



**MINUTES OF THE MEETING OF THE
COMMUNITY PLANNING IMPLEMENTATION GROUP**

**THURSDAY 12 JUNE 2008
CONFERENCE ROOMS 1&2, JOHN MUIR HOUSE, HADDINGTON**

Community Planning Partners Present:

Councillor B Turner, Elected Member, ELC (Convener)
Councillor W Innes, Elected Member, ELC
Mr A Blackie, Chief Executive, ELC
Mr A McCrorie, Director of Corporate Finance & IT, ELC
Mr P Collins, Director of Environment, ELC
Dr S Ross, Director of Community Services, ELC
Mr D Ledingham, Acting Director of Education & Children's Services, ELC
Mr T Shearer, Head of Community Wellbeing, ELC
Ms S Smith, Economic Development Manager, ELC
Mr J Marnyiak, East Lothian Tenants & Residents Panel
Mr C Brown, Lothian & Borders Police
Mr R Erskine, Lothian & Borders Police
Mr D Cooper, Lothian & Borders Fire
Mr J Bruce, ELVON
Mr E Stark, Volunteer Development East Lothian
Mr A Short, NHS Lothian
Ms W MacAdie, ELLP

Others Present:

Provost S Richardson, Elected Member, ELC
Depute Provost R Knox, Elected Member, ELC

East Lothian Council Officials Present:

Mr B Duncan, Corporate Policy Manager
Ms E Wilson, Housing Strategy Manager
Mr A Strickland, Policy Officer
Ms V Campanile, Policy Officer
Ms R Spillane, Policy Officer
Mr S Wray, Health Improvement Development Officer
Ms C Davis, Dialogue Youth Co-Ordinator
Mr P Noyes, Mental Health Planning and Commissioning Officer

Clerk:

Ms A Smith

Visitors Present:

Ms C MacGillvray
Ms L Kay (Item 1)
Mr D Barrie (Item 1)
Ms C McArthur (Item 1)
Ms L Shepherd (Item 1)

Apologies:

Councillor P McLennan
Councillor L Broun-Lindsay
Ms R Marshall
Ms M MacIver
Mr J Elder
Mr G Saunders
Mr J Lamond
Mr D Caughey

Prior to commencement of business Councillor Turner advised members of an additional item, the Joint Health Improvement Action Plan, which would be taken as Item 13b.

1. PERFORMANCE MANAGEMENT

a) PROPOSED COMMUNITY PLANNING OBJECTIVES

The Chief Executive, East Lothian Council, submitted a report presenting the draft Community Planning Objectives for consideration.

Mr Strickland spoke to the report, reminding members that CPIG had agreed on 13 December 2007 to review the approach to performance management. He referred to the work carried out to date: a public meeting had been held to discuss the objectives, draft objectives had been developed, and further consultation had been carried out with communities and service providers. Community representatives had been invited to attend this meeting or to submit comments. He then discussed each of the Core Priorities of the Community Planning Partnership and asked for comments.

Core Priorities of the Community Planning Partnership:

- Increase the supply of affordable housing
- Keep our environment clean and green
- Help build safer communities
- Raise educational attainment and achievement
- Encourage enterprise and skills
- Promote healthy living and social care

Under the core priority *Promote healthy living and social care* Ms MacGillvray commented that it was important that the objectives were transferred into actual achievements. Mr Marnyiak asked about tackling drug related problems; Mr Strickland advised that he could alter the point *tackle alcohol misuse* to *tackle drug and alcohol misuse*. This was agreed.

With reference to the core priority *Keep our environment clean and green*, in particular the point *reduce dependency on car use and increase the use of public transport* Cllr Knox indicated that there was a need to consider the transport situation in rural communities and for this to be looked at from a more strategic level. Cllr Turner commented that there was no representative from a transport organisation on CPIG but this was being looked into. Mr Bruce advised that there used to be a Transportation Forum, work was ongoing to try and re-establish this group, which would bring together statutory providers and users. Ms Davis indicated that utilising transport to access facilities was also an issue for young people. Cllr Turner asked Andrew Strickland to look at the form of words for the *reduce dependency on car use and increase the use of public transport* point. Mr Strickland agreed this would be done to incorporate improving access to facilities and services.

Members of the CPIG generally agreed that this was a positive step forward.

Decision

The CPIG agreed to adopt the objectives outlined in the report incorporating the adjustments as detailed.

b) WORKING TOWARDS A COMMUNITY PLANNING SINGLE OUTCOME AGREEMENT

The Chief Executive, East Lothian Council, submitted a report outlining the main elements involved in extending the Single Outcome Agreement to cover the Community Planning Partnership by April 2009.

