

ELCP Board
Note of Meeting

Date: 8 December 2009, 2pm
Venue: Continuing Education
Training Room, Lodge Street,
Haddington

east lothian  community planning

In Attendance

Members and representatives

Paul McLennan, Chair ELCP, East Lothian Council
Alan Blackie, Chief Executive, East Lothian Council
Linda McPherson, Regional Director – East, Scottish Enterprise
Gerry Power, General Manager, East Lothian Community Health Partnership
Valerie Macniven, Director for Rural Payments & Inspection, Scottish Government
David Ross, Head of Central Services, Lothian & Borders Fire & Rescue Service
Eliot Stark, VDEL/VAEL

Officers

Paolo Vestri, Corporate Policy Manager, East Lothian Council
Andrew Strickland, Policy Officer, East Lothian Council
Veronica Campanile, Policy Officer, East Lothian Council
Alison Smith, Committees Officer, East Lothian Council (clerk)

Apologies

Terry Powell, Divisional Commander E Division, Lothian & Borders Police
James Bruce, Director, ELVON
David Millar, Director Corporate Services, Lothian & Borders Fire & Rescue Service

1. Welcome and apologies

Paul McLennan welcomed members and gave apologies.

2. Note of the previous meeting

The note of the meeting of 6 October 2009 was approved.

3. Matters arising

a) Guidance on SOA reporting across boundaries

Valerie Macniven referred to the work done by the national Community Planning Group and highlighted the different organisations involved. She advised that some of the bodies in this group, SOLACE apart, had a number of CPPs in their own area.

Comments:

- Linda McPherson referred to the Scottish Enterprise method.
- Alan Blackie referred to logic modelling and the need to report on outcomes in the SOA.
- David Ross advised that the Fire Service had to report across 5 different local authority areas. A strategic area assessment for East Lothian had been issued. He referred to the need for consistency of reporting across all 5 areas.
- Paul McLennan referred to the different areas of work, all with different boundaries. He indicated that in terms of public sector reform there was a need to align priorities/boundaries, which formed part of a wider debate – this was an ongoing issue.

b) Blue Sky thinking/visioning in East Lothian

Alan Blackie referred to the need for a longer-term vision for East Lothian beyond the SOA timeframe, and East Lothian as part of the wider Lothians/ Borders/Fife group. He stated that there was a need to invest time in this together as a CPB. He suggested holding a special meeting of the CPB early in the new-year.

Comments:

- Other partners supported this approach.

Action

1 Policy Team to make arrangements for a special meeting in January/February 2010

c) Local Community Planning initial LAF sessions

Veronica Campanile gave an update on the 2 LAF sessions in Dunbar and Musselburgh. She advised that follow up work had started. There was a need to reach groups that had not been able to attend.

Comments:

- Paul McLennan advised that both sessions had been well attended, feedback had been positive; it would continue to be monitored.

d) Equalities and Human Right's Commission Visit

Veronica Campanile indicated that the Equalities and Human Right's Commission had asked for a dedicated meeting with the CPB; dates suggested were 12, 18 or 19 February 2010.

Comments:

- Paul McLennan suggested having this on the same date as the special meeting of the CPB.
- Alan Blackie indicated it would be helpful to get an idea of the length and purpose of the visit.

Action

1 Veronica Campanile to email CPB members regarding availability of 3 dates suggested/liase with Commission

e) Community Planning Working Group

Veronica Campanile advised that the Working Group had held its first meeting and would be meeting again on 15 December, when they would be having a closer look at logic models. There was a themed group leader for each of the 6 CP groups. It had been realised that the voluntary sector was not represented so VAEL (Voluntary Action East Lothian) the new third sector interface for East Lothian consisting of a partnership between ELVON, VDEL and Social Enterprise in East Lothian Ltd., had been contacted; there would now be 2 representatives from VAEL on the Working Group and 1 on this Board.

SOA 2009

4.1 Six month monitoring reports & required action

4.1.1 Environment Housing & Places

4.1.2 Enterprise & Skills

4.1.3 Children, Young People & Education

4.1.4 Health & Social Care

Paul McLennan advised that the first 4 items were update reports from the SOA Theme Groups.

In relation to 4.1.2 Enterprise & Skills Linda McPherson noted that SEEL (Scottish Enterprise Edinburgh and Lothian) no longer existed and should now be known as Scottish Enterprise.

