

MINUTE of MEETING of the WEST LOTHIAN COMMUNITY PLANNING PARTNERSHIP held within WEST LOTHIAN HOUSE, LIVINGSTON, on MONDAY, 17 AUGUST 2009.

Present

Council Leader Peter Johnston (Chair)	West Lothian Council
Councillor Willie Boyle	West Lothian Council
Councillor Gordon Beurskens	West Lothian Council
Councillor Graeme Morrice	West Lothian Council
Alex Linkston, Chief Executive	West Lothian Council
Malcolm Barron	Skills Development Scotland
Dave McDougall	Chamber of Commerce
Mike Dunne	L & B Fire & Rescue
Principle David James	Oakridge College
Chief Superintendent Ronnie Liddle	Lothian & Borders Police
Jim McGonigle	JobCentre Plus
Pauline Anderson	Pensions Service
Mhairi Laughlin	West Lothian College
Richard Duffner	Voluntary Action West Lothian
Alistair Short	SESTran
John Richardson	Association of Community Council
Robin Lever	Association of Community Council

In Attendance

Karen Cawte	West Lothian Council
Ian Hepburn	West Lothian Council
Alistair Shaw	West Lothian Council

Apologies

Alex Mahon	NHS Lothian
Douglas Forman	West Lothian Leisure

1. Welcome, Apologies and Introductions

Councillor Johnston welcomed the partners to the meeting, and gave a special welcome to those who were attending their first meeting of the Board.

2. Minute

The Board approved the Minute of its meeting held on 18 May 2009 as a correct record.

3. Matters Arising

a) Item 4 – Update on Progress towards Creation of a new Single Voluntary Sector Infrastructure Organisation

The Chair advised the Board that an urgent item of business concerning an update on the progress towards the creation of a new single voluntary sector infrastructure organisation would be considered at the end of the agenda.

b) Item 5 – Single Outcome Agreement

The Chair advised the Board that the partners had signed the Single Outcome Agreement on 5th August 2009 with the Cabinet Secretary for Education and Lifelong Learning. Copies of photographs from the event were available from Karen Cawte.

c) Item 7 – Outcome Planning based on Lifestages

The Chair advised the Board that the Lifestages Board had met. An Implementation Manager had been appointed and would report directly to the Council's Chief Executive. The successful candidate would take up the post at the beginning of September.

4. LOTHIAN AND BORDERS FIRE AND RESCUE SERVICE – WEST LOTHIAN STRATEGIC ASSESSMENT

Mike Dunne, Director of Service Delivery, Lothian and Borders Fire Service provided the partners with an overview of the Strategic Assessment that had been carried out, and outlined the contribution being made to planning throughout the community.

The presentation continued to outline the key elements of the strategy and the direction it would take.

Further details were provided in relation to operational activities for the period 2003/04 to 2007/08

The presentation concluded with details of the prevention activities that the Fire Service was involved in including home safety visit programme, youth programmes, community safety events, and fires safety inspections.

Decision

To note the contents of the presentation.

5. THEMATIC FORUM UPDATE

As part of the Partnership Agreement that all partners signed up to last

year, the Forums undertook to provide the Board with update reports every six months on progress with activity.

It was further noted that the relevant performance indicators, linked to the Single Outcome Agreement, had been updated on Covalent, the council's performance management system, and the overall scorecard would be available on the public facing website early next month.

There then followed a brief summary on each of the different forums.

5.1 Community Safety Forum

The Board considered a report, which provided a summary of the current activities of the Community Safety Forum.

The report advised that the Community Safety Data Audit and a Community Safety Strategic Assessment had been completed in April and presented to the Community Safety Forum at its meeting on 30th April 2009. A summary of the two documents was in the process of being compiled with an appropriate follow-up in August.

Additionally the report advised on the work of the Forum's three sub-groups, Anti-Social Behaviour, Violence and Crime and Preventable Injuries and Deaths. A summary of each of the sub-groups was outlined in the report

Decision

To note the contents of the report.

5.2 Economic Partnership Forum

The Board considered a report, which provided a summary of the current activities of the Economic Partnership Forum.

The report advised that over the past six to nine months the Economic Partnership Forum had made tracking and monitoring the credit crunch and its impact on West Lothian its top priority.

The Economic Partnership had also been addressing what could be done to support West Lothian businesses and residents through the economic downturn.

Additionally the report provided details of two funding bids that had been submitted on behalf of the Community Planning Partnership, details of which were summarised in the report.

It was further noted that the Economic Forum was aware of the importance of "More Choices, More Chances" programme, including the recent six-

week summer programme and the outcomes for young people with key workers.

Decision

To note the contents of the report.

5.3 Health and Well-Being Forum

The Board considered a report, which provided a summary of the current activities of the Health and Well-Being Forum.

The Forum covered the areas of children and families, tobacco, alcohol and drug use, health improvement and health inequalities, learning disability, physical disability, mental health and well-being and older people.

The report then summarised the current activities, which included smoking cessation, Drug Action Team, reduction in alcohol use and reducing health inequalities. The report also advised that as of August 2009 the functions of the Health and Well Being Forum and the CHCP Sub-Committee would be linked in an effort to reduce the numbers of meetings that required attendance and to allow for a joined-up approach.

