



## EDINBURGH PARTNERSHIP BOARD

**Meeting Thursday 8 March 2018**

Time 14.00 – 16.00

Venue Serenity Cafe, 8 Jackson's Cafe, Holyrood

### AGENDA

C = Consent Item

#### Item

Apologies and Introductions

**1 C Minutes of the previous meeting of 7 December 2017**

**1.1 Matters Arising**

**2 Edinburgh Partnership - Future Programmes of Work**

**3 Edinburgh Partnership Community Planning Budget 2017/18  
Year End Report**

**4 ESOL Funding – Alex Craig to provide a verbal update**

**5 Any Other Business**

**6 Date of Next Meeting – 7 June 2018**

**THE EDINBURGH PARTNERSHIP BOARD**

**Thursday 7 December 2017: 14.00 – 16.30**

European Room, City Chambers

**MINUTE**

Present:

Board members

Cllr Adam McVey	(Chair) City of Edinburgh Council
Ella Simpson	(Vice-Chair) EVOC
Keith Anderson	Edinburgh Affordable Housing Partnership
David Bewsey	Secretary, Edinburgh Association of Community Councils
Cllr Cammy Day	City of Edinburgh Council
Cllr Ricky Henderson	City of Edinburgh Council
Lesley Jackson	Scottish Enterprise
Kenny MacDonald	Police Scotland
Grant McDougall	Skills Development Scotland
Alex Craig	Edinburgh College
Cllr Melanie Main	City of Edinburgh Council
Liz McArearey	Edinburgh Chamber of Commerce
Cllr Hal Osler	City of Edinburgh Council
Kenneth Rogers	Scottish Fire and Rescue Service
Cllr Iain Whyte	City of Edinburgh Council
Paul Wilson	Equality and Rights Network

Advisers

Tim Davison	NHS Lothian
Andrew Kerr	Chief Executive, City of Edinburgh Council

In attendance

Paul Lawrence	City of Edinburgh Council
Jo McStay	City of Edinburgh Council
Sally Kerr	City of Edinburgh Council
Gavin King	City of Edinburgh Council
Michele Mulvaney	City of Edinburgh Council
Cat McGill	University of Edinburgh

Apologies were received from:-

Brian Houston – NHS Lothian

# **1 Minutes**

The minute of the Edinburgh Partnership Board meeting of 28 September 2017 was approved as a correct record.

## **1.1 Edinburgh Partnership Communications**

Jo McStay highlighted that a review of communications by the Edinburgh Partnership would be undertaken, this would also consider whether there was a need for a communications post.

## **1.2 Stronger North**

Councillor Day highlighted a previous decision from an Edinburgh Partnership meeting to consider an action plan to tackle anti-social and criminal behaviour in the north of the city. Since that meeting, Guy Fawkes Night had taken place where there had been widespread use of fireworks as weapons towards the emergency services and the public.

Kenny MacDonald explained that the Stronger North initiative had been successful but had not been sustained. He recommended a re-commitment from all partners to Stronger North and that this be a focus at the next meeting.

### **Decision**

To agree that the relevant partners should meet before the next meeting of the Edinburgh Partnership to discuss Stronger North and how all partners could contribute.

# **2 Local Outcome Improvement Plans 2018-2023**

Jo McStay (The City of Edinburgh Council) gave an update on Local Outcome Improvement Plans (LOIP) and explained that there had been a number of recent events such as the Sustainable Development Partnership which had held four recent events.

Sally Kerr and Cat McGill gave an update on the conference on data driven innovation that had been held in November. The key theme was how data was used and how it could be used to plan services better. Collaboration sessions had also taken place to narrow down topics so they can ultimately be taken forward as project briefs.

The following matters were raised in discussion by the Partnership members:

- The challenge of the LOIP was to avoid the plan being unwieldy and instead be a live practical document with a maximum of five priorities where a real difference can be made.
- The data conference had a tactical focus and there was also a need to have a strategic look at data.

### **Decision**

To note that a streamlined Local Outcome Improvement Plan would be ready in January and a final version proposed in April 2018.

## **3 City Deal - Update**

Andrew Kerr explained that the progress on the City Deal was continuing with a Project Management Office now established. Workstreams were at different stages with some such as transport in west Edinburgh still to be defined while work was continuing at pace on the innovation stream with up to 40 people working on its development. Further clarity on timescales was needed in regard to improvements to the bypass and further funding was required for the proposed concert hall in St Andrew Square. The City Deal would last for at least 10 years but would also evolve over time.

### **Decision**

To note the update.

