

SCOTTISH BORDERS
COMMUNITY PLANNING JOINT DELIVERY TEAM

MINUTE of MEETING of the COMMUNITY
PLANNING JOINT DELIVERY TEAM held in
the Council Chamber, Council Headquarters,
Newtown St Boswells on 11 February 2015
at 2.00 p.m.

Present:- Tracey Logan (SBC) (Chairman), Eric Baijal (SBC/NHS Borders), David Cressey (SBC), Margaret Crosbie (Skills Development Scotland), Rob Dickson (SBC), Andrew Girrity (Scottish Fire and Rescue), Nile Istephan (Eildon Housing), Jeannette McDiarmid (SBC), Chief Inspector Andy McLean (Police Scotland), Julia Mulloy (SBHA), David Rennie (Scottish Enterprise), Margaret Ross (Waverley Housing), Peter Smith (Borders College), Morag Walker (Third Sector).

Apologies:- Philip Barr (SBC), Jane Davidson (NHS Borders), Helen Forsyth (Berwickshire Housing Association), Lisa Freeman (Sestran), Clair Hepburn (SBC), Grant McDougall (Skills Development Scotland), Liz McIntyre (Borders College), David Robertson (SBC), Susan Swan (Third Sector), Maggie Tierney (Scottish Government).

In Attendance:- Shona Smith (SBC), Jenny Wilkinson (SBC).

MINUTE

1. There had been circulated copies of the Minute of Meeting held on 26 November 2014.

DECISION

APPROVED the Minute.

REDUCING INEQUALITIES STRATEGY AND ACTION PLAN

2. With reference to paragraph 9 of the Minute of 1 October 2014, Ms Erin Murray, SBC Research and Policy Officer gave a presentation with a sample of information from a profile which had been prepared to inform the Reducing Inequalities Strategy, to define areas where new work would be required, and to see what needed to change i.e. current strategies. It was intended that the profile would also recognise the 9 'Protected Characteristics' as defined in the Equality Act 2010, as well as being a starting point to help understand the issues associated with multiple deprivation and where these were most concentrated. The information was to be used in conjunction with established inequalities work and specialist knowledge, although it was recognised that the information was incomplete and there would be omissions and knowledge gaps. The domains for the Scottish Index of Multiple Deprivation 2012 were employment, income, crime, housing, health, education, and access. The information was divided into data-zones and there were 130 data-zones in the Scottish Borders, which were divided into deciles (1 – 10) from the most deprived to the least deprived areas.
3. A number of examples were shown of the information. In terms of attainment at S4 – S6 by gender, this showed that generally girls tended to outperform boys at school, but there were no girls in the 15% most deprived data-zones with an S6 attainment. The distribution of people by 2010 Standard Occupational Classification 'occupation type' in the Scottish Borders was similar to that of Scotland; although there were clear gender differences in the Scottish Borders when looking at occupation types. In terms of energy efficiency, all domestic and commercial building in Scotland available to buy or rent had to have an Energy Performance Certificate (rating very energy efficient at A and no energy efficient at

G), and in the Scottish Borders about 25% of these buildings would receive a rating of A, B or C.

4. Poverty was a key to multiple deprivation, with Scottish Borders having a relatively small share of Scotland's Multiple Deprivation. However, there were inequalities in the Scottish Borders, not just in Langlee and Burnfoot, but scattered in other parts of towns or settlements. All of the main Border towns had areas of relative deprivation which fell just outside the 'worst 15% in Scotland'. It was also noted that the Scottish Index of Multiple Deprivation was a relative measure; if other areas in Scotland improved more quickly than in the Scottish Borders then the proportion of areas in the 15% most deprived could stay the same or increase. It was also noted that there was a great deal of interdependence among the different themes. These profiles could be used to adjust and realign existing strategies and an action plan developed to address specific issues, identifying any new partnership actions, and recognising where a universal and/or targeted approach was required.
5. Jeanette McDiarmid, SBC Depute Chief Executive People, thanked the team for putting together the profiles and advised that the strategies were being looked at to see what further actions were required in light of the information. The Plan could not just focus on Burnfoot and Langlee and ignore the other areas, so it was proposed to bring back further analysis to identify further requirements. There were a number of areas which, if targeted, should have an overall impact, not just on one measure. Actions would need to be prioritised and it was vital that all partners contributed more in terms of resources to the work. It was recognised that the information provided a snapshot and should complement information already available in the different organisations, although it did provide a strong context or basis for service provision. The profiles could be built on with layers of other information provided by other organisations. This reflected the strength already within the Borders partnership for sharing of information.

**DECISION
NOTED.**

ACTION: Jeanette McDiarmid to identify further requirements and an action plan to the next meeting of the Joint Delivery Team for discussion.