Mr Strickland spoke to the report, referring to the background and drawing attention to the four main stages of developing an SOA and also highlighting the policy implications.

Main stages of developing an SOA:

- Developing a local area profile
- Analysing the evidence and determining priorities
- Setting local outcomes
- Selecting indicators

Mr Blackie commented that a considerable amount of work, involving many people, had gone into the preparation of the development of a Community Planning SOA. He advised that a streamlined process for sign off would be required. He stated that he would be working with colleagues over the summer on how to take this forward and a report would be brought to the next meeting of CPIG. He indicated that this issue was a key step forward for public services; it was breaking new ground and ensuring new partnerships between national and local government and local services.

Considerable discussion followed. Ms MacGillvray commented that there may not necessarily be a link between strategic objectives and local priorities, particularly in terms of housing developments, and questioned how tensions would be resolved. Mr Strickland stated that the SOA would be a strategic document. Mr Collins commented that the SOA would deal with East Lothian as a whole, there may be difficult local issues to be dealt with but the hope was for support in principle. Mr Bruce welcomed the SOA but stated that in addition something further was required to strengthen the voluntary sector, as there was still a lack of commitment towards this area and the Scottish Government was working on this aspect. Ms MacGillvray commented that there was a need to ensure that everyone was regarded as equally important in this process. Mr Short stated that he was greatly encouraged by the process and that health targets had been included, it augured well for future relationships with the local authority and other agencies. Mr Stark welcomed the report and asked about the mechanism for engaging in the process. Mr Strickland indicated that it was hoped to progress this issue quickly, there would be a meeting of an Executive Grouping this autumn to move the SOA forward. Mr Brown welcomed the report, commenting that the Police were already starting to work on their own SOA. He stated that East Lothian had a good start through the work of the Local Service Management Groups and the CAPP groups. Mr Cooper commented that some other local authorities had a different approach to SOA however this approach was more appropriate and had the added value of working with partner organisations.

There was a general welcome and positive comment regarding the report and appreciation of being involved from the partner organisations.

Cllr Turner indicated that there was a considerable amount of work to be done in this area; comments from partners would be welcomed.

Decision

The CPIG considered the implications of the report and noted that a further report would be brought to the next meeting.

2. MINUTES OF MEETING OF THE COMMUNITY PLANNING IMPLEMENTATION GROUP HELD ON 13 MARCH 2008

It was agreed that the minutes were a true record.

3. MATTERS ARISING

a) UPDATE ON EAST LOTHIAN ENVIRONMENT FORUM

Mr Collins reported that this had been a successful event, attended by approximately 40 people representing a range of backgrounds and interests. He stated that a full report would be prepared and made available. There had been general agreement about the value of the forum and the need to take issues forward and also some progress on how this could be achieved. He indicated that a key point was to ensure the involvement of the whole community and to link into the objectives.

b) UPDATE ON DIALOGUE YOUTH

Mr Shearer referred to the CPIG decision at the last meeting to continue the Dialogue Youth Project and reported that work was ongoing to further develop a strategy for Dialogue Youth with key partners including securing funding from partners. He advised that he would be addressing this over the summer months.

c) UPDATE ON COMMUNICATIONS

Ms Campanile referred to the establishment of a Communications Task Group for the Communications Review approved at the March meeting, stating that membership should ideally have representatives from a cross section of key partners to ensure that the review met all requirements. She stated that she had received a poor response to the invitation for the first event and indicated that it was crucial that each partner organisation sent a representative, as key decisions had to be made to guide the review process.

d) EAST LOTHIAN COUNCIL'S SINGLE OUTCOME AGREEMENT

It was noted that this item had already been covered earlier.

e) FINANCIAL MANAGEMENT

Mr Blackie indicated that this related to an outstanding action point from previous meetings; this would be taken forward in terms of the SOA for 2009/10.

4. COMMUNITY EMPOWERMENT: SCOTTISH GOVERNMENT/COSLA INITIATIVE

Ms Spillane reported that community empowerment was a key priority for the Scottish Government who had issued a joint statement with CoSLA regarding this initiative. She

advised that a Working Group had been formed, comprising elected members from various local authorities and the intention was to broaden membership to include Community Planning Partners. She reported that the initial focus had been on familiarising members with the National Standards for Community Engagement and a review of these was being carried out. She indicated that capacity building was high on the agenda and that examples of good practice should be submitted.

Ms MacGillvray welcomed this focus and indicated that examples of community empowerment in East Lothian should be highlighted. Ms MacAdie agreed, and indicated that ELLP was keen to take this forward.