## **4 Health and Social Care Plan and Partnership Update**

Councillor Henderson gave a presentation outlining the challenging environment in delivering services in health and social care. There were considerable pressures in primary care as well as a lack of capacity. This had resulted in a projected overspend on both the Council and NHS Lothian elements of health and social care. This overspend was being managed and the immediate priorities of the Partnership have been set out in a Statement of Intent which covers seven key areas.

A detailed action plan that would cover all aspects of the Health and Social Care Partnership's activities across Edinburgh was being developed.

The Partnership discussion focussed on the following:

- The work with partners in regard to mental health and the aspiration to accommodate people in their own community as much as possible.
- The Police also were aiming to work more closely with the Integration Joint Board in regard to mental health.

- How the business community could support the work in this area through for example - job creation, living wage and affordable child care.

### **Decision**

To note the seven immediate priorities within the Statement of Intent and the development of the action plan which is intended to lead to improved services and outcomes for the citizens of Edinburgh.

## **5 Edinburgh College Strategic Plan**

Alex Craig asked the Edinburgh Partnership to endorse Edinburgh College's Strategic Plan 2017-2022. The Edinburgh College Blueprint which was the document that outlined the delivery of the Strategic Plan was also considered. The Strategic Plan was ambitious but also realistic and focussed on delivering the five strategic aims.

The following matters were raised in discussion by the Partnership members:

- Construction was a key growth area for the College as was STEM subjects. The College was hoping to increase construction and engineering provision.
- There were still meetings to take place on the English for speakers of other languages (ESOL) loss of funding issue but there was an issue of accountability and ensuring that was in place.

### **Decision**

- 1) To endorse Edinburgh College's Strategic Plan.
- 2) To note that Alex Craig would bring a report back to the next Board meeting on the progress with ESOL funding.

## **6 Edinburgh's Affordable Housing Partnership**

Keith Anderson gave a presentation on the Edinburgh Affordable Housing Partnership outlining its role, remit and membership. The need to deliver more affordable housing in Edinburgh in particular was highlighted with a need for between 3800 and 4600 homes every year for the next 15 years. The priorities of the Partnership were explained including how the partners on the Edinburgh Partnership could contribute.

During discussion, the following was raised:

- Discussions had been taking place on establishing a land commission involving major public sector land owners in the City.
- Some NHS sites being sold were broader than affordable housing and also tied into paying for new sites but could assist supported housing.
- It was questioned whether partners' estates strategies were joined up as there could be opportunities there which had not yet been realised.

### **Decision**

To agree that Andrew Kerr would organise a meeting on co—operation on partners' estates strategies and provide a short update at the next Board meeting.

### **Declaration of interest**

Councillor Whyte declared an interest in the above item as a member of the Scottish Police Authority.

## **7 Locality Improvement Plans 2017/22**

Paul Lawrence explained that there had been a delay in the Council agreeing the Plans but this had now taken place and this update was to formally inform the Edinburgh Partnership of that.

### **Decision**

To note that the Council had now agreed the Locality Improvement Plans.

## **8 Edinburgh Partnership Protocols - Update**

Jo McStay explained that the Protocols item had now been subsumed in the discussion on the review.

### **Decision**

To note the protocols were being considered as part of any review of community planning governance.

## **9 Review and Consultation – Community Planning Governance**

Paul Lawrence explained that the Council had established locality committees which recognised the potential for enhancing community planning arrangements in the City. The Council agreed to propose to the Edinburgh Partnership a wider review and consultation of these arrangements.

The following matters were raised in discussion by the Partnership members:

- There was need to re-focus the business of the Edinburgh Partnership to ensure the Partnership is delivering on its priorities.
- It was important that this was not seen as a Council led initiative and it's a true representation of the Partnership.

### **Decision**

- 1) To agree that a review and consultation of community planning arrangements was required.
- 2) To nominate members by email to participate on the Project Board.
- 3) To agree to commit officer resource to support the delivery of the work of the programme.

## **10 City Vision 2050 Update**

The Lord Provost and the Chief Executive of the City of Edinburgh Council would be meeting members of the business community in January to raise money to take forward and launch the City Vision.

### **Decision**

To note the update.

## **11 CPP Community Empowerment Action Learning Programme**

Jo McStay advised that the Scottish Community Development Centre and the Improvement Service had been commissioned by the Scottish Government to deliver an action learning programme with community planning partnerships across Scotland. This aimed to support them to consider opportunities and challenges around community participation and drive forward improvements. Participants were being asked to attend two-day sessions between January and April 2018.