BURNFOOT COMMUNITY HUB

6. Charles Finnie, Director/Trustee and Chair of the Hub Project Sub Group, and Jan Pringle, Community Hub Project Manager, from Burnfoot Community Futures gave a presentation on the Burnfoot Community Hub. Burnfoot Community Futures company objectives were to improve the well-being, quality of life, and opportunities of the people of Burnfoot; and for the purpose of general community benefit, to enhance the social, cultural, recreational and educational facilities, environment and economy of Burnfoot. The Burnfoot Community Hub was to be a community facility which aimed to deliver long term sustainable change, tackling inequalities through the enablement and empowerment of the community and its own resources. The project would transform a derelict, disused former public house into a sustainable Community Hub - using £2.1m raised by the community – managed by Burnfoot Community Futures, a charitable company limited by guarantee. The funding package of £2.1m (capital and revenue) had been secured in January 2014 and the building acquired in April 2014. Full public procurement has been completed in September 2014, with the main contractor commencing on site on 3 November 2014 on a 42 week contract. There would be a phased completion of the Hub – Community section completed by July 2015; and the Nursery in September 2015. A 3 year operational Business Plan for 2015 – 2018 had been produced, with a fully funded core staff infrastructure of 5 FTE, with a focus on enterprise and sustainability. The services to be delivered through the Hub were a community café incorporating soft play; a fully flexible childcare facility (0 – 16); meeting/rental office space x 5; a multi-purpose function room'; and working garden space for cultivation of plants, food and new skills for the local community. The Hub project outcomes were that the Burnfoot Community felt stronger, more empowered and confident; their environment and future was sustained; the community had increased capacity and opportunity to take up training, employment and volunteering; and that the community was healthier with the inequalities

gap reduced. There were strategic and corporate links through community benefits in procurement; reducing inequalities; progression of SBC's equality outcomes addressing poverty and employment; the Community Empowerment Bill; and early and effective intervention. It was anticipated that future service provision would maximise the community asset approach in early years provision, health & social care integration, and business transformation. The Burnfoot Hub, through Burnfoot Community Futures, was a gateway to community empowerment.

7. Members of the Joint Delivery Team commended the representatives for the initiative and agreed that lessons could be learned from projects like this on how to do real community engagement. Nile Istephan, Chair of the Future Services Reform Group, was keen to bounce ideas off Burnfoot Community Futures as there was an opportunity here for agencies to deliver services in different ways. Burnfoot Community Futures was part of national community networks trying to move away from reliance on grants, and representatives had made study visits to learn from other areas. Julia Mulloy advised that SBHA were looking at the way it delivered services in the community and this was a good opportunity to learn more about how issues were dealt with and what preventative actions could be carried out. Ms Pringle advised that the café would provide a real opportunity to build up a relationship with the community whose members would not normally use a formal service route. There was an element of trust to be developed and built on with the community and with those coming in to talk to people, deliver services, etc. Tracey Logan suggested that each organisation spoke with Shona Smith, SBC Communities and Partnership Manager, about the areas they were keen to engage specifically with Burnfoot Community Futures and Shona would co-ordinate the approach. This could be included on the agenda for the Community Planning Strategic Board on 5 March 2015. Chief Inspector McLean complimented the team on a fantastic project, but pointed out that the potential demand from providers could outstrip the space available. Ms Pringle responded that it would be up to the community to decide, with a community user group determining what activities would be run from the Hub and who would be providers of services from the Hub, always linking back to Burnfoot Community Futures company objectives. Mr Finnie further advised that the floorspace upstairs in the Hub was flexible and could be used each day by different groups or service providers. The aim was to have a full programme of activities and services when the Hub first opened to create vibrancy and footfall, and then the community would decide which services they wished to see regularly.

DECISION

AGREED that:

- (a) **all partner organisations speak with Shona Smith, SBC Communities and Partnership Manager, about the areas they were keen to engage specifically with Burnfoot Community Futures and Shona would co-ordinate the approach; and**
- (b) **Shona Smith would then co-ordinate the JDT approach in regards to Burnfoot Community Futures and establish whether this approach could be presented alongside the presentation by Burnfoot Community Futures for the next meeting of the Community Planning Strategic Board on 5 March 2015.**

ACTION: All partners speak with Shona Smith who would co-ordinate the approach in regards to Burnfoot Community Futures and assess whether an item could be placed alongside the presentation by the BCF to the Strategic Board on 5 March 2015.