5. DEVELOPING AN EAST LOTHIAN DIVERSITY NETWORK

The Chief Executive of East Lothian Council submitted a report outlining the proposals for the development of a Diversity Network for East Lothian within the community planning framework.

Ms Spillane spoke to the report, outlining the background, and providing detail about the Diversity Network. She stated that the overall purpose would be to improve understanding of and celebrate East Lothian's Diversity. The network would have four main themes through which it would take forward its work:

- Celebration – celebrate East Lothian's rich diversity
- Policy – helping to shape our services and practices
- Information – gather information about the needs and ambitions of minority groups
- Campaigns – improving the understanding of equality and diversity amongst the residents of East Lothian.

She then discussed how the Diversity Network would work; referring to proposed membership, events and newsletters, and to the appendices, which detailed suggested events for 2008/09 and how the network would operate. She indicated that support from partners would be welcomed.

Cllr Turner expressed support for this proposal.

Ms McGillvray stated that International Women's Day (8 March 2009) could be added to the calendar of events; Ms Spillane agreed this date would be added. Ms Davis stated that there was a need to engage more with youth groups in more diverse ways. Ms Wilson referred from a housing strategy point of view, of the duty to promote discussion with community groups and indicated that she would discuss how best to take issues forward with Ms Spillane outwith the meeting.

Decision

The CPIG agreed to the development of a Diversity Network for East Lothian and to the structure outlined in the report.

6. A YOUTH STRATEGY FOR EAST LOTHIAN

The Chair of East Lothian Learning Partnership and the Director of Community Services, East Lothian Council, jointly submitted a report advising CPIG:

- of progress made on the development and implementation of an East Lothian wide Youth Strategy and in particular widespread consultation with young people over the course of the coming months
- of intentions to submit a further report in September this year outlining the proposed strategy and seeking formal endorsement from CPIG on the content
- of the proposed Launch of the Youth Strategy on 30th October 2008

Mr Shearer spoke to the report, informing the CPIG that an HMIE report in 2007 on “Inspection of Community Learning and Development in Haddington and its surrounding villages, East Lothian Council” had, as one of the six main points for action, that “East Lothian Council should develop and implement a youth strategy”. The Council’s Community Learning and Development (CLDS) had been progressing an action plan following the HMIE inspection and had highlighted that a Champion for Youth would be a key driver in progressing a Youth Strategy for East Lothian. In October 2007 it was agreed by the Administration that Councillor Ruth Currie would take on this role. Mr Shearer then outlined the work undertaken, the involvement of a number of groups and partner organisations and initiatives implemented in respect of improving young people’s chances through youth work. He drew attention to the range of events planned to take forward wider engagement in youth work. A further report would be brought to the next meeting in September. He reported that there would be a formal launch on 30 October 2008 and all partner agencies had agreed to participate.

Cllr Turner asked for the police viewpoint. Mr Brown commented that this was welcomed; he referred to events currently taking place and stated that organised events for youths did assist local communities particularly if these were planned for Friday/Saturday late afternoon, onwards. Ms Davis agreed, but indicated that there could be problems resourcing events at the time young people would want these to take place.

Decision

The CPIG agreed:

- i) to embrace the development of a Youth Strategy for East Lothian.
- ii) to note intentions to submit a further report in September this year outlining the proposed strategy and seeking CPIG’s formal endorsement of the content.

7. REGENERATION OUTCOME AGREEMENT

8. FAIRER SCOTLAND FUND

Ms Spillane tabled a report covering both items and indicated that she would take these two issues together.

Regeneration Outcome Agreement

Ms Spillane reported that work undertaken as a result of the ROA had made a positive impact on the lives of residents of Tranent and Prestonpans. She advised that qualitative research indicated that individuals who participated in ROA funded projects gained confidence and self-esteem and were encouraged to take part in other activities or to seek employment. The development of life skills was a particular focus of many ROA funded

projects. Working with vulnerable young parents and young people at risk were key themes. She reported that partner agencies working in the area noted significant improvements in the lifestyles and attitudes amongst these groups. Hard evidence of the desired outcomes had however proved difficult to measure through the ROA. A streamlined action plan in 2007 allowed output indicators to be developed which indicated the quality of the work undertaken in both areas.

Fairer Scotland Fund

Ms Spillane reported that during May 2008, focus groups had been held with residents in the Fa'side and Preston Seton Gosford areas to establish their views of what a Fairer East Lothian would look like to them. Representatives of the partners working in these areas also took part in an afternoon session designed to identify what they felt were the key issues related to poverty and deprivation that needed to be addressed locally. Combining the findings of this engagement and the statistical information available through the SIMD and other sources, local outcomes had been identified against the key priorities. She then outlined the key priorities. In terms of financial implications she reported that £62,000 of FSF funding had been made available to projects and initiatives across East Lothian to bid against. By the closing date, 18 applications had been made totalling £218,157. A funding panel comprised of community planning partners would meet to review all bids on the 17 June 2008; projects would thereafter be informed of the decisions.

