

MINUTE of MEETING of the COMMUNITY PLANNING PARTNERSHIP BOARD of WEST Lothian Council held within COUNCIL CHAMBERS, WEST Lothian Civic Centre, on 16 APRIL 2018.

Councillor Kirsteen Sullivan (Chair)	West Lothian Council
Councillor David Dodds	West Lothian Council
Councillor David Tait	West Lothian Council
Councillor Charles Kennedy	West Lothian Council
Graham Hope, Chief Executive	West Lothian Council
David Lockhart	Scottish Fire & Rescue
Pam Roccio	Voluntary Sector Gateway
Laura Wilson	West Lothian Council
Lorna Shaw	Research Resource
Martin Higgins	Health & Care Partnership
Carol Bebbington	Health & Care Partnership
Adam Smith	Police Scotland
Liz MacLeod	Police Scotland
Gill Jardine	DWP
George Hotchkiss	West Lothian College
Aoife Behan	Soil Association Scotland

In Attendance –

Joanna Anderson	West Lothian Council
Susan Gordon	West Lothian Council
Craig McCorrison	West Lothian Council

Apologies –

Councillor Andrew McGuire	West Lothian Council
Bridget Meisak	Voluntary Sector Gateway
Grant McDougall	Skill Development Scotland

1. DECLARATIONS OF INTEREST

No declarations of interest were made.

2. ORDER OF BUSINESS

The Chair advised that she would provide the Board with an update at the end of the meeting with regards to the recent Development Day, attended by Partners.

3. MINUTE

The Board confirmed the Minute of its meeting held on 20 November 2017 as a correct record. The Minute was thereafter signed by the Chair.

4. MINUTE OF CP STEERING GROUP

The Board noted the Minute of the meeting of the Community Planning Steering Group held on 19 February 2018.

5. MINUTES OF THEMATIC FORUMS – COMMUNITY SAFETY BOARD

The Board noted the Minute of the Community Safety Board meeting held on 18 September 2017.

6. LOCAL OUTCOMES IMPROVEMENT PLAN (LOIP) EXCEPTIONS REPORT

The Board considered the Local Outcomes Improvement Plan (copies of which had been circulated) by the Head of Planning, Economic Development and Regeneration.

In presenting the report the Community Planning Development Officer advised the Board that since the report had been compiled there were now 35 out of 41 community councils established.

Decision

1. To note the contents of the LOIP;
2. To note the update in relation to the establishment of West Lothian Community Councils; and
3. To request that officers provide further information in relation to the decrease in the number of care leavers entering a positive destination.

7. QUALITY OF LIFE SURVEY RESULTS

The Board considered a presentation and accompanying report (copies of which had been circulated) by Lorna Shaw, Research Resource providing the results of the Quality of Life Survey that was carried out in 2016.

Lorna Shaw provided the Board with an overview of the methodology that was used to carry out the survey noting that a total of 1146 responses had been received. Ms Shaw then summarised the results that covered a number of areas including safety, health & well-being, public services and the economy providing comparisons with those results from 2013 noting that there had been a decrease in satisfaction across a number of indicators.

Those areas that had been identified as needing to be prioritised were clean streets and attractive towns and villages.

It was hoped that the results would be utilised by the council and its partners to influence service developments. Feedback to the Citizens Panel members was important and a newsletter with information on the

findings would be published with information about what the CPP would do in relation to specific topic areas.

The Chair thanked Lorna for the informative presentation.

The Community Planning Partnership Board was asked to :-

1. Note the results of the Quality of Life Survey 2016; and
2. Agree to the publication and distribution of the results.

Decision

To approve the recommendations of the report.

8. HEALTH & WELLBEING PERFORMANCE

The Board considered a presentation and accompanying report (copies of which had been circulated) by Carol Bebbington, Health & Social Care Partnership providing a range of data and statistics in relation to those agreed indicators in the Local Outcomes Improvement Plan (LOIP) for health and well-being.

The presentation commenced with the vision of the Health and Care Partnership which was *“to increase well-being and reduce health inequalities across all communities in West Lothian”*. The context in which the 9 national health and well-being outcomes would be delivered in terms of the Local Outcome Improvement Plan was also described.