## **Decision**

To note that an invite would be sent to members asking for volunteers to take part in the programme.

## **12 Date of Next Meeting**

8 March 2018





# THE EDINBURGH PARTNERSHIP

Consent or Decision

## Edinburgh Partnership - Future Programmes of Work

### Executive Summary

1. The Edinburgh Partnership Board, at its meeting on 7 December 2017, agreed to carry out a review and consultation of community planning governance arrangements. This decision was informed by a proposal from the City of Edinburgh Council which identified an opportunity to enhance arrangements in the city and to develop a new approach. This was to be framed within the context of the existing governance review as set out in the draft Edinburgh Partnership Protocols considered by the Board at its meeting on 28 September 2017. A Project Board was established to lead on this programme of work.
2. Work is also being progressed to develop a new community plan, in accordance with the Community Empowerment (Scotland) Act 2015, as agreed by the Board in December 2016. The original timeline for producing the plan was April 2018. The Board agreed at its meeting on 7 December 2017 for the plan to be streamlined and focused on a limited number of priorities. This requires a further period of detailed work and engagement with the plan now proposed to be produced for October 2018.
3. To maximise stakeholder involvement and enable the governance arrangements and new community plan to be aligned, it is proposed to carry out these programmes of work concurrently. This paper sets out proposals for this, providing summary details of the approach and timescales, for the agreement of the Board.
4. Contact: Michele Mulvaney, Strategy Manager (Communities), Gavin King, Democracy, Governance and Resilience Senior Manager  
(email: [michele.mulvaney@edinburgh.gov.uk](mailto:michele.mulvaney@edinburgh.gov.uk)/[gavin.king@edinburgh.gov.uk](mailto:gavin.king@edinburgh.gov.uk))

### Recommendation

1. The Board is recommended to:
  - i. agree the proposed approach and timescale for the review and consultation of community planning governance arrangements;
  - ii. confirm the continuation of existing community planning arrangements and, specifically Neighbourhood Partnerships, pending the outcome of the governance review and consultation process;

- iii. note the outstanding actions in relation to the Strategic Planning Framework agreed by the Board in March 2017 will be progressed as part of the proposed programmes of work;
- iv. agree the revised timescale and approach to the development of the new community plan;
- v. note that support for the Board and Project Board in developing and delivering these programmes of work will be provided by the Edinburgh Partnership Lead Officers' Group; and
- vi. agree that these processes should, where possible and appropriate, be cognisant of and, maximise the opportunity for, Edinburgh to inform the Scottish Government Local Governance Review.

## Main Report

### The Review

1.1 The Board at its meeting on [7 December 2017](#) agreed that a review and consultation of community planning governance arrangements was required. This was to be taken forward by a Project Board, with nominations sought from members. This has been established and comprises:

- Third Sector Interface – Ella Simpson (Project Board Chair)
- City of Edinburgh Council – Councillor Melanie Main
- Scottish Fire and Rescue Service – Kenneth Rogers
- Police Scotland – Mark Rennie
- NHS Lothian – Brian Houston
- Edinburgh Equality and Rights Network – Paul Wilson
- Edinburgh Association of Community Councils – David Bewsey

The Project Board met on 17 January and 26 February 2018 to consider the scope and timescales for the programme of work.

1.2 Community planning structures in the city have evolved over time in response to legislative changes, the public sector reform agenda and the need for greater efficiencies. This has resulted in a governance model comprising three levels: city, locality and neighbourhood. The Project Board agreed to look at community planning at all levels in the city, and, as a first step, requested a mapping exercise of the existing arrangements. This involved a survey of all lead partners for existing community planning partnerships/groups in the city, as shown in the structure chart in Appendix 1, and as identified in the draft Edinburgh Partnership Protocols.