The CPIG welcomed the report. Cllr Knox stated that it was important to be able to measure improvement as a result of these initiatives. He stated that the new housing developments in Prestonpans area may distort measurement through the Scottish Housing Survey and that to avoid this data zones should be checked to ensure consistency with previous measures. Mr Blackie welcomed the report, stating it linked into equality and diversity and also with the SOA. Ms Wilson indicated that she would liaise with Ms Spillane as she had several aspects she was keen to explore further such as including physical regeneration which could lead to access to additional funds. Mr Brown referred to the Prestonpans initiative, stating that two police officers had made a big difference, however, the funding had only been for one year and a more permanent solution was needed.

Decision

The CPIG agreed:

- i) Partners are asked to note the progress made in regenerating Prestonpans and Tranent through the three year Regeneration Outcome Agreement
- ii) Partners are asked to approve the suggested local regeneration outcomes and indicators as presented in the draft Fairer Scotland Fund plan.
- iii) To adopt the name 'Creating a Fairer East Lothian' as the title for the new regeneration strategy.

9. a) COMMUNITY PLANNING TASK GROUP

Cllr Turner reported that the Task Group had last met on 8 May 2008. The key items discussed included preparation of an evaluation report on the 2 pilots, with recommendations for localised community planning in East Lothian and the continuation

of information gathering, the deadline for partners to respond had been extended. He advised that discussion was continuing on the website and the mapping process. He stated that the Task Group was a useful forum outwith this more formal meeting for feeding into wider debate.

b) LOCAL COMMUNITY PLANNING DEVELOPMENT

Cllr Turner referred the CPIG to the recent event at the Musselburgh East Community Learning Centre where discussion had taken place on reviewing and developing local community planning in East Lothian and on key issues for developing a policy framework for community planning overall. He advised that this had also been raised with Community Councils and Tenants & Residents Groups. He stated that an interim report would be going to Council on 24 June, setting out the issues to be addressed. A further report would be issued in the autumn. He stated that comments would be welcomed.

Mr Shearer advised that the report going to Council on 24 June would be seeking endorsement of the broad principles for community planning and consideration for further issues for developing this.

Mr Short commented that the development of local community planning would create resource and capacity issues for all partners and that a timescale would be needed to enable partners to consider how service delivery and other arrangements may be adapted.

Cllr Innes indicated that a few community groups had been working together for some time, for instance groups in Prestonpans and Tranent, and stated that he hoped this report would be submitted to Council in the autumn.

Sederunt: A Blackie, S Ross and D Ledingham left the meeting

10. a) EVALUATION OF LOCAL HOUSING STRATEGY

Ms Wilson gave a verbal update, commenting that there was a need to link more effectively into Community Planning and Corporate Planning and to look at the processes behind the Action Plan. She indicated that a core group would take this forward and she would report back in due course. She reported that the next Housing Strategy would be aligned with the Strategic Development Plan however this had been put back by 6 months. She reported that she was awaiting guidance from the Scottish Government on this issue.

b) AFFORDABLE HOUSING COMPLETIONS

The Director of Community Services, East Lothian Council, submitted a report reviewing the affordable housing programme for 2007.08.

Ms Wilson spoke to the report, drawing attention to a number of areas, including the Homestake Programme, the Buy Back of Houses and Mortgage to Rent and Affordable Housing Completions. She discussed the Communities Scotland Expenditure and the Development Programme. She concluded that overall unit completions were below the LHS target although completions in small settlements and for particular need properties were in line with LHS targets. Access to affordable housing had been assisted by the

Council's buy back of former local authority homes and the operation of the open market Homestake scheme.

Cllr Turner asked Mr Collins about the contributions from developers with regard to affordable housing. Mr Collins advised that for any development over 5 units the Council would expect a contribution of 25% for affordable housing. He indicated however that affordable housing was only possible if the developers continued building. Ms Wilson advised that there was a policy in place, which was being implemented in this regard but the Authority could not control the speed at which developers built properties and there would probably, given the current climate, be an adverse impact in the short term

Decision

The CPIG noted the report.

11. STRATEGIC DEVELOPMENT PLAN FOR EDINBURGH CITY REGION: BOUNDARY CONSULTATION

The Director of Environment, East Lothian Council, submitted a report advising the CPIG of the requirement to agree a boundary for the new Strategic Development Plan (SDP) to be prepared for the Edinburgh City Region and seeking a view on the extent of East Lothian's inclusion.

