COMMUNITY PLANNING PARTNERSHIP

Meeting of Thursday 26 May 2005

at 10.30am in the Council Offices, Daar Road, Kirkcudbright

Chair: Leslie Jardine - Dumfries and Galloway Council
Vice-Chair: Irene Mungall - Dumfries & Galloway Citizens Advice Service
Norrie Davies - Dumfries and Galloway Fire Brigade
Morven J Easton - Crichton University Campus
George Graham - Dumfries and Galloway Constabulary
Joyce Harkness - Annandale and Eskdale CVS
Lou Howson - Dumfries and Galloway Elderly Forum
Bill Meadows - Forestry Commission Scotland
Kerry Clenaghan for John Plant - Enterprising and Learning Communities
Madeleine Sullivan - Communities Scotland
Jacky Wilson - Nithsdale Local Rural Partnership

Members

Leslie Jardine
Corporate Director of Corporate Services

Apologies

Margaret Dowson - Volunteer Action Dumfries and Galloway
Kenny Eggo - Stewartry Local Rural Partnership
Jean Elgar - Dumfries and Galloway Council
Jim Kane - Childcare Partnership
Mairi Telford Jammeh - Annandale & Eskdale Local Rural Partnership Representative

In Attendance

Denise Kearney - Policy Support Officer, Dumfries and Galloway Council
Margaret McIlhinney - Development Officer, BNSF
Caroline Westhead - Anti Social Behaviour Co-ordinator
1 WELCOME AND APOLOGIES.

Leslie Jardine opened the meeting. A warm welcome was extended to Margaret McIlhinney, Development Officer BNSF and Caroline Westhead, Anti Social Behaviour Co-ordinator.

Apologies were noted.

2 MINUTES OF 24 FEBRUARY 2005

Decision

AGREED.

Matters Arising – Updates

Item 2.1 Public Involvement Strategy

NOTED the Xchange Co-ordinator, Anne Harrow was now in place. A Working group would be formed to take forward the Public Involvement Strategy and a remit for the group would be drawn up.

Item 3 Seven Staines Partnership

NOTED Phase 2 of the Seven Staines Partnership had been submitted and a final decision was expected in June.

THANKS were expressed to Dumfries and Galloway Fire Brigade for their support but disappointment was expressed at the lack of support and involvement of other Community Planning Partnership members, in particular the lack of support from Dumfries and Galloway Council. Leslie Jardine agreed to express this disappointment to the relevant officers within the Council, and to encourage contact between Planning and Environment Services and the Forestry Commission to develop closer co-operation and joint working in future.

Item 4 Accounts Commission baseline review of Community Planning.

NOTED Audit Scotland have now completed their initial desktop research on a small number of pilot areas. Although Dumfries and Galloway was not a pilot area, Audit Scotland has requested information on the process of Community Planning in Dumfries and Galloway. A meeting is due to take place on 8 June 2005. Audit Scotland has undertaken to speak to some of the Community Planning Partners.

Anyone wishing to be involved in the meeting on 8 June should advise Karen Cawte.
Item 6  Joint Training events.

NOTED the training events had been well attended with 105 people in Lockerbie and 75 in Stranraer. The evaluations on the events had been extremely positive and highlighted the demand for further training. A full report will be submitted to the next meeting of the Community Planning Partnership.

Congratulations were extended to the Federation of CVS for their hard work in co-ordinating these events.

Voluntary Sector Involvement in Joint Board

NOTED the Joint Board, at their meeting on 12 May, had discussed community/voluntary sector representation at Joint Board level. The Joint Board had remitted to the Policy Support Officer, Community Planning, to work with the voluntary/community sector to undertake a mapping exercise showing how the community/voluntary sector are at present participating in Community Planning and also to show what was missing/what added value they would receive/could give by joining the Joint Board.

The Policy Support Officer Community Planning would report back to this group at a future meeting.


Decision

NOTED:

3.1 the report and the draft "Promoting Positive Citizenship" strategy previously circulated to Community Planning Partnership members.

3.2 the final Strategy is due to be submitted to the Scottish Executive by 30 June 2005.

3.3 Monitoring and evaluation targets would be developed for the Strategy.

3.4 THANKED Caroline for her informative presentation and ADVISED any comments on the Anti-Social Behaviour Strategy should be forwarded to Caroline as soon as possible.

4  BETTER NEIGHBOURHOOD SERVICES FUND – YOUNG PEOPLE PATHFINDER PROJECT EVALUATION/ PRESENTATION BY MARGARET MCILHINNEY – Summary evaluation.

Decision

NOTED

4.1 The summary evaluation and the significant progress made in relation to the targets and the outcomes.
4.2 The links between the Pathfinder Project and other community planning initiatives.

4.3 The key lessons learned from the experience of establishing and operating the project.

Messages for Community Planning:
'I think it's important to involve young people because we are part of the community';
'Be creative; stay true to the vision'


Decision

NOTED the Rural Service Priority Area Initiative and

AGREED to receive further reports as the initiative develops

It was suggested that the Community Planning Partnership receives a presentation from SEERAD on the RSPAs at a future meeting.

