

Community Planning Board

2pm - 4pm, Thursday 8 October 2020

Microsoft Teams Virtual Meeting

	Item	Background information	Lead
1.	Welcome, introductions and apologies	-	Chair
2.	Minutes of the last meeting	Minutes	Chair
3.	Covid-19 – Recovery plans and the role of the Partnership	Verbal Update from Partners	Chief Executive, Falkirk Council
4.	Evaluation of the SOLD	Report	Communities and Fairer Falkirk Manager, Falkirk Council
5.	Falkirk Plan Update <ul style="list-style-type: none"> • Initial issues from Strategic Needs Assessment • Approach to community engagement • Next Steps 	Report/ Presentation	Representative for Community Planning Improvement Group
6.	AOB	Discussion	Chair



Community Planning Strategic Board

10am-12pm 13th August 2020

Webex Online

In Attendance:	Cllr Meiklejohn (Chair)	Falkirk Council
	Cllr Bissett	Falkirk Council
	Cllr Alexander	Falkirk Council
	Cllr Collie	Falkirk Council
	Cllr Harris	Falkirk Council
	Kenneth Lawrie	Falkirk Council
	Kenny Gillespie	Falkirk Council
	Robert Naylor	Falkirk Council
	Sally Buchanan	Falkirk Council
	Pete Reid	Falkirk Council
	Martin Thom	HSCP
	Patricia Cassidy	HSCP
	Stephen McAllister	NHS Forth Valley
	Oliver Harding	NHS Forth Valley
	David Allison	Forth Valley College
	Jen Kerr	CVS Falkirk
	Mandy Paterson	Police Scotland
	Chris Stewart	Police Scotland
	David Sharp	SFRS
	Karen Morrison	NatureScot
	Aidan Grisewood	Scottish Government

Item	Note	Action
7.	Apologies Douglas Duff, Falkirk Council Tracey Robinson, Police Scotland Maureen Campbell, FCT Ken Thomson, FVC David Mellor, CVS Falkirk	
8.	Minutes of the last meeting The minutes of the previous meeting were accepted.	
9.	Covid-19 Reflections, Recovery and Joint Working	

	<p>Cllr Meiklejohn noted we have not met for a while and wanted to open up the floor to some reflections from each organisations about how they've adapted to Covid-19.</p> <p>Kenneth Lawrie gave an overview of how things have been for the Council during the pandemic and encouraged everyone to think about how we can respond collectively.</p> <p>Falkirk Council</p> <ul style="list-style-type: none"> • Recognising our new normal is home working, risk assessments, extra health and safety • Recognising impact on poverty, unemployment, health and wellbeing, public finances • We've seen positives such as partnership working, barriers being broken down, achieving change in a matter of weeks <p>HSCP</p> <ul style="list-style-type: none"> • Noticing a change of pace • Opportunity to review services, learn from what been achieved, see what our strengths are <p>CVS</p> <ul style="list-style-type: none"> • Partners have come together and it's helped local community groups start up who have learned more about their communities through knocking on doors and 'helping their neighbour' • Communities should be engaging with themselves. There's been a growth of community leadership and leadership network will be brought together in the next few weeks. <p>FVC</p> <ul style="list-style-type: none"> • Online learning was brought forward which we've adapted to. The majority of students have completed their courses • Looking at half class sizes with half the class online, and broadcasting to students at home. <p>Police Scotland</p> <ul style="list-style-type: none"> • Accelerated implementation of contact assessment model to assess vulnerability – so a shift from the traditional approach where every call waits for someone to be deployed. Reaching the vulnerable faster • Got enhanced PPE quickly and calls are being screened to check the caller for Covid <p>SFRS</p> <ul style="list-style-type: none"> • They weren't overly affected in terms of absence, more about staff feeling safe with members of the public. <p>Regen team –</p>	
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	<ul style="list-style-type: none"> • Working with Scottish Enterprise to monitor sectors, and have had good feedback from local businesses and Federation of Small Businesses about work to support local business • Signs that tourism, manufacturing etc. at risk. Some local businesses have gone into liquidation and Callendar square is closing, so town centres are critical • Now preparing for anticipated redundancy support, working with SDS and DWP etc. on PACE activity, engagement etc, 	
10	<p>Falkirk Plan Update</p> <p>The Board was updated re progress and milestones for the development of the Falkirk Plan.</p> <p>Main discussion points</p> <ul style="list-style-type: none"> • Covid recovery actions should not wait until the plan is signed off, recovery actions should happen immediately. • The Falkirk plan is the beginning of a new relationship and conversation going forward. We've seen people take control in the community lately and we should be working with community leaders. Shouldn't be framed as engagement, but 'partnership working' as the community is a partner too. • Listening at the forefront, then acting together. Not about us being a safety net. • Early priorities need to be identified but we shouldn't be prescriptive about 3 priorities, both the number and subjects, and wait to see what emerges. • Things must move rapidly <p><i>Progress to be reported at next Board meeting</i></p>	Community Planning Improvement Group
11	<p>Partnership Engagement Strategy</p> <ul style="list-style-type: none"> • We want to work with everyone that wants to work with us, especially those on the front line and starting with community leaders. • One of the actions should be about equal partnership • We must work with people, carers, services etc. • There may be times when we need to do more engagement with ourselves to understand what's going on within each organisation • There has been discussion around engagement branding that can be used across the partnership by different organisations that can become recognisable to people, where we can share the information within the partnership. 	