The vision for the partnership in West Lothian was not without its challenges particularly with an increasing older population and a reduction in available workforce. Therefore a number of strategic priorities had been devised to assist with these challenges and included Tackling Inequalities, Prevention & Early Intervention, Integrated & Co-ordinated Care and Managing our Resources Effectively.

Additionally West Lothian has been separated into two localities; these being the West Locality and the East Locality. A number of slides in the presentation provided some further detail in relation to these two localities.

The presentation continued with a range of data, separated into the two localities, across a number of statistics including child health, older people living independently in our communities and living longer healthier lives. A number of slides also demonstrated health inequalities across the two West Lothian localities alongside which the Scotland average was displayed.

The presentation concluded with details of those indicators which were proposed going forward.

The Chair thanked the officers for the very informative presentation.

Decision

To note the content of the presentation and accompanying report

9. UPDATE ON THE ROLL OUT OF UNIVERSAL CREDIT - PRESENTATION BY GILL JARDINE, BUSINESS DEVELOPMENT MANAGER, DWP

The Board considered a presentation (copies of which had been circulated) by Gill Jardine, Department of Works and Pensions which provided an update on the implementation of Universal Credit in West Lothian.

It was explained that Universal Credit was about encouraging people back into work and was a simplification of the benefit system. The presentation provided an overview of the current benefit system versus the Universal Credit system. Once rolled out Universal Credit would affect 7 million people.

The presentation continued to explain that from 2 May 2018 the Gateway would close to new claims for Job Seekers Allowance, Tax Credits, Housing, Income Support, Child Tax Credits and Employment Support Allowance as these would all be merged into Universal Credit. However this would not apply to those with three or more children whilst systems were being upgraded, work which was due to completed in January 2019.

The presentation continued by explaining the work that was being carried out in West Lothian in preparation of Universal Credit being rolled out including working with partners, such as West Lothian Council, Registered Social Landlords and Citizens Advice Bureau to prepare customers and the provision of additional support services through Jobcentres.

The presentation concluded by saying that digital support was also being provided to those applying online.

Decision

To note the contents of the presentation

10. LOCAL FOOD ON THE TABLE WITH FOOD FOR LIFE SCOTLAND - REPORT BY AOFIE BEHAN (FOOD FOR LIFE PROGRAMME MANAGER)

The Board consider a presentation which consisted of a short film on behalf of the Soil Association Scotland and presented by Aoife Behan, Food for Life Programme Manager which provided an overview of the plans by Scottish Government to increase the use of Scottish produce in schools, hospitals and other public sector organisations.

The Scottish Government had committed £1.2m of funding to expand the Food for Life Programme which was to increase the amount of locally

sourced and produced food in Scotland's schools. The programme would put local sourcing at the heart of many public sector supply chains, meaning that more people around Scotland would be able to enjoy locally-sourced fresh food.

The short film demonstrated where this practice was happening already in parts of Scotland and outlined the support available to the West Lothian Community Planning Partnership to unlock the public sector market for local producers and support local economic development.

The CPP Board was asked to :-

- Consider whether West Lothian Community Planning Partners could adopt Food for Life Served Here Standards in their catering for staff and service users to deliver social, economic and environmental outcomes; and
- Discuss how the CPP could work with Food for Life Scotland to increase the amount of local food purchased by the public sector in West Lothian to support local economic development

Decision

1. To not the content of the report and short film; and
2. To note the ambitions contained within presentation.

11. SCOTTISH FIRE AND RESCUE SERVICE, CONSULTATION ON SERVICE TRANSFORMATION

The Board considered a report (copies of which had been circulated) by the Head of Housing, Customer and Building Services advising of a consultation being carried out on the Scottish Fire and Rescue Service Transformation Strategy.

The report recalled that the 1947 Act of Parliament established fire services in their current form and provided the foundations for the current response model. It had ensured that for many years communities were safer than previously from the risk of fire.

However the Scottish Fire and Rescue Service (SFRS) were operating with significantly changing risks and the greatest financial challenge seen in decades. It was therefore the opinion of the SFRS that they must transform to continue to protect communities from new and emerging risks. The SFRS had published their transformation strategy for consideration.

The Scottish Fire and Rescue Service transformation strategy highlighted a number of issues that were to be considered :-

- Fires were reducing but new risks were emerging such as terrorism, emergency medical response and severe weather due to climate change;

- The need to be trained, equipped and ready to meet these new risks;
- SFRS people and resources were currently not aligned to need; and
- The Retained Duty System model needed strengthened to ensure the continued safety of rural communities and changing demographics.