ACTION – KAREN CAWTE


NOTED the progress made on developing the Regeneration Outcome Agreement. This is due to be lodged with Communities Scotland next week;

NOTED:

6.1 the Inclusive Communities Forum agreed the membership of the Working Group at its meeting on 18 May. The post of the Community Regeneration Fund Manager will be advertised shortly.

6.2 a good case had been presented to SEERAD for the inclusion of Whithorn, Kelloholm and Kirkconnel. Appreciation of the hard work in presenting this case was extended to Chick McKenna of Planning and Environment Services, Dumfries and Galloway Council.

6.3 AGREED to receive further reports as the initiative progresses.

7 FUTURE MEETING DATES

NOTED the future meeting dates for 2005 as 25 August and 24 November.
8 MINUTES

Decision

NOTED the various minutes included with the meeting papers.

9 AOB

Decision

Big Lotto Funding

NOTED the possible funding available to the CVS Network through the Big Lotto to take forward capacity building. A decision would be made in November.
MINUTES OF THE MEETING OF THE LOCAL ECONOMIC FORUM
HELD AT SOLWAY HOUSE ON FRIDAY 27 MAY 2005 AT 8.30AM

ATTENDEES
Mike Keggans  SEDG (Chairman)
Brian Johnstone  Private Sector Representative
Tony Jacimciw  Lifelong Learning Partnership
Bill Thomson  Private Sector Business
Gordon Mann  DG Chamber of Commerce
Joan Mitchell  DGC
Rhona Welch  Jobcentre Plus

IN ATTENDANCE
John Plant  SEDG
Kerry Clenaghan  SEDG
Tony Fitzpatrick  Dumfries and Galloway Council
Donna Mounce  Dumfries and Galloway Council
Angus Williamson  Dumfries and Galloway Council
Sandy Williamson  Dumfries and Galloway Constabulary
David Byers  SEDG (Item 1 only)
Moira Forsyth  SEDG (Item 6 only)
Delia Holland  Visit Scotland

APOLOGIES
Graham Nicol  Federation of Small Business
Colin Birrell  Private Sector Representation
George Darroch  Jobcentre Plus
David Young
Donald MacKinnon  SOSEP

1 Welcome and Introduction
The Chairman welcomed everyone to the meeting.

2 Minutes of Last Meeting and Matters Arising
The minutes of the last meeting were approved.
There were no matters arising.

3 Broadband Update Report
David Byers gave a presentation on the current progress being made in relation to broadband.

Noted the Scottish Executive has agreed a contract with BT to extend ADSL service to 378 of the 400 smallest exchanges it is believed that all of the 42 small exchanges in Dumfries and Galloway will now be covered.

Noted the Scottish Executive National Project Atlas was formally launched in April at the Crichton. The Crichton will be the first business park in Scotland to be completed under this new project.
4  Agenda for the Strategic Issues Meeting
Kerry Clenaghan presented the draft agenda for the Strategic Issues meeting in July. During the discussion on this item there were a number of issues raised. These included concern that it may be a re-run of presentations already received at previous LEF meetings; the need to be more radical; the need to maximise the experience and willingness to work from around the table; the need to look at what we need to do to become more competitive; welcome the focus on migrant workers; not lose sight of the barriers faced i.e. rurality, demographics and lack of investment in the region; PR and lobbying opportunities; the Forum requires a 'shared vision' to move forward; no scatter gun approach, need to be more targeted; determine what the ambition of the Forum is.

Agreed to have another look at the agenda and to consider a workshop context. Also agreed to add more context to the papers that will be sent out prior to the meeting.

This item was taken prior to AOB.
Kerry Clenaghan gave an overview of the Annual Report. During discussion of this item the following issues were raised; concern was expressed over the wider distribution of the document at the present time; concern was expressed over the targets set, they need to be more realistic; the July Strategic Issues meeting could potentially influence an early review of the mid term report due to take place in 2006.

Agreed to have a further report at the September meeting. Kerry Clenaghan to action.

6  Sustaining the Local Economy Report
Moira Forsyth gave a verbal update on the work being undertaken to progress the work relating to supporting foreign nationals working in Dumfries and Galloway. A meeting to reform the working group will take place on the 15 June. The aims of the group remain the same, to produce an information pack for employers and one for employees. Agreed that Jobcentre Plus should also be part of the working group. Delia Holland offered information on her experience of working with foreign tourism students in Highlands and Islands.

7  Job Centre Plus – Update on Service Delivery Plan
Rhona Welch gave a verbal update on the plans for integrated service delivery. Where there will be no office base arrangements will be made to have a ‘job point’ where vacancies will be displayed and telephone access to an office base will be available. Further updates will be brought back to the Forum as information becomes available.
8 Implications of the Scottish Further Education Funding Council Growth Strategy
Tony Jacimciw gave an overview of the way the college is currently funded. The college now finds itself in a 'no growth' scenario. Therefore it finds itself under pressure to meet the demands of the local economy under the current funding strategy.

