

**Minute of the Dundee Partnership Coordinating Group  
Held on Thursday, 18<sup>th</sup> April  
In Committee Room 2, 14 City Square**

Present: Allison Fannin, Dundee Health & Social Care Partnership  
Christine Lowden, Third Sector Interface  
Glyn Lloyd, Children & Families, DCC  
Karen Moir, Community Safety and Justice, DCC  
Marie Dailly, Community Learning and Development, DCC  
Paul Davies, Dundee Partnership Team, DCC  
Peter Allan, Community Planning, DCC (chair)  
Peter McLennan, Police Scotland  
Rory Young, City Development, DCC

Apologies: Gillian Simpson, Scottish Enterprise  
Jill Brash, Information & Research Team, DCC  
Mike Whitford, Police Scotland  
Tom Stirling, Neighbourhood Services, DCC

<b>Item</b>	<b>Action</b>
<b>1. Apologies &amp; Introductions</b> There was a round of introductions. Apologies received are listed above.	
<b>2. Minute of Previous Meeting</b> Agreed as accurate with a slight change on page 2 referring to the rationale for SPGs.	
<b>3. Matters Arising</b>	
<b>a) DPMG Action Note</b>	
<ul style="list-style-type: none"><li>• A final call for evidence has been made by the Dundee Drug Commission</li><li>• The briefing on Fairness included that<ul style="list-style-type: none"><li>○ Civic Commissioners are being sought for the third Dundee Fairness Commission. Any suggestions / volunteers to contact Peter</li><li>○ The revised Fairness Action Plan is to be completed for June</li></ul></li><li>• The Fair Work &amp; Enterprise Executive Board provided an update, which focussed largely on Employability<ul style="list-style-type: none"><li>○ There is to be a rationalisation of in-house services so they are delivered in a more coordinated fashion via one team in City Development</li><li>○ Contracting will be via a Challenge Fund, which includes some ESF match funding. Communication regarding this was sent out on 17/4/19</li><li>○ Service redesign meetings are underway to determine what different elements of the service will look like</li><li>○ After two years, the challenge fund will become a global fund, with no ring-fencing of funds for DCC</li></ul></li></ul>	<b>All</b>
Discussion on the above included;	
<ul style="list-style-type: none"><li>• Health &amp; Work Support. This is a pilot in its own right, but Wendy Third is involved in current discussions</li><li>• A focus on over 45's is likely, with a prominent role for the Employment Unit in this</li><li>• Overall, changes should lead to an increase in the coordination of support</li></ul>	
<b>b) DP Forum / Dundee Drug Commission</b>	
<ul style="list-style-type: none"><li>• The next DP Forum will be held on the morning of the 14<sup>th</sup> June, venue tbc, and will highlight the findings and launch the recommendations of the Dundee Drug Commission</li><li>• Sight of the recommendations will be arranged where appropriate, hopefully before the 14<sup>th</sup> June. They are likely to require significant action to be taken, some of which might meet opposition.</li><li>• Extensive media coverage is also likely, and a communications meeting is to be held on the 28<sup>th</sup> May.</li></ul>	

- Fact / sense checking of the recommendations is to be carried out prior to their publication

Recommendations may cover the following topics;

- Quality of leadership by the ADP
- Scrutiny of the ADP
- Accessing services
- Unplanned discharge from services
- How the DP / COG can take this on
- GP Partnerships
- Involving the Third Sector more

#### 4. **Vulnerability Framework**

There is a three point test that activates crisis support for people, but those who do not meet the criteria currently get a very limited response. Many of these people are however still vulnerable. Work is underway on a Vulnerability Framework including;

- Karen Moir and Jill Brash have compiled a list of existing work / support that already connects to this issue
  - There is little on identifying people, highlighting the possible need for a screening hub to refer / signpost them to appropriate support
- A lead professional model is under development by Ailsa McAllister
- Other interest comes from;
  - Graeme McKenzie, Community Safety & Resilience
  - The ADP, particularly around development of a 24/7 Crisis Hub
  - HSCP, with regard to early intervention and prevention work

It was suggested that Mike Whitford take a proposal to the COG / DPMG showing the connection to existing groups and how it can be taken forward

**MW**

Discussion also included;

- A&E based staff could screen and refer
- Volunteers might be able to assist outside of office hours
- Glyn pointed out that discussions around targeting of substance misuse and organised crime are leading towards a joint bid that will scope out existing mechanisms along the lines of what Mike is suggesting
- Use of FORT could facilitate this, enabling case management and referrals between agencies
- Glyn to discuss progress with Kathryn Sharp