A planned and safe transformation would ensure that the SFRS was prepared and equipped for the risk the country faced now and into the future.

The CPP Board was asked to :-

- Consider the Scottish Fire and Rescue Service, Transformation proposals; and
- Provide feedback to the Scottish Fire and Rescue Service through the public consultation

The Community Planning Development Officer then advised that if partners wished to submit a consultation response on behalf of the Board then she would co-ordinate comments from partners and compile an appropriate response.

Decision

1. To note the contents of the report and consultation; and
2. To agree if partners wished to submit a response then the Community Development Officer would co-ordinate comments for compiling into a document for submission.

12. REGENERATION PLAN UPDATE

The Board considered a report (copies of which had been circulated) by the Head of Planning, Economic Development and Regeneration providing an update on progress towards developing regeneration plans for those areas identified as most deprived in West Lothian.

The Board was advised that eight regeneration areas in West Lothian had been identified; these being Armadale, Bathgate, Blackburn, Bridgend, Craigshill, Fauldhouse & The Breich Valley, Livingston Central and Whitburn.

Development of plans for each of the areas identified had followed a process which had included establishing local steering groups, mapping of assets, engagement and consultation and determining themes and priorities. Steering Groups had been established in each area as the vehicles for development and delivery of the regeneration plans. These

groups were co-ordinated by Community Regeneration Officers and membership of the groups included local community organisations such as CDT's, community councils and community centre management committees, council services and other relevant local partners and agencies.

Following a mapping exercise an online interactive map had been created for each of the regeneration areas. This was being populated with all relevant local assets and points of interest and the map functionality allowed information about each asset to be accessible with the click of a button.

Significant engagement and consultation had taken place with a wide variety of groups and stakeholders across the eight areas. This had taken the form of h-diagram surveys and Place Standard sessions. The information gathered was now being collated and analysed and would be used by the steering groups to determine local issues to be addressed and key themes. Once themes and issues had been identified specific actions and interventions would then be developed.

In order to support project delivery in the regeneration areas, two applications were made to the Scottish Government's Aspiring Communities Fund by key community organisations to allow them to employ local development workers. One consortium known as Aspiring West Lothian applied for £248,000 which would allow each of the those organisations who made up the consortium to employ a full time development worker who would deliver a variety of projects and interventions in the area and contribute to the steering group.

A similar application was made by Craigshill Good Neighbour Network to employ development works in Craigshill, Dedridge and Ladywell and would develop opportunities for partnership working and build capacity in the organisations and their communities.

Both Aspiring Community projects would work together to share best practice and develop areas where they could jointly report to the Scottish Government.

The Board were advised that some initial project delivery had taken place by the steering groups in a number of areas and included the installation of an interactive screen in Blackburn Partnership Centre, a Mining Memorial in Fauldhouse and environmental improvements in Knightsridge

The report concluded that local steering groups had been vital to the development of the plans so far and would be the vehicle through which the majority of actions would be delivered. However many key partners were still underrepresented in most areas and it was being recommended that steering groups were strengthened with either representation or regular input from more community planning partners.

And finally local targets and indicators would be agreed for each plan which would allow monitoring of progress over the short, medium and long term.

It was recommended the Board :-

1. Note that regeneration plans were being developed in eight targeted West Lothian communities;
2. Note the significant funding secured from Aspiring Communities which was paying eight full time development workers in key regeneration areas; and
3. Discuss how community planning partners could further input to steering groups and the ongoing development of the plans.

Decision

To note the contents of the report.

13. FUTURE MEETING DATES

The Board noted the dates for meetings of the CPP Board for the remainder of 21018. These being 11 June, 3 September and 26 November 2018.

14. CLOSING REMARKS

The Chair provided an update following the recent Development Day attended by partners. This included :-

- Future meetings being hosted by partner organisations and/or in community facilities;
- The Terms of Reference for the CPP would be refreshed with a view to developing common objectives; and
- Key actions from the Development Day would be collated and circulated to partners at the conclusion of the Board meeting with a view to forming a sub-group to implement those actions.

Decision

To note the update following the recent Development Day.