	<p>Participatory Budgeting</p> <ul style="list-style-type: none"> • The PB commitment is substantial, and we will need to develop tools to allow the community to work with us • We will be trying different methods; there will be mistakes which we can learn from • PB will be linked to the Falkirk Plan <p><i>Paper on Participatory Budgeting due at Executive within the next few weeks</i></p> <p><i>Engagement Group being set up for the Falkirk Plan</i></p>	<p>Kenny Gillespie</p> <p>CPIG</p>
12	<p>Towards a Prevention Plan for Covid-19 in Forth Valley</p> <p>Oliver Harding introduced a paper outlining whether there was more we could be doing for a collective response to preventing the spread of the virus. Such as how we are coordinating, sharing learning, best practice etc. preventative measures have become more lax as people are becoming complacent with the pandemic as time goes on, and we want to prevent a second wave.</p> <p>We're still seeing 2-3 cases a day across Forth Valley; we are moving from enforced restrictions to personal responsibility</p> <ul style="list-style-type: none"> • NHSFV have focussed on care homes and deaths have now reduced to zero but still concerned about a return • working with schools • We want to agree a holistic approach – is there a joint plan, budget, staff information etc. <p>Discussion</p> <ul style="list-style-type: none"> • There is an offer of support from NHSFV and it would be interesting to learn what these are • At the moment there is no data sharing protocol between Councils and the NHS for Covid-19 but there's nothing to prevent us from developing this locally • Should explore themed communications around safety, possibly involving community groups <p><i>Circulate prevention report and associated documents to the group</i></p> <p><i>Board Members to contact Oliver Harding for further information for your organisation if they are interested in offer of support from NHSFV</i></p>	<p>Oliver Harding</p> <p>All</p>

13	<p>AOB</p> <p>Future Board Meetings Following the previous agenda items, seems the responsibility of the Board to maintain meeting remotely</p> <p>Move from quarterly meetings to every 2 months for the time being to maintain contact, joint working, and pace of change</p>	

Falkirk Community Planning Partnership

Title: Evaluation of the Strategic Outcomes and Local Delivery Plan
Meeting: Community Planning Board
Date: 8 October 2020
Submitted By: Chief Executive, Falkirk Council

1. Purpose of Report

1.1 This report provides an overview of the review of the Strategic Outcomes and Local Delivery Plan 2015-2020.

2. Recommendation

2.1 It is recommended that the Board:

- (1) Note the key points from the evaluation of the Strategic Outcomes and Local Delivery Plan**
- (2) Note the full evaluation will be circulated once finalised by the Community Planning Improvement Group**

3. Background

3.1 The Strategic Outcomes and Local Delivery Plan 2015-2020 (SOLD) is the Local Outcomes Improvement Plan for Falkirk Community Planning Partnership, and fulfils the duty outlined in the Community Empowerment (Scotland) Act 2016. This plan is currently under review and will be superseded by the forthcoming Falkirk Plan.

3.2 An evaluation template was distributed to SOLD Delivery Groups to measure progress over the SOLD period. The templates asked groups key questions about:

- The Delivery Group and its achievements;
- The SOLD and its delivery;
- The Falkirk Plan and what the group sees as priorities, including Covid-19 recovery.

4. The Delivery Groups

4.1 The main achievements reported by delivery groups related mainly to the four priorities of the SOLD, rather than the six outcomes. This reinforces the approach for the Falkirk Plan to focus on key issues where the Partnership can add value and move away from catch-all outcomes.