The Forum agreed to make representation to the appropriate Parliamentary Committee highlighting the effect that restricted funding will have on the local economy.

Agreed Tony Fitzpatrick would check the Enterprise and Culture Committee and the Education Committee agenda and seek to make representation to this committee.

9 Community Planning Update
The contents of this report were noted. There were no issues raised.

10 Knowledge Network Project Report.
The contents of this report were noted. The Forum noted that progress was now being made in driving this project forward.

11 Economic Briefing
The contents of this report were noted. The Forum welcomed this piece of work and agreed to receive regular economic briefing updates.

12 Enterprising and Learning Communities Action Plan Update
The contents of this report were noted. There were no issues raised.

13 LEF Relationship to Community Planning Structures
The contents of this report were noted. The Forum agreed to leave the information flow at the discretion of the Policy Officer. The Forum requested a pictorial view of the structures for clarity.

Action Donna Mounce to provide the Forum with a 'picture' representing the relationships between the community planning structures.

14 AOB
Noted that Rob Orr will provide a full update on LMI project work at the September meeting of the Forum.

The issue was raised as to the need for more frequent meetings or some sort of monthly update. This will be picked up and discussed at the July strategic issues meeting.

15 Dates of Future Meetings
22 July 2005 – Solway House 8.30am-2pm (Strategic Meeting)
2 September 2005- Solway House 8.30am (Normal Meeting)
INCLUSIVE COMMUNITIES FORUM

Minute of the meeting of the Inclusive Communities Forum held on
Wednesday 18 May 2005 at 2.00pm
At Scottish Enterprise Dumfries and Galloway

Present

Fraser Sanderson, Corporate Director of Education and Community
Services/Lead officer, Inclusive Communities (Chair)
Grace Cardozo, LGBT Youth Scotland
Colin Douglas, Dumfries and Galloway Council (Planning and Environment -
Transport)
Rosemary Flexney, Dumfries and Galloway Council (Group manager - Adult
Services/Chair, Diversity Working Group)
Beth Gordon, Elected Member DGC
Allan Graham, Elected Member DGC
Denise Kearney, Dumfries and Galloway Council (Corporate Services Chief
Inspector Ivor Marshall, Dumfries and Galloway Constabulary)
Jack Marshall, Dumfries and Galloway Council (Financial Services)
Annemarie Monteforte, Scottish Enterprise Dumfries and Galloway
Jim Parker, Joint HIP Manager Physical Disabilities Drugs/Alcohol/Carers
Ruth Paterson, Stewartry Local Rural Partnership representative
Audrey Rees, Careers Scotland
Hayley Rushton Davies, Dumfries and Galloway College
Elisabeth Smart, NHS Dumfries and Galloway (Public Health Specialist)
Mairi Telford-Jamme, Annandale and Eskdale Local Rural Partnership
Ian Walker, Accessible Transport Forum

Apologies

Marsali Caig, NHS Dumfries and Galloway (Commissioning)
John Dowson, Dumfries and Galloway Coalition of Disabled People
Joyce Harkness, Federation of CVS/Annandale and Eskdale Local Rural
Partnership
Gordon Jamieson, NHS Dumfries and Galloway (Director for Nursing / Lead
Officer, Public Involvement Strategy)
Les Jardine, Dumfries and Galloway Council (Corporate Services)
Clare McIlworie, Nith Local Rural Partnership
Rhona Welch, Jobcentre Plus
Hugh Wilson, Dumfries and Galloway Elderly Forum

In Attendance

Karen Cawte, Dumfries and Galloway Council (Corporate Services,
Community Planning))
Dawn Redpath, Working for Families Manager

1. Minute of meeting of 23 February 2005
Decision
Agreed
Matters arising:

1. Jobcentre Plus. There is no information yet as to what the plans are for Dumfries and Galloway. Noted Lockerbie Jobcentre is due to close soon with others to follow by April 2006, leaving Dumfries and Stranraer. The DSS office will also close with DSS staff working out of Dumfries Jobcentre.

2.2 Stewartry Area Plan. A meeting of interested parties was held on 4 May 2005 about Stewartry Area Plan. A draft plan will be sent out for wide consultation soon.

4. Funding for Money Advice Services. The Education and Community Services Committee meeting of 26 April 2005 noted the Forum’s view on D&GCAS providing an extension to the service until the end of September 2005 and agreed to this proposal.

6. BNSF Young People Pathfinder Evaluation. The findings from the evaluation are being presented to the Community Planning Partnership on 26 May 2005 for discussion.

2. Diversity Mini Web

2.1 Forum members received a demonstration of the contents of the mini web and noted that it will be live from Thursday 19 May 2005. The mini web can be accessed on www.dgcommunity.net/diversity. Copies of the press release and newsletter article for use by Forum members were circulated (enclosed for those not at the meeting).