Mr Collins spoke to the report, outlining the context of the background to this issue and seeking the view of partners. He drew attention to the recommendation in the report, which was for the whole of East Lothian's administrative area to be included within the boundary of the new Edinburgh City Region SDP. He reported that the SDP would link into transport, planning and housing. He stated that if the whole of East Lothian were not included in the SDP it would be almost impossible to plan, particularly in terms of housing. He advised that a report would be go to Council probably in August.

Cllr Turner commented that this was an extremely important issue, it provided a strategic framework for East Lothian and he was fully supportive of the proposal that the SDP covered the whole of East Lothian.

Decision

The CPIG agreed that the whole of East Lothian's administrative area be included within the boundary of the new Edinburgh City Region Strategic Development Plan.

12. TYNE & ESK LEADER FUNDING

Ms Smith gave a verbal update, referred to the new leader programme, which would cover all of East Lothian excluding Musselburgh, and the success in obtaining funding from the Scottish Government. She stated that this was a great opportunity to inject funding into rural communities. She advised that in terms of community engagement there was a well-established Local Action Group, as well as an Advisory Group, which included local community planning partners. She indicated that the Council was looking forward to delivering this programme; East Lothian was a lead partner, a Programme Officer was now in place and would start accessing projects in August.

Cllr Turner commented that this was a very good, very flexible initiative and if there were any organisations that could benefit from funding they should speak to Susan Smith.

13. a) WITH INCLUSION IN MIND: MENTAL HEALTH (CARE & TREATMENT) (SCOTLAND) ACT 2003

The Director of Community Services, East Lothian Council submitted a report informing the CPIG of the 'With Inclusion in Mind' document and the training funding available.

Mr Noyes spoke to the report, referring to the statutory duty on local authorities to promote wellbeing and social development for those people who had a mental disorder. The document 'With Inclusion in Mind' provided guidance and best practice information. He stated that while the duty lay with the local authority, this had to be conducted in partnership with the wide range of community organisations brought together in community planning. The Scottish Government had made resources available to help promote this health improvement agenda and East Lothian had been successful in securing its potential allocation of £3000, which was now in the Community Planning budget. The money had been made available to progress consultation and training in relation to the inclusion agenda. Initial proposals to secure the money involved suggestions of a key event and 4 half-day workshops. It was proposed that this initiative be led through the Joint Health Promotion Project Board & Mental Health Joint Planning.

Mr Noyes indicated that if the partners had suggestions he would take these forward and members should contact him outwith the meeting.

Ms Spillane indicated that the Diversity Network and campaigns on equalities issues could also cover this aspect.

Decision

The CPIG agreed to note the implications for inclusive services and to comment on any issues relating to the delivery of training and consultation on the inclusion agenda.

b) JOINT HEALTH IMPORVEMENT ACTION PLAN

Mr Wray tabled the East Lothian Joint Health Improvement Action Plan for 2008/2011. He reported that this was a working document and would be used by the Public Health Team. It contained a number of objectives, plus national and local outcomes and had been considered relevant to bring this document to the attention of the CPIG.

Cllr Innes commented that this was an important document in terms of work involved in health improvement. He stated that health inequalities existed in the poorer communities of East Lothian and these areas had to be targeted and additional resources provided. Cllr Turner agreed with his colleague and indicated that this did not apply just to East Lothian but to all communities across Scotland.

14. CURRENT CONSULTATION AND ENGAGEMENT PROCESSES IN EAST LOTHIAN

Cllr Turner stated that this report detailed the current engagement and consultation processes and was provided for information for partners. If partners had anything they wished to contribute they should contact Ms Campanile.

Mr Erskine acknowledged that this was a standing item, and stated that the Police had an interest in being aware of planned consultations so that they could become involved if appropriate. Several partners raised a range of issues and asked about timescales, parameters, particular interests, and requests from national organisations and how these could best be incorporated.

Cllr Turner indicated that this would be on the agenda for the next Community Planning Task Group and issues raised here would be discussed.

AOCB

Post Office Closures

Ms Campanile indicated that she had been asked to raise the issue of consultation on Post Office closures, which was likely to be an agenda item for the next CPIG meeting. She advised that consultation would commence around mid August for 6 weeks. Cllr Knox commented that a number of local authorities throughout the UK had indicated that they wished to be more involved with Post Offices, and the Post Office had decided to use Essex County Council as a trial example. Ms Smith stated that there had been an initial meeting several weeks ago to consider various options.

Ms Campanile stated that the next CPIG update would contain more details on this issue.