

east lothian community planning

**Community Planning Task Group
Meeting, Thursday 11 Oct 2007, 2.00-4.00 pm
Mtg Room 2, 6-8 Lodge St, Haddington**

Present	Apologies	In Representation
Barry Turner (Chair)		ELC Elected Member
Bill Bradford	James Bruce	ELVON
Caroline Davis		ELCPP Dialogue Youth Project
Gill McMillan (2 nd hr)		Education & Children's Services Management Team
Ginnie Moreton	John Boyce	ELCHP
Jim Lamond		ELC Policy & Business Management
Joe Ryan		ELC CLD / Fa'side Local Community Planning Group
Linda McNeil	Eliot Stark	VDEL
Lisa Shine		Involvement Officer, ELC Education & Children's Services
Pete Collins (1st hr)		ELC Environment
Rebecca Spillane		Equalities Officer, ELC P&B Management
Sean Scott	Murdo McIver	L&B Police
Sheena Richardson		ELC Elected Member
Tom Shearer		ELC Community Wellbeing
Veronica Campanile		Community Planning Policy Officer, ELC Policy & Business Management
	Alistair Dee	Communities Scotland
	Myra Galloway	ELC CLD / Preston-Seton-Gosford Local Service Management Group

**Action Sheet
Community Planning Task Group – 11 October 2007**

Agenda Item	Action	Responsible Officer(s)
1. Welcome	-	
2. Apologies	-	
3. Purpose, participants & functioning of this task group	<p>3.1. Membership as agreed in CPIG meeting and invite Housing</p> <p>3.2. Functioning – The group needs to progress many tasks, so initially frequent monthly meetings, on Thursdays 2-3.30pm in JMH if possible.</p>	Veronica Campanile
4. Evaluation of local community planning experiences in East Lothian – Preston, Seton, Gosford LSMG & Tranent SIP	<p>4.1. Discussion identified some key points for the evaluation to address:</p> <ul style="list-style-type: none"> - both community and staff views needed - overall support needs - support given by officers/staff working with local groups. <p>The urgency of this report was acknowledged in order to move forward with localised community planning.</p> <p>4.2. Information point: The Fa'side local community planning partnership now has a CAPP sub group & Lothian & Borders Police are preparing a paper on CAPP to ensure it is rolled out within the Community Planning Framework</p>	Tom Shearer Sean Scott
5. Taking localised community planning forward	<p>Discussion raised key issues e.g. developing a vision for the community, improving existing services, supporting inclusion/interaction of broad range of local groups, ELC listening to the views of communities and making changes to services, importance of ELC staff as community members, recognition of the different views coming from different communities, framework for performance monitoring, ensuring inclusion of children and young people and linking between local plans, service plans and community plan, consider inequalities in health between wards and communities, creative ways of working with communities and timely reporting back, possible additional resources from business</p> <p>5.1. Draft basic principles for localised community planning paper with a provisional timetable and management support needs to be emailed to this group for input, discussed at next meeting and then discussed with local communities.</p>	Veronica Campanile & Caroline Davis

6. Review of community engagement action plan – actions & budget	It was decided to review this at the next meeting along with a budget paper	Veronica Campanile & Jim Lamond
7. Community Engagement Task Group	<p>It was felt that this is a very important group which should include community councils, a range of staff from different services & rights based groups.</p> <p>7.1. ELCCLD will chair the group and a timescale will be identified.</p> <p>7.2. Additional members to invite to the CETG: -QMU, possibly Susan Deacon -Community Care Forum / Lesley Aitkenhead - Community Liaison / Dave Evans</p>	Tom Shearer & Veronica Campanile Barry Turner Veronica Campanile
8. AOB	<p>East Lothian Compact Working Group – In order for the need for this to be decided there is some urgency in moving forward with a community planning website which includes a facility for mapping community planning/engagement mechanisms.</p> <p>8.1. Draft website project proposal to be prepared & discussed at the next meeting</p>	Veronica Campanile
9. Date & venue of next meeting	<p>Thursday 15 November, 2-3.30pm preferably in JMH.</p> <p>Post meeting: The venue will be in the Boardroom, ELC Chambers, The Town House, Haddington due to lack of space in JMH.</p>	Veronica Campanile