2.2 The chair thanked the members of the working group for their work on the mini web.

3. Diversity Working Group

3.1 Rosemary Flexney, chair of the working group presented a paper on recommendations and future action on diversity for consideration by the Forum. The 10 recommendations were discussed as follows:

1) The Inclusive Communities Forum includes in its work plan the annual updating and evaluating of the Diversity Awareness mini web and agrees to receive regular reports on the utilisation of the pages.

The Forum noted that an annual maintenance check of the mini web will be undertaken by the policy support officer(diversity). Measures on mini web access and user satisfaction have been included in the Forum action plan (section 5.2).

2) All Community Planning partner organisations are asked to include a link to the mini web on their own web site.

Agreed organisations represented on each of the Forums and Community Planning Partnership(CPP) are asked to create a link to the mini web form their websites. The link is www.dgcommunity.net and access is through the mini web tab.

Action: All Forum members(for ICF) / Denise(for other Forums and CPP)
3) There is a need to have meaningful performance indicators developed for diversity which demonstrate the raised awareness of the different strands of diversity and good anti-discriminatory practice. Agreed the development of performance indicators would be undertaken by a group of statutory sector cross agency representatives led by the Council's policy support officer for diversity.

**Action: Policy Support Officer (Diversity)**

4) Community Planning partner organisations be asked to ensure that an impact assessment process be built into the start of any policy development. Legislation underpins this recommendation. A link to an impact assessment toolkit for use by organisations is provided on the diversity mini web. The Forum action plan (section 13.2) has some measures on use of the toolkit by key community planning partners (Council, NHS Dumfries and Galloway, Scottish Enterprise Dumfries and Galloway and the Police).

**Action: All Forum members (for ICF) / Denise (for other Forums and CPP)**

5) Community Planning partner organisations be asked to update their staffing equal opportunities policies to ensure they include all six strands of diversity and

6) Community Planning partner organisations be asked to update the required equal opportunity policies for service delivery. Agreed by the Forum and noted the Disability Discrimination Act underpins these recommendations. Some measures for the Council, NHS Dumfries and Galloway, Scottish Enterprise Dumfries and Galloway and the Police have been included in the Forum action plan (section 13.1).

7) Partner organisations are asked to be aware of the gap in respect of gender and to advise of any group, forum or mechanism that could address this.

Noted Carol Hill of Glasgow University Crichton Campus is undertaking research on Gender. Agreed this would be of interest to the Forum and that a request be made for a presentation to a future meeting.

**Action: Denise**

8) The Key Public Sector Joint Management Team is the structure within which Forum decisions are supported and that Joint Management Team members be responsible for ensuring that agreed actions are resourced and implemented by their respective organisations. Agreed the Chair would present a paper on Diversity to this Team, highlighting the findings from the working group and seeking agreement for further action.

**Action: Chair**

9) At least one event is held per year to raise awareness of diversity. The Forum recommended that this would be the responsibility of those organisations working within the 6 specific strands of diversity both within and outwith the Forum. The Forum action plan has a measure related to this recommendation (section 5.3).
Action: Dumfries and Galloway Coalition of Disabled People, Dumfries and Galloway Elderly Forum, Dumfries and Galloway Multicultural Association and LGBT Youth Scotland.

10) The Inclusive Communities Forum agree to continue the work essential to promote diversity awareness, if necessary through the formation of another group. The Forum agreed the Chair would meet with the Council’s policy support officer(diversity) and the chair of the working group to discuss and bring back proposals for a structure to meet the above recommendation. Noted the current role of the Race Relations Consultative Group and discussion will take place around how best to link its work with the Forum.

Action: Chair

4. Draft Action Plan
4.1 Agreed the action plan as final subject to some minor amendments. Noted that some of the actions are now being met and these will not feature in next year’s plan. Also noted that the plan is a working document and information will be added to it throughout the year.

4.2 Noted the following comments in relation to the plan:
Section 3 - Definitions of levels 1-4 (levels of need) are being revisited in light of new legislation.
Section 6 – Agreed to ask Housing Services for an update on the engagement with excluded individuals with complex needs. Action: John Lynch
Section 7 – Noted the comment that work with the voluntary sector is wider than the Community Regeneration Fund(CRF) but agreed that the Forum’s key role was in relation to the CRF.
Section 9 & 11 – Noted the research on Rural Services Priority Areas being undertaken by the Scottish Executive and that this will inform transport provision.
Section 12 – Noted the Childcare Partnership work is well developed and any specific role for the Forum is likely to be limited and may not feature in future plans. Action: Denise
Section 17 – Noted the Inspiring Action initiative which trains people in community participation and the Joint Training events undertaken by the Federation of CVS on community engagement. Agreed that a number of services are tackling this priority and therefore the Forum no longer has a specific role.