Additionally the report provided details of recent successes particularly in the area of youth drinking, safe at home assessments and health promoting schools.

Decision

To note the contents of the report.

6. SINGLE OUTCOME AGREEMENT – ANNUAL REPORT

The Board considered a report, which provided the members with a copy of the Annual Report for the 2008 Single Outcome Agreement, which would be submitted to the Scottish Government in September.

It was noted that the report was based on the template issued by the Scottish Government and recorded progress against the outcomes within the Single Outcome Agreement.

Overall steady progress had been made and the majority of the targets, that had been set, had been achieved. Further work was ongoing to refine the targets and make them challenging but hopefully achievable.

Additionally the Improvement Service had invited partnerships to submit information on good practice regarding Single Outcome Agreements. Therefore it was intended to put forward information on outcome planning

based on lifestages and joint tasking.

It was further noted that the Strategic Performance Group had discussed and endorsed the Annual Report and had agreed to an event being held to which all West Lothian MSPs and other key national agency representatives would be invited to highlight the issues and progress being made throughout West Lothian.

The report concluded that West Lothian had made good progress in the first year of the Single Outcome Agreement and that this had been reflected in a positive Annual Report.

It was recommended that the Board: -

- Agree that the Single Outcome Agreement Annual Report be submitted to the Scottish Government;
- Agree that West Lothian would submit examples of good practice to the Improvement Services; and
- Agree that the Partnership should seek a meeting with MSPs and others to demonstrate our commitment and progress with Single Outcome Agreements.

Decision

To approve the terms of the report.

7. DEVELOPING THE SINGLE OUTCOME AGREEMENT

Since the development of the first Single Outcome Agreement in 2008, West Lothian had continued to forge ahead with innovative ways of developing and delivering services based on evidence of need.

The Council had commissioned SOLACE Enterprise to audit the council's plans and policies to ensure there was a "golden thread" that could be established to demonstrate that what happened on the ground would ultimately affect the outcome within the Single Outcome Agreement.

Additionally the Strategic Performance Group had agreed that work should be undertaken with the three thematic forums to establish the link between their work and the Single Outcome Agreement. There was also a view that partners would benefit from a similar exercise.

The Strategic Performance Group also agreed that the time was right to begin to focus a new iteration of the Single Outcome Agreement on the fifteen national outcomes, whilst still recognising the priorities for West Lothian within these.

It was recommended that the Board: -

- Note the SOLACE Enterprise report;
- Agree to further work being done with the thematic forums to establish “the golden thread”; and
- Agree in principle to a further iteration of the Single Outcome Agreement on the fifteen national incomes.

Decision

To approve the terms of the report.

8. COMMUNITY PLAN – TOWARDS 2020 - UPDATE

The Community Planning Partnership Board considered and agreed a draft outline for the new Community Plan at its meeting in May 2009. Since that time the partners have continued developing the draft.

The report advised that based on the community engagement activity in November 2008, the Partners Away Day in January 2009 and the mapping exercise of plans and strategies the key outcomes in the Plan were agreed by the Community Planning Working Group, details of which were outlined in the report.

It was further noted that each outcome would have a number of objectives sitting below it, which were currently being devised by the Partners along with the relevant performance indicators, baselines and targets.

It was recommended that the Board :-

- Agrees the Key Outcomes
- Notes that work was being done on the objectives and delivery structures; and
- Agrees that a report would be tabled at the next Board meeting.

Decision

To approve the terms of the report.

9. UPDATE ON PROGRESS TOWARDS CREATION OF A NEW SINGLE VOLUNTARY SECTOR INFRASTRUCTURE ORGANISATION

The Council’s Chief Executive advised the Board that the talks between Voluntary Action West Lothian (VAWL) and Volunteer Centre West Lothian (VCWL) with regards to the creation of a new joint organisation were

ongoing. During merger discussions differences had emerged but it was advised that these differences were surmountable.

It was further advised that the Council's preferred position was for there to be one umbrella organisation for the voluntary sector in West Lothian.

The Chief Executive continued to advise that whilst the deadline as set by the Scottish Government was for there to be arrangements in place by April 2011, it was important to have a resolution in place as soon as practical so to place the voluntary sector in West Lothian in a strong position.

Richard Duffner then advised the Board that Voluntary Action West Lothian were committed to the process of merging the two voluntary organisations and hoped to have a resolution by September 2009, but needed a more time to resolve the outstanding difficulties and that he would report back to the Board on progress at its meeting on 23rd November 2009.

Therefore the Board agreed the following position :-

- For there to be one voluntary umbrella organisation;
- Good to see the progress made to date;
- Disappointed that the merger between VAWL and VCWL would not be taking place immediately;
- Hoped that outstanding issues within VAWL would be resolved soon; and
- Agreed to recognise VAWL (Voluntary Action West Lothian) and VSGWL (Voluntary Sector Gateway West Lothian) as the joint interface with the Voluntary Sector until the next CPP Board meeting on 23rd Nov 2009.

Decision

1. To note the contents of the verbal update from the Council's Chief Executive in relation to the amalgamation of VAWL and VCWL to create the new organisation; and
2. Agreed the position of the CPP Board as outlined by the Chair.