- 1.3 The survey focused on several areas including the remit, membership, decision making role, statutory responsibilities, linkages and community involvement/influence of the partnership/group. Whilst an initial snap shot, the findings highlighted some areas of weakness in the current arrangements. These included a lack of clarity about decision making roles and statutory requirements, together with varying levels of community involvement/ influence and linkages across the community planning arrangements.
- 1.4 In considering these initial responses, the Project Board recognised that there was an opportunity through the review and consultation process to streamline and simplify arrangements to:
- provide a shared understanding and clarity of purpose;
  - maximise stakeholder influence/participation; and
  - provide greater accountability and transparency.
- 1.5 The original paper considered by the Board in December 2017 proposed a two stage process, an initial review followed by a formal period of consultation. This remains the recommended approach, recognising the complexity of the task and the need to maximise stakeholder participation including public and voluntary sector partners, community councils and other community groups.
- 1.6 The review phase will assess the effectiveness, strengths and challenges of the current arrangements, opportunities for change/improvement and identify potential future governance models. It also provides an opportunity to develop a shared understanding of existing arrangements and the expectations for community planning in the city moving forwards. Practice from out with Edinburgh will also be used to inform the potential future approach.
- 1.7 The findings from the review will aim to provide a coherent basis for the formal consultation. The proposed timescale for each of the key phases is set out in Appendix 2, with completion of the work planned for October 2018. The timescale has been extended from the original proposal to accommodate key holiday periods to optimise stakeholder involvement and allow for a meaningful process.
- 1.8 The Project Board in proposing this extension, acknowledged that it may increase uncertainty and concern for the community and voluntary sectors regarding their participation in community planning, particularly at a neighbourhood level. Given this, the Board is asked to confirm that existing arrangements in the city, and specifically the Neighbourhood Partnerships, will continue pending the outcome of the review and consultation process.
- 1.9 With the Community Empowerment (Scotland) Act 2015 replacing the previous legislation governing community planning, there is an opportunity to take a critical view of arrangements within this context to ensure they meet the duties and requirements placed on public bodies. An important consideration within this is



the legislative requirements placed on community planning partnerships in respect of strategic planning. The Edinburgh Partnership Strategic Planning Framework 2016-2028 sets out the range of strategic plans the Partnership has responsibility for 'approving' (the Board supports the strategic plan and has a legal role in approving as a result of primary legislation), or 'endorsing' (the Board supports the strategic plan and has a duty to endorse as a result of statutory or national guidance). The Board at its meeting on 30 March 2017 agreed a range of actions to simplify and align this Framework including the need for a review in 2018 as part of the development of the new community plan. It is proposed to address this as part of the programmes of work set out in this report.

### **The Community Plan**

- 1.10 The Board considered progress on the development of the new community plan at its meeting on 7 December 2017 and noted that this should be streamlined and focused on a limited number of priorities. This feedback was considered by the Edinburgh Partnership Lead Officers' Group, which is responsible for supporting the development and delivery of the new plan, together with the opportunity to link the development process with the review and consultation of governance arrangements.
- 1.11 Consequently, a revised programme of work is now proposed with this to be carried out concurrently to the governance review and consultation process. Key considerations will include an appraisal of the appropriateness of the priorities previously proposed based on the current evidence base and Board requirement to achieve a tighter focus, together with the linkage to the outcomes in the recently agreed Locality Improvement Plans and the City Vision 2050.
- 1.12 As a first step a workshop is proposed to be held in March 2018 involving lead officers from the community planning partnerships/groups in the city. This will aim to identify potential priorities for the new plan, with options being subject to a critical assessment based on whether they
  - i. address poverty and inequality;
  - ii. require genuine partnership working
  - iii. are 'thorny' issues that need to be tackled collectively by partners.

The findings from the workshop will then be subject to a further period of engagement with the final plan being produced by October 2018.

- 1.13 Support for the Board and Project Board in the development and delivery of the programmes of work set out in this report will be provided by the Edinburgh Partnership Lead Officers' Group. Progress reports will be provided to the Board at its meetings in June and September 2018.

## Local Governance Review

- 1.14 The Scottish Government has launched its Local Governance Review which aims to consider the future of local democracy in Scotland. A period of engagement will run through 2018. It is proposed that the Board programmes of work should, where possible and appropriate, be cognisant of and, maximise the opportunity for, Edinburgh to inform this National activity.

Contribution to:	(eg)	Low	Medium	High		
♦ Sustainability		1	2	3	4	5
♦ Equality		1	2	3	4	5
♦ Community Engagement		1	2	3	4	5
♦ Prevention		1	2	3	4	5
♦ Joint Resourcing		1	2	3	4	5

Michele Mulvaney – Strategy Manager (Communities)  
 Gavin King - Democracy, Governance and Resilience Senior Manager

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## EP COMMUNITY PLANNING BUDGET 2017/18 YEAR END REPORT

### Executive Summary

1. This report provides the Board with an update on the EP Community Planning Budget.
2. An overview of anticipated outturn to the end of the 2017/18 financial year and the proposed budget for 2018/19 utilising any carried forward unspent monies is presented in Appendix 1.
3. The approved Enabling Grant projects in 2017/18 are identified.
4. The funding of core costs in 2018/19 and onwards is considered.