5. Updates on Forum Working Groups
5.1 Working for Families
5.1.1 The Chair welcomed Dawn Redpath, the Working for Families manager. Noted the success of the initiative to date in successfully targeting vulnerable parents with 214 parents in 2005-06 being assisted towards volunteering, training or employment. The focus of the initiative is on enabling parents to move towards employment, training or volunteering and to tackle barriers faced by parents (e.g. childcare, transport, etc.) Funding for 2006-08 has still to be confirmed. The Forum action plan reflects the overall targets.
which will be achieved from this initiative (section 16). A leaflet about the Fund is enclosed for information.

5.2 Tackling Poverty
5.2.1 Jack Marshall, chair of the Tackling Poverty Working Group presented a report on the recent work of the Group. The Group is revisiting its action plan using the Balanced Scorecard approach and the revised plan will be brought back to a future Forum meeting. Noted the difficulty in defining measurable targets.

5.2.2 Council tax relief on second homes. Noted the Working Group's view that removing the discount tax relief provision would have a valuable impact on housing poverty. Noted some authorities south of the border have targeted additional income from second homes into specific projects. The Forum supported the Group in looking more closely at this issue.

Action: Jack

6. Update on Community Regeneration Fund
6.1 Karen Cawte, Policy Support Officer for community planning, presented an update on progress with the Community Regeneration Fund (CRF). Noted the final Regeneration Outcome Agreement for the Fund is due to be submitted to Communities Scotland by the end of May, with approval by the Minister due by the end of June.

6.2 Noted the Joint Board decision that the CRF should be overseen by a multi agency working group and that it should report to the Inclusive Communities Forum as the aim of the CRF is "to bring improvements to Scotland’s most deprived areas and help individuals’ and families escape poverty."

6.3 Agreed the working group membership as outlined in the paper and noted the Operations Manager, Community Learning and Development will chair the working group and will also have line management responsibility for the CRF manager post, due to be advertised shortly. As chair of the working group, the Operations Manager Community Learning and Development will be invited to join the Inclusive Communities Forum.

Action: Denise

6.4 Agreed to receive a report to the next Forum meeting outlining projects which are being funded, including those projects from the Better Neighbourhood Services Fund Pathfinders which are being continued.

Action: John MacMillan

7. Any other business
7.1 Noted the launch of the Domestic Abuse Strategy on 16 May 2005. The strategy sets out 74 points for action and copies can be obtained from Kerry Herriot, Development Officer Domestic Abuse, tel. 01387 245122, email. Kerryhe@dumgal.gov.uk

7.2 Scottish Ambulance Service. Received an update from Ian Walker of the Accessible Transport Forum (ATF). Discussions are underway between the ATF, NHS Dumfries and Galloway and the Ambulance Service about options
for patient travel in Dumfries and Galloway. Noted the pressures of a) the Ambulance Service providing transport to those with a medical need, b) the introduction of the NHS Out of Hours service which has led to an increase in requests for transport and c) the forthcoming Mental Health Act which imposes obligations on public agencies to provide transport. Agreed to receive regular updates at Forum meetings.

7.3 Next meeting. Noted the next meeting of the Forum will be held on Wednesday 17 August 2005 at 2.00pm at Scottish Enterprise Dumfries and Galloway. Agenda items include the findings from the Transport and Social Exclusion project, presentations on LGBT issues from past research and a current project in Dumfries and Galloway and reports from the Community Regeneration Fund and Public Involvement Working Groups.
NOTE OF MEETING OF SAFE AND HEALTHY COMMUNITIES FORUM
HELD ON THURSDAY 16 JUNE, 2005, COUNCIL OFFICES,
ENGLISH STREET, DUMFRIES

Present
Derek Cox, NHS Dumfries and Galloway (Chair)
Gerry Campbell, Dumfries and Galloway Fire and Rescue Service
Tom Dysart, Area Procurator Fiscal
Kenny Eggo, Stewartry Local Rural Partnership
Tina Gibson, Nithsdale LHCC
David Grant, Dumfries and Galloway Council, Planning and Environment
(Remتنstrial Health)
Richard Grieveson, Dumfries and Galloway Council, Education and Community
Services (Leisure and Sport)
David Gurney, Dumfries and Galloway Council, Planning and Environment
(Emergency Planning/Community Safety)
Mary Harper, NHS Dumfries and Galloway
Kerry Herriott, Dumfries and Galloway Council, Education and Community
Services (Children's Services-Domestic Abuse)
Denise Kearney, Dumfries and Galloway Council, Corporate Services (Policy
and Performance)
Mike Kneeshaw, Wigtown Local Rural Partnership
David Mackie, Dumfries and Galloway Council, Education and Community
Services (Schools Services)
Mike McCormick, Dumfries and Galloway Constabulary
Clare McIlwain, Nith Local Rural Partnership
Allan Monteforte, Dumfries and Galloway Council, Education and Community
Services (Criminal Justice)
Philip Myers, NHS Dumfries and Galloway
Willie Scobie, Dumfries and Galloway Council, Elected Member
Liz Smart, NHS Dumfries and Galloway
Mairi Telford Jammeh, Annandale and Eskdale Local Rural Partnership
Sharon Walker, Stewarty LHCC

