

THE EDINBURGH PARTNERSHIP BOARD

Wednesday 18 December 2019 – 3:00pm: Main Council Chamber, City Chambers

MINUTE

Board members present

Adam McVey	(in the Chair) The City of Edinburgh Council
Keith Anderson	Edinburgh Affordable Housing Partnership
Audrey Cumberland	Edinburgh College
Kenneth Rogers	Scottish Fire and Rescue Service
Brian Houston	NHS Lothian
Grant McDougall	Skills Development Scotland
Angus McCann	Edinburgh Integration Joint Board
John Tibbitt	Edinburgh Association of Community Councils
Mairi O'Keefe	Edinburgh Chamber of Commerce
Hugo Clark	Ministry of Defence (Edinburgh Garrison)
Gavin Donoghue	University of Edinburgh
Sean Scott	Police Scotland

Advisers present

Andrew Kerr	The City of Edinburgh Council
Tim Davison	NHS Lothian

In attendance

Ian Brooke	EVOG
Michele Mulvaney	The City of Edinburgh Council
Kerry Murray	NHS Lothian
Samantha Ainslie	Police Scotland
Richard Thomas	Police Scotland
Laurence Rockey	The City of Edinburgh Council
Paul McCloskey	The City of Edinburgh Council
Cameron Rose	The City of Edinburgh Council (substituting for Iain Whyte)
Robert Aldridge	The City of Edinburgh Council (substituting for Hal Osler)
Evelyn Kilmurry	The City of Edinburgh Council
Laurence Wyper	Scottish Enterprise

Apologies

Iain Whyte	The City of Edinburgh Council
Hal Osler	The City of Edinburgh Council
Cammy Day	The City of Edinburgh Council

1 Minutes

The Minutes of the Edinburgh Partnership Board on 24 September 2019 were presented.

Decision

- 1) To reflect that Sean Scott was in attendance.
- 2) To amend Ella Henderson to Ella Simpson.
- 3) To amend the “Mind The Craic” item to reflect that the Chief Executive of the City of Edinburgh Council would provide a report on the work of the Land Commission to the Edinburgh Partnership Board for the meeting in March 2020.
- 4) To otherwise approve the minutes of 24 September 2019 as a correct record.

2 Edinburgh Community Learning and Development Plan – Annual Report

The Community Learning and Development (CLD) Plan 2018-2021 was presented. The plan focused on key areas of activity agreed by partners and was intended to add value to community learning and development delivery by identifying where the partnership could bring fresh thinking and collaborative effort to make a difference and improve outcomes. Progress during 2018 and 2019 was reported and a revised approach to the plan for 2019 to 2020 was intended.

Decision

To agree to note progress and the revised approach.

3 Poverty Commission

The Edinburgh Poverty Commission was set up in November 2018 and the Edinburgh Partnership received an update on progress. The Commission’s key deliverables and timetable for completion were presented and included draft recommendations from the Commission for work that was underway to help solve poverty in Edinburgh. The Edinburgh Partnership was advised that final recommendations from the Commission would be published following a period of work planned to conclude at end March 2020.

Within the broad set of recommendations that were being prepared, Commissioners attending the meeting highlighted three specific areas that would be considered by the Edinburgh Partnership:

- 1) Culture and awareness of poverty;
- 2) Advice and income maximisation;

3) Fair work.

In order to address the challenges associated with poverty in Edinburgh, the Poverty Commission asked the Edinburgh Partnership for a co-ordinated and cross partner programme of staff engagement and training using the leadership within the Partnership to share good practice and reduce the stigma associated for those experiencing poverty in Edinburgh. The Commission asked the Partnership to consider new approaches to funding and delivering advice and income maximisation services, building in particular on high impact services that were already in operation in the city. The Commission asked the Partnership to give support and commitment to the establishment of a new fair work action group in Edinburgh.

A question session followed with the following themes emerging:

- That the key principles were best addressed as a partnership, and that a conversation around how the partnership could add value would be helpful.
- That a change in the culture of organisations and interactions with those in need by frontline members of staff at the point of accessing services were fundamental to realising the goals of the Poverty Commission.

Decision

- 1) To agree that Edinburgh Chamber of Commerce would speak with the Poverty Commission about how best to cascade the 1 in 5 messaging via their membership.
- 2) To agree that the Poverty Commission would report back to the Edinburgh Partnership before the end of March 2020 with specific asks that the Edinburgh Partnership could respond to.
- 3) To agree to form a Fair Work Action Group including public, private and third sector employers.
- 4) To agree that Chris Adams would email the Edinburgh Partnership Board seeking volunteers for the Fair Work Action Group, ensuring shared membership between this group and the LOIP Delivery Group, to ensure no duplication of work streams and overlap.

4 Local Outcome Improvement Plan

Richard Thomas from Police Scotland presented a verbal update on the Local Outcome Improvement Plan.

Decision

To note the verbal update.