4.1.5 Community Safety

Comments:

- Alan Blackie referred to funding of the Violence Against Women Strategy Coordinator post. He highlighted the impact this issue had on families in terms of health and wellbeing, children's learning and education. He indicated that there was a need to mainstream this in some way.
- Paul McLennan queried the issue of the availability of statistics in relation to VAW. Veronica Campanile advised that there had been some difficulty obtaining the relevant Health Service statistics. Gerry Power indicated that he would follow this up with the Health Intelligence Unit.
- Alan Blackie returned to the joint funding issue for the VAW post and whether Midlothian Council and the Police would be interested in making a contribution. He added that it would be good if the CPB could agree in principle to take this on board.
- Paul McLennan stated this was an urgent matter as the post was only funded until March; he asked that Alan Blackie take this forward and contact the Police and Midlothian Council and report back by email.

Recommendations:

2.1 Progress noted towards achieving the Community Safety outcomes.

2.2 Developments noted in relation to the Community Safety context likely to be relevant in terms of progress.

2.3 Issues in report considered.

Action

1 Gerry Power to follow up with the Health Intelligence Unit

2 Alan Blackie to contact the Police and Midlothian Council regarding funding for the VAW post and to report back

4.1.6 Tackling Poverty & Fairer Scotland Fund

Paolo Vestri spoke to the report and highlighted the following key points:

- SIMD – he drew attention to the appendix, which contained a summary of SIMD and findings for East Lothian in 2009.
- Equality Duty – he referred to the creation of a new single public sector Equality Duty. Action had to be considered regarding reducing socio economic inequalities and to try and build this into the SOA.

Comments:

- Paul McLennan referred to the SIMD, stating he was keen that any work the Council was doing should be joined up with the Health Service and the Scottish Government to take these issues forward.
- Linda McPherson advised that Skills Development Scotland had been working with banks regarding restructuring; there would be significant job losses to come from this sector. She referred to the flow of people from East Lothian into Edinburgh to work in this field. Postcode data had been requested and would be shared with local authorities. She referred to the PACE partnership which had representation from every public sector organisation, apart from CoSLA. Business gateway was clearly key and she had stated that she would raise this issue at appropriate forums like this.
- Eliot Stark reported that there had been a 400% increase in volunteers, which was usually a direct result of unemployment.
- Gerry Power referred to the Equally Well project, which was geared to tackling deprivation of poverty at an early stage and linked into the health and attainment of children. He queried how/where to capture this piece of work.
- Alan Blackie advised that the contribution of the third sector was already potentially being felt in creating employment and career opportunities for young people. The issue was coherence with community safety, health and educational achievement. He queried where other infrastructures like housing came into the equation. A longer term vision for East Lothian would join all these elements together.

- Paul McLennan indicated that further discussion was required; he asked that Paolo Vestri develop and report back.

Recommendations:

2.1 Progress of the FSF (2009-11) projects noted.

2.2 Findings of the SIMD 2009 for East Lothian noted.

2.3 Implications of the potential introduction of a socio-economic duty on their work noted.

Action

1 Paolo Vestri to develop and report back to the March CPB meeting

4.1.7 Effective & Efficient Services

Andrew Strickland spoke to the report and drew attention to the following points:

- National Outcome 15 differed from the other outcomes, as it did not have a themed group. It dealt with the issue of governance.
- Self-evaluation models used by ELC, Police and Fire.
- Improvements Plans created to support key areas: performance results, stakeholder needs, service processes, management and leadership.
- VOICE and Community Engagement Strategy.
- Consultation and engagement.
- Best Value requirement for joint working.

Comments:

- David Ross referred to the model the Fire Service used and stated that setting up and training had taken around 9 months.
- Eliot Stark indicated that the voluntary sector used a customised version of the EFQM self evaluation model.
- Alan Blackie referred to the need for some kind of self-evaluation so that members were prepared for the Best Value audit, he advised the CPB of the new local area network audit bodies.

Recommendations:

2.1 Progress made towards the outcome noted.

2.2 'How Good is Our Council?' or PSIF to be considered for conducting a self-evaluation of the Community Planning Partnership in the future.

Action

1 Recommendation 2.2 – PSIF preferred model of CPB

2 Andrew Strickland to discuss options with various partners and report back

4.2 Aspireview development - demonstration

Andrew Strickland gave members a demonstration of Aspireview from the website. He advised that the intention was to create performance reports online based on the Council's performance management software, Aspireview.