In Attendance
Karen Cawte, Dumfries and Galloway Council, Corporate Services (Policy and
Performance) from 3.30pm
Caroline Westhead, Dumfries and Galloway Council, Education and
Community Services (Antisocial Behaviour Strategy Coordinator)
Apologies
Helen Bell, Dumfries and Galloway Council, Elected Member
Jean Elgar, Dumfries and Galloway Council, Education and Community Services (Adult Services)
John Lynch, Dumfries and Galloway Council, Education and Community Services (Housing Services)
Jim Smith, Scottish Enterprise Dumfries and Galloway

1 WELCOME AND APOLOGIES
The Chair welcomed everyone to the meeting and noted 4 apologies.

2 NOTE OF FORUM MEETING ON 20 APRIL 2005
AGREED the note. There were no matters arising.

3 DEVELOPMENT OF FORUM'S 2005-08 STRATEGY AND OPERATIONAL PLAN

3.1 Introduction and structure of the strategy

Decision

3.1.1 NOTED the paper from the Chair which was presented as a draft introduction to the strategy. Comments included making references in the introduction to the other thematic Forums, including in particular the Inclusive Communities Forum and having a list of strategies and policies as on page three of the draft as an appendix. Noted the following strategies to be included on the list: the four LHCC plans, the Leisure and Sport Strategy, local level Safe and Healthy action plans, Youth Strategy, Criminal Justice Strategic Plan, Strategy for Food and Health. AGREED Forum members would feedback further suggestions and other comments on the introduction to the Chair by the end of June.

Action: All Forum members

Following this the Chair will redraft the introduction, taking account of comments received, and will bring a revised version to the next meeting

Action: D.Cox

3.2 Feedback from Sub-Group Lead Officers on progress, including Balanced Scorecard position

In consultation with Forum members the Chair took item 3.2.5 first.

3.2.5 Physical Activity – Richard Grieveson/Philip Myers

Decision

3.2.5.1 The Chair congratulated the Council's Leisure and Sport section and the Police on winning the COSLA Award for Advancing Community Wellbeing for the Midnight Football Project.
3.2.5.2 Noted the draft plan circulated in advance of the meeting. The regional Physical Activity Strategy is currently being developed through the multi-agency Physical Activity Strategy Working group (PASWG). The PASWG has used the Balanced Scorecard to develop a number of high level actions and measures. These actions and measures are being used to focus consultations with key stakeholders.

Consultation seeking to develop key actions/recommendations is ongoing and will continue over the summer period. It is anticipated that a number of community consultation events will take place in early September 2005.

Issues around addressing/tackling health inequalities are being explored by the PASWG and will feature as an important underpinning theme of the strategy.

The Equality and Diversity Impact Assessment Toolkit is being used to ensure that the Physical Activity Strategy tackles inequalities around 6 equality strands and 10 equality target groups.

3.2.5.3 This Sub Group has identified a need for some survey work and Forum members agreed that it is likely that most of the plans will require some information to be collected and that this should be done in a coordinated way.

**Future Action: All Sub-Group Leads**

3.2.1 Workplace Health – David Grant

**Decision**

3.2.1.1 NOTED the draft plan circulated at the meeting. A copy is enclosed for those not present. Forum members agreed the plan covered workplace health issues but there was some discussion around a perceived lack of focus on management as a cause of sickness absence. It was argued that this was covered under section 1.1.1 and 1.2 of the plan. The Chair will liaise with David on this particular issue and the plan will be brought back to the next meeting.

**Action: D. Cox**

3.2.2 Older People – Jean Elgar

**Decision**

3.2.2.1 Charlie Proctor from the Council’s Policy and Performance Unit has been helping the Sub Group on the Balanced Scorecard Process and a plan should be available by the week of 20 June 2005. Once received, copies will be circulated to Forum members.

**Action: S. Davies**
3.2.3 Accident Prevention – Gerry Campbell

Decision

3.2.3.1 NOTED a seminar on accident prevention has taken place and information from this and other consultation work will help inform the plan on accident prevention currently being developed. Noted a plan was promised within the next month and once received, this will be circulated to Forum members.

Action: G. Campbell

3.2.4 Antisocial Behaviour – Allan Monteforte

Decision

3.2.4.1 The plan for Antisocial Behaviour will be completed using information from the Antisocial Behaviour Strategy. Noted the consultation period for the draft Strategy has now ended.

3.2.5 Taken as the first item.

3.2.6 Domestic Abuse – Kerry Herriott

Decision

3.2.6.1 A plan had been prepared for the meeting but following discussion on the previous plans, Kerry requested some time to amend her plan before circulating it to the Forum. Agreed Kerry to send a plan to Sheila for circulation to the Forum during the week of 20 June.