Nicola Elliott

Senior Strategy and Planning Officer, for EP Funding Officer Group

### Recommendations

5. The Board is asked to:
  - i. note the levels of revenue expenditure estimated to 31 March 2018;
  - ii. agree to the carry forward of unspent partnership monies into 2018/19;
  - iii. agree to the Funding Officer Group's proposed utilisation of the 2018/19 budget;
  - iv. agree a modest yearly budget for core costs going forward, which will likely be met from in-kind partner contributions;
  - v. agree that future consideration of this budget will be informed by the review and consultation of the governance arrangements; and
  - vi. note that the Council wider review of grant funding to support community planning arrangements will be aligned to ensure a joined-up approach to resourcing.

### Main Report

#### Background

1. The Edinburgh Partnership Community Planning budget has been utilised to:
  - i. provide core resource support for the business of the Edinburgh Partnership Board and the broader Edinburgh Partnership; and
  - ii. provide a modest enabling grant fund to assist Strategic Partnerships and Advisory Groups to progress the delivery of the Community Planning priorities.

2. The EP's available partnership revenue monies for the financial period 2016-18 was £112,330 of which £27.674 was expended in 2016/17.

#### 2017/18 Budget

3. For 2017/18 the EP operated within an agreed outline budget of £84,656. Expenditure at year end is anticipated at £40,235 as broken down below:
- a Core Costs – opening budget of £16,156. Generally, expenditure has been modest against the budget headings and a final expenditure at year end is anticipated to be £5,985.
  - b EP Enabling Grant Fund – a budget of £68,500 for the final year of Enabling Grant funding. The EP Funding Officer Group considered 3 applications against the fund criteria, and agreed to support the Trauma Informed Resilience and Mentoring pilot in the sum of £4,250. Further information has been requested for the Dr Korczak's Example Project. The Café Interview Conversations and 'Short film clips project was declined.

Additionally, the 2016/17 approved Locality Improvement Plan Engagement Project incurred its £30K expenditure in 2017/18.

#### Carry forward to 2018/19

4. The Board is asked to agree that the final combined 2017/18 year-end partnership revenue underspend, currently estimated at £44,421, is carried forward into 2018/19.

#### 2018/19 Proposed Budget

5. The Board agreed last year that the operational budget for 2018/19 would support EP core costs. It is suggested that the carry forward figure estimated at £44,421 is utilised to support EP Board and EP Lead Officer Group meetings and costs associated with progressing the Edinburgh Partnership governance review and consultation process.
6. Resourcing is a critical consideration as part of any future governance arrangements and the EP core budget needs to be included as part of this process. The Council is also currently carrying out a wider review of grant funding to support community planning arrangements. It is proposed to align this process to inform and provide a joined-up approach to resourcing arrangements moving forward.

Relevance to:	Low		Medium		High
♦ Sustainability	1	2	3	4	5
♦ Equality	1	2	3	4	5
♦ Community Engagement	1	2	3	4	5
♦ Prevention	1	2	3	4	5
♦ Joint Resourcing	1	2	3	4	5

Nicola Elliott  
Senior Strategy and Planning Officer, for EP Funding Officer Group

Contact: Tel: 0131 469 6149, email: [nicola.elliott@edinburgh.gov](mailto:nicola.elliott@edinburgh.gov).

Appendices 1. EP Community Planning Budget 2017/18 – estimated outturn to year end



## Edinburgh Partnership Community Planning Budget 2017/18 - estimated outturn to year end

	2017/18	Actual	Balance	
	£	£	£	
<b>Operational Budget for Community Plan 2017/18</b>	*	84,656	40,235	44,421
<b>Estimated core EP Costs</b>				
Board meetings including Lunch Presentations	4,000	3,857		
Board member packs Community Plan / Induction	200			
EP LOG meetings	2,000	1,923		
Family Gatherings	8,000			
Website yearly cost	0			
Honorarium Member Equality and Rights	500			
Similar AN Other Community Rep	500			
Printing and sundries	500	205		
Contingencies	456			
Core Costs Total	16,156	5,985		10,171
<b>EP Enabling Grant Projects Approved in 2017/18</b>	Allocation	Met		
LIP Development (4x £7.5K)		30,000		
Trauma informed resilience and mentoring pilot - approved		4,250		
Dr Korczak's Example - further information requested				
Café Interview Conversations and 'Short film clips - declined		0		
Enabling Grant Costs Total	68,500	34,250		34,250
<b>* Budget for 2017/18</b>		2017/18		
Total budget 2016-18	112,330	84,656		
Less actual spend 2016/17	27,674	40,235		
Budget b/f for 2017/18	84,656	<b>£44,421</b>		<b>c/f to 2018/19</b>