5 Locality Improvement Plan – Annual Report

Locality Improvement Plans were a legislative requirement of the Community Empowerment (Scotland) Act 2015 and a key responsibility of the Edinburgh Partnership and part of its approach to improving outcomes for those citizens and communities experiencing the greatest inequality. The Annual Report which was presented provided an update on progress to delivering the plan for 2018/19, together with an update and proposals for the review process.

Decision

- 1) To agree to note the progress made during 2018/19.
- 2) To agree the proposal for the review of the locality improvement plans and the operational arrangements.
- 3) To agree that partner organisations support the approach to the continued delivery of community priorities through their own organisations and partner groups.
- 4) To refer the report to the Locality Community Planning Partnerships for information and action.

6 Edinburgh Partnership - Resources

The Edinburgh Partnership Board in April 2019 agreed to interim support arrangements whilst work was carried out to consider sustainable options for the future, including financial commitments. Resourcing challenges and the competing pressure of establishing new governance arrangements for the Edinburgh Partnership had meant that the goal to make sustainable plans had not been fully realised. Progress in the interim had been made with regard to capturing baseline data, a review of the interim arrangements and the identification of potential options for the future model of support. The report presented was intended to inform the next steps in the delivery of the work and a view was sought on the options the Board wished prioritised for further development and detailed engagement with partners.

Decision

- 1) To agree to a support office for the Edinburgh Partnership based on formal secondment under existing partner organisations which would involve a lead managing partner to be identified, job descriptions, contracts and conditions to be issued to formally second employees for a defined period. The work programme and transformation programmes underway by partner

organisations and the expectations of partner organisations would be considered as part of these agreed arrangements.

- 2) To agree to a further report on the future resource model in June 2020.
- 3) To agree to receive a report on third sector participation in June 2020.
- 4) To agree to continue the existing interim community planning support arrangements to allow for the necessary work to be carried out and the existing work programme to continue, which relied on the individuals identified having the capacity to carry out the necessary functions of the group and partners would be asked to reconfirm contribution on this basis. The outcome would be presented to the Edinburgh Partnership Board in June 2020 at which time the interim arrangement would end.
- 5) To note that the £10,000 partner contribution from the Fire Service was still to be realised.
- 6) To agree that Kenny Rodgers would speak with Scottish Fire and Rescue Service with regard to Officer input and involvement from this organisation, to allow the work of the Partnership Board to progress.

7 Edinburgh Partnership – Governance Arrangements

The Edinburgh Partnership Board, at its meeting on 4 April 2019 agreed a new governance model. This included provision for the establishment of four Locality Community Planning Partnerships and the Local Outcome Improvement Plan Delivery Group. The report presented sought revisions to aspects of the governance arrangements for these partnerships based on feedback from the first round of meetings held during October to December 2019.

Decision

- 1) To allow for the provision of substitute members for Locality Community Planning Partnerships.
- 2) To allow for the provision of co-chairing of Locality Community Planning Partnerships.
- 3) To agree the presumption that the Locality Community Planning Partnership meetings would not be held in public unless by exception and subject to the agreement of the chair in consultation with members.
- 4) To allow for the LOIP Delivery Group to co-opt additional voting members as appropriate to the furtherance of the remit of the group and provided the overall number of members was manageable.
- 5) To refer the report to the Locality Community Planning Partnerships and Local Outcome Improvement Plan Delivery Group for information.

8 Edinburgh Partnership – Board Operating Model

The Edinburgh Partnership Board, at its meeting on 4 April 2019, agreed a new governance model. The need to shift to a different way of working was central to this arrangement. This included an aspiration to change the way the Board operated to allow for a greater focus on action and strengthening of the business processes. This report presented outlined options for a new operating model for the consideration of the Board.

Decision

- 1) To agree the new approach to the format of meetings and proposed standard agenda.
- 2) To agree the issues for inclusion in the forward work programme from the suggestions identified.
- 3) To agree the agenda planning proposals.
- 4) To agree to the introduction of a rolling action log as a standard agenda item.
- 5) To agree the simplified report template.

9 Edinburgh Partnership – Board Induction and Development

Mairi O’Keefe had been recently appointed to the Edinburgh Partnership Board on behalf of the Edinburgh Chamber of Commerce and highlighted where the Partnership could make improvements, to enable all members of the Partnership to participate fully in meetings and the work of the partnership.

Decision

- 1) To agree to have nameplates for attendees at the Edinburgh Partnership Board.
- 2) To agree to provide a written briefing for new members of the Edinburgh Partnership Board.
- 3) To note the offer made by Adam McVey to meet with new members to the Edinburgh Partnership Board on an informal basis.

Dates of Future Meetings

- 2pm Tuesday 17 March 2020 - Astley Ainslie Hospital - Morningside
- 3pm Wednesday 3 June 2020 - Scottish Enterprise – 99 Haymarket Terrace