**GL**

#### 5. **Dundee City Plan Reporting**

Work on this needs to progress as soon as possible due to tight deadlines for reporting to the DPMG / Committee in June;

- Updates on PIs and Actions are being chased up by the I&R Team so that Theme Leaders have the most up to date information to work from. Some targets may need to be amended as part of this
- Drafting of narratives is to start now, to be ready early in May (communication of an actual deadline will come from the I&R Team soon)
- A brief consultation period is to be incorporated during which Executive Board and DPMG members will be able to provide feedback. The draft will also be able to be taken to Partners management groups
- The format for the report will be pretty much the same as last year, with a few minor changes

#### 6. **Lochee Community Hub**

Christine provided an update on the Lochee Community Hub, the funding for which ends in June.

The Lochee Hub came out of the Lochee Pathfinder in response to the high levels of substance misuse in the area and the identified (by over 100 surveyed parents) need for a 'one stop shop'.

- It opened in August 2016 with a lease to 2021. The first three years have been rent free, but will be £30k per year from August
- A lot of money has been spent on refurbishing the Hub to be fit for purpose

- The Committee report agreeing the creation of the Hub named Children & Families as the lead, but DVA have undertaken this role to date
- External funding for staff runs out at the end of June 2019. Identified underspends could extend this to mid-August
- Usage has been high, with 861 visitors per month over the last year and 23 different agencies offering services from the Hub
- A management group oversees the Hub, which includes representation from services and two centre users

Funding is being sought, to cover the running costs which total approximately £178k for 18 months (the remainder of the current lease)

- Extension of the free let is also being sought. If this is not possible, then the Hub will most likely be handed back to DCC
- A Big Lottery application has already been unsuccessful

Actions

- Glyn and Christine to discuss at the Children & Families Management Team
- Christine to formally request an extension to the free let, through Robin Presswood, with David Martin copied in

**GL/CL**  
**CL**

Time is very tight for dealing with this issue, and comment made that more warning would be helpful for similar items in future. A suggestion was made that to keep track of projects like these, having them assigned to the relevant Executive Board would be useful.

## **7. Community Engagement / Participatory Budgeting**

Marie outlined current work around community engagement and participatory budgeting, including;

- A more joined up approach is being looked at by the CLD Strategy Group, including using the same principles (based on the National Standards for Community Engagement) and better sharing of information
- On the 17<sup>th</sup> May, a briefing on CONSUL has been arranged. CONSUL is a platform that can potentially be used to;
  - Host engagement work
  - Hold data
  - Host materials
  - Help with developing agendas, through inviting comment on what's happening in communities from local residents
  - Generate ideas for participatory budgeting (PB)
- Andrew Beckett is carrying out some work on the voice of vulnerable people and this may help bring a CONSUL pilot to Dundee. Christine to discuss with Marie
- Budgets for PB are being looked at, with possible sources being Environment, and the Housing Revenue Budget

**CL/MD**

Discussion included;

- It will be useful to improve on the idea generation aspect of PB
- The CLD Strategy Group could also benefit from a demonstration of CONSUL. Marie to arrange
- A template is in use to try and bring together information on planned consultation & engagement work (copy attached). Anyone wishing to add to this should send the information to Paul (please clearly indicate the newly added items)

**MD**

**All**

## **8. Fairness Action Plan & Child Poverty Delivery Plan**

Peter informed the group that the Child Poverty Action Plan required by the Scottish Government will be incorporated into the Fairness Action Plan that is currently under development. Within this we will be;

- Looking at the existing Plan for and roll-forwards or ongoing commitments
- Update other items
- Examine Service Plans, the City Plan, etc. for additional items
- Flag up relevant gaps that need to be filled
- Add in the commitments emerging from the second Fairness Commission

The draft will be circulated for comment soon, with the aim of the final Plan being submitted to the DPMG on the 6<sup>th</sup> June.

**9. New Public Health Strategy**

Peter outlined this new strategy to the group;

- Work on it is being led by Ann Eriksen
- It will aim to fit with the City Plan, Community Engagement Strategy, etc.
- The Health, Care & Wellbeing Executive Board have welcomed the increased focus on this by NHS Tayside
- A new Public Health Committee has also been formed

**10. AOCB**

None raised.

**11. Date of Next Meeting**

13<sup>th</sup> June 2019, Dundee House, Meeting Room 4.2

**Attachments:**

Current & Future Consultations & Engagement v1.2