Action: K. Herriot

3.2.7 Demographics – Derek Cox

Decision

3.2.7.1 NOTED work has still to commence on this plan and a group will be brought together over the next few weeks to undertake this work.

Action: D. Cox/S. Davies

3.3 What will be included in the Strategy/Operational Plan?

Decision

3.3.1 Discussed the information and length of the sections in the Sub Group plans and noted the Balanced Scorecard would be part of the three year strategy document. The Operational Plans will be more detailed and will outline actions which require to be taken to meet the overall outcomes.
3.4  **Timescale**

**Decision**

3.4.1  **NOTED** the suggestion that the 7 Sub Group Leads should meet to check on progress and to ensure the sections sit well together. **AGREED** this meeting will take place mid to end July 2005.

  **Action:** D. Cox/S. Davies

3.4.2  **AGREED** the final draft of the three year Strategy and the final drafts of the plans will be an agenda item for the next meeting on 15 September 2005. The drafts should be sent to Sheila by the middle of August so that they can be sent out for preliminary consultation in advance of the September meeting.

  **Action:** All Sub-Group Leads

3.4.3  **AGREED** that the meeting on Thursday 15 September 2005 should be a longer meeting and should concentrate on the Strategic and Operational Plans. **Noted the meeting will now start at 12 Noon** and lunch will be provided.

  **Action:** S. Davies

4  **COMMUNITY SAFETY/ANTISOCIAL BEHAVIOUR**

4.1  **Update on development of Antisocial Behaviour Strategy**

**Decision**

4.1.1  **NOTED** the paper from Allan Monteforte and that a draft Antisocial Behaviour Strategy has been widely circulated for consultation. Work is now underway to produce an Outcome Agreement for the Strategy which will include outcomes, baseline figures, outputs against each of the outcomes, details of funding against each output and a risk scorecard. The Strategy consultation period is now finished and the Strategy will be presented to the Council's Corporate Policy Committee on 28 June and will be submitted to the Scottish Executive on 30 June 2005. Noted the particular difficulty of ensuring actions are taking place on the ground while the Strategy is being developed.

4.2  **Update on Community Safety Partnership Award Programme 2005-08**

**Decision**

4.2.1  Received a verbal report from David Gurney on the Award Programme. Dumfries and Galloway was successful in being awarded full funding and projects being supported are Vandalism, Domestic Abuse and Drugs and Alcohol. There is a £6,000 underspend which will be used as a contingency fund.
5 DRAFT DUMFRIES AND GALLOWAY ROAD SAFETY PLAN 2005

Decision

5.1 No representative from the Council's Planning and Environment Services was able to attend to speak to the Plan. Noted copies of the Plan had been previously circulated to the Forum for information.

6 UPDATE ON WORK OF NITH LRP AND PREPARATION OF AREA COMMUNITY PLANS

Decision

In view of time constraints, Clare McIldowie agreed to provide a written update to be distributed with the note of the meeting. Action: C. McIldowie

7 UPDATE ON COMMUNITY REGENERATION FUND

Decision

7.1 Karen Cawte, Policy Support Officer, Community Planning presented a paper on the development of the Community Regeneration Fund (CRF) within Dumfries and Galloway. Noted the following:

- the proposed CRF focuses on areas of high deprivation in Dumfries and Stranraer but, following some negotiation with Communities Scotland, this has been extended to include Whithorn and Kirkconnel.
- the CRF will also fund some of the former Better Neighbourhood Services Fund projects.
- the Fund will be managed by a cross agency working group overseen by the Inclusive Communities Forum and there will also be a full time CRF manager who will manage the projects.
- CRF proposed projects in Dumfries which link to Safe and Healthy Communities include a community cafe, Building Healthy Communities, The Food Train and a heritage project. Stranraer projects include a health improvement project, C2U clinic and a project which focuses on young people and aims to prevent antisocial behaviour.
- the Outcome Agreement for the CRF is now with the Scottish Executive for approval.

8 HEALTH AND COMMUNITY CARE PLAN

Decision

8.1 Mary Harper circulated a summary of the Plan for information. The Plan has been signed off by both NHS Dumfries and Galloway and Dumfries and Galloway Council and a full copy of the Plan and the summary are available on the Dgcommunity.net site and on the NHS and Council websites.
9 ANY OTHER URGENT BUSINESS
There was no other urgent business.

