1 September 2015. This Plan would be subject to scrutiny through the Local Area Network. Local CLD partnerships had been developed in each of the nine High School catchment areas. They have mapped current CLD activity, consulted with learners and community groups and developed action plans to address local priorities. There was clear synergy between the identified CLD priorities and those of the CPP's Reducing Inequalities profile. These local plans had now been rolled up to create a Borders wide Strategic Plan for CLD 2015-18 (attached as the Appendix to the report). Mr Kevin McCall, SBC Senior Team Leader, gave a short presentation on the Scottish Borders context and the process for developing the Plan. Various partners were involved and measures would be in place to check that the Plan was working. There were plans for further engagement at local level.

**DECISION
AGREED to:**

- (a) **note that the Council would be receiving a report to approved the Community Learning and Development (CLD) Strategic Plan for 2015-18, as contained in the Appendix to the report;**
- (b) **to note the issues requiring further action during the lifetime of the Plan; and**
- (c) **to support the CLD Strategic Partnership to engage effectively with key CLD Partners, facilitating contribution to the annual planning process with members taking active role within the local area partnerships.**

11. **CHILDREN & YOUNG PEOPLE'S SERVICES UPDATE - INTEGRATED SERVICES PLAN AND JOINT INSPECTION**

There had been circulated copies of a report by the SBC Depute Chief Executive People updating the Board on progress with the Integrated Children and Young People's Plan and the multi-agency inspection process which was due to commence on 18 January 2016. There had been significant progress on the development of an updated multi-agency Children & Young People's Plan, which had now been agreed by all members of the Children and Young People's Leadership Group (CYPLG). The consultation on the Plan had commenced early November with activities to involve all key stakeholders including children and young people and their families. The Plan was contained in Appendix 1 to the report and Appendix 2 to the report contained details of the consultation process. The consultation was on both the NHS Borders and Council websites and the document had also been sent out to community groups, children and young people, and was on Facebook. The Plan summarised progress made over the period of the previous Plan and highlighted priorities and key actions which would be progressed over the next 3 years. The Care Inspectorate have recently advised the Chair of the Community Planning Partnership of the forthcoming planned multi-agency C&YP Inspection process to take place commencing 18 January 2016. Work was now progressing to prepare the information which would be required to be submitted in advance of the formal inspection period and to put in place the practical arrangements, which were outlined within the report. It was anticipated that, following the Inspection, the findings and recommendations from this would be received by March 2016, and a report on an action plan would be brought thereafter to the CPP Strategic Board. Preparation for the

inspection was crucial and partners were working well together, with very much a partnership approach being taken.

**DECISION
NOTED:**

- (a) **the draft Children and Young People's Plan and agreed that partners provide any feedback directly to the Children and Young People's Leadership Group; and**
- (b) **the Inspection timescales and processes.**

12. **DATES OF NEXT MEETINGS**

There had been detailed on the agenda the dates for the next 2 meetings of the Strategic Board and proposed dates for 2016/17. It was noted that the next meeting of the Board due to be held on 3 March 2016 clashed with a Board meeting of NHS Borders.

DECISION

AGREED that the Clerk to the Council liaise with the Secretary of the NHS Borders Board regarding the 3 March 2016 meeting date.

The meeting concluded at 4.00 pm