4.2 Some of the key points include:

- Each group reported positive achievements over the last 5 years covering the SOLD period. Some groups had more robust measurements in place, particularly when the group has their own policy or plan.
- Although the groups are clearly linked to the SOLD and its priorities and outcomes, the link is not always consistent. For example, there is no specific delivery group for Outcome 5 'People live full, independent and positive lives within supportive communities', and the child poverty priority is shared between the Fairer Falkirk and Children's Commission Groups. Consideration should be taken for the next plan to have consistent reporting from groups on priorities.
- Many of the groups reported issues with resources and funding, and at the moment there aren't any specific shared budgets for achieving outcomes. Most actions are assigned to an organisation to lead delivery, rather than to coordinate joint working to resolve a problem where the flexibility of working across boundaries and sharing resources could be of benefit.

5. The Strategic Outcomes and Local Delivery Plan

5.1 Five groups identified improved outcomes over the SOLD period, such as a reduction in overall unemployment. However, most groups focussed on the lessons that could be learned from delivery of the SOLD.

5.2 Some of the key points include:

- Actions were not created consistently across delivery groups. They vary in number and specificity so measurement would be quite difficult.
- Outcomes were not consistently measured, so a monitoring plan should be developed alongside the Falkirk Plan.
- There were differences in how groups delivered actions partnership actions. Some used actions that were in their existing organisational plans and included these in the SOLD, others developed plans based on the SOLD actions, and some groups did not refer to the SOLD when delivering partnership actions. While the SOLD brings the groups together to coordinate work across the organisations, it's not consistently joining up services to work together to tackle complex issues.
- This highlights the need for a robust reporting schedule so each group understands how they are contributing to the plan, and the Board is able to assess how the Partnership is adding value to service delivery

- Engagement approaches were reported by many groups as inconsistent and at times weak. This is something that needs to be at the forefront of developing the Falkirk Plan.

6. The Falkirk Plan

6.1 Most groups agreed with the initial priorities suggested: poverty, health (including mental) and wellbeing, and economic recovery and employment. Additional suggestions were along the same themes, such as skills development, substance use and support for people on a low income.

6.2 Key points included:

- The plan should be focused on outcomes, and target the most vulnerable within our communities.
- It must be built on community participation, co-production and capacity building.
- It should have fewer priorities on which to focus, and consideration should be made as to how these priorities will be jointly resourced.
- It should provide the opportunity to progress the development of locality working with communities.
- The SOLD was developed around the same time as the Community Empowerment (Scotland) Act was published and was likely published before the guidance. There is a better opportunity to refer to this guidance for the Falkirk Plan, for example linking the outcomes to the National Performance Framework, and tackling the biggest issues rather than catch-all outcomes.

6. Implications

Financial

6.1 Nil.

Resources

6.2 None.

Legal

6.3 None.

Risk

6.4 None.

Equalities

6.5 None

Sustainability/Environmental Impact

6.6 None

7. Conclusions

7.1 This evaluation has highlighted the need for robust performance measurement and consistency across action delivery.

7.2 The Falkirk Plan should focus on where the partnership can add value in outcomes delivery, outwith existing organisational services and delivery.

CHIEF EXECUTIVE, FALKIRK COUNCIL

Author – Seony Ross, 07483396147, seony.ross@falkirk.gov.uk

Date – 05 October 2020

Appendices

None

List of Background Papers:

None

Falkirk Community Planning Partnership

Title: Falkirk Plan (LOIP) Update
Meeting: Community Planning Board
Date: 8th October 2020
Submitted By: Community Planning Improvement Group, Falkirk Community

8. Purpose of Report

- 1.1 This report gives an update on the Joint Strategic Needs Assessment and engagement approach for the development of the Falkirk Plan.
- 1.2 A presentation for the Board will support this report.

9. Recommendation

2.2 It is recommended that the Board:

- (3) Note the progress of the Joint Strategic Needs Analysis**
- (4) Consider and approve the community engagement plan**
- (5) Commit to offering resources that may be required to support community engagement.**

10. Background

- 3.3 The development process for the Falkirk Plan aims to engage Falkirk's communities as active community planning partners to define our shared priorities and reduce the impact of inequalities.
- 3.4 This process will begin conversations with communities of place and interest about the future challenges facing Falkirk. This will then develop ways that the public and third sectors, and residents can work together to mitigate their impacts, especially for our most vulnerable people.
- 3.5 We will agree through the plan how we will work together and what we will work on over the next three years, across a range of themes and geographic localities.