10 DATE OF NEXT MEETING
Thursday 15 September 2005 in the Council Offices, English Street, Dumfries. Please note the meeting will start at 12 Noon.
DUMFRIES AND GALLOWAY KEY PUBLIC SECTOR
JOINT MANAGEMENT TEAM

NOTE OF MEETING OF FRIDAY 17 JUNE 2005 AT 10.30AM
IN THE POLICE STATION, LOREBURN STREET, DUMFRIES

Present:

**Dumfries and Galloway Council**
- Philip N Jones - Chief Executive
- Leslie Jardine - Corporate Director of Corporate Services

**Dumfries and Galloway Constabulary**
- David Strang - Chief Constable
- George Graham - Head of Policing Operations

**Dumfries and Galloway Fire Brigade**
- Gerry Campbell - Brigade Manager – Service Delivery

**NHS Dumfries and Galloway**
- John Burns - Chief Executive
- Derek Cox - Director of Public Health
- Gordon Jamieson - Director of Nursing

**Scottish Enterprise Dumfries and Galloway**
- Anne Marie Monteforte - Growing Business Manager

**Apologies**
- Jeff Ace - Director for Health Services
- Robin Bennie - Director of Finance
- Angus Cameron - Medical Director
- Chris King - Head of Strategic Planning and Commissioning
- Geoff Lewis - Director of Combined Services
- Bob Ovens - Deputy Chief Constable
- John Plant - Director, Business Support Services
- Fraser Sanderson - Corporate Director of Education and Community Services
- Jim Smith - Director of Operations
- Colin Williamson - Chief Executive
- David Wynne - Chief Fire Officer

**In Attendance**
- John Bennett - Business Review Manager
- Karen Cawte - Policy Support Officer, Community Planning

Philip N Jones
Chief Executive, Dumfries and Galloway Council

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1  APOLOGIES

NOTED above.

2  MINUTES OF MEETING OF 22 APRIL 2005

Decision

AGREED.

Matters Arising

The Joint Board will receive a progress report on the joint transport initiative at its meeting in July.

The Joint Management Team expressed the view that the work on the GIS Project Board should be progressed urgently and a senior user be identified from the Thematic Forum.

Further information on the Rural Services Priority Areas was tabled. The focus groups will take place on 26 and 27 July in Dumfries and Galloway.

The Regeneration Outcome Agreement is currently with the Minister for approval.

3  PUBLIC SECTOR ENTREPRENEUR PILOT

Decision

The Joint Management Team agreed that the momentum for this pilot should not be lost. The steering group which will be chaired by the Scottish Executive should be set up to develop the scheme.

The Joint Management Team agreed that appropriate representatives of the Council, NHS and Fire Services would join the steering group.

A report would be tabled at the next Joint Board meeting for information. As the scheme develops, detailed reports should be tabled at the appropriate Council Committee and NHS Board.

4  AUDIT OF BEST VALUE AND COMMUNITY PLANNING

Decision

The Joint Management Team were informed whilst the audit was of the Council it is based around the duties laid out in the Local Government in Scotland Act 2003, and will also look at partners.
The Joint Management Team AGREED that the partners should participate in the audit and that work should be undertaken to prepare for this.

The Joint Management Team AGREED that all partners should use the self assessment template developed by the Council’s Business Review Manager, and also that the Joint Management Team should be reminded of the duties as laid out in the Act.

This work will be progressed prior to the next meeting.

AGREED that Audit Scotland could speak to representatives about the baseline review of Community Planning. The representatives would be:

- John Burns
- David Strang
- Kerry Clenaghan
- Norrie Davies

5 COMMUNITY PLANNING PRACTITIONERS NETWORK

Decision

The Joint Management Team heard that this network is part of a package of measures recommended by the Community Planning Implementation Group last year. The network is being led by COSLA and the Scottish Executive.

AGREED that Dumfries and Galloway should be represented by the Policy Support Officer, Community Planning.

6 DIGITAL INCLUSION PROJECT PILOT – COMMUNITY HUB

Decision

The Scottish Executive is looking for expressions of interest to take part in a pilot project to include a specific community in the digital area.

The Joint Management Team AGREED Dumfries and Galloway should participate as a dialogue authority.

It was also AGREED that Susan Neal, Communications Officer, should attend the briefing session on 6 July and be the Dumfries and Galloway contact.

Further reports will be tabled as the pilot progresses.
7 NEXT MEETING

The next meeting will take place on Thursday 18 August 2005 at 10.30am in the Council Hall, Council Offices, English Street, Dumfries.

8 AOCB

Philip Jones reminded the Joint Management Team that Richard Wakeford, Senior Civil Servant within the Rural Affairs Department was coming to speak to the Joint Board at its meeting on 14 July. The Joint Management Team AGREED the potential for joint central/local government sharing of resources should be discussed.

The Joint Management Team congratulated the Midnight Football League Team who had won the COSLA Excellence Award for advancing community well-being at the recent COSLA award ceremony.

The Joint Management Team NOTED that Minister Andy Kerr would be in Dumfries on Monday 20 June to chair the Review of NHS Services. This meeting is open to the public and any members of the Joint Management Team are welcome to attend.

The Joint Management Team AGREED that the report around developing joint service delivery in Kelloholm, destined for the July Joint Board, should be tabled at the August Joint Management Team meeting in the first instance with confirmation to Joint Board how this matter was being progressed.