Key points:

- Most of the background work had been completed
- Will be located on ELC website
- Approximately 2 weeks until it goes live
- Will be structured to National Outcomes and CP priorities
- Aim to keep graphs simple so data understandable to people not familiar with performance figures
- Updates will be required quarterly or annually
- Partner organisations will be able to access this direct to update
- A specific person will be nominated to update each indicator

- Ability to print off hard copies and use in themed groups

Comments:

- Alan Blackie asked how interactive it would be and would members of the public be able to view and blog. Andrew Strickland advised it would be interactive with varying levels of permission. The public would only be able to view, however other options could be investigated. He advised that training could be provided to CPB partners if desired.
- Valerie Macniven suggested sharing this with the Improvement Service as an example of good practice.

Strategic Issues

5.1 Update on Financial Prospects from Partners

Alan Blackie advised that guidance had been issued to local authority leaders from CoSLA in October; councils were looking at a 4% per year reduction over the next 3 years. He indicated that budget papers for councillors and chief officials would be available 1 week before Christmas; the budget setting date was 9 February 2010. The Administration budget meeting was scheduled for 10 December. With regards to community planning he referred to the question of concordat commitments, including education issues.

Comments:

- Gerry Power indicated that they would be setting their budgets at the end of March. They had not received their allocation yet but had started to make inroads into possible efficiency savings; CHPs and Operating Divisions were submitting plans detailing what may be possible.
- Linda McPherson advised that the allocation would not be known until February, but a significant reduction was expected.
- David Ross stated that their draft budget had already been pulled together for 2010/11. He referred to efficiency savings that would be required across all public services in Scotland; stated that 80-90% of their budget related to staff costs making savings difficult and that considerable analysis would be required.
- Valerie Macniven commented that the great unknown was what would happen after the general election next year.
- Eliot Stark reported that they had a cut of 0.9% followed by 2.8% this year 10% for the following 2 years.
- Paul McLennan stated that they were all in same position; there would be major challenges not just for the next 2/3 years but for considerably longer.

5.2 Shared Services update

Alan Blackie advised that a report had been brought to Council this morning on Shared Services (as per the link on the agenda). An identical report had gone to all of the 6 councils involved in the ELBF Forum (Edinburgh, West Lothian, Midlothian, Scottish Borders and Fife). There were 5 areas where there was greater scope for shared services, collaboration and the possibility of savings and that a business case was being prepared for each of these to assess whether a shared service solution would provide a better service:

- Procurement
- Payroll/HR
- Internal Audit
- Roads Maintenance
- Flexible and Mobile Working

Key points:

- 38 areas already had joint or shared services (2 plus councils)
- 4,500 people left East Lothian daily to work at City of Edinburgh Council
- Fife Council was considering having a hub in Fife for CEC staff
- Needed to be a better service, all councils involved had to work together

Comments:

- Linda McPherson advised that Scottish Enterprise did a lot of work around shared services; their Business Services Director had worked on the Arbutnott report and would be willing to talk to councils in the East of Scotland.
- Alan Blackie indicated this would be very helpful.

5.3 Future strategic issues / SOA 3

Veronica Campanile advised this was a general item for the CPB to flag up anything else that should be on the agenda.

Comments:

- Valerie Macniven issued a letter from the Director of Public Sector Reform Directorate acknowledging receipt of the report on SOA 1 and detailing what was required for further development for SOA 3. She reiterated that the focus would be delivered of the outcomes and reporting.
- Paul McLennan indicated that future strategic issues could be discussed at the special meeting.

Finances

6.1 Community Planning Budget 2009/11

Paolo Vestri referred to the budget summary attached as an appendix. He advised there was a projected underspend and drew attention to the carry forward figure for next year and that there were -

3 potential items of expenditure not costed yet

- Request for funds to develop VAEL
- Additional money for the community engagement post and communications plan
- ELBF considering a proposal from the Edinburgh Partnership for a shared service e-system comprising engagement/consultation and research/information management.

Recommendations:

- To consider the project areas, income and carry forward included in the report and approve the budget presented.

7. AOB

No items raised.

8. Next meeting

23 March 2010

Conference Room, Haddington Police Station, 39-41 Court Street, Haddington