

**Minute of the Dundee Partnership Coordinating Group
Held on Thursday, 13th June
In Conference Room 4.2, Dundee House**

Present: Allison Fannin, Dundee Health & Social Care Partnership
Graham Smart, Scottish Fire & Rescue Service
Julie Farr, Third Sector Interface
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)
Tom Stirling, Neighbourhood Services, DCC
Zara Barclay, Information & Research Team, DCC

In Attendance: Simon Cameron, COSLA (item 3)

Apologies: Gillian Simpson, Scottish Enterprise
Glynn Lloyd, Children & Families, DCC
Jill Brash, Information & Research Team, DCC
Rory Young, City Development, DCC

Item		Action
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1. Apologies & Introductions

There was a round of introductions. Apologies received are listed above.

2. Minute of Previous Meeting

Agreed as accurate.

3. CONSUL Briefing

Marie gave a brief introduction to why we are looking at [CONSUL](#).

- We are seeking to work better together on community engagement, participation, and decision making, including avoidance of duplication
- CONSUL was initially looked at for carrying out the next round of participatory budgeting but we could also use its broader scope for much wider application than this

Simon then gave a briefing / demonstration of CONSUL and what it can be used for, the main points of which are summarised below.

- CONSUL can help change the dynamic with regard to engagement
- As well as other local authorities, Public Health Scotland are also looking at using this
- We are not aiming for 'digital by default'. In fact CONSUL can help identify areas and groups not captured digitally which then enables more traditional methods to be used to reach them
- The software is open source and so is adaptable, and free of any licensing cost
- There are various sections that can be used (and renamed if desired) – summarised below;

Debates

- For community members to talk to each other
- Flags a conversation up to an officer once a specified level of interest has been generated
- Some will lead to communities doing things themselves
- Agree / disagree votes for posts and comments can all be logged
- Background reports can see who is involved / not involved in the conversation in terms of geography and demographics

Proposals

- Starts to look collectively at solutions, bringing a different tone to the narrative
- Can be worked up by officers or community members

- If the set threshold is reached then it can be taken to a 'professional space' (e.g. an Executive Board) for analysis or action

Votes

- Polling mechanism
- Results are visible to all, with no need to wait on reports being produced

Processes

- Can enable comment on strategies and plans

Participatory Budgets

- Citywide and district budgets can both be handled
- Map functionality is included
- Can list any non-viable projects too so people are kept informed
- Voting is supported, with age limits able to be set as required
- Tracking of previously funded projects is also possible, including; images, progress timelines
 - This can be updated centrally, or by the agency leading on the project

Other Local Authorities

- Aberdeen are starting a collaborative legislation space in mid-June
- Borders are using it for PB, to complement paper-based voting
- North Ayrshire are contemplating various of the uses described above
- Fife are using it to enable local choices

Discussion followed which included;

- How does it deal with local pressure groups?
 - People have to log in, and so activity can be tracked
 - If needed individuals can be blocked
 - The number of votes needed can be set at a level that is larger than most pressure groups, ensuring that wider community support exists
 - Numbers of supporters can also be used as a gauge rather than a vote
- How do we promote the site to reach 'everyone'?
 - Support will be made available with this, alongside our usual methods of promotion
- The Scottish Government are also considering a Scotland-wide CONSUL portal that includes 'forks' for each of the local authorities
- Engagement has so far largely been around PB but collective (national) progress should help to develop the breadth of engagement
- Debates can readily be themed around plans, geographies, etc.
- CONSUL can help with public representation to our Executive Boards, etc. as the 'community view' is more visible
- The system can send reminders to responsible people to provide project updates
- The resource demand can be spread across services
- Age restrictions can be set on joining and voting

What Next in Dundee?

- CONSUL will be used for the next iteration of PB
- IT are on board already (via Jim Walker). It also fits with Open Data principles and could be linked to the Open Data platform
- It will be useful to test elements of it out
- We will need to decide whether to undertake this with a DCC or Dundee Partnership lead
- We need to get a wider range of officers informed and involved
- It could be useful to speak to those working on CONSUL in Fife
- There is an opportunity to involve the Youth Council in helping to give young people a voice
- We need to ensure that it matches the breadth of our Community Engagement Strategy
- More discussion with the Third Sector is needed to determine how best they can be involved

MD

4. Community Engagement / LCPP Review

Peter outlined some recent thoughts on Local Community Planning;

- The CLD Strategy Group are looking at a range of methods to improve engagement
- What is meant by 'Locality Planning' by partners needs more detailed discussion so that we are better able to work together
- Peter, Marie and Paul have been looking at some options, but need these clearer definitions before proceeding much further
- We need to collectively agree what Local Community Planning should be doing e.g. how should LCPPs reflect the four Executive Boards?