TROUBLED FAMILIES

8. David Cressey, SBC Service Director Strategy and Policy, gave an update on the work of the Group set up to look across agencies at a particular family causing problems. One family had now been identified and the Group would use a multi-agency approach with the aim of reducing anti-social behaviour, improving health and well-being, improving social interaction, and reducing the long term costs of intervention. David Cressey was the chair

of the Group and the Group reported through the Reducing Inequalities Theme Group. A Senior Social Worker would work 3 days per month exclusively with the family concerned and funding had been put in place by NHS, Community Safety and SBC to pay for this. There was a need to baseline the existing costs of supporting the family. The Social Worker would work with the family to establish what the family was willing to do and build a support programme from there. In response to a question regarding housing, Mr Cressey identified that at the moment the family lived in private rented accommodation but had previously been in social housing.

**DECISION
NOTED.**

BORDERS GUARANTEE

9. With reference to paragraphs 4 and 5 of the Minute of 13 August 2014, David Cressey, SBC Service Director Strategy and Policy, gave an update on progress, with a paper issued at the meeting giving the 2013/14 Scottish Leavers Destination Return figures for each of the local Secondary Schools along with the potential Borders Guarantee provision. While it was originally envisaged that there would be 100 young people in a negative destination requiring further support, this number was now 61 school leavers seeking employment. Potentially there were 363 opportunities available plus appropriate courses at Borders College. This meant that other groups out-with school leavers could hopefully be supported. Funding had been made available through the European Social Fund for support staff. It was important that when organisations were recruiting apprentices that they kept those in most need at the forefront. A co-ordinated plan for the CP Partnership was needed to track details. At the recent Wood Commission briefing held at Earlston High School it became clear that a single portal for all opportunities would be helpful, as well as mapping of how Wood Commission, Opportunities for All, Learning & Skills Partnership, and Borders Guarantee all fitted together.

**DECISION
AGREED that:**

- (a) David Cressey would look at a strand for employability across partner organisations and take this forward within the project group; and
- (b) David Cressey and Jeanette McDiarmid would prepare a briefing for the next meeting of the Joint Delivery Team on how Wood Commission, Opportunities for All, Learning & Skills Partnership, and Borders Guarantee all fitted together.

ACTION: David Cressey and Jeanette McDiarmid to prepare a briefing paper for next CPP Joint Delivery Team.

RESILIENT COMMUNITIES

10. This item was withdrawn.

**DECISION
NOTED.**

PAN LOTHIAN PROTOCOL

11. With reference to paragraph 11 of the Minute of 26 November 2014, Rob Dickson, SBC Director Corporate Transformation and Services, advised that the Pan Lothian Protocol for data sharing had now been signed off. There was a need to test what already existed between organisations to tie in with the Protocol and then identify gaps, including whether organisations had the right information available to them.

**DECISION
NOTED.**

UPDATES FROM DELIVERY TEAMS

Economy and Low Carbon

12. With reference to paragraph 8 of the Minute of 26 November 2014, there had been circulated copies of a briefing paper by the SBC Director Corporate Transformation and Services. The paper gave updates on mobile phone coverage, the Economic Strategy Action Plan refresh 2015, Borders Railway Blueprint, Construction Industry Forum, Events and conferences facilities, Business Week 2, and the Learning and Skills Partnership. In response to a query on the marketing of Borders railway opportunities, Mr Dickson advised that Scottish Borders Council was due to receive a presentation and report at its meeting on 2 April 2015 on Borders Railway, and an item would be placed on the agenda for the next Joint Delivery Team meeting on 1 April 2015.

**DECISION
NOTED.**

ACTION: Rob Dickson to provide report to next Joint Delivery Team meeting on opportunities associated with the Borders Railway.

Future Public Services

13. With reference to paragraph 10 of the Minute of 26 November 2014, there had been circulated copies of a briefing paper by Nile Istephan, Chief Executive Eildon Housing. The paper gave updates on the work of the Group on Estates and Asset Management, Procurement and Community Benefit, Digital Services, Health & Social Care Integration, and Shared Services. There was discussion on partnership working for recruitment, with the possibility of producing material which could be used by any of the partners e.g. the Borders being a good place to come and live and work. Scottish Borders Council was currently engaging with marketing companies on internal and external communication and an item could be added to the next agenda on this. It was recognised that while the Borders Railway initiative was focussed on inward investment by companies, business did also involve people. In terms of using Hubco to facilitate the work of the Group on Estates and Estate Management, it was noted that this may not be the best source at the present time

**DECISION
NOTED.**

ACTION: Tracey Logan to provide report to next Joint Delivery Team meeting on joint marketing opportunities.

RESOURCING COMMUNITY PLANNING PARTNERSHIP

14. It was reported that no progress had been made in establishing spend and resources attached to the Community Planning Partnership across the different partner organisations. It was recognised that an effort was needed by all partners in this area.

**DECISION
AGREED that:**

- (a) all partner organisations submit updated financial information for 2015/16 using the previous template to SBC Chief Financial Officer by 20 March 2015;**
- (b) the matter be considered further at the next meeting of the Joint Delivery Team at its next meeting on 1 April 2014.**

ACTION: All to submit financial information to David Robertson.

THIRD SECTOR INTERFACE PILOT

15. With reference to paragraph 7 of the Minute of 26 November 2014, Morag Walker of the Third Sector updated the Joint Delivery Team on progress with the Third Sector Interface Pilot. The Improvement plan had now been issued in draft. A meeting had been held in

Glasgow with the other 4 pilot areas which had established 5 key priorities, with communication being the main one. An update would be provided at the next meeting.

DECISION

AGREED to receive an update on the Third Sector Interface Pilot at the next meeting of the Joint Delivery Team.

ACTION: Morag Walker to provide an update on the Third Sector Interface Pilot at the next meeting of the Joint Delivery Team on 1 April 2015.

SCOTTISH GOVERNMENT PUBLIC AUDIT COMMITTEE

16. David Cressey, SBC Service Director Strategy and Policy, advised that Councillor David Parker, Alastair McKinnon (Scottish Enterprise), and John Raine (NHS Borders) had recently given evidence to the Scottish Government Public Audit Committee on Community Partnerships. MSPs had expressed significant concern about the impact Community Planning Partnerships were having. Scottish Borders seemed to be further ahead than other areas, but there had been a lot of questioning and discussion on scrutiny or the lack of it. There were real challenges on the statutory nature of Partnerships and the non-mandatory requirement for participation, which could lead to new legislation to change this. One of the major questions was on how well a Community Planning Partnership engaged with communities, so this would need to be built into any action plans. The follow up audit inspection of Community Planning would look for evidence of this community engagement. While positive progress had been made, this needed to continue to meet all the requirements of an effective Community Planning Partnership.

**DECISION
NOTED.**

COMMUNITY PLANNING PARTNERSHIPS OUTCOMES PROFILE

17. There had been circulated copies of a letter from Elma Murray, Chair of the Improvement Service's Outcomes, Evidence and Performance Board, regarding a programme to provide better and more consistent measurement of outcomes of Community Planning Partnerships. The Community Empowerment (Scotland) Bill provided a key driver for the approach, introducing a requirement for Partnerships to produce an Outcome Improvement Plan and an annual performance report against improvement in outcomes. David Cressey, SBC Service Director Strategy and Policy, explained that this amounted to benchmarking and the possible establishment of universal indicators of success.

**DECISION
NOTED.**

COMMUNITY PLANNING STRATEGIC BOARD

18. The Joint Delivery Team considered a number of items for inclusion in the agenda of the next Strategic Board meeting, due to take place on 5 March 2015. At its previous meeting on 27 November 2014, the Board had requested evidence of progress with Community Planning, rather than simply updates on meetings of the various Theme Groups. The Board also wished to see written briefing papers issued in advance of the meeting.

**DECISION
AGREED:**

- (a) to add the following items on the agenda:
- (i) Household Survey proposal;
 - (ii) Future Services Reform – draft programme, including outcomes;
 - (iii) Reducing Inequalities – presentation and action plan;
 - (iv) Community Empowerment (Scotland) Bill and the Accounts Commission Overview of Community Planning Report – implications for the Community Planning Partnership;

- (v) **Burnfoot Community Hub – relationship with Community Planning Partnership;**
 - (vi) **Review of Community Planning Governance; and**
- (b) **that the Chairman of the Joint Delivery Team speak with the Chairman of the Strategic Board on what items the Board wanted to prioritise for its next meeting.**

ACTION:

(a) **Briefing papers be provided by 25 February 2015, as follows:**

- **Household Survey: Shona Smith;**
- **Future Services Reform: Nile Istephan;**
- **Reducing Inequalities: Jeanette McDiarmid;**
- **Community Empowerment: Douglas Scott;**
- **Burnfoot Community Hub: Shona Smith;**
- **Community Planning Governance: David Cressey;**

(b) **Tracey Logan to speak with the Chairman of the Strategic Board about prioritising agenda items.**

ANY OTHER BUSINESS

19. Nile Istephan, Chief Executive Eildon Housing, advised that the Borders Care and Repair Service had now been in operation for 10 years. The team, based in Selkirk, provided home improvements, handyman, and adaptations services to owner-occupiers and private tenants who were over 60 years of age or any age living with a disability. The Joint Delivery Team congratulated the Service on its work and achievements.

**DECISION
NOTED.**

The meeting concluded at 4.00 p.m.