3.6 The Community Planning Improvement Group has considered the evaluation of the current Plan, the Strategic Outcomes Local Delivery Plan (SOLD). This found that while progress has been made, we are working side by side to common aims more than we are collaborating to address them. We believe that to support the complex issues that we are trying to address as a Community Planning Partnership, we should be working together in an integrated and flexible way.

11. Joint Strategic Needs Assessment

11.1. The Community Planning Improvement Group has collated information from a range of community planning partners across the Falkirk area. This has been used to identify trends and predictions of the social and economic inequalities into a Joint Strategic Needs Assessment (JSNA).

4.2 The JSNA has identified some key themes and trends as initial areas of focus that will impact on a range of people, particularly those facing inequalities already:

- Poverty
- Suicide
- Economy
- Employability.

4.3 Infographics have been produced to underpin conversations with communities as talking points. (Appendices 1-4) Gathering data has taken time and communities need space and time to consider these fully.

4.4 The infographics highlight some of the key messages from the joint strategic needs assessment. The full JSNA will be circulated and is due for completion in October. This data and information, coupled with community engagement, will identify the actions for the new Falkirk Plan.

4.5 Through this process we learned that most partners carry out individual joint strategic needs assessments. In future cycles of planning it would be advantageous to join up the resources and information gathered to minimise duplication and make best use of joint data.

5 Community Engagement Plan

Agenda Item 5.

Collate Engagement Plans <ul style="list-style-type: none">• Create ward level plans with local community leaders<ul style="list-style-type: none">○ <i>Take into account previous engagement and other planned developments</i>• Create targeted groups plan with third sector services• Create general public options for involvement• Promote the 'conversation' across all partners• Create Toolkit and feedback processes	October
Undertake Engagement	Late October- Early December
Analysis of Findings	November – December
Draft Priorities, incorporating Covid-19 Recovery Actions	31 st December 2020
Feedback and confirm analysis and draft plan	January – February
Final Draft Formal Public Consultation (online)	February
Final Plan	31 st March 2021

- 5.1 Staff to facilitate and support this community engagement will be needed from across the partnership. This may involve time to work with community leaders and communities on a weekly basis during the engagement period.
- 5.2 The Falkirk Plan should be led by the community voice. Building relationships with communities is key.
- 5.3 Shared questions will be developed by the community planning improvement group to sit alongside the infographics. Online and safe in-person engagement approaches will be planned at locality and thematic levels. To support this, resources such as staff time, digital support, venues, creche facilities and food and drink will be required.

6. Next Steps

- 6.1 The aim is to complete the draft plan by December 2020 identifying key issues and priorities. We will then need to undertake a formal consultation on the draft plan in early 2021, with the goal of a final plan by the 31st march 2021. While this is the current aim, these timescales may need to be reviewed due to the ongoing Covid-19 pandemic.

7. Implications

Financial

- 7.1 Funding will be provided from existing budgets to support community engagement activity.

Resources

- 7.2 There will be implications on staff time and resources, with weekly and monthly staff time to be agreed by services.

Legal

- 7.3 This work fulfils the duties in the Community Empowerment (Scotland) Act 2015.

Risk

- 7.4 It is important we respond to local issues and target the most vulnerable, who are most disadvantaged by the pandemic. We must be robust in our methods to respond to the right issues or we risk further disadvantaging our already vulnerable groups.
- 7.5 There is a reputational risk of not building on the improved relationships and partnership working that has taken place during the Covid-19 response.

Equalities

- 7.6 An Equalities and Poverty Impact Assessment will be carried out for the new Falkirk Plan.

Sustainability/Environmental Impact

- 7.7 A Strategic Environmental Impact Screening will be carried out for the new Falkirk Plan.

8. Conclusions

- 8.1 The Community Planning Improvement Group realise and value the impact of having communities alongside partners to improve outcomes, tackle poverty and reduce inequalities in Falkirk.
- 8.2 Using data alongside the community voice and lived experience will ensure the Falkirk Plan is written using national and local intelligence to develop and understand our communities.

HEAD OF HOUSING AND COMMUNITIES, FALKIRK COUNCIL

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Date – 30 September 2020

Appendices:

Appendix 1: Poverty Infographic
Appendix 2: Employment
Appendix 3: Economy Infographic
Appendix 4: Suicide Infographic

List of Background Papers:

None