Discussion followed which included;

- The HSCP Strategic Planning Group structure is under review, and is taking the CLD Strategy into account
 - There is a need to rethink what is meant by Locality Planning, and this would be led by David Berry and Kathryn Sharp **PA/MD**
 - Peter / Marie to arrange meeting to discuss this
- From a SFRS point of view, Graham and the local station managers are the relevant people to talk to. Peter / Marie to arrange meeting to discuss this **PA/MD**
- Reporting
 - The level of information provided by Police Scotland has decreased, partially due to the issue of too much negative press from previous reports (despite them containing a lot of positives). If too little information is given however, accusations begin to surface regarding 'what is being hidden'
 - Health doesn't provide similar types of reports at present – though they could be useful
- A wider understanding of LCPPs and Local Community Planning is needed, including their purposes
 - The relationship with communities and community structures needs clarified (CONSUL could potentially help with this by gauging the mood of an area in relation to various themes)

5. Matters Arising

a) DPMG Action Note

Not available in time for this meeting. The main discussions were around the Plan reports (already on this agenda), Community Safety & Justice Executive Board annual update, and the Dundee Drug Commission.

b) DP Forum / Dundee Drug Commission

Peter indicated that a confidential draft would be issued on the 14th to DP members for fact / sense checking. It focuses on four areas; leadership, drug deaths, treatment services, and mental health.

There is a need to consult with the DP Management Group, Chief Officers Group, Integrated Joint Board and Alcohol & Drug Partnership. Peter, Vered Hopkins, Kathryn Sharp and David Lynch will be coordinating feedback from these groups, in order for Peter to collate it and pass to the Commission.

The final report will then be launched at a DP Forum event on the 16th August, 1:30 onwards. Shortly after this, on 5th September, the DP Management Group will discuss the recommendations and early feedback on them.

6. Dundee City Plan Annual Report

Zara gave an update which included;

- The consultation period on the draft report did provide lots of feedback
- All PIs now have baseline data for year 1
- Everyone from whom information was needed was contacted, and almost everyone responded within the specified timescales
- The report is now out to Committee, and has been seen by the DP Management Group
- The six month report will be due out in December, and so information updates will be sought in October. This will be particularly important for PIs where data

was not available in April. Overall the mid-year report will be shorter, being largely made up of statistical updates and case studies

- In future, it is hoped to combine reporting on the Council Plan and City Plan as there is already a lot of overlap between them
- The report should be taken to other local governance bodies too, e.g. the IJB

7. **Fairness Action Plan & Child Poverty Delivery Plan**

Peter provided an update which included;

- This was discussed at the DP Management Group on 6th June
- The recommendations of the second Dundee Fairness Commission are incorporated into the plan
- We have a duty to produce a Child Poverty Action Report in collaboration with NHS Tayside by the end of June. It was agreed that this would be part of the Fairness Action Plan, and cover the broader Partnership
- It is a bit DCC / NHS heavy. Future Plans will include more from the Third Sector and other partners' anti-poverty work
- It includes a lot of good, existing work plus a smaller number of new items
- Its main weakness is around the private housing sector, as there aren't any anti-poverty actions written up anywhere for this. Tom and Peter to discuss what can be added to future Plans, and it was noted that this is likely to be a topic for the third Dundee Fairness Commission

TS/PA

8. **Temporary Funding – Forward Planning**

Lochee Hub

- Following the last DPCG, conversations have been held on the future of the Lochee Hub. A number of options regarding the rent to be charged have been proposed;
 - Rental charge as agreed at the start of the project, £36k per year
 - Extend the rent free period for 6-12 months
 - Suggest an alternative rent option at a proportion of the full rent
 - Extend the rent free period to the end of the current lease i.e. 24 months

Children & Families are the lead agency on the Lochee Hub, but have stated that their current priority in Lochee Ward is the development of 365 Schools. The group felt that the responsibility cannot simply be unilaterally backed away from, and that discussion is needed at the Children & Families Executive Board on 20th June.

- Further conversation is also needed with Christine Lowden
- Peter to discuss with Andrea about taking this to the Chief Officers Group / Council Management Team to enforce Children & Families ongoing commitment to the Lochee Hub
- Discussion with City Development to arrange free rent would be useful

**PA/CL
PA**

PA

More thought on this is needed, including links to commissioning processes.

- It would be useful to know what temporary funded projects there are across the city in order to plan better for funding coming to an end. This information could come from the Executive Boards
- This topic to be added as a standing item on this meeting's agenda

PA

9. **AOCB**

Dundee Voluntary Action and Volunteer Dundee are merging on the 1st October. Christine Lowden, though retired, is staying on part time to support specific items of work until the end of September

10. **Date of Next Meeting**

12th September 2019, Committee Room 3, 14 City Square

Attachments: