

# Notice of meeting and agenda

## North West Locality Committee

**7.00pm, Wednesday 25 April 2018**

Dean of Guild Court Room, City Chambers, Edinburgh

This is a public meeting and members of the public are welcome to attend.

### Contacts

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## **1. Order of business**

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- 1.1 Including any notices of motion and any other items of business submitted as urgent for consideration at the meeting.

## **2. Declaration of interests**

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- 2.1 Members should declare any financial and non-financial interests they have in the items of business for consideration, identifying the relevant agenda item and the nature of their interest.

## **3. Deputations**

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- 3.1 None

## **4. Minutes**

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- 4.1 Minute of the North West Locality Committee of 9 February 2018 (circulated) – submitted for approval as a correct record

## **5. Forward planning**

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- 5.1 North West Locality Committee Key Decisions Forward Plan (circulated)
- 5.2 North West Locality Committee Rolling Actions Log (circulated)
- 5.3 Committee Workplan – report by the Chief Executive (circulated)

## **6. Presentations**

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- 6.1 Your Service, Your Voice - A Consultation on the Safe and Planned Future of the Scottish Fire & Rescue Service – presentation by Jimmy Melvin.

The Scottish Fire & Rescue Service are undertaking a full public consultation on proposals to transform the Service - the consultation can be accessed online via the following link - [www.firescotland.citizenspace.com/sfrs-communications/your-service-your-voice](http://www.firescotland.citizenspace.com/sfrs-communications/your-service-your-voice)

## **7. Locality Issues**

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- 7.1 North West Locality Improvement Plan – Action Plan Update – report by the Executive Director of Place (circulated)
- 7.2 Area Committee Locality Policing Report – report by Police Scotland (circulated)

- 7.3 Neighbourhood Environment Programme and Community Grants Fund – report by the Chief Executive (circulated)
- 7.4 Objections to Traffic Regulation Order TRO/15/48 Proposed Parking Restrictions Barnton Avenue West – report by the Executive Director of Place (circulated)
- 7.5 Objections to Traffic Regulation Order TRO/15/50 Proposed Parking Restrictions Cramond Glebe Road and Cramond Village – report by the Executive Director of Place (circulated)
- 7.6 North-West Edinburgh Health and Social Care Update – report by the Health & Social Care Partnership North West Locality Manager (circulated)

## **8. Governance Issues**

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- 8.1 Edinburgh Partnership – Review and Consultation of Governance and Partnership Working Arrangements – Update – report by the Chief Executive (circulated)
- 8.2 Community Engagement with Locality Committees – report by the Chief Executive (circulated)
- 8.3 Locality performance reporting – report by the Chief Executive (circulated)
- 8.4 Convener and Vice-Convener Appointments – report by the Chief Executive (circulated)
- 8.5 Locality Committee Meetings and Webcasting – report by the Chief Executive (circulated)

## **9. Meeting Arrangements**

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- 9.1 Date, time and venue of next meeting.

## **10. Motions**

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- 10.1 Motion by Councillor Jim Campbell – NW Partnership

“Committee

Instructs Officers to inviting a representative from each Community Council in the NW for an informal, round table, meeting so members of the North West Localities Committee and Community Council representatives can meet each other, and discuss what kind of forum might be established to ensure a good working relationship between Community Councils and Councillors in the North West Locality. Officers are asked to arrange this meeting as soon as practical, within 3 months, out of step with the North West Locality Committee meeting cycle, of an evening and in the Locality.”

- 10.2 Motion by Councillor Jim Campbell – Spending Decisions in NW

“Committee

Notes the answer given to Question 23 at Council on 24 August 2017, and instructs Officers to bring forward a report with proposal for involving the North West Locality Committee in the distribution of Council funds in the Locality in one cycle.”

10.3 Motion by Councillor Jim Campbell – Waterfront

“Committee

Notes the Granton Waterfront Regeneration Strategy report to the Housing & Economy and Finance & Resources Committee in March. Instructs Officers in one cycle to produce an update report to the North West Locality Committee, including options for the role of the North West Locality Committee in the oversight and project governance of this vital program in the North West Locality.”

10.4 Motion by Councillor Lang – Barnton junction and Queensferry Road

Committee notes:

1. The strategic importance of both the Barnton junction and Queensferry Road as key access routes into the City of Edinburgh.
2. The significant congestion at the Barnton Junction and on Queensferry Road at peak times which affect traffic flow and impact on the reliability of public transport services.
3. The designation of HSG19 and HSG20 for significant housing developments within the Local Development Plan, as well as speculative interest in the development of other sites near to the Barnton junction which would, if approved, likely add further pressure on the local road network.
4. The paper submitted to Council officers by members of the Cramond and Barnton Community Council, setting out a range of suggested improvements at the junction, and welcomes the recent discussions which have taken place between the community council and council officers.

Committee recognises its new and important role in scrutinising the development of transport infrastructure in the north west locality.

10.5 Motion by Councillor Lang – Kirkliston traffic study

Committee:

1. Notes the commitment from the Convener of Transport & Environment at the 29 June 2017 meeting of the Council, to initiate a new traffic study on the traffic and congestion issues in Kirkliston.
2. Recognises the desire of local transport officers to widen the scope of the study to cover other transport issues in rural west Edinburgh, particularly in light of new issues which have emerged around the school catchment review.

3. Nevertheless regrets that, almost 10 months on from the Convener's original commitment, no monitoring has yet been carried out and no definitive timetable for the study has been presented to councillors.
4. Believes it is important to ensure the monitoring element of the study is initiated and completed before the commencement of the school summer holidays.
5. Requests an email briefing for committee members within two weeks, setting out the scope and timetable for the study, ahead of a fuller report to the next meeting of the committee.

## **Laurence Rockey**

Head of Strategy and Insight

### **Committee Members**

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Councillors Aldridge (Convener), Mitchell (Vice-Convener), Barrie, Bird, Bridgman, Brown, Jim Campbell, Day, Douglas, Gloyer, Gordon, Hutchison, Lang, Osler, Frank Ross, Whyte, Work, and Young.

### **Information about the North West Locality Committee**

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The North West Locality Committee consists of 18 Councillors and is appointed by the City of Edinburgh Council. The North West Locality Committee usually meets every eight weeks.

The North West Locality Committee meets in City Chamber, Edinburgh. The meetings are open to all members of the public.

### **Further information**

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If you have any questions about the agenda or meeting arrangements, please contact Lesley Birrell, Committee Services, City of Edinburgh Council, Waverley Court, Business Centre 2:1, 4 East Market Street, Edinburgh, EH8 8BG, Tel 0131 529 4240, e-mail [lesley.birrell@edinburgh.gov.uk](mailto:lesley.birrell@edinburgh.gov.uk)

A copy of the agenda and papers for this meeting will be available for inspection prior to the meeting at the main reception office, City Chambers, High Street, Edinburgh.

The agenda, minutes and public reports for this meeting and all the main Council committees can be viewed online by going to [www.edinburgh.gov.uk/cpol](http://www.edinburgh.gov.uk/cpol).

## Webcasting of Council meetings

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Please note: this meeting may be filmed for live and subsequent broadcast via the Council's internet site – at the start of the meeting the Convener will confirm if all or part of the meeting is being filmed.

You should be aware that the Council is a Data Controller under the Data Protection Act 1998. Data collected during this webcast will be retained in accordance with the Council's published policy including, but not limited to, for the purpose of keeping historical records and making those records available via the Council's internet site.

Generally the public seating areas will not be filmed. However, by entering the meeting room and using the public seating area, you are consenting to being filmed and to the use and storage of those images and sound recordings and any information pertaining to you contained in them for webcasting and training purposes and for the purpose of keeping historical records and making those records available to the public.

Any information presented by you at a meeting, in a deputation or otherwise, in addition to forming part of a webcast that will be held as a historical record, will also be held and used by the Council in connection with the relevant matter until that matter is decided or otherwise resolved (including any potential appeals and other connected processes). Thereafter, that information will continue to be held as part of the historical record in accordance with the paragraphs above.

If you have any queries regarding this, and, in particular, if you believe that use and/or storage of any particular information would cause, or be likely to cause, substantial damage or distress to any individual, please contact Committee Services on 0131 529 4261 or [committee.services@edinburgh.gov.uk](mailto:committee.services@edinburgh.gov.uk).

## North West Locality Committee

10.00am, Friday 9 February 2018

### Present

Councillors Aldridge (Convener), Mitchell (Vice-Convener), Barrie, Bird, Bridgman, Brown, Jim Campbell, Day, Douglas, Gloyer, Gordon, Hutchison, Lang, Osler, Whyte, Work, and Young.

### 1. Appointment of Convener

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#### Motion

To appoint Councillor Gordon as Convener

- moved by Councillor Barrie, seconded by Councillor Bridgman

#### Amendment

To appoint Councillor Aldridge as Convener

- moved by Councillor Osler, seconded by Councillor Mitchell

#### Voting

The voting was as follows:

For the motion - 6 votes

For the amendment - 10 votes

(For the motion – Councillors Barrie, Bird, Bridgman, Day, Gordon and Work)

(For the amendment – Councillors Aldridge, Brown, Jim Campbell, Douglas, Gloyer, Hutchison, Lang, Mitchell, Osler and Young)

#### Decision

To appoint Councillor Aldridge as Convener.

### 2. Appointment of Vice-Convener

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#### Motion

To appoint Councillor Mitchell as Vice-Convener

- moved by Councillor Hutchison, seconded by Councillor Whyte

(For the motion – Councillors Aldridge, Brown, Jim Campbell, Douglas, Gloyer, Hutchison, Lang, Mitchell, Osler, Whyte and Young)

### **Amendment**

To appoint Councillor Jim Campbell as Vice-Convener

- moved by Councillor Day, seconded by Councillor Barrie

(For the amendment – Councillors Barrie, Bird, Bridgman, Day, Gordon and Work)

### **Voting**

The voting was as follows:

For the motion - 11 votes

For the amendment - 6 votes

(For the motion – Councillors Aldridge, Brown, Jim Campbell, Douglas, Gloyer, Hutchison, Lang, Mitchell, Osler, Whyte and Young)

(For the amendment – Councillors Barrie, Bird, Bridgman, Day, Gordon and Work)

### **Decision**

To appoint Councillor Mitchell as Vice-Convener

## **3. Welcome and Introduction by Convener**

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The Convener welcomed everyone to the first meeting of the North West Locality Committee

## **4. Remit and Terms of Reference**

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Details of the Remit and Terms of Reference of the North West Locality Committee were provided.

### **Decision**

To note the Remit and Terms of Reference.

(Reference – Remit and Terms of Reference of the North West Locality Committee, submitted.)

## **5. North West Locality Improvement Plan**

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At a meeting on 5 December 2017 the Culture and Communities Committee approved the North West Locality Improvement Plan (LIP). The LIP is a high level strategic document, setting priorities for the next five years subject to regular review. The next stage of LIP development is to develop action plans for each of the priorities, which will



provide detailed outcomes and measures against which performance in achieving the LIP priorities can be monitored by the Locality Committee, as well as outlining milestones, leads and resources required to achieve them.

### **Decision**

1. To note the priorities contained within the North West LIP as noted in Appendix 1 of the report by the Executive Director of Place;
2. To note that discussions to develop more detailed action plans are ongoing; and
3. To note that progress on achieving the priorities contained within the LIP would be reported regularly to the Locality Committee, and specifically that a detailed report by theme will be presented to the next meeting of the Locality Committee.
4. A report on the process for amending the Locality Improvement Plan to be submitted to the next meeting
5. To highlight the proposals for the development of a North Edinburgh Small Area Action Plan within Locality Improvement Plan.
6. To note that the report to the next meeting of the Locality Committee on achieving the priorities would contain SMART objectives

(References – Culture and Communities Committee, 5 December 2017 (item 1), report by the Executive Director for Place, submitted)

## **6. Review and Consultation of Governance and Partnership Working Arrangements**

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The Council in establishing Locality Committees as part of the new governance framework acknowledged the potential for enhancing community planning arrangements at neighbourhood and locality levels. On this basis, a proposal for a review and consultation of these arrangements was agreed at the City of Edinburgh Council meeting on 26 October 2017 and was referred to the Edinburgh Partnership for formal agreement at its meeting on 7 December 2017.

An update on the proposals, as presented to the Edinburgh Partnership, together with a summary of progress to date was provided.

### **Decision**

1. To note the Edinburgh Partnership's agreement to carry out a review of community planning governance and partnership working arrangements; and
2. To agree a further report on progress in the next cycle of the Locality Committee and Culture and Communities Committee.

(References – Act of Council No 6, 26 October 2017, report by the Chief Executive, submitted)

## **7. North West Locality Committee Key Decisions Forward Plan**

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The North West Locality Committee Key Decisions Forward Plan for April 2018 was presented.

## **Decision**

To note the Key Decisions Forward Plan.

(Reference – Key Decisions Forward Plan, submitted.)

## **8. Future Meeting Arrangements**

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Proposals were sought for future meeting arrangements.

### **Decision**

1. To note that the Convener and Vice-Convener would agree proposals for the times and dates of future meetings with the other members.
2. To note the Clerk would prepare a schedule of meeting dates (APM and Committee) based on the outcomes of the above discussions.

# Key decisions forward plan - Item 5.1

## North West Locality Committee

Period – June 2018

Item	Key decisions	Expected date of decision	Wards affected	Director and lead officer	Coalition pledges and Council outcomes
1	North West Locality Improvement Plan – Action Plans Update	June	1, 3, 4, 5, 6	Executive Director of Place lead officer Peter Strong peter.strong@edinburgh.gov.uk	
2	North West Grant Funding	June	1, 3, 4, 5, 6	Executive Director of Place lead officer Peter Strong peter.strong@edinburgh.gov.uk	

3	Edinburgh Partnership - Review and Consultation of Governance and Partnership Working Arrangements		city-wide	Chief Executive lead officer Michele Mulvaney michele.mulvaney@edinburgh.gov.uk	
4	North West Schools and Community Centres – Reviews of Facilities Management, Business Support and lifelong Learning	June	1, 3, 4, 5, 6	Executive Director of Communities & Families lead officer Peter Strong peter.strong@edinburgh.gov.uk	
5	Fire & Rescue Service Performance	June	1, 3, 4, 5, 6	James Melvin, Area Commander Scottish Fire & Rescue Service	
6					

## North West Locality Committee

25 April 2018

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
1	09.02.18	<a href="#">North West Locality Improvement Plan</a>	<ol style="list-style-type: none"> <li>1. To note that progress on achieving the priorities contained within the LIP would be reported regularly to the Locality Committee, and specifically that a detailed report by theme will be presented to the next meeting of the Locality Committee.</li> <li>2. A report on the process for amending the Locality Improvement Plan to be submitted to the next meeting</li> </ol>	Executive Director of Place	25 April 2018		<ol style="list-style-type: none"> <li>1. <b>Recommended for closure</b> – on the agenda for 25 April 2018.</li> <li>2. Workshop for elected members to be arranged</li> </ol>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
2	09.02.18	<a href="#">Edinburgh Partnership Review and Consultation of Governance and Partnership Working Arrangements</a>	To agree a further report on progress in the next cycle of the Locality Committee and Culture and Communities Committee.	Chief Executive	25 April 2018		<b>Recommended for closure</b> – Lead Officers to attend on 25 April 2018.

# North West Locality Committee

7.00pm, Wednesday, 25 April 2018

## Committee Workplan

Item number	5.3
Report number	
Executive/routine	
Wards	
Council Commitments	

### Executive Summary

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The process by which elected members can submit items of business for inclusion in the workplan is outlined.

## Committee Workplan

### 1. Recommendations

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- 1.1 To note the report and the work programme process.

### 2. Background

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- 2.1 At the meeting of the Committee in February 2018 details were requested on the process for elected members to submit items of business for inclusion in the work programme.

### 3. Main report

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#### **Workplan and Committee Business**

- 3.1 Each locality committee has a work programme which allows for effective resource planning ensuring that decisions taken by the committee are based on officer recommendations informed by fully evidenced reports, that all interested parties in the community are able to engage with the decision making process that effects them and thus ensure that the committees are considering all relevant and appropriate issues. The locality committees have a wide-ranging remit which could result in meetings with a significant and dispersed workload. The work programme will provide an opportunity for the committee to plan its business over the next 12 months to ensure it has sufficient time to consider its main issues and that decision making is as strategic as possible.
- 3.2 Such a document allows for citizens and groups in the locality to feed into the decision-making process as forthcoming business can be notified and publicised in advance. Further engagement can also take place through deputations, engagement with local councillors and written correspondence to the committee.

#### **Process for adding items**

- 3.3 Councillors can submit items for inclusion when the Committee is considering the work programme item on the agenda.



- 3.4 Items can also be raised during the agenda planning process either at agenda planning meetings or by emailing the Convener directly. These can then be formally added at the next Committee meeting.
- 3.5 This approach is in-line with that already exercised by the Governance, Risk and Best Value Committee and in each case items must be agreed by the Committee and scheduled in a manner that is mindful of officer resource and planned business.
- 3.6 Discussions will be undertaken with the Convener and the clerk to ensure that business is evenly spread across each committee meeting. Reports may be delayed or brought forward if this is necessary to allow for sufficient time to consider.
- 3.7 Elected members are encouraged to act as a conduit for issues which constituents, community councils and local community groups have made them aware of.
- 3.8 Officers will regularly need to report to the Committee on matters within their remit. Reports will be added to the workplan as agreed. Such reports should be notified as far in advance as possible to allow for Councillors to seek views of the local community.

#### **Agenda Motions**

- 3.9 Under the existing standing orders any committee member (voting or non-voting) may submit an agenda motion in writing to the Clerk by noon on the seventh working day before the meeting. This will be included in the summons for the meeting and duly considered.

### **4. Measures of success**

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- 4.1 The creation of a forward planning regime that allows for appropriate consultation, engagement and deployment of officer resource.

### **5. Financial impact**

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- 5.1 No financial impact.

### **6. Risk, policy, compliance and governance impact**

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- 6.1 No impact beyond existing arrangements.

### **7. Equalities impact**

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- 7.1 There are no equalities impact as a result of this report.

## 8. Sustainability impact

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8.1 There is no sustainability impact as a result of this report.

## 9. Consultation and engagement

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9.1 Not applicable.

## 10. Background reading/external references

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[Minute of the South East Locality Committee – 23 April 2018](#)

**Andrew Kerr**

Chief Executive

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## 11. Appendices

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# North West Locality Committee

7pm, Wednesday, 25 April 2018

## North West Locality Improvement Plan – Action Plan update

<b>Item number</b>	7.1
<b>Report number</b>	
<b>Executive/routine</b>	
<b>Wards</b>	1, 3, 4, 5, 6
<b>Council Commitments</b>	11, 13, 18, 31, 34, 35, 40, 47, 51, 52

### Executive Summary

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This report presents the draft Action Plans for the locality-wide themes and small areas. The draft Action Plans are still under development, with the next stage being engagement events in May/June involving elected members, community representatives, community planning partners and service providers, with a view to presenting final Action Plans to the June Locality Committee.

## North West Locality Improvement Plan

### 1. Recommendations

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- 1.1 To note the draft Action Plans contained in Appendices 1-10;
- 1.2 To note the proposals for consultation with a wide range of stakeholders on the content of the draft Action Plans

### 2. Background

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- 2.1 At its meeting on 9 February Committee considered a report on the North West Locality Improvement Plan (LIP) and requested an update on the themed and small area Action Plans.
- 2.2 Since then a further round of Locality Leadership Team themed sub group meetings has taken place to refine the content of the draft Action Plans.
- 2.3 Once the Action Plans have been approved, progress against the actions will be regularly reported to the Locality Committee, Culture and Communities Committee, and the Edinburgh Partnership.

### 3. Main report

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- 3.1 Appendices 1-10 contain the current iteration of the Action Plans. As has previously been reported, these Action Plans are intended to be dynamic documents, subject to change and development as priorities identified in the LIP are achieved or amended over the 5 year life of the LIP.
- 3.2 Following on from positive feedback from the participants who attended the North West training session on developing Action Plans, and in order to widen stakeholder engagement in the production of the Action Plans, particularly on the part of community representatives who have expressed concerns about being disenfranchised in the process to date, it is proposed to carry out a series of stakeholder workshop events during May/June.
- 3.3 The following will be invited:-
  - Elected members
  - Community councillors

- Tenants & Residents Organisation representatives
  - Other community groups (eg Friends of Parks)
  - Voluntary sector organisations
  - Community planning partners
- 3.4 There will be a workshop event for each theme, and one for each small area identified in the Locality Improvement Plan. The workshops will be an opportunity to discuss the contents of the draft Action Plans in detail, and amend them prior to further consideration by the Locality Committee.
- 3.5 The results of the engagement events and amended Action Plans will be reported to the June Locality Committee.
- 3.6 Appendix 11 highlights examples of LIP activity by community council area.
- 3.7 A glossary of acronyms used in the Action Plans will be tabled at the Committee meeting.

#### **4. Measures of success**

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- 4.1 Once finalised, progress against the milestones contained in the Action Plans will be reported regularly to the Locality Committee.

#### **5. Financial impact**

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- 5.1 None specifically with regard to the LIP, with any Council costs being contained within existing budgets. Improved joint action planning and service delivery should result in better services for citizens at no additional cost.

#### **6. Risk, policy, compliance and governance impact**

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The Locality Committee has a clear remit to scrutinise and oversee the delivery of Council services in the LIP. The longer term relationship between the Locality Committee and community planning structures will be addressed in the review of community planning structures in Edinburgh.

#### **7. Equalities impact**

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- 7.1 Locality planning activity contributes to the delivery of the Equality Act 2010 general duties of advancing equality of opportunity and fostering good relations.
- 7.2 An IIA has been carried out as part of the Action Planning process of the LIPs, which has identified no specific concerns.

#### **8. Sustainability impact**

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- 8.1 The LIPs have been screened under Schedule 2 of the Environmental (Scotland) Act 2005. This self-assessment has determined that there are no negative environmental impacts and a Strategic Environmental Assessment is not required.

## 9. Consultation and engagement

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- 9.1 The development of the LIPs has been a collaborative process involving the community and partners, with the LIP priorities having been informed by considerable public engagement. This commitment to partnership working continues with the proposal for stakeholder engagement in the development of the next iteration of the Action Plans.

## 10. Background reading/external references

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[North West Locality Improvement Plan](#)

[North West Locality Committee 9 February – North West Locality Improvement Plan](#)

### Paul Lawrence

Executive Director of Place

Contact: Peter Strong, North West Locality Manager

E-mail: [peter.strong@edinburgh.gov.uk](mailto:peter.strong@edinburgh.gov.uk) | Tel: 0131 529 5005

## 11. Appendices

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1. NW LIP Draft Action Plan – Employment, Training and Education
2. NW LIP Draft Action Plan – Health and Wellbeing
3. NW LIP Draft Action Plan – Community Safety
4. NW LIP Draft Action Plan – Children, Young People and Families
5. NW LIP Draft Action Plan - Place
6. NW LIP Draft Action Plan – Walker Drive Small Area
7. NW LIP Draft Action Plan – Clermiston Drum Brae Small Area
8. NW LIP Draft Action Plan – East Craigs Small Area
9. NW LIP Draft Action Plan – Gateside Small Area
10. NW LIP Draft Action Plan – North Edinburgh Small Area
11. Examples of LIP activity by community council area



# DRAFT

## North West Locality – Locality Improvement Plan 2017 – 2022 Action Plan

### Employment, Training & Education

Outcome	Narrative
<b>1 Our young people will leave school with suitable 'life skills' to help them make appropriate and informed choices, and will be supported to be ready, equipped and confident to enter the world of work</b>	Schools have a wider role than delivering education, and partners will work together to support schools in providing wider ranging life skills



	Action	Lead	Partners and Resources	Milestone	Issues/ Constraints	Due Date	Completed	Performance monitoring
<b>1a</b>	Dedicate staff resource to research and develop an appropriate 'Life Skills' programme to pilot in one High School with a view to rolling out across the locality by year 5. Support young people to get the basics of what they need to start taking advantage of employment/College opportunities: bank account, NI number, birth certificate (Links to Life Skills development)	<b>Sarah Jane Linton (SJL)</b>	<b>MCR Pathways schools mentors</b> <b>Life Long Learning</b> <b>Primary school head teachers</b> <b>Activity Agreements team – PYCP, SDS and Community Renewal</b> <b>Skills Development Scotland</b>	<ol style="list-style-type: none"> <li><b>MCR base established in Edinburgh College Granton campus</b></li> <li><b>Mentor recruitment</b></li> <li><b>Mentor matching</b></li> <li><b>Programme starts in Criagroyston CHS (50 students in S3/4/5)</b></li> <li><b>Roll out to other secondary schools in North West</b></li> <li><b>Develop new Life Skills Programme in Craigroyston CHS, including peer mentoring for 8 young people starting S1 in August 2018</b></li> <li><b>Review Life Skills programme and roll out across North West</b></li> </ol>	<b>Mentor recruitment drive in Council, partners, local residents</b>  <b>Link to SDS work coaching</b>	<ol style="list-style-type: none"> <li><b>End June 2018</b></li> <li><b>May-June 2018</b></li> <li><b>Summer 2018</b></li> <li><b>August 2018</b></li> <li><b>2019/20</b></li> <li><b>August 2018</b></li> <li><b>Summer 2019</b></li> </ol>		<b>to be agreed</b>
<b>1b</b>	Work with local and city wide businesses to develop longer work experience opportunities while at school. Have a longer preparation/run up to start of placement so best fit for	<b>SJL</b> <b>DWP</b>	<b>MCR Pathways schools partners businesses</b>	<ol style="list-style-type: none"> <li><b>MCR engage with partner and businesses to establish placements</b></li> <li><b>Talent Tasters placements for students</b></li> <li><b>Links to other programmes (JET etc)</b></li> </ol>	<b>compliance with GDPR</b>	<ol style="list-style-type: none"> <li><b>Summer 2018</b></li> <li><b>December 2018</b></li> <li><b>ongoing</b></li> </ol>		<b>number of placements</b>  <b>placements sustained</b>

	young person and they get the most out of it	<b>Joined up for jobs</b>  <b>Capital City Partnership</b>						
<b>1c</b>	Potential 'Cyrenians model being rolled out more widely across the locality. Develop better support for those who are non-attenders – coaching /1:1 support at an earlier stage	<b>Helen Bourquin</b>  <b>Peter Strong</b>  <b>Ewan Aitken</b>  <b>SJL</b>	<b>MCR Pathways schools</b>	<ol style="list-style-type: none"> <li><b>1. MCR Pathways programme 1a</b></li> <li><b>2. Discuss projects with Cyrenians</b></li> <li><b>3. Roll out Life Skills programme across North West schools</b></li> </ol>	<b>funding to expand Cyrenians work</b>	<ol style="list-style-type: none"> <li><b>1. By August 2018</b></li> <li><b>2. Autumn 2018</b></li> <li><b>3. 2019/20</b></li> </ol>		<b>to be agreed</b>
<b>1d</b>	Develop better /fuller programmes for those students on alternative timetables. Invest/Strengthen links with those orgs able to work with young people 15 yrs such as RUTS, Fairbridge and Rathbone	<b>SJL</b>  <b>Helen Bourquin</b>	<b>MCR Pathways Developing Young Workforce JET Lifelong Learning</b>	<ol style="list-style-type: none"> <li><b>1. MCR Pathways programme 1a</b></li> <li><b>2. Edinburgh College review 18/19 year old entry programme</b></li> <li><b>3. Edinburgh College implement new programme</b></li> <li><b>4. Lifelong Learning identify voluntary sector partners</b></li> </ol>		<ol style="list-style-type: none"> <li><b>1. By August 2018</b></li> <li><b>2. September 2018</b></li> <li><b>3. August 2019</b></li> <li><b>4. Autumn 2018</b></li> </ol>		<b>numbers achieving positive destination</b>

	Outcome	Narrative
2	<b>Identified a wide range of high quality employment, training and further education opportunities for our residents</b>	Increasing the range of options available to residents in employment, training or further education will help them best match their skills and abilities and make the most of their opportunities

	Action	Lead	Partners and Resources	Milestone	Issues/ Constraints	Due Date	Completed	Performance monitoring
<b>2a</b>	Establish annual 'Jobs Fair' to promote opportunities across the wider locality	SJL  Helen Bourquin	Community Action North partners  local businesses and developers  libraries SDS DWP	<ol style="list-style-type: none"> <li>1. Edinburgh College 3<sup>rd</sup> sector careers' day</li> <li>2. Local jobs fair at Granton Campus</li> <li>3. Consider other locations for Jobs Fairs (shopping centre, community centres)</li> <li>4. Expand Developing Young Workforce programme beyond high achievers</li> </ol>	<p>tie in local jobs fair with Waterfornt events/dev elopment</p> <p>Link to Job Centres targeted recruitment events</p>	<ol style="list-style-type: none"> <li>1. 13 March 2018</li> <li>2. Winter 2018</li> <li>3. 2019</li> <li>4. 2019</li> </ol>	1. yes	numbers recruited
<b>2b</b>	As part of wider locality communications, build a community database to enable improved promotion of available employment/training and FE opportunities	Capital City Partnership  Helen Bourquin  Scott Donkin  Philip Ritchie	Community Action North  Edinburgh College Granton Campus	<ol style="list-style-type: none"> <li>1. Develop CCP Joined up for Integration database</li> <li>2. Develop Joined up for Jobs network to promote locality based events</li> <li>3. consider other media eg printed newsletter, links to bulletins etc</li> <li>4. develop North Edinburgh Small Area website in conjunction with Edinburgh College</li> </ol>	all partners need to keep data updated	<ol style="list-style-type: none"> <li>1. early 2019</li> <li>2. spring 2019</li> <li>3. summer 2019</li> <li>4. 2019</li> </ol>		to be agreed
<b>2c</b>	Work with College to develop /strengthen short range of taster course so people don't have to commit		MCR Pathways  Businesses	<ol style="list-style-type: none"> <li>1. Talent Tasters programme <b>1b</b></li> <li>2. Adult entry level programme developed with businesses</li> </ol>	link to employability hub	<ol style="list-style-type: none"> <li>1. December 2018</li> <li>2. 2019</li> </ol>		to be agreed

	to something they are not sure of	<b>SJL</b>  <b>Philip Ritchie</b>	<b>community renewal</b>					
<b>2d</b>	Develop communication strategy between College and Organisations supporting young people on pre- college/employment courses such as Activity Agreements	<b>SJL</b>	<b>MCR Pathways</b> <b>SDS</b> <b>DWP</b> <b>community connections</b>	<ol style="list-style-type: none"> <li><b>1. Revise Schools College Partnership model</b></li> <li><b>2. Develop sector based work academy approach</b></li> </ol>		<ol style="list-style-type: none"> <li><b>1. 2019</b></li> <li><b>2. 2019</b></li> </ol>		<b>to be agreed</b>
<b>2e</b>	Develop strategies to overcome barriers/fears that prevent young people taking advantage of opportunities out-with their immediate neighbourhoods	<b>SJL</b>	<b>MCR Pathways</b> <b>Community Action North</b> <b>Lifelong Learning</b>	<ol style="list-style-type: none"> <li><b>1. As 1a</b></li> <li><b>2. As 2b</b></li> <li><b>3. Analyse Activity Agreement performance for last 4 years to identify barriers reported, and feed into MCR Pathways programme</b></li> </ol>	<b>Links with Children, Young People &amp; Families, and Health &amp; Wellbeing</b>	<ol style="list-style-type: none"> <li><b>1. August 2018</b></li> <li><b>2. December 2018</b></li> <li><b>3. Autumn 2018</b></li> </ol>		<b>to be agreed</b>
<b>2f</b>	Work with schools to establish and promote non gender stereotypical career opportunities e.g. boys do construction, girls do hair and beauty	<b>SJL</b>	<b>MCR Pathways</b> <b>schools</b>	<ol style="list-style-type: none"> <li><b>1. Pilot STEM non-gendered approach with P7s in Trinity PS</b></li> <li><b>2. Roll out to other schools</b></li> <li><b>3. Talent Tasters programme as 1b</b></li> </ol>		<ol style="list-style-type: none"> <li><b>1. May 2018</b></li> <li><b>2. End 2018</b></li> <li><b>3. December 2018</b></li> </ol>		<b>to be agreed</b>

	Outcome	Narrative
3	<b>Developers contribute to local employment opportunities / apprenticeships as part of their contracts</b>	Many Council contracts include community benefit clauses, and the aim is to encourage other partners to employ similar clauses, specifically to encourage local employment within North West

	Action	Lead	Partners and Resources	Milestone	Issues/ Constraints	Due Date	Completed	Performance monitoring
<b>3a</b>	Improve communication by local businesses and construction companies to ensure local opportunities are advertised to those working with prospective employees. Identify more flexible approaches to the Edinburgh Guarantee and put pre Edinburgh Guarantee step in place to enable young people to be ready for it	<b>SJL</b> <b>Philip Ritchie</b>	<b>MCR Pathways businesses</b>	<b>Talent Tasters – as 1b</b> <b>Jobs Fairs – as 2a</b> <b>shared database – as 2b</b>				<b>to be agreed</b>
<b>3b</b>	Give longer placement opportunities so people can become job ready and put more support in place	<b>SJL</b> <b>Philip Ritchie</b>	<b>MCR Pathways businesses</b>	<b>Talent Tasters – as 1b</b>				<b>number of placements</b>  <b>placements sustained</b>
<b>3c</b>	Work with employers to develop more part time work opportunities to support flexible opportunities for returners, parents/carers etc including work from home options e.g. - .com industry	<b>SJL</b> <b>Deborah Robertson</b>  <b>Louise Duff</b>	<b>Developing Young Workforce</b> <b>JET</b>	<b>1. Edinburgh College review of 18/19 year old entry programme 1d</b> <b>2. Edinburgh College review adult returners opportunities</b>	<b>placement/ trainee opportunities will be more tailored to individual needs</b>	<b>1. 2019</b> <b>2. Years 3-5</b>		<b>to be agreed</b>

	Outcome	Narrative
4	<b>In partnership, tackled inequality issues such as living wage, discrimination, access to transport</b>	All partners have a wider responsibility to ensure that underlying issues which impact negatively on residents' ability to access employment and training are dealt with



	Action	Lead	Partners and Resources	Milestone	Issues/ Constraints	Due Date	Completed	Performance monitoring
<b>4a</b>	Monitor the take up of employment across all sectors to better understand levels of pay versus demand and opportunities available	<b>AC</b> <b>Philip Ritchie</b> <b>Helen Bourquin</b> <b>Louise Duff</b>	<b>Edinburgh by Numbers</b>	<ol style="list-style-type: none"> <li>1. Review data and establish gaps</li> <li>2. Digitisation project</li> <li>3. Travel research project (Midlothian Chamber project)</li> </ol>	<p>link to City Deal info</p> <p>links to mobility, sustainability fo employment</p>	<ol style="list-style-type: none"> <li>1. End 2018</li> <li>2. tba</li> <li>3. Jan 2019</li> </ol>		to be agreed
<b>4b</b>	Support the Council and other organisations to promote living wage amongst employers	<b>all</b>		<b>Jobs Fair restricted to Living Wage employers</b>	consistent measure required to measure employer values are in line with living wage standards	winter 2018		to be agreed
<b>4c</b>	Work with childcare providers to ensure adequate and affordable provision is widely available, especially for low earners	<b>Helen Bourquin</b> <b>Philip Ritchie</b>	<b>Lifelong Learning</b> <b>Community Action North</b> <b>North Edinburgh Childcare</b> <b>PCHP</b>	<ol style="list-style-type: none"> <li>1. Review data on creche provision with ESOL courses</li> <li>2. New childcare employment contract in place</li> <li>3. Develop flexible provision, including creches, in North Edinburgh</li> </ol>		<ol style="list-style-type: none"> <li>1. Summer 2018</li> <li>2. April 2019</li> <li>3. Early 2019</li> </ol>		to be agreed

<b>4d</b>	Work with local community groups and organisations to tackle all aspects of discrimination and promote equality across all employment sectors	<b>all</b>		<ol style="list-style-type: none"> <li>1. Review policies and charters</li> <li>2. Jobs Fair selection <b>4b</b></li> </ol>		<ol style="list-style-type: none"> <li>1. End 2018</li> <li>2. Winter 2018</li> </ol>		<b>to be agreed</b>
<b>4e</b>	Undertake a wide ranging study across the NW Locality focussing on barriers to employment, training or FE to include transport, childcare and support needs for example carers use findings to develop an appropriate action plan	<b>Helen Bourquin</b>  <b>Philip Ritchie</b>  <b>Deborah Robertson</b>  <b>Louise Duff</b>	<b>all</b>	<ol style="list-style-type: none"> <li>1. Analyse Activity Agreement stats for last 4 years and related data</li> <li>2. Review of child care provision in North Edinburgh small area</li> <li>3. Develop brief and establish funding for research</li> <li>4. Consider report findings</li> <li>5. Pilot outcomes in North Edinburgh</li> </ol>	<b>funding for research</b>	<ol style="list-style-type: none"> <li>1. Autumn 2018</li> <li>2. End 2018</li> <li>3. 2019</li> <li>4. Late 2019</li> <li>5. Early 2020</li> </ol>		<b>to be agreed</b>

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## North West Locality – Locality Improvement Plan 2017 – 2022 Action Plan

### Health and Wellbeing

	Outcome	Narrative
1	<p><b>Accessible GP and supporting services, with appropriate time for consultation</b></p>	<p>GP practices within North West are committed to work in partnership with all other health and social care services within primary care services such as district nursing etc, third sector and community partners to ensure that patients utilise the most appropriate service and get the most from visits o their GP. They will trial a variety of approaches and share best practice between practices.</p>

	Action	Lead	Partners and Resources	Milestone	Issues/ Constraints	Due Date	Completed	Performance monitoring
<b>1a</b>	It will be possible to book GP appointments at short notice (on the day), as well as future appointments	Robin Balfour	Cluster leads GP practices Liz Simpson	<ol style="list-style-type: none"> <li>1. GP practices trial variety of approaches – same-day appointments, open surgeries etc</li> <li>2. Best practice shared from trials</li> <li>3. Collate data on failed appointments (DNAs)</li> <li>4. Map GP practice on failed appointments (DNAs)</li> <li>5. Export best practice</li> <li>6. Promote positive messages of patients seen/appointment kept</li> </ol>		<ol style="list-style-type: none"> <li>1. Started late 2017</li> <li>2. Ongoing</li> <li>3. Summer 2018</li> <li>4. Autumn 2018</li> <li>5. Late 2018</li> <li>6. Summer 2018</li> </ol>		<p>GP patient satisfaction surveys</p> <p>Scottish Government patient satisfaction surveys</p> <p>number of failed appointments</p>
<b>1b</b>	Develop a health relevant communications plan highlighting where local providers and services are, eg promoting alternatives to GP service	Lesley Johnstone	GP practices David White Lifelong Learning Voluntary Sector	<ol style="list-style-type: none"> <li>1. develop leaflet</li> <li>2. widely promote message within communities, linking to NW locality comms plan</li> <li>3. assess different models of care in GP practice</li> </ol>		<ol style="list-style-type: none"> <li>1. complete</li> <li>2. summer 2018</li> <li>3. late 2018</li> </ol>		to be agreed
<b>1c</b>	Assess effectiveness of GP Practice Link Worker / Social Prescribing pilot with a view to developing activity across both clusters.	Robin Balfour	GP practices David White	<ol style="list-style-type: none"> <li>1. review monitoring and evaluation date from 17c link workers database</li> <li>2. link to city-wide analysis of link workers' effectiveness</li> </ol>	funding for expansion	<ol style="list-style-type: none"> <li>1. May 2018</li> <li>2. Summer 2018</li> <li>3. End 2018</li> </ol>		17c Link Workers' evaluation framework

				<b>3. expand link workers to practices across NW</b>				
<b>1d</b>	<b>Promote the use of community pharmacies</b>	<b>as 1b</b>						
<b>1e</b>	<b>Develop appropriate way for GPs to flag/identify carers and direct them to support agencies</b>  <i>moved from outcome 2</i>	<b>Robin Balfour</b>	<b>GP Practices Liz Simpson voluntary sector</b>	<b>1. Engage with all practices to identify current processes</b> <b>2. Identify relevant support agencies across NW and where relevant city wide</b> <b>3. Work with GPs to put in place appropriate system for referrals</b>		<b>1. Dec 2018</b> <b>2. Mar 2019</b> <b>3. May 2019</b>		<b>Number of carers identified</b>  <b>Number of referrals</b>  <b>Take up through identified agencies</b>

	Outcome	Narrative
2	<b>Better equipped services to support independent living, and help people in need of support and care to remain at home</b>	Integration of Health and Social Care services will develop throughout the life of the LIP, offering increased opportunities to develop service models which support independence and choice of care. This will be supported by joint work with the voluntary sector.

	Action	Lead	Partners and Resources	Milestone	Issues/ Constraints	Due Date	Completed	Performance monitoring
<b>2a</b>	Establish more effective use of new and emerging technology, and opportunities provided by new housing, to engage patients and promote positive health	Alison Meiklejohn Aileen Kenny	Chair: Alison Meiklejohn Nicola Payne, Senior OT Louise McCann, Lifeline CEC NW Housing representative NHS Acute OT Vocal NW Carers Partner Care at Home Providers voluntary organisations	1. Tech. Implementation Group refreshed 2. Awareness raising & staff training 3. Identify NW Tech. Champion 4. Catalogue Developed 5. Technology House open 6. Link to NW Comms Plan	Technology Implementation Group across EHSCP has stalled	tba		to be developed – to include staff awareness, client satisfaction, public awareness
<b>2b</b>	Streamline Council processes to enable quicker access to decisions and budgets	Heather Smith	HUB/Cluster/MH &SMU Managers Senior Practitioners Home Care	1. Report written on current system issues and recommended improvements 2. Action Plan developed to implement Local changes 3. City wide issues escalated	Local changes may be reliant on City wide system improvements	1. May 2018 2. Summer 2018 3. Autumn 2018		to be agreed

2c	<p>Improve the promotion of self-directed support , rolling out support and brokerage to ensure person centred, outcome focused care</p>	<p>Alison Meiklejohn Aileen Kenny Katie Bryce</p>	<p>Thistle Foundation NW SMT NW Navigator Seniors</p>	<ol style="list-style-type: none"> <li>1. Widely publicise the partnership's list of agencies signed up to deliver Self Directed Support</li> <li>2. Support individuals to procure care</li> <li>3. Staff training with Thistle Foundation</li> <li>4. Ongoing Train the Trainer to support practice and impact</li> </ol>		<ol style="list-style-type: none"> <li>1. Ongoing</li> <li>2. Ongoing</li> <li>3. October 2018</li> <li>4. From end 2018</li> </ol>	<p>Increased use of direct payments</p> <p>Availability of and accessible publicity materials</p> <p>Creative PSP on AIS</p> <p>Measure service users experience</p> <p>25 Staff trained in Support and Brokerage by Thistle Foundation</p>
2d	<p>Promote and recognise carers through increased support and respond to specific needs.</p>	<p>Kirsten Adamson</p>	<p>Voluntary Organisations Seniors GP practices – link to 1e</p>	<ol style="list-style-type: none"> <li>1. Identify carers, ensuring they are offered an assessment of their needs in keeping with the Carers (Scotland) Act 2016</li> <li>2. Support provided where threshold met, or signposting to alternative options</li> <li>3. Work with carers' groups to ensure needs of carers are addressed</li> </ol>		<ol style="list-style-type: none"> <li>1. Ongoing</li> <li>2. Ongoing</li> <li>3. tba</li> </ol>	<p>Number of carers assessments</p> <p>Carer satisfaction</p> <p>Number of carers supported to continue in their caring role</p>



2e	Develop service models which support independence and offer least restrictive choices	Lesley Johnstone	Cluster Managers LOOPS Link Workers NW Local Partnership Agencies Home Care Lewis Hunston	<ol style="list-style-type: none"> <li>1. Promote preventative services e.g. Community Connecting, Time banking, Ageing Well programmes, Befriending, Signposting , Physical Activity Alliance</li> <li>2. Engage with 3<sup>rd</sup> sector agencies to deliver early interventions and Supported self-management</li> <li>3. Anticipatory Care Plans , planning person centred care, avoiding crisis, focus on admission prevention</li> <li>4. Develop the use of day services to provide flexible and 'wraparound' support to their service users in time of crisis, step up/step down support</li> <li>5. Discharge to Assess model piloted in NW</li> </ol>	<p>Delayed discharges</p> <p>Other service pressures diverting resources from prevention and early interventions</p>	<ol style="list-style-type: none"> <li>1. Summer 2018</li> <li>2. Summer 2018</li> <li>3. Tba</li> <li>4. Summer 2018</li> <li>5. March 2019</li> </ol>	<p>Number of anticipatory care plans</p> <p>Number of admission preventions</p> <p>impact of wraparound support – to be agreed</p>
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	Outcome	Narrative
3	<p><b>Key facilities in our communities are more accessible, affordable and welcoming and people know how to get support and access resources</b></p>	<p>This outcome links directly with that of addressing social isolation, along with other workstreams such as employability, children young people and families, and community safety, all of which have a bearing on people’s health and wellbeing. With ever changing demography and needs, it is vital that we can identify methods that will support greater awareness of services both formal and informal and which are simple to access while providing high functionality.</p>

	Action	Lead	Partners and Resources	Milestone	Issues/ Constraints	Due Date	Completed	Performance monitoring
<b>3a</b>	Investigate the potential to develop local information hubs and touch points in community cafes and pharmacies	Scott Donkin Lesley Johnstone	Lifelong learning – libraries, community centres Voluntary organisations  link with <b>1b</b>	<ol style="list-style-type: none"> <li>1. Identify and agree relevant small area in which to pilot initiative based on services, demography etc</li> <li>2. Establish working group with links to EHSCP Tech Group and other LIP workstreams</li> <li>3. Undertake feasibility study to determine levels of support from different agencies who will engage with any systems developed</li> <li>4. Should study determine progressing, move to complete full project design based on feedback</li> <li>5. Identify and source funding</li> <li>6. Project goes live</li> </ol>	<p>Staff capacity</p> <p>Stability of long term funding of third sector and community partners non-statutory services/ projects</p>	<ol style="list-style-type: none"> <li>1. May 2018</li> <li>2. May 2018</li> <li>3. Feb 2019</li> <li>4. May 2019</li> <li>5. Aug 2019</li> <li>6. Oct 2019</li> </ol>		to be agreed

<b>3b</b>	<b>Develop a North-West locality website with info about health and wellbeing services</b>	<b>Scott Donkin Lesley Johnstone</b>	<b>NHS Health Promotion; locality third sector &amp; public health</b>	<b>Link to NW Comms Plan – 1b</b>		<b>Oct 2018</b>		<b>establish website</b>
<b>3c</b>	<b>Widely promote Edinburgh Voluntary Organisations Council's Little Red Book</b>	<b>Lesley Johnstone Scott Donkin</b>		<b>1. Participate in city wide Red Book update 2. Reference in NW Comms Plan 3b, 1b</b>		<b>1. Tba 2. Oct 2018</b>		
<b>3d</b>	<b>Link with 'Place' work to ensure it addresses the needs of communities of interest, in particular people with disabilities, older people and the siting of bus stops</b>	<b>Peter Strong Lesley Johnstone</b>	<b>1. Ensure Place actions taken into account 2. Set up a local physical activity alliance for NW locality 4f</b>		<b>Lead by Place theme</b>	<b>1. May 2018 2. summer 2018</b>		<b>to be agreed</b>

	Outcome	Narrative
4	<p><b>Reduce poor mental health and isolation by providing more opportunities for social engagement, and support measures are in place to care for the range of mental health issues that exist</b></p>	<p>Social isolation and loneliness is an increasing public health issue, which occurs throughout the life course. Social risk factors include: being a mother (aged 18-24years old) of young children; moving into retirement/ old age; being an informal carer; being financially insecure/ becoming unemployed<sup>1</sup>.</p> <p>In addition, the anticipated growth in the older population within North West is likely to increase possible issues of Mental health and isolation.</p> <p>The focus of this outcome will be on promoting mental health and wellbeing rather than on accessing statutory mental health services</p>

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<sup>1</sup> [https://www.scotphn.net/wp-content/uploads/2017/05/2017\\_05\\_16-Loneliness-Scoping-Note-Final-formatted.pdf](https://www.scotphn.net/wp-content/uploads/2017/05/2017_05_16-Loneliness-Scoping-Note-Final-formatted.pdf)

	Action	Lead	Partners and Resources	Milestone	Issues/Constraints	Due Date	Completed	Performance monitoring
<b>4a</b>	Promote and support the development of 'The Social Cure' approach ie our communities can provide the greatest benefits	Katie Bryce	Health In Mind Living Well PCHP	to be agreed	Links to mental health & wellbeing partnership	tba		to be agreed
		Scott Donkin	Lifelong Learning Community Action North North based Voluntary Sector	<ol style="list-style-type: none"> <li>1. Establish community messages to support greater emphasis on community action to support others</li> <li>2. Identify and support community mentors to promote positive wellbeing</li> <li>3. Establish annual 'Social Cure' festival celebrating health and wellbeing (link to Outcome <b>4f</b> Children Young people &amp; Families)</li> </ol>	lack of resource/ funding	<ol style="list-style-type: none"> <li>1. Oct 2018</li> <li>2. Mar 2019</li> <li>3. tba</li> </ol>		Community Surveys – 'Indication of positive change'
<b>4b</b>	Establish a programme of intergenerational activity across the locality such as Duke of Edinburgh	Scott Donkin	Lifelong Learning H&SC NW	<ol style="list-style-type: none"> <li>1. In line with DofE programme, identify groups that would benefit from interaction</li> <li>2. Identify and agree type of initiatives in</li> </ol>	Link to Children Young People & Families outcome 5d	Sep 2018 Oct 2018		<p>Number of activities</p> <p>Number of engagements</p>

	Award participants linking with various client groups		Voluntary Sector	line with DofE accreditation 3. Longer term interactions/activities beyond DofE programme identified	DofE programme linked to supporting activity around all 8 high schools by 2022	Apr 2019		Perception of benefits from participants
4c	Assess services providing support to vulnerable people and isolated people to create a more joined up approach, preventing overlap of provision	to be agreed		to be agreed		tba		to be agreed
4d	Link to the Council's Adult Education Programme to provide specific training, raising awareness of mental health issues coping mechanisms	Helen Bourquin	Lifelong Learning Community Action North	1. Identify areas that would benefit most. 2. Put together calendar of provision. 3. Liaise with GP surgeries , PCHP and CAN to promote sessions 4. Run sessions with staff teams to raise awareness		1. Sept 2018 2. Jan 2019 3. Dec 2018 4. June 2019		to be agreed
4e	Promote 'stress control' service and training and 'survive and thrive group'	to be agreed		to be agreed	Link with locality & city-wide actions from Domestic Abuse Re-Design Board	tba		to be agreed

<b>4f</b>	<b>Promote and deliver training in complex trauma to community services and develop a toolkit for services and guidance</b>	to be agreed		to be agreed	Link with national refreshed Trauma Framework & city-wide work around Sexual Violence & Trauma	tba		to be agreed
<b>4g</b>	<b>Promote the wide range of opportunities for people to engage in activities enhancing physical and mental wellbeing such as friends of parks groups, community gardeners, walking groups, and community cafes / hubs</b>	Lesley Johnstone	Place voluntary sector	<ol style="list-style-type: none"> <li>1. Set up North West Physical activity alliance <b>3d</b></li> <li>2. Link to NW Comms Plan<b>1b, 3b</b></li> </ol>		<ol style="list-style-type: none"> <li>1. Summer 2018</li> <li>2. Oct 2018</li> </ol>		to be agreed
<b>4h</b>	<b>Work in partnership with a range of agencies and communities to support individuals affected by addictions such as alcohol or drugs</b>	to be agreed		to be agreed		tba		to be agreed
<b>4i</b>	<b>Co-locate community practice nurses into GP practices</b>	to be agreed		to be agreed		tba		to be agreed



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**North West Locality – Locality Improvement Plan 2017 – 2022 Action Plan  
Community Safety**

	<b>Outcome</b>	<b>Narrative</b>
<b>1</b>	<b>Our Police are accessible, approachable and involved with our communities</b>	Communities have a connection to local Police and feel able and comfortable to report any criminal or concerning issues

	Action	Lead	Partners and Resources	Milestone	Issues/ Constraints	Due Date	Completed	Performance monitoring
<b>1a</b>	Officers will strengthen the approaches to community engagement and participation across all sectors of our communities	PI Jonny Elliot	Police Sergeants and community officers	<ol style="list-style-type: none"> <li>Publicise Council-funded officers' activities</li> <li>Establish community safety forums <b>3a</b></li> </ol>	<i>Report to community safety forums</i>	<ol style="list-style-type: none"> <li>End July 2018</li> <li>End June/ August 2018</li> </ol>		<p>Attendance at community councils</p> <p>Other activities</p> <p>Abstractions</p>
<b>1b</b>	Officers will regularly attend organised community meetings and organised activities/events and provide relevant information about local crime related activity	PI Jonny Elliot	Police Sergeants and community officers	<ol style="list-style-type: none"> <li>All community council meetings attended</li> <li>Other events/activities</li> </ol>	<i>Report to CIP</i>	<ol style="list-style-type: none"> <li>April 2018 CIP</li> <li>April 2018 CIP</li> </ol>		<p>Attendance at community councils</p> <p>Other activities</p> <p>Abstractions</p>
<b>1c</b>	Police Scotland will continue to build on social media and other communication streams to support improved engagement	PI Jonny Elliot	StrongerNorth	<ol style="list-style-type: none"> <li>Reports considered by CIP</li> </ol>	<i>Report to CIP</i>	<ol style="list-style-type: none"> <li>May CIP</li> </ol>		<p>Number of tweets, press releases etc</p>

	Outcome	Narrative
2	<b>The resources aimed at tackling crime and anti social behaviour can meet the demands of the whole locality</b>	Monthly North West CIP meetings will allocate Police and partner resources on basis of known and forecast criminal and anti-social activity

	Action	Lead	Partners and Resources	Milestone	Issues/ Constraints	Due Date	Completed	Performance monitoring
<b>2a</b>	North West Community Improvement Partnership (CIP) and #StrongerNorth will meet regularly to identify crime and anti-social behaviour trends and hot spots, consider locally determined priorities and task joint resources accordingly	CI David Happs	Peter Strong	1. Monthly CIPs established	Review CIP attendance	1. Ongoing	yes	Crime stats  Anti-social behaviour stats  Fire & Rescue Service stats  one-off reports
<b>2b</b>	Provide regular reports on CIP and #StrongerNorth activities at locality wide and smaller area	CI David Happs	Peter Strong Group Manager Jimmy Melvin StrongerNorth	1. Community safety forums agree report format <b>1a; 3a; 4c</b> 2. NW Locality Committee agrees report format	data sharing protocols with Police Scotland  <i>local data to forums, trend data to Locality Committee</i>	1. End Sept 2018 2. 25 April 2018		to be agreed by community safety forums and NW Locality Committee
<b>2c</b>	Our fire service will work with communities to deliver home safety visits, focussing on our most vulnerable people	Group Manager Jimmy Melvin	CI David Happs Peter Strong Health & Social Care	1. Report FRS visits to CIP 2. Agree protocol for data sharing on vulnerable people		1. May 2018 CIP 2. Autumn 2018		Number of visits

	<b>and find appropriate ways to refer identified issues back to key agencies</b>			<b>3. Report referrals to CIP</b>		<b>3. December 2018 CIP</b>		<b>Number of referrals</b>
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	Outcome	Narrative
3	<b>Our Police work in partnership with local agencies and the community to deal with low level crime</b>	While the CIP will identify priority issues and allocate resources accordingly, lower level crime and anti-social behaviour require to be dealt with as they impact adversely on communities

	Action	Lead	Partners and Resources	Milestone	Issues/ Constraints	Due Date	Completed	Performance monitoring
<b>3a</b>	Establish a local community safety forum to discuss and agree local priorities for joint action, to address anti-social and criminal behaviour	Becky Cropper Peter Strong	Police Sergeants and community officers Community reps	1. Establish NW forum 2. Establish North Edinburgh small area forum	Selection of community reps from wide range of groups CCs etc  Officer support for forums  <i>conversation café approach in N Edinburgh</i>	1. End Jun 2018 2. End Sep 2018		Edinburgh Peoples Survey  Local community safety perception surveys/feedback from forums  Police Scotland – Your View Counts
<b>3b</b>	Work together to:  Prevent young people entering statutory interventions such as looked after and accommodated children  Deliver local multi agency events to raise awareness of issues	Anne McTiernan Becky Cropper	Schools Youth Justice Criminal Justice Lifelong Learning Police Scotland Voluntary sector	1. Establish Strongernorth Children process 2. Establish Strongernorth Families process 3. Progress Strongernorth preventative work – primary schools, CRASBOs, Communities in Motion 4. Establish other multi-agency meetings on	Scaleability of Strongernorth approaches across North West locality  Work needed with school clusters  Progress with CSMG sub groups	1. Sep 2017 2. End April 2018 3. Ongoing 4. End summer 2018 5. autumn 2018 onwards		Numbers of looked after and accommodated children  Number of supervision/movement restriction orders  Strongernorth Children and Families outcomes

				<p><b>GIRFEC model (CYP&amp;F theme lead 3b)</b></p> <p>5. Agree events/reporting with community safety forums <b>2b; 3a</b></p>				<p>Youth crime and anti-social behaviour stats</p> <p>SCRA outcomes</p> <p>Feedback from multi-agency events</p>
<b>3c</b>	<p>Work together and intervene earlier to prevent escalation</p>	<p>Anne McTiernan</p> <p>Becky Cropper</p>	<p>Schools</p> <p>Youth Justice</p> <p>Criminal Justice</p> <p>Lifelong Learning</p> <p>Police Scotland</p> <p>Voluntary sector</p>	<p>1. Roll out GIRFEC model <b>CY&amp;F lead; 3b</b></p>	<p>prioritise families in greatest need</p>	<p>1. End Summer 2018</p>		<p>TBC</p>
<b>3d</b>	<p>Support a range of diversionary activities and mentoring activities such as 'Mentors in Violence' prevention and 'Rights Respecting' programmes</p>	<p>Scott Donkin</p> <p>Becky Cropper</p>	<p>Youth providers</p> <p>Schools</p>	<p>1. Develop and publicise targeted programmes</p> <p>2. Develop schools programmes</p>	<p><b>Link to CY&amp;F Action Plan</b></p>	<p>1. Autumn 2018</p> <p>2. 2018</p>		<p>Number of activities</p> <p>Take up of activities</p>
<b>3e</b>	<p>Develop Youth Engagement Partnerships (YEP)</p>	<p>Scott Donkin</p>	<p>Community Councils</p>	<p>1. Establish YEPs</p> <p>2. Review existing activities/ Services via</p>	<p>Available funding/staff resource</p>	<p>1. May 2018</p> <p>2. March 2019</p>		<p>Engagement in YEP activities</p>



	<b>to co-ordinate and improve opportunities for diversionary activities</b>		<b>Police Schools Youth providers Edinburgh Leisure</b>	<b>YouthTalk programmes in N Edinburgh, West Edinburgh and South Queensferry/ Kirkliston  3. Develop improved programmes/ activities</b>	<b>Link to CY&amp;F Action Plan</b>	<b>3. Summer 2019</b>		<b>youth crime data</b>
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	Outcome	Narrative
4	<b>Initiatives to tackle long term issues such as drugs, motorbikes etc are effective and sustainable</b>	<p>Serious and long-standing community safety issues and criminal activities have a demoralising effect on communities and require sufficient resources, committed over a number of years if necessary, to address them. Where initiatives are piloted lessons should be learned and good practice mainstreamed. Domestic abuse and violence against women also fall into this category.</p>

	Action	Lead	Partners and Resources	Milestone	Issues/ Constraints	Due Date	Completed	Performance monitoring
<b>4a</b>	Deliver events to promote and inform communities and partners of the actions being taken in respect of long term issues	Peter Strong CI David Happs	Lifelong Learning Council Comms Police Comms	<ol style="list-style-type: none"> <li>1. Agree events with community safety forums <b>3b</b></li> <li>2. deliver comms</li> </ol>	No dedicated North West/StrongerNorth comms resource	<ol style="list-style-type: none"> <li>1. Autumn 2018</li> <li>2. Ongoing</li> </ol>		<p>number of events</p> <p>attendance at events</p>
<b>4b</b>	Make best use of existing CIP and #StrongerNorth structures to prioritise crime and anti-social behaviour trends and hot spots, task joint resources accordingly and regularly report on the outcomes of actions taken	CI David Happs	Peter Strong	<ol style="list-style-type: none"> <li>1. Monthly CIPs established <b>2a</b></li> <li>2. Integrate domestic abuse and violence against women sub group</li> <li>3. Report to Locality Committee <b>1a</b></li> <li>4. Report to community safety forums <b>2b</b></li> </ol>	Are right agencies at CIP?	<ol style="list-style-type: none"> <li>1. Ongoing</li> <li>2. April 18 CIP</li> <li>3. End summer 18</li> <li>4. End September 18</li> </ol>	1. Yes	<p>Crime stats</p> <p>Anti-social behaviour stats</p> <p>Fire &amp; Rescue Service stats</p> <p>one-off reports</p>
		PYCP  Scott Donkin	PYCP  #StrongerNorth	<ol style="list-style-type: none"> <li>1. Identify appropriate and effective Motorbike initiatives</li> <li>2. Establish project group</li> <li>3. Develop project plan</li> </ol>	<p>Funding</p> <p>Potential negative perceptions of project</p>	<ol style="list-style-type: none"> <li>1. May 2018</li> <li>2. Feb 2018</li> <li>3. Jun 2018</li> <li>4. Aug 2018</li> <li>5. Sep 2018</li> </ol>	2. Yes	Incidences of motorbike crime

				<p>4. Complete community / young people consultation</p> <p>5. Identify and apply for funding</p> <p>6. Project start</p>		6. Mar / Apr 2019		Incidences of youth based motorbike ASB
4c	Consult the community on the perceived impact of designated action plans to tackle the issue to inform future developments or appropriate review of strategies	CI David Happs	Scott Donkin Helen Bourquin	<p>1. co-produce with community safety forums 3a</p> <p>2. Develop Edinburgh University Open Data project</p>	Resources to support forums	<p>1. Autumn 2018</p> <p>2. Autumn 2018</p>		<p>Police Scotland - Your View Counts</p> <p>Edinburgh Peoples Survey</p> <p>Local perception surveys</p>

	Outcome	Narrative
5	<b>Our community is empowered to help promote responsible behaviours and work with key agencies to tackle local issues, sharing escalating issues and hotspots</b>	<p>Action by Police Scotland and partner agencies alone will not solve the problems of criminality and anti-social behaviour. Communities need supported to feel confident to report issues and take the initiative in displaying and promoting good citizenship.</p>

	Action	Lead	Partners and Resources	Milestone	Issues/ Constraints	Due Date	Completed	Performance monitoring
<b>5a</b>	Support community-led local community safety initiatives e.g. Living in Harmony	Scott Donkin/Helen Bourquin Becky Cropper	PI Jonny Elliot Voluntary sector	<ol style="list-style-type: none"> <li>1. Establish community safety forums <b>3a</b></li> <li>2. Review and develop existing initiatives</li> <li>3. Outreach and development work to establish new initiatives</li> </ol>	<p>FHS/LLL resource to support forums and initiatives</p> <p>Funding for voluntary sector</p>	<ol style="list-style-type: none"> <li>1. End June/Sept 2018</li> <li>2. End 2018</li> <li>3. 2019</li> </ol>		<p>Number of groups supported</p> <p>Group activity</p> <p>Bespoke community safety satisfaction/perception surveys</p>
<b>5b</b>	Work with migrant and BME communities to develop projects to address their specific needs	as 5a						
<b>5c</b>	Support local communities to establish Neighbourhood watch	PS Richard Homewood		<ol style="list-style-type: none"> <li>1. publicise scheme across North West</li> <li>2. support existing schemes and establishment of new ones</li> </ol>		<ol style="list-style-type: none"> <li>1. End May 2018</li> <li>2. ongoing</li> </ol>		Number of Neighbourhood Watches
<b>5d</b>	Work with our communities to tackle long standing issues such as domestic	as 4						

	violence, drugs and so on							
<b>5e</b>	Ensure community voices are represented at relevant community safety and tasking forums	Peter Strong	<p>CI David Happs</p> <p>Family &amp; Household Support</p> <p>Lifelong Learning</p>	<ol style="list-style-type: none"> <li>1. establish community safety forums <b>3a</b></li> <li>2. establish reporting <b>2b</b></li> <li>3. feedback from community forums <b>4c</b></li> </ol>	<p>officer support for forums</p> <p>data sharing protocols with Police Scotland</p>	<ol style="list-style-type: none"> <li>1. End June/ September 2018</li> <li>2. End September 2018</li> <li>3. Autumn 2018</li> </ol>	<p>Police Scotland - Your View Counts</p> <p>Edinburgh Peoples Survey</p> <p>Local perception surveys</p>	

## DRAFT

## North West Locality – Locality Improvement Plan 2017 – 2022 Action Plan

## Children Young People and Families

	Outcome	Narrative
1	<b>Our schools are fit for the future and will support greater levels of engagement in positive activities for the wider community</b>	<p>The North West Locality includes 8 high schools and 28 primary schools. These schools are also a mix of CEC and PPP schools. Edinburgh Leisure has taken over responsibility for managing school lets.</p> <p>Communities have identified schools as vital assets to assist in the provision of high quality services for all ages.</p> <p>Link to Childrens Services Plan SO 3 Every child and young person will have good wellbeing and achieve the best possible health</p>



	Action	Lead	Partners and Resources	Milestone	Issues/ Constraints	Due Date	Completed	Performance monitoring
<b>1A</b>	Establish existing levels of community and organised club/sport based activities in schools across the locality	Scott Donkin/ Lifelong Learning	Edinburgh Leisure Schools Youth providers	<ol style="list-style-type: none"> <li>1. Undertake initial trawl of activities, type, times, participants; 1.1</li> <li>2. Identify key differentials between CEC &amp; PPP schools 2.1</li> </ol>	ERIA to address any equality-related issues	<ol style="list-style-type: none"> <li>1. October 2018 3.1 4.1</li> <li>2. December 2018</li> </ol>		Identify baseline of activity in each school, ward, locality
<b>1B</b>	Increase opportunity for community and club/sport access to school facilities	Scott Donkin David Bruce	Schools Edinburgh Leisure Active Schools co-ordinators NHS Physiotherapy	<ol style="list-style-type: none"> <li>1. Take findings from <b>1A</b> and establish barriers to usage</li> <li>2. Identify and address structural issue eg charging</li> <li>3. Work with Edinburgh Leisure to promote activity through Youth Exercise Referral Scheme</li> <li>4. Involve Active Schools in developing programmes and publicising availability</li> </ol>	<p>policy/fiscal rules around PPP schools</p> <p>charges to use schools</p>	<ol style="list-style-type: none"> <li>1. Early 2019</li> <li>2. Spring 2019</li> <li>3. Ongoing</li> <li>4. ongoing</li> </ol>		increase from baseline activity
<b>1C</b>	Any new schools planned in the locality will be designed around the needs of the wider communities	Crawford McGhie	Head teachers Lifelong Learning Planning	<ol style="list-style-type: none"> <li>1. Community engagement at early stages of discussion e.g. Queensferry High school Link to Place <b>1b</b></li> </ol>	budget and site constraints	<ol style="list-style-type: none"> <li>1. ongoing</li> </ol>		to be agreed

	Outcome	Narrative
2	<p><b>There are high quality spaces for young people to play to encourage healthier lifestyles</b></p>	<p>NW Locality has 48 public parks including 62 play parks ranging from toddler to teenager to ball play. Improving access to high quality spaces and activities acts as a natural early intervention approach in terms of physical and mental wellbeing. *The Scottish Government indicator (Percentage of Inactive Children) suggests the lowest percentage of children being inactive between the ages of 8-10 (4%).</p> <p>After this, the age and gender divide becomes evident with higher levels of inactivity in 13-15-year-old girls than boys (23% versus 10%).</p> <p>North West is part of the largest growth area in the city in terms of housebuilding making it even more important to ensure that good quality play and greenspace is included in new developments.</p> <p>Link to Children’s Service Plan SO3 Every child and young person will have good wellbeing and achieve the best possible health.</p> <p>*Source - Scottish Government</p>

	Action	Lead	Partners and Resources	Milestone	Issues/ Constraints	Due Date	Completed	Performance monitoring
<b>2A</b>	Any new or replacement play facility will be co-designed with young people	Scott Donkin  Dave Sinclair  Parks & Greenspace	Parks budgets  Participatory Budgeting funding  Schools  Youth Forum	<ol style="list-style-type: none"> <li>1. Identify and agree key parks in the locality that would benefit from co-designed investment 5.1</li> <li>2. Identify young people to be involved in redesign 6.1</li> <li>3. Secure funding and undertake construction 7.1</li> <li>4. Identify potential funding streams to repeat process in other parks</li> </ol>	Limited funding available	<ol style="list-style-type: none"> <li>1. June 2018 8.1</li> <li>2. Aug 2018 9.1</li> <li>3. Mar 2019 10.1</li> <li>4. Dec 2018 (If funding identified, likely to establish a programme of co-designed improvements)</li> </ol>		<p>Parks condition surveys</p> <p>Number of young people engaged</p> <p>Number of young people using facilities</p>
<b>2B</b>	Develop and promote opportunities to participate in sports, leisure and creative play in our	Scott Donkin	<p>Edinburgh Leisure</p> <p>Youth Engagement Partnerships</p> <p>North Youth Work Managers Consortium</p> <p>Uniformed Services</p>	<ol style="list-style-type: none"> <li>1. Summer programmes to include a mix of activity 11.1</li> <li>2. Identify current levels of seasonal activity across the NW locality including type, age and abilities 12.1</li> <li>3. Establish a NW seasonal programme of activities and promote throughout 13.1</li> <li>4. Develop dedicated NW Forest School</li> </ol>	<p>Communities &amp; Families Revenue Grants/ process unknown beyond March 2019</p> <p>Costs associated with using indoor spaces</p>	<ol style="list-style-type: none"> <li>1. May 2018 (rolling) 14.1</li> <li>2. Nov 2018 15.1</li> <li>3. Rolling 16.1</li> <li>4. 2019</li> </ol>		Increase in numbers participating

	indoor and outdoor facilities		Schools Additional Support for Learning					
		Scott Donkin	Edinburgh Leisure Lifelong Learning Sports Providers voluntary sector	<ol style="list-style-type: none"> <li>1. Establish Festival of Walking, Cycling &amp; Sports in North (Inverleith Park) 17.1</li> <li>2. Establish Festival of Walking, Cycling &amp; Sports in West (Drumbrae Park) 18.1</li> <li>3. Project Groups established for North and West 19.1</li> <li>4. Funding Secured 20.1</li> <li>5. Review locations beyond 2018</li> </ol>	Funding secured for 2018 however, no indication beyond 2018.	<ol style="list-style-type: none"> <li>1. Sept 2018 21.1</li> <li>2. Aug 2018 22.1</li> <li>3. Apr 2018 23.1</li> <li>4. Apr 2018 24.1</li> <li>5. Dec 2018</li> </ol>		<p>Increase in activity – link to EPS</p> <p>Increase in demand for EL services</p> <p>Sports based providers report increase in activity</p>
2C	Invest in play streets where developments are managed by partners, and encourage other developers to design safer streets to encourage natural play	Peter Strong			lead by Place theme	tba		to be agreed
2D	Build on the existing network of professional /	Scott Donkin	Edinburgh Leisure	<ol style="list-style-type: none"> <li>1. Undertake audit of participation levels in sports based activity linked with current demography</li> </ol>	Until baseline is known,	<ol style="list-style-type: none"> <li>1. Dec 2018 28.1</li> <li>2. Dec 2018 29.1</li> </ol>		Baseline Audit

	amateur / club based sports and physical activity to identify new opportunities to support greater levels of participation		Youth Engagement Partnerships  North Youth Work Managers Consortium	25.1 2. Identify key gaps in provision versus needs and demands 26.1 3. Identify and engage potential funding streams to support increased levels of participation 27.1 4. Establish activities and programmes more likely to attract young women	some clubs etc could be operating at capacity therefore a different approach could be required	3. Mar 2019 30.1 4. Mar 2019		Increase in numbers accessing / participating
2E	Work with young people to identify areas that will benefit from ad hoc play space such as hoops, outdoor table tennis etc	Scott Donkin  George Norval  Dave Sinclair	Youth Engagement Partnerships  CEC Parks & Greenspace  Police  Potential to Utilise NEP and PB approaches	31.1 1. Through youth engagement processes e.g. YouthTalk identify potential areas for equipment 32.1 2. Support young people to undertake consultation with communities closely linked to identified spaces 33.1 3. Identify further funding streams to enhance and create equipment 34.1 4. Seek to include ad hoc spaces as part of community benefits for future developments	Locating equipment could be problematic across communities	35.1 1. Rolling 36.1 2. Rolling 37.1 3. Rolling 38.1 4. Rolling		Number of play spaces  Number of young people involved with co-production  Reduction in Anti-Social Behaviour
2F	Consider the needs of all young people, including those with protected characteristics	Scott Donkin	NHS Occupational Therapy, Physiotherapy, and Speech & Language Therapy	39.1 1. Promote inclusion by supporting schools with individual therapy plans and Therapy Inclusion Partnership (TIP) 2. Undertake assessment of levels of participation across all sectors of youth engagement and provision		42.1 1. Ongoing 43.1 2. Nov 2018 44.1 3. Dec 2018 4. Mar 2019		Baseline data identified  Numbers of people participating increases

			<p><b>Additional Support for Learning</b></p> <p><b>Edinburgh Leisure</b></p> <p><b>Youth Engagement Partnerships</b></p> <p><b>North Youth Work Managers Consortium</b></p> <p><b>Uniformed Services</b></p>	<p>40.1</p> <p><b>3. Work with all sectors of delivery to identify improved models of engagement and promotion of services</b></p> <p>41.1</p> <p><b>4. Seek to establish best practice monitoring across the locality</b></p>				<p><b>Satisfaction levels amongst people with protected characteristics</b></p>
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Outcome	Narrative
<p><b>3 Our families in greatest need receive good quality and early intervention support to avoid family crises, with our professional service working closer together, using joint resources to prevent escalation of potential issues</b></p>	<p>Early intervention approaches can prevent the need for costlier statutory interventions further down the line. Focusing on these, along with increasing co-ordination of Council and partner services will help achieve more sustainable outcomes for children and families across North West.</p> <p>Links to Community Safety theme <b>3</b></p>

	Action	Lead	Partners and Resources	Milestone	Issues/ Constraints	Due Date	Completed	Performance monitoring
3A	Support capacity building of individuals and families by delivering a range of universal and targeted supportive programmes such as Incredible Years, peep learning together programme, PPP (Positive Parenting Programme), Family Group Decision Making	Social Work Practice Team Family & Household Support	Lifelong Learning Schools Additional Support for Learning NHS Speech & Language Therapy Psychological Services voluntary sector Health Visitors Early Years	<ol style="list-style-type: none"> <li>1. Develop 'Child Friendly City' (doing 'with, rather than to or for, or nothing) approach, embedding Restorative Practice, inclusive agenda, relationship based work</li> <li>2. Mitigate against the impact of poverty including benefit maximisation and use of charities, and during the holiday periods through "Holiday Hunger" Programmes</li> <li>3. Support schools to analyse their data to support their most vulnerable pupils</li> <li>4. Provide staff training in appropriate programmes – incredible years, autism parent support sessions</li> <li>5. Work in partnership with schools to engage with families and devise short courses in response to</li> </ol>		<ol style="list-style-type: none"> <li>1. Winter 2018 47.1</li> <li>2. Summer 2018 48.1</li> <li>3. Ongoing 49.1</li> <li>4. Ongoing 50.1</li> <li>5. Ongoing 51.1</li> <li>6. tba 52.1</li> <li>7. tba</li> <li>8. tba 53.1</li> <li>9. tba 54.1</li> </ol>		<p>Reduction in looked after children, exclusions</p> <p>Drill down LAC and LAAC stats for NW picture</p> <p>"Holiday Hunger" impact to be agreed</p> <p>others to be agreed</p>



				<p>interest /support needs e.g. literacy support</p> <p><b>6. Contribution to CPM/YPPMs as required, Scottish Attainment/PEF project at Craigoyston – seek to roll out to more clusters</b> 45.1</p> <p><b>7. Roll out Let’s Talk Language drop in at North Edinburgh Arts to North Edinburgh Small Area</b></p> <p><b>8. Pilot trialled liaising with Psychological Services to contribute to School Improvement Plan</b> 46.1</p> <p><b>9. Development of Health Visiting Pathway</b></p>				
	<b>Helen Bourquin</b>	<p><b>Lifelong Learning staff</b></p> <p><b>School and nursery staff</b></p> <p><b>Family and Household support</b></p>	<p><b>1. Strengthen integrated practice by building staff capacity to deliver full range of parenting programmes</b> 55.1</p> <p><b>2. Put together calendar of universal and targeted parenting programs per year</b> 56.1</p>	<p><b>Services need to commit to resourcing and staffing parenting programmes to sustain current provision</b></p>	<p><b>1. June 2019</b> 58.1</p> <p><b>2. June 2019</b> 59.1</p> <p><b>3. Ongoing</b> 60.1</p> <p><b>4. Ongoing</b></p>	<p><b>Number of staff participating compared to baseline</b></p> <p><b>Increased range of programmes compared to baseline</b></p>		

				<p><b>3. Identify gaps in services to parents most in need of support</b> 57.1</p> <p><b>4. Implement and embed 'Supporting Parents and Carers in Edinburgh Framework for practitioners and Improvement Toolkit 2017-2020</b></p>	<p>Gaps in trained staff for certain programme s eg TeenTriple P and no funding identified as yet to train new staff</p>		<p>Comparison of calendar of universal and targeted parenting programmes provided per year compared to baseline measurement</p> <p>Use of Improvement toolkit to identify areas of improvement for support services</p>
<b>3B</b>	<p>Support primary schools to identify and address individual and collective pupil issues to ensure multi-disciplinary approaches are effective such as Support in Time (Positive Parenting)</p>	Schools	<p>School staff</p> <p>School Family engagement staff</p> <p>Lifelong learning staff</p> <p>Voluntary Sector</p>	<p><b>1. Work collaboratively with Family engagement workers in each school to identify support needed for families to improve outcomes</b> 61.1</p> <p><b>2. Promote range of LL support available to parents through Cluster meetings and Family Engagement Workers and develop programs and support in response to need</b></p>		<p><b>1. Ongoing</b> 62.1</p> <p><b>2. Ongoing</b></p>	<p>Feedback from FE workers</p> <p>Feedback from parents</p> <p>Signposting improved via Locality booklets.</p> <p>Range of new provision</p>

								developed in response to need
<b>3C</b>	Work better together to prevent young people entering into statutory interventions such as looked after and accommodated children	Social Work, Lifelong Learning	Schools Youth Justice Police Scotland CVS, FGDM, Kinship Teams  Community Safety Action Plan outcome <b>3</b>	<ol style="list-style-type: none"> <li>1. Build on multi-agency meetings eg round school clusters</li> <li>2. Establish school cluster structures as sub-set of ICSMG to jointly deliver operationally on ICSMG plan.</li> </ol>	capacity to establish and support ICSMG sub groups	<ol style="list-style-type: none"> <li>1. Ongoing</li> <li>2. Autumn/Winter 2018</li> </ol>		<p>Numbers of looked after and accommodated children</p> <p>Data from FGDM family plans</p>
<b>3D</b>	Ensure children are kept safe by putting in place appropriate Child Protection measures where required, and Getting It Right For Every Child (GIRFEC) approach is adopted	Social Work, Family and Household Support	Social Work practice team, FGDM Youth Justice Police Scotland Schools  Community Safety Action Plan <b>3c</b>	<ol style="list-style-type: none"> <li>1. Establish multi agency groups</li> <li>2. Earlier allocation of social worker to allow for named worker at an earlier point in service delivery</li> <li>3. Referral of all children to SCD where there is non-attendance at school before consideration of referral to Reporter 64.1</li> <li>4. Develop SW Team Leader links to school clusters</li> </ol>	available resources	<ol style="list-style-type: none"> <li>1. Ongoing 65.1</li> <li>2. Ongoing 66.1</li> <li>3. Ongoing 67.1</li> <li>4. Autumn/winter 2018</li> </ol>		<p>Numbers of looked after and accommodated children</p> <p>Social Work Audit</p>

		<p><b>Helen Bourquin</b></p> <p><b>Schools</b></p> <p><b>Leanne Turner</b></p>	<p><b>Lifelong Learning</b></p> <p><b>Schools</b></p>	<p><b>1. All library /Lifelong learning staff receive Child Protection training through Lifelong Learning</b> 68.1</p> <p><b>2. Sustainable local 'Train the Trainer ' training model with on-going central support is put in place to keep training up to date for Lifelong Learning staff</b> 69.1</p> <p><b>3. Pro-actively encourage relevant staff outwith schools to attend yearly locality based GIRFEC training and if needed increase number of sessions provided to accommodate</b> 70.1</p> <p><b>4. Ensure new GDPR regulations are incorporated into GIRFEC training</b></p>		<p><b>1. Nov 2018</b></p> <p><b>2. Jan 2019</b> 71.1</p> <p><b>3. Feb 2019</b> 72.1</p> <p><b>4. Jun 2018</b></p>	<p><b>Number of staff who have completed training.</b></p> <p><b>Fully trained complement of LL staff to deliver CP training</b></p> <p><b>Numbers of relevant staff outwith schools who have completed GIRFEC updates</b></p> <p><b>GDPR update incorporated into training or provided additionally</b></p>
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	Outcome	Narrative
4	<p><b>Informal activity and learning opportunities, including library membership, are affordable and accessible to every child</b></p>	<p>The North West includes 8 public libraries and 8 high school libraries.</p> <p>Libraries alongside other community organisations, can have a significant impact on early development by providing opportunities to engage outside the home for infants and toddlers to experience positive effects of reading, talking, singing and play. Beyond this early stimulation, young people can continue to grow and develop with their library as an informal learning place. Libraries support a wide and varied programme to young people of all ages, creating safe and welcoming environments to learn and develop key skills.</p> <p>It is vital also to support young people to fully engage in community life and in particular, have a say on services, especially those aimed at them. YouthTalk is an established model that supports participation, identified key issues affecting young people and helps establish co-design/production of services.</p>

	Action	Lead	Partners and Resources	Milestone	Issues/ Constraints	Due Date	Completed	Performance monitoring
<b>4A</b>	Establish 'YouthTalk' (mass engagement activity) across all parts of the North West Locality, to support Members of the Scottish Youth Parliament Elections and alter services in response to feedback from young people, particularly seeking the views of those young people who don't otherwise engage with services	Scott Donkin	Youth Engagement Partnerships  North Youth Work Managers Consortium  Schools	<ol style="list-style-type: none"> <li>1. YouthTalk process to take place in South Queensferry / Kirkliston 73.1</li> <li>2. YouthTalk process to take place in Clermiston/ Drumbrae/ East Craigs / Murrayfield 74.1</li> <li>3. YouthTalk process to take place in North including Inverleith &amp; Trinity areas 75.1</li> <li>4. Detailed action plan to be established upon completion of all 3 main areas 76.1</li> <li>5. Establish contact list of participants to maintain communication of services and activities (in line with GDPR) can be used to support MSYP activity 77.1</li> <li>6. Link with other localities to develop City wide YouthTalk to inform next iteration of LIPs</li> </ol>		<ol style="list-style-type: none"> <li>1. Sept 2018 78.1</li> <li>2. Nov 2018 79.1</li> <li>3. Sept 2019 80.1</li> <li>4. As per 1,2,3 81.1</li> <li>5. Following each process 82.1</li> <li>6. Summer 2021</li> </ol>		<p>Number of Young People participating</p> <p>Number of outcomes as a result of the process</p> <p>Young people promoting a sense of ownership and worth</p>
<b>4B</b>	Roll out 'every child is a (library) member' across all primary schools and refresh at S1 induction	Scott Donkin  Helen Bourquin	Public Libraries  School Libraries	<ol style="list-style-type: none"> <li>1. Assign Public library staff to a 'partner' primary school and support membership sign up 83.1</li> </ol>		<ol style="list-style-type: none"> <li>1. Sept 2018 (rolling) 85.1</li> <li>2. May (annually) 86.1</li> </ol>		Numbers of children across NW with membership

				<p><b>2. Support all schools to visit public libraries as part of school transition</b> 84.1</p> <p><b>3. School based library staff to seek out memberships as part of high school induction and support 'refresh' where required</b></p>		<b>3. August (Annually)</b>		
<b>4C</b>	<b>Work with all youth providers to maximise the availability of activities and resources</b>	<b>Scott Donkin</b>	<p><b>Youth Engagement Partnerships</b></p> <p><b>North Youth Work Managers Consortium</b></p>	<p><b>1. Youth Engagement Partnerships to review activities in the areas of benefit</b> 87.1</p> <p><b>2. Put in place new programmes of activity that will provide greater levels of participation</b> 88.1</p> <p><b>3. North Youth Work Managers to review how services are managed</b> 89.1</p> <p><b>4. New programmes to be created including the potential for increased weekend and targeted provision</b> 90.1</p> <p><b>5. Put in place a programme that supports greater use of existing facilities by a range of agencies e.g. library buildings</b> 91.1</p> <p><b>6. 'Accredited' Youth Work Academy supporting the development of new talent established</b></p>	<b>Communities &amp; Families Revenue Grants/process unknown beyond March 2019</b>	<p><b>1. Nov 2018</b> 92.1</p> <p><b>2. Summer 2019</b> 93.1</p> <p><b>3. Nov 2018</b> 94.1</p> <p><b>4. Easter 2019</b> 95.1</p> <p><b>5. Dec 2018</b> 96.1</p> <p><b>6. Easter 2019</b></p>	<p><b>Activities and numbers attending has increased</b></p> <p><b>Reduction in levels of ASB</b></p>	
<b>4D</b>	<b>Build on reading challenges in both school</b>	<b>Scott Donkin</b>	<b>Schools</b>	<b>1. Establish '500 word' challenge planning group</b>		<p><b>1. May 2018</b> 103.1</p> <p><b>2. Nov 2018</b></p>	<b>Numbers participating</b>	

	based and community based libraries		Public Libraries	<p>97.1  <b>2. Identify funding and sponsorship to support activity</b></p> <p>98.1  <b>3. Design programme and engage all NW primary schools</b></p> <p>99.1  <b>4. Engage high schools to identify preliminary judging stage 'student' volunteers supported by School librarians</b></p> <p>100.1  <b>5. Engage authors to participate in Final stage judging panel</b></p> <p>101.1  <b>6. Identify publisher to print book of top 100 stories</b></p> <p>102.1  <b>7. Finalists to attend awards/ celebration ceremony/ event</b></p>		<p>104.  <b>3. Sept 2018</b></p> <p>105.  <b>4. Oct 2018</b></p> <p>106.  <b>5. Nov/Dec 2018</b></p> <p>107.  <b>6. Sept 2018</b></p> <p>108.  <b>7. Feb 2019</b></p> <p>109.  <b>Aim to repeat annually</b></p>	<p>Participants reporting positive experiences</p> <p>Schools reporting positive experiences</p>
4E	Create innovative programmes in libraries, schools and public spaces to increase participation of people with protected characteristics	Scott Donkin  Helen Bourquin	<p>Libraries</p> <p>Living in Harmony</p> <p>NHS Speech and Language Therapy</p> <p>Early Years</p>	<p>110.1  <b>1. Put in place a calendar of cultural events in NW libraries</b></p> <p>111.1  <b>2. Fully review practice across all libraries to raise awareness of equal participation and identify relevant activities</b></p> <p>112.1  <b>3. Develop a NW 'Celebrate Communities' event across all 16 School/Public libraries</b></p> <p>113.1</p>		<p>114.1  <b>1. Oct 2018</b></p> <p>115.  <b>2. Nov 2018</b></p> <p>116.  <b>3. Neutral date to be agreed 2019</b></p> <p>117.  <b>4. Nov 2018</b></p> <p><b>5. ongoing</b></p>	Review locality demographics and identify a suitable baseline target



			Schools	<p><b>4. Identify school / public libraries that would benefit from increase in range of fiction in languages other than English</b></p> <p><b>5. scoping if/how SLT can contribute to Bookbugs or Family Literacy Workers training to enhance the language learning opportunities within these sessions</b></p>				
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	Outcome	Narrative
5	<p><b>Our young people will leave school with suitable 'life skills' and attainment levels to help them make informed and appropriate choices</b></p>	<p>Development of Like Skills being led by Employment, Training &amp; Education theme outcome 1a</p> <p>Raising attainment is a core part of the Children's Services Plan SO 2 Children and young people's attendance, engagement and achievement will be improved and the poverty related attainment gap will be reduced</p>

	Action	Lead	Partners and Resources	Milestone	Issues/ Constraints	Due Date	Completed	Performance monitoring
<b>5A</b>	Embed group based activity within schools to support the needs of young people with physical and emotional wellbeing issues							
<b>5B</b>	Identify and support a range of positive 'role models' to encourage positive outcomes for young people such as 'Mentors in Violence' prevention	Sarah Jane Linton	MCR Pathways Craigroyston CHS		led by employability theme			
<b>5C</b>	Work in partnership with a range of organisations and services to establish a 'Life Skills' programme to encourage broader thinking and socially responsible behaviours beyond school life	Scott Donkin	Schools  Lifelong Learning	<ol style="list-style-type: none"> <li>1. Agree Pilot High School and Cluster Primary Schools to support the programme 118.1</li> <li>2. Identify P7/S1 transitional Pupils to benefit from programme 119.1</li> <li>3. Recruit and train mentors 120.1</li> <li>4. Run pilot programme</li> </ol>	MCR Pathways likely to be viewed as similar programme. Suggested that Life Skills will work with different young people	<ol style="list-style-type: none"> <li>1. May 2018 22.1</li> <li>2. June 2018 123.1</li> <li>3. July 2018 124.1</li> <li>4. August 2018 – June 2019 125.1</li> <li>5. July 2019</li> </ol>		<p>Numbers of sustained participants</p> <p>Educational attainment</p> <p>Relationships and community</p>

				121.1 5. Fully evaluate programme and associated benefits				linked positive activity
<b>5D</b>	Develop programmes external of school, to support young people to achieve appropriate academic/vocational qualifications	Sarah-Jane Linton Helen Bourquin			led by employability theme			
<b>5E</b>	Close the gap in attainment levels between schools across the locality, relevant to the city							

DRAFT

## North West Locality – Locality Improvement Plan 2017 – 2022 Action Plan

### Place

	Outcome	Narrative
<b>1</b>	<b>Large scale developments are better managed and consider the wider infrastructure and specific needs of our communities, including schools and other community assets</b>	Sharing knowledge of planning processes and legislation will allow communities to better engage with developers and the Council in the planning and delivery of large scale new developments which have major impacts on existing communities

	Action	Lead	Partners and Resources	Milestone	Issues/ Constraints	Due Date	Completed	Performance monitoring
<b>1a</b>	Planners and other professionals clearly explain legislative and policy drivers influencing their thinking and approaches	Ben Wilson Development Plan Team	Transport Planning Planning Team Managers Spatial Policy Team locality team community councils	<ol style="list-style-type: none"> <li>1. LDP briefing session for community councillors &amp; councillors</li> <li>2. Regular briefings on LDP2 for community councillors &amp; councillors</li> <li>3. LDP2 engagement (Main Issues Report etc)</li> <li>4. LDP2 public consultation</li> <li>5. Local Transport Strategy engagement/public consultation</li> </ol>	materials/info posted on Planning blog, social media and Council website	<ol style="list-style-type: none"> <li>1. 4 December 2017</li> <li>2. 27 March, quarterly thereafter</li> <li>3. autumn 2018</li> <li>4. spring 2019</li> <li>5. May 2018-May 2019</li> </ol>	yes  yes	completion of engagement/consultation
<b>1b</b>	Seek and consider community views at an early stage when new developments are proposed, and explain where they are not acted on	Planning Team managers (majors and local teams)	Planning Appeals & Reviews Team Locality team	<ol style="list-style-type: none"> <li>1. Ongoing casework and Planning Committee reports</li> <li>2. Pre-planning application discussions for major projects eg Cammo</li> <li>3. Establish regular discussion/feedback forum for each community council</li> </ol>	no feedback currently provided after Planning applications determined by Committee – resource implication	<ol style="list-style-type: none"> <li>1. Ongoing</li> <li>2. As required</li> <li>3. 2019</li> </ol>		to be agreed
<b>1c</b>	Support communities to engage with developers	Planning Life Long Learning	Planning Aid Scotland Planning Democracy	<ol style="list-style-type: none"> <li>1. Map existing activity (including IMP, charrettes etc)</li> <li>2. Identify potential pilots for additional inputs</li> </ol>	limited staff resource to engage with communities	<ol style="list-style-type: none"> <li>1. July 2018</li> <li>2. End 2018</li> <li>3. Early 2019</li> <li>4. Ongoing</li> </ol>		to be agreed

		Housing (as developer)	Architectural Design Scotland Community Developers	<ul style="list-style-type: none"> <li>3. Support community to access independent funding</li> <li>4. Ensure quality of developer engagement at PAN stage is high quality eg use of NP contact lists to advertise events</li> <li>5. Encourage developers to engage with Council/communities, rather than submitting outline applications</li> <li>6. Continue development groups with community reps where Council is developer</li> </ul>	funding to access independent advice/support	<ul style="list-style-type: none"> <li>5. Ongoing</li> <li>6. ongoing</li> </ul>		
<b>1d</b>	Clearly identify, track and report on Section 75 payments and developer contributions	Ben Wilson	Finance	<ul style="list-style-type: none"> <li>1. Report at locality level</li> <li>2. Update reports to community tracking progress</li> </ul>	currently only reported at city-wide level (in term of funding gaps) to Finance & Resources Committee	<ul style="list-style-type: none"> <li>1. January 2019</li> <li>2. To be agreed</li> </ul>		Locality Committee reports
<b>1e</b>	Use the Local Development Plan Action Programme dynamically to establish and secure funding for actions, and regularly report progress against the programme to the community	Ben Wilson	locality team	<ul style="list-style-type: none"> <li>1. Establish officers group</li> <li>2. Report to community</li> </ul>	resource for regular reporting to community	<ul style="list-style-type: none"> <li>1. In place</li> <li>2. To be agreed</li> </ul>		monitoring reports to Locality Committee

	Outcome	Narrative
2	<b>Our communities are better connected and have appropriate transport links and public and community transport services fit for future use.</b>	Connectivity is a major issue, both in relation to the here and now and in relation to planned new developments – the desire is to make it as easy as possible to travel within and between communities by a variety of transport modes



	Action	Lead	Partners and Resources	Milestone	Issues/Constraints	Due Date	Completed	Performance monitoring
<b>2a</b>	Highlight the importance of transport infrastructure and links in planning new developments	as 1e			appropriate and sustainable travel			committee reports
<b>2b</b>	Refresh and widely communicate strategic Transport Action Plans for North and West Edinburgh	Will Garrett Strategic Transport Planning	Locality Transport team	<ol style="list-style-type: none"> <li>1. Transport elements from NETAP and WETA now included in LDP Action Programme 1e</li> <li>2. City-wide Local Transport Strategy engagement and consultation 1a</li> <li>3. Carry out local transport studies as required eg S Queensferry/Kirkliston</li> </ol>		<ol style="list-style-type: none"> <li>1. ongoing</li> <li>2. May 2018-May 2019</li> <li>3. Spring 2018/ongoing</li> </ol>		engagement/c consultation/studies completed
<b>2c</b>	Actively seek and source a range of funding options to promote and provide a wide range of transport connectivity, including cars,	Will Garrett Cliff Hutt Active Travel team	Locality Transport team Ben Wilson RAMP links to local transport budgets	<ol style="list-style-type: none"> <li>1. Establish annual capital programme co-ordination meetings</li> <li>2. identify funding required for LDP and funding gaps</li> <li>3. seek external funding eg Sustrans, Greener Choices Greener Places</li> </ol>	lack of growth focus in Roads & Transport investment programmes	<ol style="list-style-type: none"> <li>1. in place</li> <li>2. included in Finance &amp; Resources Committee report</li> <li>3. ongoing</li> </ol>	yes	funding in place

	public transport, bike and pedestrian			link to Local Transport Strategy <b>1a</b>				
<b>2d</b>	Encourage public transport providers to engage with communities, and take community views on board when making service decisions	Ewan Kennedy Public Transport team	Locality Transport team Public transport providers	<ol style="list-style-type: none"> <li>1. re-establish city-wide Transport forum</li> <li>2. share info on population growth with local public transport providers</li> </ol>	how to resource a NW transport forum?	<ol style="list-style-type: none"> <li>1. In place-quarterly</li> <li>2. Annual</li> </ol>		to be agreed
<b>2e</b>	Review take up of community transport (Council and Non Council) providing door to door access to key facilities and activities  <i>Links to Health and Wellbeing theme Action <b>3d</b></i>	Lifelong Learning	Council Community Transport team	<ol style="list-style-type: none"> <li>1. City-wide workshop facilitated by community transport providers</li> <li>2. Develop city-wide community transport plan</li> <li>3. map existing provision in NW</li> <li>4. identify efficiencies/gaps</li> <li>5. review provision</li> </ol>	<p>staff resource to map/review</p> <p>funding for Council/voluntary sector provision</p> <p>how to assess need/demand</p>	<ol style="list-style-type: none"> <li>1. May 2018</li> <li>2. Tba</li> <li>3. autumn</li> <li>4. end 2018</li> <li>5. 2019</li> </ol>		to be agreed
<b>2f</b>	Act on findings from Placemaking exercises already completed and consider carrying out exercises in	Peter Strong	Lifelong Learning Local Transport team Central Transport teams	<ol style="list-style-type: none"> <li>1. review S Queensferry and Corstorphine findings</li> <li>2. develop action plan with community councils</li> </ol>	funding to implement changes	<ol style="list-style-type: none"> <li>1. end May</li> <li>2. summer</li> <li>3. ongoing</li> <li>4. 2019</li> </ol>		progress against action plans

	<b>other neighbourhoods</b>		<b>Planning</b>	<b>3. monitor actions 4. roll out to other communities</b>				
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	Outcome	Narrative
3	<p><b>Our existing roads, pavements, cycle paths and public green spaces and parks are well maintained, with parks and green spaces being used more by all sectors of the community for a range of activities.</b></p>	<p>Clean, well maintained public areas provide a positive visual amenity, and encourage public use bringing a range of benefits including increased physical activity, wellbeing, and active monitoring (broken window syndrome)</p>

	Action	Lead	Partners and Resources	Milestone	Issues/Constraints	Due Date	Completed	Performance monitoring
<b>3a</b>	Improve Council online reporting systems to make it easy to report single and multiple issues	Confirm Board Customer	Locality teams Waste CGI	<ol style="list-style-type: none"> <li>1. improve Confirm</li> <li>2. new CRM</li> <li>3. expanded use of technology</li> </ol>	<p>funding for system development</p> <p>staff resource for training/embedding new systems</p> <p>multiplicity of reporting routes</p>	<ol style="list-style-type: none"> <li>1. ongoing</li> <li>2. to be agreed</li> <li>3. 2019/20</li> </ol>		increased uptake - reports to T&E Committee
<b>3b</b>	Regularly report on repairs performance against target timescales	Strategy & Insight	Roads PG&C Waste	<ol style="list-style-type: none"> <li>1. Agree service performance reporting template</li> <li>2. Locality Committee scrutiny</li> </ol>		<ol style="list-style-type: none"> <li>1. April 2018</li> <li>2. June 2018 onwards</li> </ol>		report to Locality Committee
<b>3c</b>	Regularly report on the parks and green space standards achieved	David Jamieson	Locality Parks team	<ol style="list-style-type: none"> <li>1. Revise Parks Quality Assessment</li> <li>2. Annual inspection</li> <li>3. Report to T&amp;E and Locality Committees</li> </ol>		<ol style="list-style-type: none"> <li>1. February 2018</li> <li>2. Spring/summer 2018</li> <li>3. ongoing</li> </ol>	yes	individual parks scores % pass
<b>3d</b>	Provide information on roads pavements and parks capital	Sean Gilchrist David Jamieson	Dave Sinclair	<ol style="list-style-type: none"> <li>1. draft programmes agreed by RAMP/Capital Investment Group</li> </ol>		<ol style="list-style-type: none"> <li>1. Ongoing</li> <li>2. Ongoing</li> <li>3. Summer/autumn 2018</li> </ol>		forward programme

	improvement programmes			<ol style="list-style-type: none"> <li>2. signed off by T&amp;E Committee</li> <li>3. NW programme reported to Locality Committee</li> </ol>				spend against budget/programme completion
<b>3e</b>	Jointly prioritise and produce local capital budgets with the community such as Neighbourhood Environment Programme	Dave Sinclair George Norval	Neighbourhood Partnerships	<ol style="list-style-type: none"> <li>1. Local consultation on proposed Neighbourhood Environment Programme</li> <li>2. Signed off by Locality Committee</li> <li>3. Progress reports to Locality Committee/NP</li> </ol>		<ol style="list-style-type: none"> <li>1. By June 2018</li> <li>2. June 2018</li> <li>3. ongoing</li> </ol>		<p>NEP projects prioritised</p> <p>spend against budget/programme completion</p>
<b>3f</b>	Develop 'friends of' parks groups for every park in the North West	Ritchie Fraser	Park Rangers community reps	<ol style="list-style-type: none"> <li>1. prioritised list of parks</li> <li>2. implementation</li> </ol>	lack of Park Ranger resource in NW	<ol style="list-style-type: none"> <li>1. summer 2018</li> <li>2. Autumn 2018-2022</li> </ol>		increase in Friends groups
<b>3g</b>	Work with 'friends of' parks and other community groups to target park improvements, events and activities to the needs of the local community	Ritchie Fraser	Park Rangers community reps	ongoing discussions	lack of Park Ranger resource in NW	ongoing		increase in events
<b>3h</b>	Identify and promote opportunities for community growing and other activities	George Norval Dave Sinclair	Housing PG&C community	<ol style="list-style-type: none"> <li>1. NEP discussions <b>3e</b></li> <li>2. Patch Housing Officer discussions</li> </ol>	availability of budget for capital work/ongoing maintenance	ongoing		increase in land used for community growing

<b>3i</b>	<b>Develop a programme of estate walkabouts with community groups to identify one-off and recurring issues about roads, pavements, parks and green spaces, and agree action plans to address them.</b>	<b>Dave Sinclair George Norval</b>	<b>Local and central Transport teams Waste Police community reps</b>	<b>1. Agree programme with community councils/RTOs 2. Agree process in North Edinburgh small area 3. Carry out walkabouts 4. Report on action plans</b>	<b>staff resource to update actions and report back to community</b>	<b>1. Summer 2018 2. Summer 2018  3. Autumn 2018 onwards 4. ongoing</b>		<b>completion of action plans</b>
<b>3j</b>	<b>Act on findings from Placemaking exercises already completed and consider carrying out exercises in other neighbourhoods</b>	<b>as 2f</b>						

	Outcome	Narrative
4	<b>Housing needs are met by providing more affordable and social rented homes</b>	In recognition of the need for affordable and social housing in addition to privately built homes for owner-occupation, there is an ambitious house building programme across North West, including large developments at the Waterfront and a number of smaller sites throughout.



	Action	Lead	Partners and Resources	Milestone	Issues/Constraints	Due Date	Completed	Performance monitoring
<b>4a</b>	<b>Release Council-owned land for house building by 21<sup>st</sup> Century Homes and other social landlords</b>	Elaine Scott	RSLs	specific site release eg small areas, Silverlea		ongoing		sites made available
<b>4b</b>	<b>Work with other landholders to release land for social house building</b>	Elaine Scott	landholders	ongoing eg EDI and National Grid sites at Waterfront		ongoing		sites made available
<b>4c</b>	<b>Enforce and report on planning conditions for developers to provide social housing</b>	Planning	Planning Housing RSLs	1. break down annual report to Planning Committee on Housing land audit and affordable housing completions to NW locality level  2. further breakdown into social housing completions	requirement for 25% affordable housing includes MMR etc	1. tba 2. tba		reports to Locality Committee?
<b>4d</b>	<b>Annually report on social housing units completed.</b>	Elaine Scott	Planning	as 4c				

	Outcome	Narrative
5	<b>Take action to improve air quality and reduce pollution</b>	Citizens are becoming increasingly concerned about air quality in their neighbourhoods, particularly in areas of high congestion such as St John's Road, and are seeking action to address this

	Action	Lead	Partners and Resources	Milestone	Issues/Constraints	Due Date	Completed	Performance monitoring
<b>5a</b>	Monitor air quality levels in areas with greatest congestion	Scientific Services Will Garrett		<ol style="list-style-type: none"> <li>1. update city-wide Air Quality Action Plan</li> <li>2. continue monitoring in St John's Road</li> <li>3. report on locations of passive monitors</li> <li>4. consider other locations</li> </ol>		<ol style="list-style-type: none"> <li>1. tba</li> <li>2. ongoing</li> <li>3. spring 2018</li> <li>4. 2019</li> </ol>		levels of particulates etc detected
<b>5b</b>	Consider implementation of low emission zones	Will Garrett		<ol style="list-style-type: none"> <li>1. Public engagement/consultation</li> <li>2. Committee report</li> <li>3. Ongoing monitoring</li> </ol>		<ol style="list-style-type: none"> <li>1. Nov 2018-Jan 2019</li> <li>2. Early 2019</li> <li>3. ongoing</li> </ol>		to be agreed
<b>5c</b>	Support public transport providers to further reduce emission levels in their fleet	Ewan Kennedy		<ol style="list-style-type: none"> <li>1. establish NW impact of LRT 2020 fleet modernisation plan eg green 26</li> <li>2. monitor effect of LEZ once implemented</li> <li>3. promote at city-wide transport forum</li> </ol>	commercial and regulatory pressures on operators	<ol style="list-style-type: none"> <li>1. End 2018</li> <li>2. tba</li> <li>3. tba</li> </ol>		<p>number of "green" buses</p> <p>emissions reduced</p>
<b>5d</b>	Support active travel, with specific Council budgets dedicated to walking and cycling	Lifelong Learning Active Travel team	local and central transport teams	<ol style="list-style-type: none"> <li>1. Walking &amp; Cycling festivals to be delivered in Drumbrae Park, Inverleith Park,</li> </ol>	Funding currently provided by Active Travel.	<ol style="list-style-type: none"> <li>1. April 2018 April 2018 Sept 2019</li> </ol>		monitoring effects of festivals to be agreed

				<b>South Queensferry and Kirkliston</b> <b>2. Walking &amp; Cycling festivals to be delivered in North Edinburgh small area</b> <b>3. 10% of Council annual transport budget spent on cycling</b> <b>4. Link to Active Travel Plan and Local Transport Strategy</b>		<b>2. April 2019</b> <b>3. Ongoing</b> <b>4. ongoing</b>		<b>Transport budget breakdown</b>
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**DRAFT**

**North West Locality – Locality Improvement Plan 2017 – 2022 Action Plan**

**Walker Drive**

	<b>Outcome</b>	<b>Narrative</b>
<b>1</b>	<b>Improve waste collection and recycling</b>	Residents have identified problems with waste collection and recycling as a major contributor to the poor visual appearance of Walker Drive

	Action	Lead	Partners and Resources	Milestone	Issues/ Constraints	Due Date	Completed	Performance monitoring
<b>1A</b>	Review existing waste and recycling services	Locality Waste & Cleansing Officer	Waste & Cleansing QDCC	1. Share information on current service and problems		1. Summer 2018		shared understanding
<b>1B</b>	Produce improvement proposals	Locality Waste & Cleansing Officer	Waste & Cleansing QDCC	1. Improvement plan produced 2. Plan implemented 126.1 127.1	funding	1. Autumn 2018 2. Early 2019		service complaints
<b>1C</b>	Take opportunities provided by removal of garages	George Norval / David Stevenson Locality Waste & Cleansing Officer	Housing Property Waste & Cleansing	1. Agree proposals for bin stores etc on garages site 2. implement		1. spring 2018 2. late 2018		project complete
<b>1D</b>	Monitor ongoing issues – walkabouts etc	Locality Waste & Cleansing Officer	Waste & Cleansing Housing patch officer QDCC local residents	1. Agree walkabout schedule 2. Implement 128.1 3. Monitor completion of follow up actions		1. Summer 2018 2. Autumn 2018 129.1 3. Autumn 2018 and ongoing		reduction in complaints

	Outcome	Narrative
2	<b>Tackle littering and fly tipping</b>	Fly tipping has been identified as particularly problematic in Walker Drive, leading to the area looking run down and encouraging further dumping.

	Action	Lead	Partners and Resources	Milestone	Issues/ Constraints	Due Date	Completed	Performance monitoring
2A	carry out local publicity campaign to highlight issues and costs of clean up	Locality Waste & Cleansing Officer	Waste & Cleansing Housing patch officer Council comms QDCC local residents	1. Devise approach 2. Agree with QDCC 130.1 3. implement	funding	1. autumn 2018 2. winter 2018 131.1 3. 2019		to be agreed
2B	identify hot spots during walkabouts	Locality Waste & Cleansing Officer	Waste & Cleansing Housing patch officer QDCC local residents	As 1d				reduction fly tipping
2C	environmental wardens to prioritise local patrols and undertake appropriate action such as issue Fixed Penalty Notice where possible – Zero Tolerance	Margaret Laing	Police Waste & Cleansing QDCC	1. Include Walker Drive on patrol matrix	small number of wardens to cover whole of North West	1. June 2018		Number of patrols FPNs issued



<b>2D</b>	organise community litter picks	Locality Waste & Cleansing Officer	Waste & Cleansing Housing patch officer QDCC local residents	<ol style="list-style-type: none"> <li>1. Discuss locations/timings with QDCC/local residents</li> <li>2. implement</li> </ol>		<ol style="list-style-type: none"> <li>1. summer 2018</li> <li>2. autumn 2018 and ongoing</li> </ol>		litter picks carried out
<b>2E</b>	consider erecting physical barriers to prevent fly tipping where feasible	Locality Waste & Cleansing Officer Housing patch officer	Police Waste & Cleansing local residents	<ol style="list-style-type: none"> <li>1. Survey estate for potential locations</li> <li>2. Agree locations and type of barrier with local residents</li> <li>3. implement</li> </ol>	available funding – NEP?	<ol style="list-style-type: none"> <li>1. Autumn 2018 132.1</li> <li>2. Winter 2018 133.1</li> <li>3. 2019</li> </ol>		reduction in fly tipping

	Outcome	Narrative
3	<b>Improve condition of housing stock such as stairs and roofs</b>	A lack of maintenance and repair to blocks in Council and mixed ownership stairs contributes to the overall run-down appearance of the area.

	<b>Action</b>	<b>Lead</b>	<b>Partners and Resources</b>	<b>Milestone</b>	<b>Issues/ Constraints</b>	<b>Due Date</b>	<b>Completed</b>	<b>Performance monitoring</b>
<b>3A</b>	survey Council housing	Housing Property	Housing Team Leader QDCC	1. Agree content and timing	surveyor resource	1. To be agreed		survey complete
<b>3B</b>	develop improvement plan	Housing Property	Housing Team Leader QDCC	1. Programme into already agreed HRA capital programme 2. Carry out works	HRA capital programme	1. To be agreed 2. To be agreed		works complete
<b>3C</b>	provide information and advice to owners and tenants in multi-tenure stairs	George Norval Edinburgh Shared Repairs	Housing Prpoerty	1. Arrange information sessions 2. Follow up issues raised	staff resource	1. To be agreed 2. To be agreed		sessions complete
<b>3D</b>	support owners to take forward common repairs in multi-tenure stairs	Edinburgh Shared Repairs	George Norval Housing Property	1. Implement local Tenement Management Scheme	city-wide policy staff resource	1. To be agreed		to be agreed

	Outcome	Narrative
4	<b>Demolish disused garages and improve area</b>	Garages have been identified as a particular eyesore, no longer providing a useful function in the area. Demolishing them and replacing with parking bays and attractive environmental improvements will not only improve the visual amenity of the area but help make it feel more safe and secure.

	Action	Lead	Partners and Resources	Milestone	Issues/ Constraints	Due Date	Completed	Performance monitoring
4A	develop NEP proposal	David Stevenson	Housing Property Almond NP	1. Proposal developed		1. early 2017	yes	
4B	consult local residents on improvements	David Stevenson	Lifelong Learning QDCC	1. public consultation 134.1 2. sign off by Almond NP	limited NEP funding	1. summer 2017 2. August 2017	yes	
4C	implement improvements	David Stevenson	Housing Property	1. On site 135.1 2. complete		1. early 2018 2. ongoing		project complete

	Outcome	Narrative
5	<b>Deal with traffic and parking issues</b>	safe and accessible parking has been highlighted as a particular issue, with existing garages no longer fit for purpose.

	Action	Lead	Partners and Resources	Milestone	Issues/ Constraints	Due Date	Completed	Performance monitoring
<b>5A</b>	Carry out a local campaign supported by the community council and partners to highlight the issues	Dave Sinclair	Police QDCC Housing Lifelong Learning Council Comms	<b>1. Design campaign</b> 136.1 <b>2. Carry out campaign</b> 137.1 <b>3. Assess impact</b>		<b>1. Summer 2018</b> <b>2. Autumn 2018</b> <b>3. Late 2018</b>		to be agreed
<b>5B</b>	Consider increasing parking when carrying out Neighbourhood Environment Projects	David Stevenson		138.1 <b>As 4</b>		139.1		
<b>5C</b>	Take action where vehicles are identified to be parked illegally	Environmental Wardens Police		<b>1. Proactive patrols</b> 140.1 <b>2. Respond to complaints</b> 141.1 <b>3. Issue notices/fines</b>	resource to implement	<b>1. Summer 2018</b> <b>2. Ongoing</b> <b>3. ongoing</b>		reduction in illegal parking

**DRAFT****North West Locality – Locality Improvement Plan 2017 – 2022 Action Plan****Clermiston/Drumbrae**

	<b>Outcome</b>	<b>Narrative</b>
<b>1</b>	<b>Concerns about levels of youth based anti social behaviour in the area addressed</b>	Residents have reported growing concerns with youth-related crime and anti-social behaviour in the area, and would like reassurances that their concerns are being addressed.



	Action	Lead	Partners and Resources	Milestone	Issues/ Constraints	Due Date	Completed	Performance monitoring
1A	Establish levels of crime and anti-social behaviour reported	Becky Cropper	Police Strategy & Insight	<ol style="list-style-type: none"> <li>1. Produce report on youth related calls to Police in last 12 months</li> <li>2. Produce report on youth anti-social behaviour complaint to Council in last 12 months</li> <li>3. Compare these to other areas in North West</li> </ol>		<ol style="list-style-type: none"> <li>1. May 2018</li> <li>2. May 2018</li> <li>3. June 2018</li> </ol>		reports available
1B	Target enforcement action in appropriate cases	Becky Cropper PI Jonny Elliot	Housing Youth Justice	<ol style="list-style-type: none"> <li>1. Report on actions taken by Police and Council</li> <li>2. Monitor effect of actions</li> </ol>		<ol style="list-style-type: none"> <li>1. May 2018</li> <li>2. ongoing</li> </ol>		reduction in level of anti-social behaviour
1C	Link to diversionary activities in Clermiston/Corstorphine	Scott Donkin Helen Bourquin	West Edinburgh Youth Engagement Partnership  voluntary sector	<ol style="list-style-type: none"> <li>1. publicise existing programmes</li> <li>2. develop new/complementary activities through YEP</li> </ol>	funding	<ol style="list-style-type: none"> <li>1. May 2018</li> <li>2. Summer 2018 and ongoing</li> </ol>		attendance at programmes
1D	Monitor ongoing levels of youth anti-social behaviour at North West Community Improvement Partnership (CIP)	Becky Cropper PI Jonny Elliot	Strategy & Insight	regular reports to CIP/community safety forum		ongoing		reduction in level of reported anti-social behaviour
1E	Carry out community safety perception survey	Becky Cropper	Strategy & Insight	<ol style="list-style-type: none"> <li>1. design survey</li> <li>2. carry out baseline survey</li> <li>3. feedback results to DBCC</li> <li>4. repeat survey</li> </ol>		<ol style="list-style-type: none"> <li>1. June 2018</li> <li>2. Summer 2018</li> </ol>		increase in feelings of safety

		<b>Scott Donkin</b>	<b>Housing patch officer</b>			<b>3. September 2018</b> <b>4. Spring 2019</b>		<b>Edinburgh Peoples Survey</b>
			<b>DBCC</b>					

	Outcome	Narrative
2	<b>Drug related issues (crime and dealing) tackled</b>	Residents are concerned that there is an increasing incidence of drug-related activity within Clermiston/Drumbrae. Together we will ascertain if this is the case, and put in place enforcement and reassurance measures to deal with drug-related issues.

	Action	Lead	Partners and Resources	Milestone	Issues/ Constraints	Due Date	Completed	Performance monitoring
<b>2A</b>	Establish level of reported activity and review actions	Becky Cropper	Police Strategy & Insight	1. Produce report on drug related calls to Police in last 12 months 2. Compare this to other areas in North West		1. May 2018 2. June 2018		reports available
<b>2B</b>	Publicise Crimestoppers for anonymous reporting	PI Jonny Elliot		publicise through Police Comms and social media		summer 2018		volume of calls
<b>2C</b>	Housing patch officers to note suspicious activity and forward concerns raised by residents	Housing patch officers	Police Family & Household Supprt DBCC	pass on any relevant information to Police		142.1 ongoing		to be agreed
<b>2D</b>	Eviction action taken against Council tenants convicted on drugs charges	George Norval	Police Legal Services community safety forum	1. Police advise Housing of convictions 2. Court action initiated 143.1 3. Publicise evictions		1. Ongoing 2. Ongoing 144.1 3. As awarded		number of evictions
<b>2E</b>	Monitor crime statistics at North West CIP	Becky Cropper PI Jonny Elliot	Strategy & Insight	regular reports to CIP/community safety forum		ongoing		reduction in level of reported drugs issues

	Outcome	Narrative
3	More policing	

	Action	Lead	Partners and Resources	Milestone	Issues/ Constraints	Due Date	Completed	Performance monitoring
<b>3A</b>	Police to attend community council and other local meetings	PI Jonny Elliot	Police Sergeants and community officers  DBCC	3. All community council meetings attended 4. Other events/activities 5. Report activities to CIP		3. ongoing 4. ongoing 5. from April 2018		Attendance at community councils  Other activities  Abstractions
<b>3B</b>	present local crime report to these meetings	PI Jonny Elliot	Police Sergeants and community officers	reports presented at each meeting		145.1 ongoing		DBCC satisfaction with Police attendance

	Outcome	Narrative
4	<b>reduce indiscriminate parking</b>	Residents have reported parking on grass verges and pavements throughout the estate.

	Action	Lead	Partners and Resources	Milestone	Issues/ Constraints	Due Date	Completed	Performance monitoring
4A	carry out a local campaign supported by the community council and partners to highlight the issues	Dave Sinclair	Police DBCC Housing Lifelong Learning Council Comms	4. Design campaign 5. Carry out campaign 6. Assess impact		4. Summer 2018 5. Autumn 2018 6. Late 2018		to be agreed
4B	appropriate action taken where vehicles are identified to be parked illegally	Environmental Wardens Police		4. Proactive patrols 5. Respond to complaints 6. Issue notices/fines	resource to implement	4. Summer 2018 5. Ongoing 6. ongoing		reduction in illegal parking
4C	consider increasing parking when carrying out Neighbourhood Environment projects	David Stevenson Dave Sinclair	DBCC  local residents  Housing Property	1. include parking in discussions with residents on back greens NEP  2. discuss other potential areas with DBCC 146.1 3. secure NEP funding from Western NP/NW Locality Committee 147.1 4. complete projects	revised NEP process to be agreed  Limited NEP funding	1. ongoing 2. ongoing 148.1 3. to be agreed 149.1 4. to be agreed		projects complete



	Outcome	Narrative
5	<b>Reduced dog fouling</b>	Dog fouling within the estate is potentially dangerous to children, and contributes to poor environmental amenity. The more dog fouling there is, the more irresponsible dog owners feel it is acceptable to allow their dogs to foul within the estate.

	Action	Lead	Partners and Resources	Milestone	Issues/ Constraints	Due Date	Completed	Performance monitoring
<b>5A</b>	environmental wardens to prioritise local patrols and undertake appropriate action – such as. issue Fixed Penalty Notice where possible – Zero Tolerance	Margaret Laing	Police DBCC	2. Include Clermiston/drum Brae small area on patrol matrix	small number of wardens to cover whole of North West	2. April 2018		Number of patrols FPNs issued
<b>5B</b>	research initiatives/methods (used in Scotland) to see where actions have identified longer-term impact and overall reductions	Waste & Cleansing	Margaret Laing	1. Check previous research 150.1 2. Additional research if required		1. Summer 2018		research complete
<b>5C</b>	engage with local community groups and organisations to create imaginative localised campaign / investigate sponsored bags to be widely available (No Excuse)	Margaret Laing DBCC	Waste & Cleansing Council Comms Housing patch officer	1. Agree concept and aims 151.1 2. Design campaign 152.1 3. Deliver campaign		1. Summer 2018 2. late 2018 153.1 3. spring 2019		to be agreed
<b>5D</b>	promote how the issue affects the community and in particular young	Waste & Cleansing	DBCC Health	1. agree promotional materials 2. delivery		1. late 2018 2. spring 2019		to be agreed

	<b>people – health risks etc</b>	<b>Margaret Laing</b>	<b>Housing patch officer</b>				
<b>5E</b>	<b>report back to community council and local groups on the complaints received and Fixed Penalty Notices issued</b>	<b>Margaret Laing</b>	<b>Waste &amp; Cleansing Strategy &amp; Insight</b>	<b>1. reporting format and schedule agreed</b>		<b>1. June 2018</b>	<b>reduction in dog fouling</b>

	Outcome	Narrative
6	<b>Improved Clermiston Park and play areas within it</b>	Clermiston Park is a valued local resource, which could be further improved by targeted investment, particularly around children's play facilities

	Action	Lead	Partners and Resources	Milestone	Issues/ Constraints	Due Date	Completed	Performance monitoring
6A	establish/support 'friends of' park group to consult locally on potential improvements	Ritchie Fraser	DBCC local community	1. Friends Group established 2. Friends group active within community	limited Park Ranger resource in NW	1. Summer 2018 2. End 2018		to be agreed
6B	where changes are proposed, children and young people will be involved in the design aspect	Scott Donkin Dave Sinclair Parks & Greenspace	Parks budgets Participatory Budgeting funding Schools West Edinburgh YEP DBCC	154.1 5. Identify young people to be involved in redesign 155.1 6. Secure funding and undertake construction 156.1 157.1	Limited funding available	5. Aug 2018 158.1 6. Mar 2019 159.1 160.1		Parks condition surveys  Number of young people engaged  Number of young people using facilities
6C	report outcomes of annual Parks Quality Standard survey to the community council and 'friends of' group	Ritchie Fraser	Parks, Greenspace & Cemeteries	4. Revise Parks Quality Assessment 5. Annual inspection 6. Report to T&E and Locality Committees		4. February 2018 5. Spring/ 161.1 summer 2018 6. ongoing	yes	individual parks scores  % pass
6D	discuss with residents in immediate area the possibility of	Housing Team Leader	Housing patch officer DBCC	1. include in NEP proposals where supported		162.1 ongoing		play equipment in completed NEP projects

<b>installing play equipment in planned back green improvements</b>		<b>local residents</b>						
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	Outcome	Narrative
7	<b>Improved roads and pavements</b>	Potholes, damaged kerbs and cracked and uneven pavements are not only potentially dangerous, but combine to give the impression of an estate that is uncared for.

	Action	Lead	Partners and Resources	Milestone	Issues/ Constraints	Due Date	Completed	Performance monitoring
<b>7A</b>	publicise local roads and pavements scheduled for improvement in Council's Roads and Footpaths Capital Programme	Dave Sinclair	Sean Gilchrist	<ol style="list-style-type: none"> <li>1. Transport &amp; Environment Committee agree city-wide programme</li> <li>2. DBCC advised of local roads and pavements included</li> </ol>	some car parking areas may be on HRA land	<ol style="list-style-type: none"> <li>1. April 2018</li> <li>2. June 2018</li> </ol>		info available
<b>7B</b>	carry out regular walkabouts with the community council and community representatives to identify faults	Dave Sinclair DBCC	Housing patch officer	<ol style="list-style-type: none"> <li>1. Schedule agreed</li> <li>2. Follow-up actions agreed and monitored</li> </ol>		1. Summer 2018		action list
<b>7C</b>	provide regular updates to community council on progress of repairs	Dave Sinclair		<ol style="list-style-type: none"> <li>1. Reporting format and schedule agreed</li> </ol>		1. September 2018		repairs completed in agreed timescales
<b>7D</b>	identify particularly bad areas for inclusion in Neighbourhood Environment Programme	Dave Sinclair	DBCC Western NP/NW Locality Committee	<ol style="list-style-type: none"> <li>1. Annual walkabout to agree NEP proposals</li> <li>2. Reported to/agreed by Western NP/NW Locality Committee 163.1</li> <li>3. Projects completed</li> </ol>	revised NEP process to be agreed  Limited NEP funding	<ol style="list-style-type: none"> <li>1. Spring 2018</li> <li>2. To be agreed 164.1</li> <li>3. ongoing</li> </ol>		NEP reports



	Outcome	Narrative
8	<b>Tackle fly tipping</b>	Fly tipping has been identified as particularly problematic in Clermiston and Drum Brae, contributing to an unsightly estates and encouraging further dumping

	Action	Lead	Partners and Resources	Milestone	Issues/ Constraints	Due Date	Completed	Performance monitoring
8A	identify hot spots during walkabouts	Locality Waste & Cleansing Officer	Waste & Cleansing Housing patch officer DBCC local residents	4. Agree walkabout schedule 5. Implement 165.1 6. Monitor completion of follow up actions		4. Summer 2018 5. Autumn 2018 166.1 6. Autumn 2018 and ongoing		reduction in fly tipping
8B	consider erecting physical barriers where feasible	Locality Waste & Cleansing Officer Housing patch officer	Police Waste & Cleansing local residents	4. Survey estate for potential locations 5. Agree locations and type of barrier with local residents 6. implement	available funding – NEP?	4. Autumn 2018 5. Winter 2018 6. 2019		reduction in fly tipping
8C	environmental wardens patrol hotspots and take action against fly tippers if possible	Margaret Laing	Police Waste & Cleansing DBCC	3. Include Clermiston/Drum Brae small area on patrol matrix	small number of wardens to cover whole of North West	3. June 2018		Number of patrols FPNs issued
8D	carry out local publicity campaign emphasising the affect and cost of clean ups	Locality Waste & Cleansing Officer	Waste & Cleansing Housing patch officer	4. Devise approach 5. Agree with DBCC 167.1 6. implement	funding	4. autumn 2018 5. winter 2018 168.1		to be agreed

			<b>Council comms</b>			<b>6. 2019</b>		
			<b>DBCC</b>					
			<b>local residents</b>					

	Outcome	Narrative
9	<b>Our children and young people will feel more involved and engaged in positive activities</b>	Involving young people in pro-social activities helps divert them from other less desirable activities and helps develop active citizens of the future

	Action	Lead	Partners and Resources	Milestone	Issues/ Constraints	Due Date	Completed	Performance monitoring
9A	Introduce the YouthTalk (mass engagement) model to capture views and opinions of young people and involve a minimum of 50% of agreed age group	Scott Donkin	West Edinburgh YEP	7. YouthTalk process to take place in Clermiston/ Drumbrae/ East Craigs / Murrayfield		1. Nov 2018		<p>Number of Young People participating</p> <p>Number of outcomes as a result of the process</p> <p>Young people promoting a sense of ownership and worth</p>
9B	Develop a Youth Engagement Partnership (YEP) to introduce and improve activity across Clermiston/Corstorphine	Scott Donkin Helen Bourquin	DBCC Corstorphine CC schools Police Edinburgh Leisure voluntary sector	1. develop new/complementary activities through YEP	funding	1. Summer 2018 and ongoing		attendance at programmes
9C	Drumbrae Library Hub will link with the Rannoch Centre and the Edinburgh Leisure Centre to ensure overlap of service is	Scott Donkin Helen Bourquin	Library Team Leader	<p>1. Review existing service provision</p> <p>2. Identify overlaps/gaps 169.1</p>		<p>1. Summer 2018</p> <p>2. October 2018</p>		spread of activity and attendance

	avoided, potentially improving the spread of activity		management committee  Edinburgh Leisure  DBCC	3. Work collaboratively to plan future service		170.1 3. Winter 2018 forwards		
9D	Investigate other bodies accessing the Drumbrae Hub when not used by the Council	Helen Bourquin	Library Team Leader	171.1 as 9C		172.1		

## DRAFT

## North West Locality – Locality Improvement Plan 2017 – 2022 Action Plan

## East Craigs (Part)

	Outcome	Narrative
1	<b>Our understanding of the causes of poverty related issues will be improved and appropriate actions will be taken to alleviate the issues</b>	During the early stages of research for the Locality Improvement Plan, a small area of East Craigs was flagged as having higher incidences of poverty. Whilst there are supported living accommodation for older people in the area which could potentially mask the incidences of poverty, it is important to fully understand this and to identify if any actions will alleviate or eradicate the issue.

	Action	Lead	Partners and Resources	Milestone	Issues/ Constraints	Due Date	Completed	Performance monitoring
<b>1A</b>	Establish existing levels and types of poverty and related issues in the known area	Becky Cropper Scott Donkin	Housing Associations Household & Family Support CEC Strategy & Insight	3. Define the specific geographic area of concern using available data; 173.1 4. Design appropriate engagement activity to include door knocking and focus groups 174.1	ERIA to address any equality-related issues	3. Aug 2018 175.1 176.1 4. Sept 2018		Engagement activity in line with CEC Consultation Framework
<b>1B</b>	Development of appropriate actions are in line with community and individuals needs	Peter Strong	Lifelong Learning Housing Associations Household & Family Support Police	5. Based on findings, identify key organisations to assist with supporting the community and / or individuals 177.1 6. Plan of action established that supports physical change/improvements 178.1 7. Regular engagement calendar / meetings established	policy/fiscal rules around PPP schools  charges to use schools	5. Nov 2018 179.1 6. Jan 2019  7. Jan 2019 180.1		Satisfaction levels of targeted community  Changes to incidences of poverty +/-



**DRAFT****North West Locality – Locality Improvement Plan 2017 – 2022 Action Plan****Gateside**

	<b>Outcome</b>	<b>Narrative</b>
<b>1</b>	<b>Reduced levels of youth based anti-social behaviour in the area, particularly around drinking</b>	Residents have expressed concerns that there is a problem with youth anti-social behaviour in Gateside, and that this is in part due to under-age drinking.

	Action	Lead	Partners and Resources	Milestone	Issues/ Constraints	Due Date	Completed	Performance monitoring
<b>1A</b>	Establish levels of crime and anti-social behaviour reported	Becky Cropper	Police Strategy & Insight	<ul style="list-style-type: none"> <li>4. Produce report on youth related calls to Police in last 12 months</li> <li>5. Produce report on youth anti-social behaviour complaint to Council in last 12 months</li> <li>6. Compare these to other areas in North West</li> </ul>		<ul style="list-style-type: none"> <li>4. May 2018</li> <li>5. May 2018</li> <li>6. June 2018</li> </ul>		reports available
<b>1B</b>	Target enforcement action in appropriate cases	Becky Cropper PI Jonny Elliot	Housing Youth Justice	<ul style="list-style-type: none"> <li>3. Report on actions taken by Police and Council</li> <li>4. Monitor effect of actions</li> </ul>		<ul style="list-style-type: none"> <li>3. May 2018</li> <li>4. ongoing</li> </ul>		reduction in level of anti-social behaviour
<b>1C</b>	Dedicated Life Long Learning resource to establish suitable diversionary activities	Scott Donkin	voluntary sector  Youth Engagement Partnership  Edinburgh Leisure	<ul style="list-style-type: none"> <li>1. Establish programme</li> </ul>		<ul style="list-style-type: none"> <li>1. Summer 2018</li> </ul>		programme in place  attendance levels on programme
<b>1D</b>	Monitor ongoing levels of youth anti-social behaviour at North West Community Improvement Partnership (CIP)	Becky Cropper PI Jonny Elliot	Strategy & Insight	<ul style="list-style-type: none"> <li>1. Regular reports to CIP/community safety forum</li> </ul>		<ul style="list-style-type: none"> <li>1. ongoing</li> </ul>		reduction in level of reported anti-social behaviour
<b>1E</b>	Carry out community safety perception survey	Becky Cropper	Strategy & Insight	<ul style="list-style-type: none"> <li>5. design survey</li> <li>6. carry out baseline survey</li> <li>7. feedback results to GTRA</li> </ul>		<ul style="list-style-type: none"> <li>5. June 2018</li> <li>6. Summer 2018</li> </ul>		increase in feelings of safety

		<b>Scott Donkin</b>	<b>Housing patch officer</b> <b>Gateside TRA</b>	<b>8. repeat survey</b>		<b>7. September 2018</b> <b>8. Spring 2019</b>		<b>Edinburgh Peoples Survey</b>
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	Outcome	Narrative
2	<b>Reduced traffic and parking issues across the estate</b>	The design of the estate lends itself to illegal parking on grassed areas and fast driving along the main access road, Gateside Road

	Action	Lead	Partners and Resources	Milestone	Issues/ Constraints	Due Date	Completed	Performance monitoring
<b>2A</b>	Review entry/exit point at Gateside Road and consider options to improve it	Dave Sinclair	Planning Kirkliston CC	1. Survey entry/exit road 181.1 2. Produce options report 182.1 3. Discuss with relevant partners, including GTRA 183.1 4. Implement agreed option	funding  traffic flow along main road	1. Summer 2018 2. Autumn 2018 3. Late 2018 4. Early 2019		accident statistics
<b>2B</b>	Carry out a local campaign supported by GTRA and partners to highlight the issues	Dave Sinclair	Police GTRA Housing Lifelong Learning Council Comms	7. Design campaign 184.1 8. Carry out campaign 185.1 9. Assess impact		7. Summer 2018 8. Autumn 2018 9. Late 2018		to be agreed
<b>2C</b>	Create marked-up parking bays within the estate	Dave Sinclair George Norval		1. Agree suitable locations 186.1 2. Implement	available funding – NEP?	1. Early 2019 2. 2019		reduction in complaints about parking
<b>2D</b>	Review speed limits throughout estate	Dave Sinclair	Police  Core Transport teams	1. Monitor compliance 187.1 2. Consider any changes required	resource – Police and Council	1. Early 2019 2. Summer 2019		speeding reports  accident statistics
<b>2E</b>	Identify locations to put in physical barriers to stop illegal parking	Dave Sinclair George Norval	GTRA	7. Survey estate for potential locations 188.1 8. Agree locations and type of barrier with GTRA 189.1 9. implement	available funding – NEP?	7. Autumn 2018 8. Winter 2018 9. 2019		reduction in illegal parking

<b>2F</b>	<b>Take action against vehicles parked illegally</b>	<b>Environmental Wardens Police</b>		<b>7. Proactive patrols</b> 190.1 <b>8. Respond to complaints</b> 191.1 <b>9. Issue notices/fines</b>	<b>resource to implement</b>	<b>7. Summer 2018</b> <b>8. Ongoing</b> <b>9. ongoing</b>		<b>reduction in illegal parking</b>
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	Outcome	Narrative
3	<b>Reduced dog fouling</b>	Dog fouling within the estate is potentially dangerous to children, and contributes to poor environmental amenity. The more dog fouling there is, the more irresponsible dog owners feel it is acceptable to allow their dogs to foul within the estate.

	Action	Lead	Partners and Resources	Milestone	Issues/ Constraints	Due Date	Completed	Performance monitoring
<b>3A</b>	<b>Environmental Wardens to prioritise local patrols and undertake appropriate action – such as issue Fixed Penalty Notice where possible – Zero Tolerance</b>	<b>Margaret Laing</b>	<b>Police GTRA</b>	<b>4. Include Gateside on patrol matrix</b>	<b>small number of wardens to cover whole of North West</b>	<b>4. April 2018</b>		<b>Number of patrols FPNs issued</b>
<b>3B</b>	<b>Research initiatives/methods used in Scotland to see where actions have identified longer term impact and overall reductions</b>	<b>Waste &amp; Cleansing</b>	<b>Margaret Laing</b>	<b>3. Check previous research 192.1 4. Additional research if required</b>		<b>2. Summer 2018</b>		<b>research complete</b>
<b>3C</b>	<b>Engage with GTRA to create imaginative localised campaign / investigate sponsored bags to be widely available (No Excuse)</b>	<b>Margaret Laing GTRA</b>	<b>Waste &amp; Cleansing Council Comms Housing patch officer</b>	<b>4. Agree concept and aims 193.1 5. Design campaign 194.1 6. Deliver campaign</b>		<b>4. Summer 2018 5. late 2018 195.1 6. spring 2019</b>		<b>to be agreed</b>
<b>3D</b>	<b>Promote how the issue affects the community, particularly young</b>	<b>Waste &amp; Cleansing</b>	<b>GTRA Health</b>	<b>3. agree promotional materials 4. delivery</b>		<b>3. late 2018 4. spring 2019</b>		<b>to be agreed</b>



	people eg health risks	Margaret Laing	Housing patch officer				
<b>3E</b>	Report back to Gateside Tenants and Residents Association on the complaints received and Fixed Penalty Notices issued	Margaret Laing	Waste & Cleansing Strategy & Insight	2. reporting format and schedule agreed		2. June 2018	reduction in dog fouling

	Outcome	Narrative
4	<b>Improved condition of roads and pavements in the estate</b>	Potholes, damaged kerbs and cracked and uneven pavements are not only potentially dangerous, but combine to give the impression of an estate that is uncared for.

	Action	Lead	Partners and Resources	Milestone	Issues/ Constraints	Due Date	Completed	Performance monitoring
4A	Publicise local roads and pavements scheduled for improvement in Council's Roads and Footpaths Capital Programme	Dave Sinclair	Sean Gilchrist George Norval	3. Transport & Environment Committee agree city-wide programme 196.1 4. GTRA advised of local roads and pavements included	some roads/pavements on HRA land	3. April 2018 4. June 2018		info available
4B	Regular walkabouts with GTRA to identify faults	Dave Sinclair GTRA	Housing patch officer	3. Schedule agreed 197.1 4. Follow-up actions agreed and monitored		2. Summer 2018		action list
4C	Regular updates to GTRA on progress of repairs	Dave Sinclair		2. Reporting format and schedule agreed		3. September 2018		repairs completed in agreed timescales
4D	Identify particularly bad areas for inclusion in Neighbourhood Environment Programme	Dave Sinclair George Norval	GTRA Almond NP/NW Locality Committee	4. Annual walkabout to agree NEP proposals 198.1 5. Reported to/agreed by Almond NP/NW Locality Committee 199.1 6. Projects completed	revised NEP process to be agreed  Limited NEP funding	4. Spring 2018 5. To be agreed 200.1 6. ongoing		NEP reports

	Outcome	Narrative
5	<b>Improved play areas and facilities for children in the estate</b>	GTRA's consultation with residents has identified lack of suitable play facilities in the area as an issue. NEP funding has been procured to upgrade existing play park.

	Action	Lead	Partners and Resources	Milestone	Issues/ Constraints	Due Date	Completed	Performance monitoring
<b>5A</b>	Complete improvements to play park	David Stevenson	Housing Property GTRA	1. work completed	drainage issues on site	1. autumn 2017	yes	
<b>5B</b>	Support GTRA in funding bids for other projects	Housing patch officer GTRA	Funders	1. identify projects 2. submit bids 201.1 3. funding in place 202.1 4. projects completed	availability of funding	1. summer 2018 2. late 2018 203.1 3. ongoing 204.1 4. ongoing		projects complete

	Outcome	Narrative
6	<b>Improved most neglected areas such as Pikes Pool to transform into community asset</b>	a number of areas in and around the estate are in a poor state. Improving them will not only encourage greater use by residents but will give the area a visual boost.

	Action	Lead	Partners and Resources	Milestone	Issues/ Constraints	Due Date	Completed	Performance monitoring
<b>6A</b>	Agree which area(s) to prioritise	GTRA	Dave Sinclair Housing patch officer	1. identify long list 2. prioritise list	land ownership  links to 4D, 5B	1. summer 2018 2. autumn 2018		prioritised list produced
<b>6B</b>	Work up improvement plans and secure funding	GTRA	Dave Sinclair Housing patch officer  Lifelong Learning  funders	1. late 2019 onwards	available funding	1. early 2019 onwards		funding bids submitted
<b>6C</b>	Improvements in place	funders	GTRA  Dave Sinclair			1. 2019 onwards		completed improvements

	Outcome	Narrative
7	<b>Reduce unemployment and skills gap on the estate</b>	Anecdotal information from GTRA is that a number of residents on the estate are disadvantaged in terms of securing employment, due to lack of skills, childcare or travel issues. We will identify presenting and underlying issues and put actions in place to address them.



	Action	Lead	Partners and Resources	Milestone	Issues/ Constraints	Due Date	Completed	Performance monitoring
<b>7A</b>	Link with Edinburgh College to develop suitable skills development opportunities	Helen Bourquin	Edinburgh College  GTRA  voluntary sector	1. identify existing opportunities  2. promote within Gateside 205.1 3. identify gaps and develop bespoke training	resource to research  funding for training	1. autumn 2018  2. late 2018 206.1 3. 2019/20		take up of courses
<b>7B</b>	Develop local communications methods to promote education, training and employment opportunities	Helen Bourquin  GTRA	Housing patch officer  Council comms  Edinburgh College	link to NW comms plan – Employment, Training & Education <b>2b</b> ,		207.1 2019		to be agreed
<b>7C</b>	Identify opportunities to provide outreach based training and education provision through LifeLong Learning service	Helen Bourquin	voluntary sector	Identify programmes		208.1 2019		to be agreed

	Outcome	Narrative
8	<b>Increased community participation</b>	Gateside Tenants & Residents Association has a dedicated committee and membership, and the implementation of this Action Plan will provide an opportunity to increase the number of active and involved citizens within Gateside

	Action	Lead	Partners and Resources	Milestone	Issues/ Constraints	Due Date	Completed	Performance monitoring
<b>8A</b>	Develop a regular programme of walkabouts, involving a range of partners alongside the community	Dave Sinclair  Housing patch officer  GTRA		As 4b		209.1		
<b>8B</b>	Establish a new electronic mailing system (in accordance with data protection) to support greater levels of communication between agencies and the community	Scott Donkin	service providers  GTRA  Housing patch officer	1. Develop concept  2. Disucss with GTRA 210.1 3. implement	no dedicated comms resource within NW	1. 2019  2. Late 2019 211.1 3. 2020		to be agreed
<b>8C</b>	Housing patch officer to co-produce and deliver a regular estate newsletter with GTRA	Housing patch officer  GTRA	Edinburgh Tenants Federation	1. Develop concept  2. Disucss with GTRA 212.1 3. implement		1. late 2018  2. early 2019 213.1 3. spring 2019		to be agreed

**DRAFT****North West Locality – Locality Improvement Plan 2017 – 2022 Action Plan****North Edinburgh Small Area**

	Outcome	Narrative
<b>1</b>	<b>Residents and service providers share values and understand each other's perspectives</b>	As a pre-condition of meaningful joint working, the North Edinburgh Small Area Action Plan seeks to establish a shared and growing mutual respect and understanding between the community and those working in the area.

	Action	Lead	Partners and Resources	Milestone	Issues/ Constraints	Due Date	Completed	Performance monitoring
1A	Establish a series of engagement events – formal and informal	Community Action North  Peter Strong	community reps  service providers	<ol style="list-style-type: none"> <li>1. Establish “Knowing Me, Knowing My Community” training events</li> <li>2. Evaluate outcomes</li> <li>3. Roll out to mass participation across NW</li> <li>4. Develop informal events</li> </ol>	how to expand beyond limited numbers on bespoke training events	<ol style="list-style-type: none"> <li>1. Early 2018</li> <li>2. Summer 2018</li> <li>3. Late 2018</li> <li>4. Autumn 2018</li> </ol>		to be agreed
1B	Support training for community representatives (including young people)	Community Action North  Community Renewal	<p>Lifelong Learning service providers</p> <p>links to:-</p> <p>Community Safety 4a Children, Young People &amp; Families 3a, 4a, 4c, 5b Health &amp; Wellbeing 4a, 4b, 4d Place 1c Employment, Training &amp; Education 1a,</p>	<ol style="list-style-type: none"> <li>1. Review existing training/support activities</li> <li>2. Identify strengths/weaknesses/gaps</li> <li>3. Develop streamlined programme</li> </ol>	funding for training events/courses	<ol style="list-style-type: none"> <li>1. Summer 2018</li> <li>2. Autumn 2018</li> <li>3. 2019</li> </ol>		to be agreed

			<b>1d, 2c, 2e, 2f, 4d</b>					
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	Outcome	Narrative
2	<b>Address the community's cross-cutting issues</b>	As well as considering the themes identified during the Locality Improvement Plan development, the "People Powered Places" events in North Edinburgh also identified childcare/creche provision and information & communications as cross-cutting themes which impinged on all themes. Having reliable, good quality childcare or creche provision allows local residents to access training, social or employment opportunities, all of which contribute to their ability to play a role as active citizens, and ultimately help reduce poverty and isolation. Similarly access to information about the range of opportunities and activities in North Edinburgh, as well as regular feedback from service providers on their activities, underpins residents' ability to get involved.

	Action	Lead	Partners and Resources	Milestone	Issues/ Constraints	Due Date	Completed	Performance monitoring
2A	Childcare/crèche provision	Community Action North  Pilton Community Health Project  North Edinburgh Childcare  CEC Economic Development	voluntary sector Lifelong Learning Health  Links to Employment, Training & Education 4c	<ol style="list-style-type: none"> <li>1. Establish working group</li> <li>2. Review existing provision and gaps</li> <li>3. Encourage cross-project working to optimise resources</li> <li>4. Adapt provision to growing population</li> </ol>	commercial viability/funding	<ol style="list-style-type: none"> <li>1. early 2018</li> <li>2. ongoing</li> <li>3. ongoing</li> <li>4. 2019 onwards</li> </ol>	yes	to be agreed
2B	Information and communications	Scott Donkin Community Action North	Edinburgh College service providers StrongerNorth  Links to:- Community Safety 1b, 1c, 2b, 3a, 4a, 4b, 4c, 5e	<ol style="list-style-type: none"> <li>1. Establish working group</li> <li>2. Link to all themes</li> <li>3. Develop North Edinburgh Small Area website in conjunction with Edinburgh College – ETE 2b</li> </ol>		<ol style="list-style-type: none"> <li>1. early 2018</li> <li>2. summer 2018</li> <li>3. 2019</li> </ol>	yes	to be agreed



			<b>Children, Young People &amp; Families 1b, 2b, 4a, 4e</b> <b>Health &amp; Wellbeing 1b, 2a, 3a, 3b, 3c</b> <b>Place 1a, 1b, 1c, 1d, 1e, 2b, 2f, 3e, 3h, 3i, 5b, 5d</b> <b>Employment, Training &amp; Education 2a, 2b, 4d, 4e</b>					
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	Outcome	Narrative
3	<b>Establish forum for development and monitoring of action plan</b>	As noted in the Locality Improvement Plan, there is a long tradition of community engagement within North Edinburgh, and the intention is harness and further develop community activism in the co-production and monitoring of delivery of the North Edinburgh Small Area Action Plan

	Action	Lead	Partners and Resources	Milestone	Issues/ Constraints	Due Date	Completed	Performance monitoring
<b>3A</b>	Support Community Action North	Peter Strong	North Edinburgh Arts  Lifelong Learning  Muirhouse Housing Association  Inspiring Scotland  NHS	1. Funding secured 2. Board established 3. Programme up and running	short term funding	1. Autumn 2017 2. Spring 2018 3. Spring 2018	yes	community leaders developed  level of community engagement
<b>3B</b>	Involve a wide range of community voices	Peter Strong	Community Action North  Community Renewal  Community Councils	1. scope existing organisations 2. community event to launch small area action plan 3. ongoing development of existing/new fora eg community safety forum, community connections, youth work managers consortium, youth engagement partnerships, friends of parks groups	link to Edinburgh Partnership review, development of NW Locality Committee	1. spring 2018 2. June 2018 3. ongoing		to be agreed

			<p><b>Lifelong Learning</b></p> <p><b>service providers</b></p> <p><b>voluntary sector</b></p> <p><b>links to:-</b>  <b>Community Safety 1a, 1b, 2b, 3a, 3e, 4a, 5b, 5c, 5d, 5e</b></p> <p><b>Children, Young People &amp; Families 2e, 2f, 4a</b></p> <p><b>Health &amp; Wellbeing 2d</b></p> <p><b>Place 2f, 3e, 3g, 3h, 3i, 3j, 5d</b></p> <p><b>Employment, Training &amp; Education 4d</b></p>				
<b>3C</b>	<b>Agree key roles and responsibilities and lines of accountability</b>	<b>Peter Strong</b>	<p><b>community reps</b></p> <p><b>theme leads</b></p> <p><b>service providers</b></p> <p><b>voluntary sector</b></p>	<ol style="list-style-type: none"> <li><b>1. establish steering group to discuss options</b></li> <li><b>2. consultation and engagement</b></li> <li><b>3. establish North Edinburgh Small Area Board</b></li> </ol>	<b>resource to establish and support on ongoing basis</b>	<ol style="list-style-type: none"> <li><b>1. May 2018</b></li> <li><b>2. End August 2018</b></li> <li><b>3. Late 2018</b></li> </ol>	<b>to be agreed</b>

	Outcome	Narrative
4	<b>Actions from themed groups</b>	There are a number of projects or actions from the themed Action Plans which have specific relevance for the North Edinburgh Small Area, and they are referenced here.

	Action	Lead	Partners and Resources	Milestone	Issues/ Constraints	Due Date	Completed	Performance monitoring
4a	#Strongernorth	Peter Strong PI Jonny Elliot	StrongerNorth Silver officers group	as detailed in Community Safety theme actions 2a, 2b, 3a, 3b, 3c, 3d, 4b, 4c, 5d				
4b	MCR pathways pilot in Criagroyston Community High School	MCR Pathways Steve Ross	Edinburgh College mentors businesses	as detailed in Employment Training & Education theme actions 1, 2c, 2d, 2e, 2f, 3a, 3b				
4c	North Edinburgh small area employment website	Scott Donkin	Edinburgh College Community Action North	as detailed in Employment Training & Education theme action 2b				

## Examples of LIP activity by Community Council

### **Almond Ward**

#### Cramond & Banton CC

- Pre-planning discussion on proposed Cammo development **Place 1b**
- Discussions on Barnton junction **Place 2a**  
214.1

#### Davidsons Mains & Silverknowes Association

- Prioritising local budgets – proposed tree cutting in Davidsons Mains **Place 3e**  
215.1

#### Kirkliston CC

- Gateside Small Area Action Plan
- Establish Youth Talk **Community Safety 3e, Children, Young People & Families 4a**
- Discussions on new secondary school **Children, Young People & Families 1c**
- Kirkliston library – roll out every child is a library member with local primary schools **Children Young People & Families 4b**
- Plan walking, cycling & sports festival **Place 5d, Children, Young People & Families 2b**
- Kirkliston/Queensferry traffic study **Place 2b**  
216.1

#### Muirhouse Salvesen CC

- North Edinburgh Small Area Action Plan
- MCR Pathways project at Craigoyston CHS **Employment, Training & Education 1**
- StrongerNorth activities **Community Safety 2a, 4b**
- Muirhouse library – roll out every child is a library member with local primary schools **Children Young People & Families 4b**
- Pennywell regeneration **Place 1c, 4a**

## Queensferry & District CC

- Walker Drive Small Area Action Plan
- Establish Youth Talk **Community Safety 3e, Children, Young People & Families 4a**
- Kirkliston library – roll out every child is a library member with local primary schools **Children Young People & Families 4b**
- Plan walking cycling & sports festival **Place 5d, Children, Young People & Families 2b**
- Queensferry High Street improvements **Place 2c**
- Follow up Place Standard exercise **Place 2f**

## Ratho & District CC

- Discussions on new secondary school **Children, Young People & Families 1c**
- Prioritising local budgets – Ratho Station **Place 3e**

## **Drum Brae Gyle Ward**

### Drum Brae CC

- Clermiston Drum Brae Small Area Action Plan
- East Craigs Small Area Action Plan
- Establish Youth Talk **Community Safety 3e, Children, Young People & Families 4a**
- Festival of walking, cycling& sports **Children, Young People & Families 2b**
- Drum Brae library – roll out every child is a library member with local primary schools **Children Young People & Families 4b**
- Western Edinburgh Youth Engagement Partnership **Community Safety 3e**
- Housing development at care home site **Place 4a**
- Backgreen regeneration **Place 3e**
- Develop Friends of Clermiston Park, improve park and play areas **Place 3g**



## **Forth Ward**

### Granton & District CC

- North Edinburgh Small Area Action Plan
- Waterfront regeneration **Place 1c, 4b, Employment, Training & Education 2a**
- Development of community growing areas **Place 4h, Health & Wellbeing 4g**
- StrongerNorth activities **Community Safety 2a, 4b**
- Granton library – roll out every child is a library member with local primary schools **Children Young People & Families 4b**

### Trinity CC

- STEM pilot for Trinity PS P7s **Education, Training & Employment 2f**
- Establish Youth Talk **Community Safety 3e, Children, Young People & Families 4a**
- Plan walking cycling & sports festival **Place 5d, Children, Young People & Families 2b**
- Trinity walkabout **Place 3i**

### West Pilton West Granton CC

- North Edinburgh Small Area Action Plan
- Waterfront regeneration **Place 1c, 4b, Employment, Training & Education 2a**
- Parklife projects in W Pilton Park **Place 3g, Health & Wellbeing 4g**
- StrongerNorth activities **Community Safety 2a, 4b**
- Development of community growing areas **Place 4h, Health & Wellbeing 4g**
- Housing development at W Pilton Grove **Place 4a**

## **Inverleith Ward**

### Craigleith Blackhall CC

- Establish Youth Talk **Community Safety 3e, Children, Young People & Families 4a**
- Blackhall library – roll out every child is a library member with local primary schools **Children Young People & Families 4b**

### Drylaw Telford CC

- North Edinburgh small Area Action Plan (part)
- Development of community growing areas **Place 4h, Health & Wellbeing 4g**
- Establish Youth Talk **Community Safety 3e, Children, Young People & Families 4a**

### Stockbridge Inverleith CC

- Establish Youth Talk **Community Safety 3e, Children, Young People & Families 4a**
- Walking, cycling & sports festival in Inverleith Park **Place 5d, Children, Young People & Families 2b**
- Stockbridge library – roll out every child is a library member with local primary schools **Children Young People & Families 4b**

## **Corstorphine Murrayfield Ward**

### Corstorphine CC

- Western Edinburgh Youth Engagement Partnership **Community Safety 3e**
- Develop Youth Talk **Community Safety 3e**
- Corstorphine library – roll out every child is a library member with local primary schools **Children Young People & Families 4b**
- Follow up Place Standard exercise **Place 2f**
- Monitor air quality at St Johns Road **Place 5a**

## Murrayfield CC

- Roseburn Park improvements **Place 3e, 3g, Health & Wellbeing 4g, Children Young People & Families 2a**

## All community councils

- GP practices reviewing best practice re appointments etc **Health & Wellbeing 1**
- Police at CC meetings **Community Safety 1b**
- Community safety forum **Community Safety 3a**
- LDP2, Local Transport Strategy, Low Emissions Zone engagement and consultation **Place 1a, 2b, 5b**
- Community walkabouts **Place 3i**

## Item 7.2

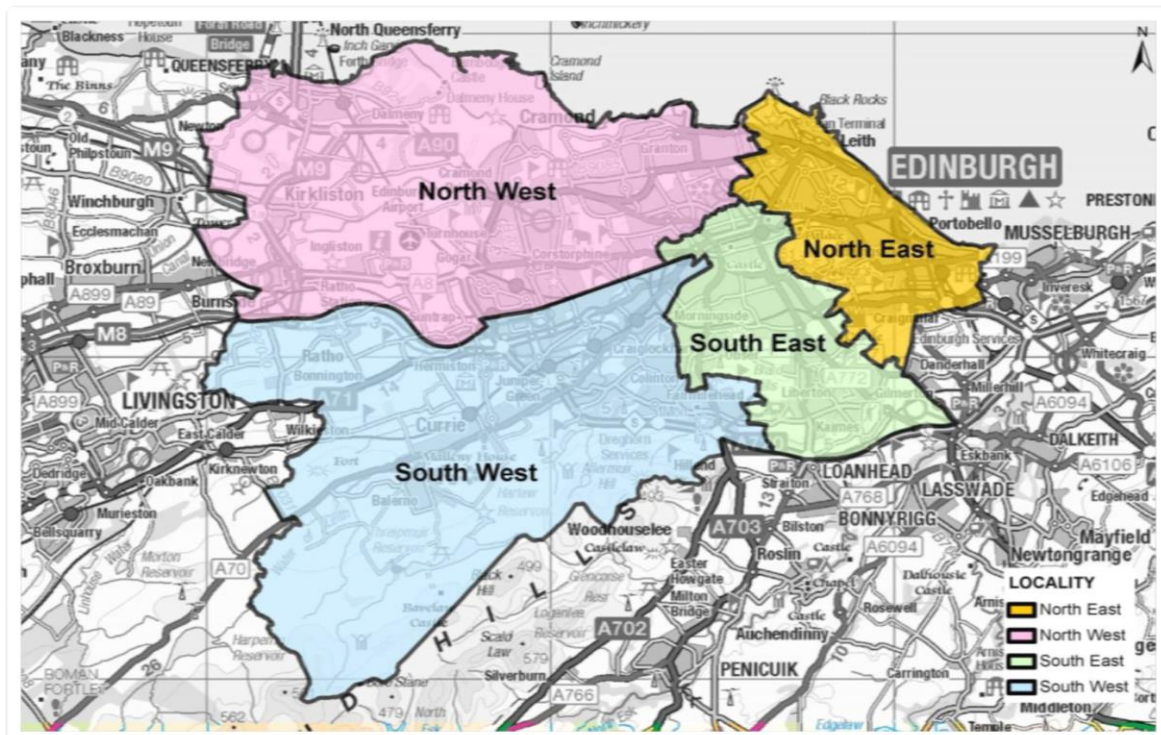


**POLICE  
SCOTLAND**  
Keeping people safe  
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# CITY OF EDINBURGH DIVISION

## North West Locality Policing Update

Monday, 16 April 2018



### *Purpose*

*This information is provided for Local Area Committee members.*

*It reflects recent policing activity within the Locality over the last 2 months and is designed to provide an indication of local crime trends, antisocial behaviour, summarised ward activity and work of Community Policing Teams.*

*Additional detailed reports around funded ward officer activity are submitted separately to the Local Authority and Community Safety Partnership as part of the Edinburgh Partnership Agreement.*

*Other planned community safety work relating to policing will be covered in the Locality Improvement Plan updates.*

## Key Crime Statistics

No official year end figures have been published at this time and discussion is ongoing in regard to statistical content to be provided for future locality area committee.



## Ward Updates

### **Forth Ward**

Partnership working continues to play a key role in tackling ASB across the whole of northwest area and remains a particular focus of the #StrongerNorth initiative in Forth ward. Strong links with Council and housing providers, education, health and other agencies continue to deliver support and intervention to those families in need or causing issues within the area.

Muirhouse Library was experiencing high volume of ASB. Focused patrols, police support and advice to staff alongside visits and engagement with young people, guardians and information sharing with partner agencies has led to a reduction in calls with staff also reporting increased feeling of safety.

The citywide Operation Soteria initiative tackling motorcycle crime has a particular focus in Forth ward. A coordinated response involving local and specialist resources and equipment has been further developed in anticipation of an increase over coming months. Divert and deter activity continues and includes engagement with staff and young people at local Youth Clubs to build positive relationships on an advisory and supportive level. Work is also progressing with Edinburgh College to create opportunities, access to apprenticeships and enhance employability skills. Enforcement action continues with officers dedicated to investigating and identifying those involved.

A safety and education program in several local Primary Schools and all high Schools within the area is ongoing with a focus on motorbikes and associated risk taking behaviour.

There are indications of a strengthening relationship between Police and the local community with an increased level of trust developing following foot patrols and letter drops conducted at key times in all areas experiencing ASB.

Housebreaking - targeted high visibility patrols continue and have led to a reduction in recorded crime and improved detection. Preventative action has also taken place with leaflet drops and personal visits offering advice to homeowners and businesses.

Police engagement with Bike Register and local bike shops have assisted in reuniting recovered stolen pedal bikes with their rightful owners. Increased intelligence and focused patrols have resulted in several offenders being apprehended and reported.

Community engagement – surgeries held at Muirhouse Library, Millenium Centre, Royston Community Centre. Visits to Drylaw Police Station by school pupils as well as road safety and ASB inputs at several local primary and secondary schools and youth clubs.

### **Inverleith Ward**

Partnership working remains key in tackling issues of ASB. Uniformed and plain clothed patrols have tackled reported ASB in and around Craigleith Retail Park, McDonalds at Telford Road and Easter Drylaw shops. This has included positive meetings with staff to provide support and guidance and improve security to prevent further ASB. Enforcement action and intervention visits have been conducted with those nominals identified and their guardians where appropriate.

Patrols have also been conducted around Inverleith Park and Maidencraig/Craigleith walkway to maintain feelings of safety and reduce ASB. The local Licensing and Violence Reduction team



are following positive lines of enquiry in relation to reports of the theft of a pedal cycle which caused some concern to pupils and their parents of local schools in the use of local walkways.

Community police patrols have also assisted the local school link officer in Stockbridge shops at lunchtime engaging with school pupils and shop staff to prevent theft and ASB and monitor numbers of young people entering local shops.

Housebreaking - targeted high visibility patrols continue and have led to a reduction in recorded crime and improved detection. Preventative action has also taken place with leaflet drops and personal visits offering advice to homeowners and businesses.

Police engagement with Bike Register and local bike shops have assisted in reuniting recovered stolen pedal bikes with their rightful owners. Increased intelligence and focussed patrols have resulted in several offenders being apprehended and reported.

Community engagement – surgery held at Blackhall Mosque. School talks and engagement held at ESMS, Drylaw YPC, Broughton High School and Arbor Green Nursery. In addition further visits made to local youth groups including Beavers St Columba's, Rainbow Group at St Stephens and Drylaw N.C. youth club,

Other community officer activity includes licensing checks at pubs and bars in Stockbridge, preventative patrols around Blackhall Mosque regarding parking issues and road safety patrols in regard to zigzags at Telford Drive and Road.

### **Drum Brae/Gyle:**

ASB - local CPT seeking all available opportunities to engage with youths to encourage diversionary activities. This is linked to the West Edinburgh Youth Engagement Partnership and provides regular educational inputs on alcohol, drugs and ASB and how their behaviour impacts the local community. This runs alongside ongoing enforcement action to investigate and identify those involved.

Officers are currently liaising with management at Tesco, Meadow Place Road to establish a work experience programme to divert those on the periphery of offending and highlight employment opportunities.

Partnership work also assists prevention and in March an interim ASBO was issued against an individual regularly associated with ASB. This was a direct result of information sharing between police and council FaHST teams. An interim ASBO provides immediate protection from ASB and prohibits the subject of such an order engaging in ASB.

All P5, 6 & 7 pupils in two of the local primary schools have had inputs on internet safety and bullying with the same talks offered to the remaining two schools in the area.

Officers continue to work with local schools to provide education and enforcement in relation to the 'school streets' zone outside schools. In partnership with headteachers inputs are conducted to parents and pupils, and Police presence is thereafter used as both a preventative measure and enforcement through the issuing of Fixed Penalty Tickets.

A local 'shop-watch' type initiative has been established at the Duart Shops and strong relationships have been established with retail premises at Scotmid and Tesco in the areas where ASB has been



an increasing issue. A communications strategy has been developed to allow relevant information to be shared regarding thefts, proxy purchasing and underage drinking.

For the older community members, drop-in sessions continue at Balfour Court Supported Accommodation and Drumbrae Care Home.

Community surgeries have been held in Tesco and the Gyle shopping centre, and are often attended by partners including FAHST and Retailers Against Crime. These provide the opportunity for general engagement and include information on local and National campaigns.

Officers are regularly involved with CEC Licensing Standards officer and joint visits are carried out to on and off sales premises. Information is circulated in relation to proxy sales, under-age alcohol consumption, and cocaine swab testing.

Officers attend the local Pub Watch meeting where licensees from across the West area brought together to share best practice and recent inputs have been given to them by Best Bar None representative, CEC diversity officer, and National pubwatch promoters.

### **Almond:**

The key community concerns highlighted in the Almond Ward of late have been anti-social behaviour (WA05), anti-social road traffic issues (WA04), and housebreaking (WA03).

WA05: Extensive high visibility and plain clothes patrols have taken place in the Barnton/Davidson Mains in response to concerns raised regarding ASB. Officers are working in partnership with Tesco, Davidson Mains, with the aim of identifying repeat ASB offenders, and preventing the sale and proxy purchasing of alcohol. In conjunction with local councillors, officers are seeking to arrange a public meeting in order to highlight the ongoing work and ensure community buy-in to future initiatives.

Officers have continued to attend the Blue Light disco, supporting youth workers and providing a valuable opportunity to engage with the local youths. Planning is currently underway for a summer youth programme in conjunction with CEC Community and Learning Development staff.

WA04: Concerns have been raised regarding the anti-social behaviour of young drivers at night in the Hawes area. Officers are working in partnership with Roads Policing to identify and educate those involved. Where repeat offenders have been identified warning letters have been issued. Should the issue continue more robust enforcement will take place.

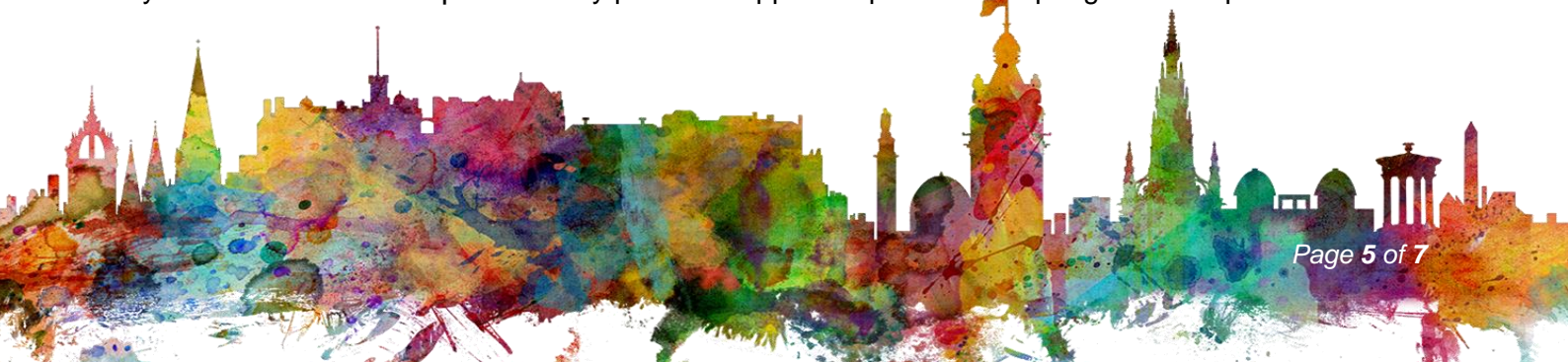
WA03: High visibility and plain clothes patrols have taken place in the Kirkliston area following reports of several housebreaking. Community officers are liaising with the Community Investigation Team who focus on housebreaking with a view to identifying hotspots and thereafter gather intelligence and target offenders. Officers continue to circulate crime prevention guidance and promote the Prevention, Intervention and Partnerships department who can provide bespoke crime prevention surveys for both private and business premises.

School talks have taken place across the ward covering topics including internet safety and personal safety.

A number of speed checks have been carried across the ward, with a particular focus on B800, Bo'ness Road, Station Road, Hopetoun Road, and Lenniemoir.

### **Murrayfield/Corstorphine:**

The recent focus of community officers covering the Murrayfield/Corstorphine area has also been on youth ASB and it is hoped an early proactive approach prior to the Spring/Summer period will have





a positive impact. They continue to work in partnership with the West Edinburgh Youth Engagement Partnership and are seeking opportunities to deploy the mobile football pitch.

School presentations have taken place at Roseburn, Carrick Knowe and Corstorphine primaries, and also St Georges and Mary Erskine secondary schools. The focus of these have been internet safety, personal safety, and child behaviour both within and outwith school premises.

Inputs regularly take place with local Scout and cub groups.

As part of an increased community engagement model officers have commenced regular drop in sessions for elderly community members at Murrayfield View, Roseburn Court and Roseburn House. They also have regular Police surgeries in local Costa Coffee which have been advertised across our social media and have been well attended to date.

Officers continue to work in partnership with SRU and Edinburgh Zoo in the lead up to high profile events in order to address community concerns. This will continue in regard to the upcoming Rolling Stones concert and BT Rugby Finals day.

Pedal cycle patrols remain a regular occurrence with officers engaging the public and providing advice regarding bike security and general acquisitive crime awareness.



## Significant Crimes / Ongoing Operations

**Drumrae week of action 2<sup>nd</sup> to 8<sup>th</sup> April 2018.** Local community officers led a partnership week of action under the banner of the Community Alcohol Partnership. The aim was to prevent ASB during the Easter period and tackle underage drinking through education and enforcement and target those involved in proxy purchasing. This included:

- Joint licensed premises visits with CEC licensing standards officers
- High Visibility Police patrols in the relevant areas impacted by youth ASB and proxy purchasing
- Stall at Drumrae hub utilising alcohol box highlighting dangers of alcohol consumption
- Distribution of materials obtained from Best Bar None, Choices for Life and Alcohol Focus Scotland
- Attendance at McDonalds football initiative with the West Edinburgh Youth Engagement Partnership

**Operation Soteria** The continued focus on motorcycle crime as well as recent update on the results of Operation Pellucid regarding the bike rally on Jan 13<sup>th</sup> send out a clear message this type of antisocial and often dangerous activity will not be tolerated. We continue to work closely with partners to deter and detect offenders and develop a range of tactics to assist this work including:

- Operation Orbit - patrols by uniformed police officers on off-road motorcycles with a city wide remit to access difficult to reach areas to recover motorcycles, prevent ASB riding of motorcycles and improve detection and offering high visibility reassurance for the wider community.
- Use of Selecta DNA tagging spray – number of officers in Northwest trained in use of tagging spray (similar to smartwater which is sprayed on motorcycle offender to improve detection and conviction) stays on the targets skin for weeks, showing up under UV light and successfully used by English forces.

**Prison Release initiative** Ongoing development of program in conjunction with Aid and Abet charity, Police Violent Offender Watch (VOW) team and Throughcare services (housing, social work, education and employment) aimed at supporting those persons due to be released from prison to ensure appropriate awareness and support is put in place ready for their release and impact on individual and community is minimised.

**#StrongerNorth** Additional police resources continue in the area and maintain a clear focus on delivering long term solutions, partnership support and intervention to those individuals and families having negative impact in the area, diverting those on the cusp of criminality and ensuring effective information sharing between partners to enable swift and robust action.



# North West Locality Committee

7:00 pm, Wednesday, 25 April 2018

## Neighbourhood Environment Programme/Community Grants Fund Report

Item number	7.3
Report number	
Executive/routine	
Wards	
Council Commitments	

### Executive Summary

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The remit for Locality Committees as agreed by Council at its meeting on 23 November 2017 includes responsibility for the Community Grants Scheme and Neighbourhood Environment Programme.

This report provides details of these funding streams, together with key considerations in developing an allocation model for the North West locality.

## Neighbourhood Environment Programme/Community Grants Fund Report

### 1. Recommendations

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- 1.1 To note that a report will be submitted to Culture and Communities Committee regarding proposed changes to the Community Grants Scheme as set out in paragraph 3.6;
- 1.2 To agree an allocation option as described in paragraphs 3.20 to 3.23.

### 2. Background

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- 2.1 The Council agreed in 2007 for the determination of applications under the Community Grants Scheme to be made at a local level. Under the arrangement, the decision-making function was delegated to officers, with applications to be considered by the Neighbourhood Partnership with the appropriate local manager acting on their advice.
- 2.2 To ensure a consistency of approach, the Council agreed that all grants would be subject to the Council's standard terms and conditions of grant and based on core criteria. The city-wide budget was disaggregated proportionally according to the population of each Neighbourhood Partnership.
- 2.3 In agreeing these arrangements, the Council recognised that similar arrangements could be applied to other budgets as appropriate. This subsequently was applied in respect of the Neighbourhood Environment Programme. This programme comprises allocations of Carriageway and Footpath capital and Housing Revenue Account budgets.
- 2.4 With the Council agreement in November 2017, responsibility for decision-making on the allocation of these funds now forms one of the delegated functions of the Locality Committees.

### 3. Main report

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#### Community Grants Scheme

- 3.1 In devolving decision making on the Community Grants Scheme, the Council agreed to the use of a standard application form, set of approved criteria and

compliance with the Council's approved Funding Conditions for grant aided organisations. The process of the Neighbourhood Partnerships distributing these funds was agreed previously by the Council.

- 3.2 The Scheme provides grants of up to £5,000 to constituted voluntary or community groups undertaking projects which benefit local communities and support locally identified priorities. Grants are provided for targeted, one-off, activities aimed at improving the quality of life and community action in the area.
- 3.3 The Scheme provides an important mechanism for strengthening local democracy through involving the community in the decision-making process. In recognising this role, Neighbourhood Partnerships have sought to develop different ways to increase involvement, including the use of participatory budgeting. Each Neighbourhood Partnership has sought to realise the maximum benefit for the community, providing grants to deliver the priorities identified within the former Local Community Plans. These priorities were determined through an extensive programme of engagement and ongoing dialogue with the community, using a variety of methods. The fund also provides an important role in supporting community development through enabling the community to take direct action in addressing local issues.
- 3.4 Analysis of allocations of grants across the Neighbourhood Partnerships in previous years shows that a variety of activity has been supported with awards made to projects addressing the environment, needs of people with protected characteristics, arts, sport and health. Support for youth themed activity and community involvement have strongly featured across the 12 Neighbourhood Partnerships.
- 3.5 The city-wide budget of £405,679 is disaggregated proportionally based on population estimates of Neighbourhood Partnerships, which comprise one or more wards. As revisions have been made to the ward boundaries it is proposed that with the transfer of decision making of the fund to the Locality Committees, to update the disaggregation on this basis. The impact of this change to locality budgets is summarised below. A breakdown of population and budget allocation by Neighbourhood Partnership is provided in Appendix 1.

<b>Locality</b>	<b>Current allocation 2017/18 £</b>	<b>Revised allocation based on recalculation 2018-19 £</b>	<b>Difference £</b>	<b>Difference %</b>
<b>North West</b>	114,270	115,253	+ 983	0.86 increase

<b>South West</b>	93,832	89,453	- 4,379	4.66 decrease
<b>North East</b>	88,731	92,738	+ 4,007	4.52 increase
<b>South East</b>	108,846	108,235	-611	0.56 decrease
<b>Totals</b>	<b>405,679</b>	<b>405,679</b>		

**Table 1: Allocation of Community Grants Fund by Locality**

3.6 As this recalculation has a city-wide impact and there is a need to update the policy to reflect the new decision-making structures, it is proposed to seek approval for the change from the Culture and Communities Committee at its meeting on 19 June 2018. In addition, to provide for greater flexibility in the local determination of the use of these funds, approval will be sought to enable Locality Committees to agree their funding criteria. The existing requirement for compliance with the Council's Funding Conditions will remain.

#### Neighbourhood Environment Programme

3.7 The Neighbourhood Environment Programme comprises two elements of funding, support for improvements to:

- local roads and footpaths based on a flat sum allocation for each locality from the carriageway and footpath capital budget; and
- Council housing areas with the budget allocated from the Housing Revenue Account and based on Council tenancies in each locality. The criteria for the spend is managed by Finance and the central Housing Property Team.

3.8 The allocations for each of these elements for 2018/19 by locality is set out below. A breakdown by Neighbourhood Partnership and ward is provided in Appendix 2.

<b>Locality</b>	<b>HRA £</b>	<b>Roads £</b>	<b>Total £</b>
<b>North West</b>	534,000	200,000	734,000
<b>South West</b>	572,000	100,000	672,000
<b>North East</b>	516,000	150,000	666,000
<b>South East</b>	378,000	150,000	528,000

**Table 2: Neighbourhood Environment Programme Allocation by Locality**

Note – the figures above do not include carry forward from previous years.

- 3.9 As with the Community Grants Scheme, the Neighbourhood Partnerships use a variety of approaches to identify and select the projects to fund. The identification of projects involves dialogue with community councils, community groups, registered tenants' organisations, residents and elected members. Officers can also put forward suggestions based on their knowledge of local issues. Selection has been through the Neighbourhood Partnerships, involving in some instances sub groups or the Area Housing Board, using a variety of methods. These include selection panels, online voting and pop up events. In 2016, the South Central Neighbourhood Partnership held the first Neighbourhood Environment Programme participatory budgeting event to select projects for funding.

#### Next Steps

- 3.10 The Council in agreeing to the local determination of these funds in 2007, and providing Neighbourhood Partnerships with a key role, sought to strengthen community involvement in the democratic process. This decision has enabled communities to work co-operatively with elected members, public and third sector partners to achieve better outcomes and to be engaged in decisions to improve their areas.
- 3.11 The funds have played an important role in supporting the delivery of local priorities and grass roots development. The different approaches used by the Neighbourhood Partnerships to allocate the funds have aimed to widen community involvement in the decision-making process, recognising that engagement is not restricted to participation in formal structures. For example, the use of participatory budgeting has been successful in increasing participation in democratic decision making, promoting a greater understanding of public budgets and encouraging communities to develop solutions to local issues.
- 3.12 This approach to working with communities is central to achieving the long-term, sustainable change which is at the heart of the national public sector reform agenda, Community Empowerment (Scotland) Act 2015 and the Council's strategic ambitions as set out in 'Programme for the Capital, The City of Edinburgh Business Plan 2017-22'.
- 3.13 With responsibility for decision making for the budgets now a function of the Locality Committee there is an opportunity to consider the future model for the allocation of the funds.
- 3.14 In determining the next steps there are a number of factors that require to be considered. Critical within this is the resource requirement to manage the allocation process, particularly with small pots of money. There is scope in developing a new model, to maximise the impact and achieve greater efficiencies through combining budgets.
- 3.15 There is also potential to use the budgets more flexibly across the locality rather than allocating at ward or Neighbourhood Partnership level, with opportunities to target the spend differently. This includes a possible thematic or geographic approach based on levels of need, specific targeting to tackle poverty and inequality

and/or a locality wide approach based on delivery of the priorities identified within the Locality Improvement Plan (LIP). Using the LIP as the basis of the allocation would provide a ready vehicle for ensuring decisions were informed by the community needs and aspirations. It would also build on the established approach of Neighbourhood Partnerships in using the funds to support the delivery of the Local Community Plan.

- 3.16 In considering the allocation process, the role of Neighbourhood Partnerships and, specifically community and partner involvement in the decision-making process, also needs to be considered. This should take account of the Council decision at its meeting on 26 October 2017 to continue with the Neighbourhood Partnerships pending the outcome of the review and consultation of community planning arrangements.
- 3.17 There is also an opportunity to strengthen community influence and participation by building on the participatory budgeting approaches used by the Neighbourhood Partnerships, fulfilling the Locality Committee function to lead participatory budgeting within the locality on funds allocated by Council or committee. In adopting this approach consideration needs to be given to resourcing. Adopting one participatory budgeting approach for the whole locality, potentially linked to the Locality Improvement Plan, could provide many benefits including achieving economies of scale, fostering community cohesion and opportunities for greater partnership working.
- 3.18 The development of a new model for the allocation for these funds, presents an opportunity not just to build on existing strengths but to contribute to the ambition of creating new ways to meaningfully support community empowerment and engagement within each locality.
- 3.19 This development process will take time and requires the agreement of Culture and Communities Committee for the Scheme criteria to be changed as referenced in paragraph 3.6. Consideration should also be given to the role of Neighbourhood Partnerships, recognising the Council decision for their continuation as referenced in paragraph 3.16. Given this, there is a need to consider options to ensure the community action and improvement activity supported by these funds is not diminished during this transitional period. These are set out below.

#### Option 1

- 3.20 To continue with the existing arrangement whereby applications are considered by the Neighbourhood Partnerships based on the priorities in the Locality Improvement Plan and under the Scheme of Delegation approved by the Locality Manager. These decisions could then be reported to the Locality Committee for information. In agreeing this option, consideration would need to be given to whether a fixed amount of the budget would be made available. This would ensure funds could then be allocated using the new model within the current financial year. Elected members would continue to have a role in this process through their involvement in the Neighbourhood Partnerships.



## Option 2

- 3.21 As above but with the Neighbourhood Partnerships' recommendations on the allocation of the funds being presented to the Locality Committee for approval. The timings of the respective meetings will need to be carefully considered. There is already an established process for considering time sensitive applications out with the normal meeting cycle with decisions being reported retrospectively to the Locality Committee.
- 3.22 In adopting either option 1 or 2 consideration would need to be given to an appropriate timescale with this either being for the full year or a defined period and recognising the Culture and Communities Committee reporting timeline.

## Option 3

- 3.23 To agree to part or all of budgets being allocated using a participatory budgeting approach. This would allow work to start on designing a participatory budgeting initiative appropriate for the locality, whilst recognising the reporting timeline to Culture and Communities Committee. In designing the approach, recognition will need to be given to the resource requirements and the limited capacity to deliver differently funded small scale initiatives within concurrent timescales across the locality. Where there was a decision to allocate part funding to a participatory budgeting approach, consideration would be required on the option for allocating the other funds during the transitional period. This approach would support the Council's strategic aim to be an Empowering Council and the achievement of the commitment to become a leading Council in Scotland for community engagement with 1% of the discretionary budget allocated through participatory budgeting.

## **4. Measures of success**

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- 4.1 These funds aim to support the delivery of locally identified priorities. On this basis, success can be measured through the Performance Framework being developed for the Locality Improvement Plans.

## **5. Financial impact**

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- 5.1 The resourcing of the management of these funds represents a potential significant pressure depending on the approach taken to their allocation. Taking different approaches across the locality, particularly in relation to participatory budgeting, has a potential impact on resources.

## **6. Risk, policy, compliance and governance impact**

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- 6.1 The involvement of communities in the decision making of these funds has been a significant feature and needs to be recognised in the development of the future approach.

## **7. Equalities impact**

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- 7.1 Activity supported through these funds contributes to the delivery of the Equality Act 2010 general duties of advancing equality of opportunity and fostering good relations.

## **8. Sustainability impact**

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- 8.1 Activity supported through these funds has the potential to positively impact on sustainability.

## **9. Consultation and engagement**

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- 9.1 These funding streams provide an important mechanism for strengthening local democracy and supporting community development.

## **10. Background reading/external references**

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- 10.1

**Andrew Kerr**

Chief Executive

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## **11. Appendices**

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Appendix 1 - Community Grants Scheme - Population and Neighbourhood Partnership Allocation Breakdown

Appendix 2 - Neighbourhood Environment Programme Budget Breakdown 2018-19 by Locality, Ward and Neighbourhood Partnership

## Community Grants Scheme - Population and Neighbourhood Partnership Allocation Breakdown

Locality	Ward	Current Population Estimate 2018	Population +/- Change	Neighbourhood Partnership	Allocation 2017/18 £	Recalculated Allocation 2018-19 £
<b>North West</b>	Drumbrae/Gyle	23,512	-264	Western	39,621	37,565
	Corstorphine/Murrayfield	22,638	-383			
	Almond	33,938	+7,423	Almond	21,904	27,586
	Forth	30,886	-3,086	Forth	26,444	25,112
	Inverleith	30,744	-3,695	Inverleith	26,301	24,990
	<b>North West Total</b>	<b>141 718</b>				
<b>North East</b>	Leith	23,243	-2,514	Leith	44,184	44,624
	Leith Walk	31,649	-957			
	Craigtinny/Duddingston	31,350	+4,861	Craigtinny/Duddingston	22,810	25,477
	Craigmillar/Portobello	27,819	+1,766	Craigmillar/Portobello	21,737	22,637
	<b>North East Total</b>	<b>114 061</b>				
<b>South East</b>	Central Edinburgh	30,756	+8,229	City Centre	21,878	25,030
	Liberton/Gilmerton	32,546	-1,739	Liberton/Gilmerton	29,595	26,451
	Southside/Newington	36,169	+1,789	South Central	57,373	56,754
	Meadows/Morningside	33,570	-1,213			
	<b>South East Total</b>	<b>133 041</b>				
<b>South West</b>	Craiglockhart/Fountainbridge	23,244	-295	South West	50,249	45,274
	Sighthill/Gorgie	32,438	-7,685			
	Pentland Hills	30,537	+5,989	Pentland	43,583	44,179
	Colinton/Fairmilehead	23,771	-2,096			
	<b>South West Total</b>	<b>109 990</b>				
	<b>Citywide Total</b>	<b>498,810</b>	<b>+6,130</b>		<b>405,679</b>	<b>405,679</b>

**Neighbourhood Environment Programme  
Budget Breakdown 2018-19 by Locality, Ward and Neighbourhood Partnership**

Locality	Ward	Partnership	HRA 2018-19 £	Roads 2018/19 £	Total £
<b>North East</b>	Craigentinny/Duddingston	Craigentinny/Duddingston	199,692	50,000	
	Leith Walk	Leith	35,604	50,000	
	Leith		97,008		
	Portobello/Craigmillar	Craigmillar/Portobello	183,696	50,000	
	<b>North East Locality Total</b>			<b>516,000</b>	
<b>North West</b>	Almond	Almond	143,112	50,000	
	Corstorphine/Murrayfield	Western	17,622	50,000	
	Drumbrae/Gyle		66,216		
	Forth	Forth	248,844	50,000	
	Inverleith	Inverleith	58,206	50,000	
	<b>North West Locality Total</b>			<b>534,000</b>	
<b>South East</b>	Central Edinburgh	City Centre	61,614	50,000	
	Liberton/Gilmerton	Liberton/Gilmerton	261,198	50,000	
	Meadows/Morningside	South Central	4,536	50,000	
	Southside/Newington		50,652		
	<b>South East Locality Total</b>			<b>378,000</b>	
<b>South West</b>	Colinton/Fairmilehead	Pentland	60,203	50,000	
	Pentland Hills		276,991		
	Fountainbridge/Craiglockhart	South West	37,895	50,000	
	Sighthill/Gorgie		196,911		
	<b>South West Locality Total</b>			<b>572,000</b>	
<b>City-wide Total</b>			<b>2,000,000</b>	<b>600,000</b>	<b>2,600,000</b>

# North West Locality Committee

7.00pm, Wednesday, 25 April 2018

## Objections to Traffic Regulation Order TRO/15/48 Proposed Parking Restrictions – Barnton Avenue West

<b>Item number</b>	7.4
<b>Report number</b>	
<b>Executive/routine</b>	
<b>Wards</b>	1 Almond
<b>Council Commitments</b>	

### Executive Summary

In recent years residents of Barnton Avenue West have approached the City of Edinburgh Council requesting single yellow line waiting restrictions and 24 hour waiting restrictions (double yellow lines) at the East end of the street at the South entrance to Cargilfield Primary School. The proposed introduction of double yellow line waiting restrictions should keep the turning area and entrance to the cycle path clear of parked vehicles. The introduction of a single yellow line waiting restrictions would displace staff, parent and commuter parking.

This report details objections to Traffic Regulation Order TRO/15/48 which would introduce parking restrictions in Barnton Avenue West. It informs Committee of the 47 objections received following the public advertising stage and seeks approval to make the Order with significant amendments. The concerns of the objectors and the Council's response are set out in Appendix 1.

## Objections to Traffic Regulation Order TRO/15/48 Proposed Parking Restrictions – Barnton Avenue West

### 1. Recommendations

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- 1.1 It is recommended that the Committee:
  - 1.1.1 notes the objections received to the Traffic Regulation Order; and
  - 1.1.2 gives approval to make the Traffic Regulation Order as amended.

### 2. Background

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- 2.1 Residents at the east end of Barnton Avenue West have raised concerns about day time parking (suggested to be school staff) and obstruction caused by short term parent parking. It has been noted by local residents that private driveways are temporary obstructed during busy drop off and collection periods, however, this has not been observed during site visits.

### 3. Main report

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- 3.1 The TRO to make the necessary amendments was advertised from 26<sup>th</sup> August 2016 until 16<sup>th</sup> September 2016. Forty seven letters of objections were received and these are summarised in Appendix 1. The objectors were mainly concerned with the displacement of parking to the other end of the street, child safety concerns and the fact that there is no visible obstruction of residents' driveways.
- 3.2 At present there are no parking restrictions at the East end of Barnton Avenue West. It is assumed that those who park closest to Cargilfield Primary School are school staff and residents. Parents park furthest away and generally walk their children into school.
- 3.3 The introduction of the double yellow lines at the turning area will prohibit long term parking close to the rear pedestrian entrance of Cargilfield Primary School, provide a safe location for turning vehicles and maintain access to the Cycleway access. Of the 47 objectors 11 specifically said they were objecting to the single yellow lines only and were in support of the proposed double yellow lines.

- 3.4 The introduction of the proposed single yellow line restrictions (no waiting between 07:30 and 18:30 Monday to Friday) would prohibit longer term parking on this section of the road. However, it would allow parents to use the single yellow line to drop their children off for a very short period of time only (loading and unloading is permitted).
- 3.5 In light of the level of objections received during the public advertising stage committee are asked to approve a revised Traffic Regulation Order (TRO/15/48). The proposed double yellow line area at the turning area will remain and the long section of single yellow line (highlighted in green on the attached plan) will be removed from the proposed Order.

#### 4. Measures of success

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- 4.1 Not applicable

#### 5. Financial impact

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- 5.1 The cost of undertaking the necessary Order will be met from within existing Transport budgets.

#### 6. Risk, policy, compliance and governance impact

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- 6.1 It is considered that there are no known risk, policy, compliance or governance impacts arising from this report.

#### 7. Equalities impact

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- 7.1 Consideration has been given to the relevance of the Equalities Act 2010 and there will be no negative impact on those covered by the Protected Characteristics.

#### 8. Sustainability impact

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- 8.1 The recommendations within this report do not have any adverse impact on carbon impacts, adaptation to climate change or sustainable development.

#### 9. Consultation and engagement

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- 9.1 These proposals have been advertised in the local media and through on-street public notices, in accordance with the relevant legislation.
- 9.2 Statutory bodies representing those the proposals could affect, including Community Councils, the emergency services, and local Ward Councillors have received advisory letters. Details were also published on the Council and Scottish Government websites.

## 10. Background reading/external references

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Correspondence from objectors.

### **Paul Lawrence**

Executive Director of Place

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## 11. Appendices

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Appendix 1 – Details of the objections.

Appendix 2 - Plan of revised restrictions



## Objections to Proposed Introduction of Waiting Restrictions – Barnton Avenue West

### Appendix 1 – Detailed Representations/Objections - Responses to Issues Raised

	Objection	No of objectors
1	Child Safety	19 – Issues relating to parents crossing the road to reach the available footpath acknowledged. Single yellow section removed from proposal.
2	Loss of parking for residents, visitors and workmen during the day, along the single yellow line section	4 – Impact on residents parking acknowledged – Single yellow section removed from the proposal.
3	Long term parking issue is not being solved. The cars will move further along the street	22 - Acknowledged – Single yellow section removed from the proposal.
4	Obstruction to driveways not an issue, parents and teachers park in a courteous manner.	24 - Acknowledged – Single yellow section removed from the proposal.
5	Traffic increase negligible during peak times	3 - Acknowledged – Single yellow section removed from the proposal.
6	Increase in the speed of cars and cyclists	4 – Issue to be monitored with respect to road safety.
7	Cargilfield Primary School is unlike other primary schools. The majority of children come great distances by car.	3 - Acknowledged – Single yellow section removed from the proposal.
8	No objection to the proposed double yellow lines, just the single yellow lines	11 - Acknowledged – Single yellow section removed from the proposal.

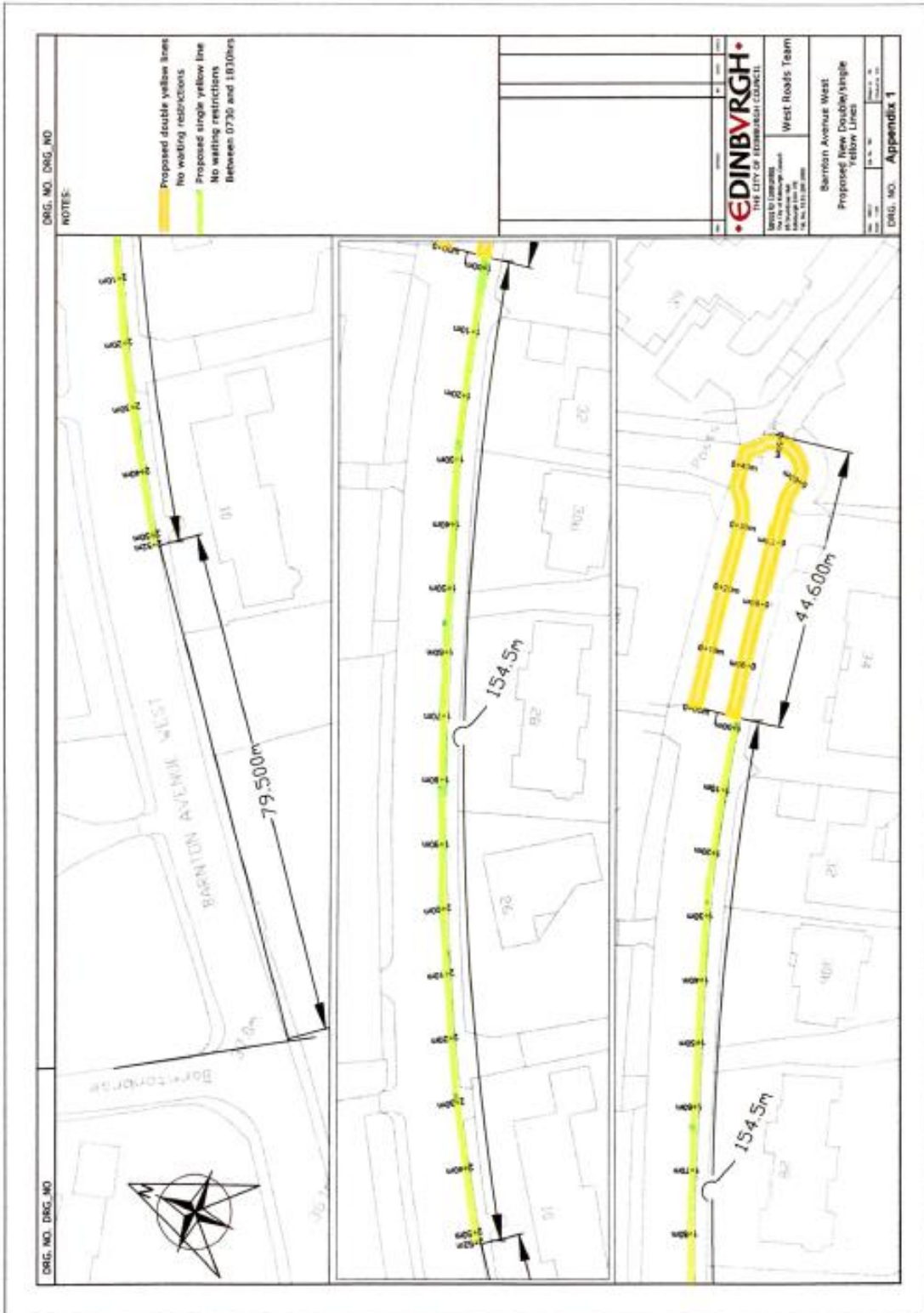
Total number of objectors:- 47

Resident:- 17

Parent:- 26

Staff:- 4

Appendix 2 - Plan of the revised restrictions (Green restriction will be removed)



# North West Locality Committee

7.00pm, Wednesday, 25 April 2018

## Objections to Traffic Regulation Order TRO/15/50 Proposed Parking Restrictions – Cramond Glebe Road and Cramond Village

Item number	7.5
Report number	
Executive/routine	
Wards	1 Almond
Council Commitments	

### Executive Summary

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In recent years the Cramond and Barnton Community Council have identified the requirement to introduce additional waiting restrictions on Cramond Glebe Road to manage parking and maintain access particularly during busy holiday periods.

The proposed Traffic Regulation Order would offer 24 hour waiting restrictions (double yellow lines) on Cramond Glebe Road between The Cramond Inn to the Cramond Kirk access.

This report details objections received following the public advertising in November 2016 of the proposed Traffic Regulation Order TRO/15/50 to introduce 24 hour parking restrictions on Cramond Glebe Road. It informs Committee of the four objections received to the Order and seeks approval to set aside the objections and make the Order with amendments. The concerns of the objectors and the Council's response are set out in Appendix 1.

## Objections to Traffic Regulation Order TRO/15/50 Proposed Parking Restrictions – Cramond Glebe Road and Cramond Village

### 1. Recommendations

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- 1.1 It is recommended that the Committee:
  - 1.1.1 notes the objections to the Traffic Regulation Order and gives approval to make the Traffic Regulation Order as amended.

### 2. Background

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- 2.1 The Cramond and Barnton Community Council have raised the issue of restrictive parking on Cramond Glebe Road over a number of years. During busy periods, especially when the Cramond Car park is full, drivers often park on Cramond Glebe Road. Due to the busy nature of the area local congestion often occurs and emergency services access has been affected.

### 3. Main report

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- 3.1 The TRO to make the necessary amendments was advertised from 04 November to 25 November 2016. Four letters of objections were received and these are summarised in Appendix 1. The objectors were mainly concerned with the loss of parking for residents in Cramond Village.
- 3.2 At present there are no parking restrictions along the majority of Cramond Glebe Road (with the exception of its junction of Whitehouse Road). When the Cramond Car Park in full it is common that visitors to the area will park along Cramond Glebe Road. This creates a single lane for traffic, reduces visibility, often causes congestion and frustration.
- 3.3 The introduction of the double yellow lines in the area will prohibit parking between the Car Park and the Kirk and should provide safe access for visitors, residents, businesses and emergency services.

- 3.4 All of the objections received related to concern from residents regarding loss of parking adjacent to their properties (noted in Appendix 1). To help alleviate concern from local residents it is proposed to remove 12m of double yellow lines from the suggested TRO between No.8 and the junction leading to the Car Park (build-out).
- 3.5 Committee is advised to approve the revised Traffic Regulation Order (TRO/15/50) as noted above and shown in Appendix 2, with the reduction in proposed double yellow lines to take account of the points raised by the objectors.

#### 4. Measures of success

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- 4.1 Not applicable

#### 5. Financial impact

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- 5.1 The cost of undertaking the necessary Order will be met from within existing Transport budgets.

#### 6. Risk, policy, compliance and governance impact

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- 6.1 It is considered that there are no known risk, policy, compliance or governance impacts arising from this report.

#### 7. Equalities impact

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- 7.1 Consideration has been given to the relevance of the Equalities Act 2010 and there will be no negative impact on those covered by the Protected Characteristics.

#### 8. Sustainability impact

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- 8.1 The recommendations within this report do not have any adverse impact on carbon impacts, adaptation to climate change or sustainable development.

## 9. Consultation and engagement

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- 9.1 These proposals have been advertised in the press and through on-street public notices, in accordance with the relevant legislation.
- 9.2 Statutory bodies representing those the proposals could affect, including Community Councils, the emergency services, and local ward Councillors have received advisory letters. Details were also published on the Council and Scottish Government websites.

## 10. Background reading/external references

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### **Paul Lawrence**

Executive Director of Place

Contact: Peter Strong, North West Locality Manager

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## 11. Appendices

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Appendix 1 – Details of the objections.

Appendix 2 - Plan of the proposed amendments

## Objections to Proposed Introduction of Waiting Restrictions – Barnton Avenue West

### Appendix 1 – Detailed Representations/Objections - Responses to Issues Raised

	Objection	Response
1	<ul style="list-style-type: none"> <li>• Insufficient parking in Cramond Village for residents with this proposal</li> <li>• DYLS don't go far enough</li> </ul>	<ul style="list-style-type: none"> <li>• Removal of 12m of DYL on Cramond Village</li> </ul>
2	<ul style="list-style-type: none"> <li>• Objected to the DYLS on Cramond Village, insufficient parking for residents</li> <li>• Suggested a Residents Permit Parking Scheme</li> <li>• DYLS don't go far enough</li> </ul>	<ul style="list-style-type: none"> <li>• Removal of 12m of DYL on Cramond Village</li> <li>• Resident advised that a residents' parking scheme was not possible at this time</li> <li>• Objection Removed</li> </ul>
3	<ul style="list-style-type: none"> <li>• Objected to the DYLS on Cramond Village, insufficient parking for residents</li> </ul>	<ul style="list-style-type: none"> <li>• Removal of 12m of DYL on Cramond Village</li> <li>• Objection Removed</li> </ul>
4	<ul style="list-style-type: none"> <li>• Insufficient parking in Cramond Village for residents with this proposal</li> <li>• DYLS don't go far enough</li> </ul>	<ul style="list-style-type: none"> <li>• Removal of 12m of DYL on Cramond Village</li> </ul>





# Report

## North-West Edinburgh Health and Social Care Update

### North West Edinburgh Locality Committee

- 25 April 2018



## Executive Summary

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1. This report provides an overview of the services delivered by the Edinburgh Health and Social Care Partnership in North West Edinburgh. The report outlines key challenges and provides examples of actions being taken to improve service delivery.

## Recommendations

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2. To note the current position of the Health and Social Care Services delivered in North West Edinburgh and provide comment on additional actions that could help improve the quality of services for local people.

## Background /Main report

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3. Since the integration of Health and Social Care in Edinburgh during 2017, much work has been undertaken to establish local services in line with the new structure. This has run in tandem with responding to the recommendations outlined in the Care Inspectorate's Services for Older People in Edinburgh inspection report, published in May 2017.
4. Services delegated to the North-West Locality include:
  - North-West Hub:  
Hub services undertake assessment, provide an urgent response, plan to facilitate discharge from hospital and provide support in the community to prevent avoidable hospital admission. Services will usually be for up to 6 weeks and involve social work, occupational therapy, physiotherapy and care services with a rehabilitation and reablement focus.
  - The Bridge and Tower Clusters:  
The clusters provide ongoing or longer-term health and social care support for people in their geographical area and develop preventative services to support community resilience. Services managed through the clusters involve Care Homes, Older People's Mental Health Services, Community Nursing, Assessment and Care Management, Home Care and Support and the Community Learning Disabilities Team.
  - Mental Health and Substance Misuse Services:  
These services provide ongoing support for people across the Locality with mental health and/or substance misuse problems who cannot be supported in other services. As with the clusters, teams are working to develop preventative services to support

community resilience. Specific teams included in the service are the Community Mental Health Team, Substance Misuse Team, Primary Care Liaison Team, Mental Health Officers, the Alcohol Related Brain Damage Unit and the Blood Borne Virus Service (city-wide service hosted by North-West Locality).

5. A North-West Locality Performance Report is being developed, which will outline our key performance indicators, current position, trend data, areas for improvement and associated timescales. This report will focus particularly on:
  - feedback from service users and response to complaints
  - reducing the number of delayed discharges
  - preventing admission to hospital
  - waiting times for assessment and care/support
  - delivering services within budget
6. Our current data tells us that we still need to do much better for the citizens of North-West Edinburgh. This winter has been particularly challenging with a high number of people being delayed in hospital. There have also been many people waiting too long for a professional assessment and a response to their identified need.
7. Many of these challenges are not specific to North-West Edinburgh and for this reason, staff work collaboratively across the city to ensure an appropriate strategic and consistent response. City-wide Strategic Commissioning Plans are being developed for Older People, Mental Health, Learning Disability and Primary Care. These will expand on the outline plans that were approved by the Integration Joint Board for Health and Social Care in February. These plans will ensure the direction of travel is clearly defined to meet people's needs and the resources required to ensure successful implementation.
8. The Integration Joint Board has agreed to the investment of additional resources to address the backlog of people waiting for an assessment across the city. Work is being undertaken to fully assess whether we have the capacity to meet the ongoing demand required of staff in the North-West Locality.
9. In addition to working with colleagues across the city to drive improvement, there are specific initiatives being undertaken in North-West Edinburgh to improve the quality and performance of service delivery. 3 examples of these are outlined below:
  - Multi Agency Triage Team (MATT)

The MATT is a daily focused meeting where key staff, including nurses, social workers, GPs, Allied Health Professionals and 3<sup>rd</sup> sector staff in the Hub agree daily priorities, review people over 65 admitted to hospital in the past 24 hours and discuss cases where additional support, put in place quickly could result in the prevention of an admission to hospital. The North-West Locality Hub, Royal College of Physicians and the Helen Hamlyn Centre for Design are undertaking a 6 month pilot to improve the effectiveness of the MATT to see how it can further improve discharge from hospital and prevention of admission.

- Support Planning and Brokerage:

Staff who undertake assessment of need are being developed through an extensive training programme on person-centred support planning, delivered

by the Thistle Foundation. The purpose of the training is to support staff to have discussions about personal, family and community assets that individuals have, which can result in different means of support to traditional models. This should result in better experiences of assessment by the service user, and improved outcomes through wider care options being considered that may not necessarily be statutory.

- Carers Assessments

A pilot is underway to test a streamlined approach to assessing the needs of carers and responding to these. If successful, this pilot will significantly reduce the time it takes for carers to receive the support they need, with an opportunity for learning to be applied to other care groups.

## Key risks

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10. Limited capacity in care at home services is placing pressure on other parts of the system and is a significant contributing factor to people being delayed in coming home from hospital. This is a priority for the Health and Social Care Partnership across the city and a plan is being developed to increase capacity.
11. Public expectations of statutory sector services are high. Further work is required, including through the care planning and brokerage programme, to explore all opportunities for support available to people, e.g. new technology, self-directed support and community assets.

## Financial implications

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12. There are significant financial challenges facing the Health and Social care Partnership. The North-West Locality Finance Group is developing plans to identify savings through improved efficiency. Early proposals are focusing on prescribing in primary care, with opportunities to reduce expenditure through tried and tested schemes.

## Involving people

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13. Engaging with staff working in and for the North-West Locality remains a priority for identifying areas of improvement. An engagement programme, initially for developing leaders in North-West Edinburgh is beginning in April 2018 and will identify areas for further, effective engagement.
14. The North-West Locality Team is beginning to explore more effective ways of engaging the public and service users. Service user and family meetings for care at home and care home services are being established to ensure that services meet their needs.

## Impact on plans of other parties

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15. The plans outlined in this report have been developed in collaboration with Strategic Planning colleagues to ensure shared learning, and that they are in line with the strategic direction set for the Health and Social Care Partnership by the Integration Joint Board.

## Report author

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Contact: Mike Massaro-Mallinson E-mail: mike.massaro-mallinson@nhslothian.scot.nhs.uk | Tel: 0131 553 8318

## Links to priorities in strategic plan

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[Link 1]

16. Making best use of capacity across the whole system

[Link 2]

17. Managing our resources effectively

# North West Locality Committee

**7.00pm, Wednesday 25 April 2018**

## **Edinburgh Partnership - Review and Consultation of Governance and Partnership Working Arrangements**

<b>Item number</b>	8.1
<b>Report number</b>	
<b>Executive/routine</b>	
<b>Wards</b>	
<b>Council Commitments</b>	

### **Executive Summary**

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As reported to the North West Locality Committee at its meeting on 9 February 2018, the Edinburgh Partnership at its meeting on 7 December 2017 agreed the requirement for a review of community planning governance and partnership working arrangements. The decision was subject to the scope being considered by the Edinburgh Partnership Review Project Board and reported to the Edinburgh Partnership for agreement.

This report provides an update on progress, as set out in Appendix 1. This was agreed by the Edinburgh Partnership at its meeting on 8 March 2018. It includes details of the scope and timescale for the review and consultation of process, together with proposals for the development of the new community plan.

## Edinburgh Partnership – Review and Consultation of Governance and Partnership Working Arrangements

### 1. Recommendations

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- 1.1 To note the contents of this report; and
- 1.2 To agree to receive further reports on progress.

### 2. Background

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- 2.1 The Council in establishing locality committees as part of the new governance framework acknowledged the potential for enhancing community planning arrangements at neighbourhood and locality levels. On this basis, a proposal for a review and consultation of these arrangements was agreed at the City of Edinburgh Council meeting on 26 October 2017 and was referred to the Edinburgh Partnership for formal agreement.
- 2.2 The Edinburgh Partnership at its meeting on 7 December 2017 agreed the requirement for this work. Detailed consideration of the scope and timescale was remitted to a Project Board comprising Edinburgh Partnership members, with recommendations to be submitted to the Edinburgh Partnership Board for approval.

### 3. Main report

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- 3.1 The Edinburgh Partnership at its meeting on 8 March 2018 agreed the recommendations of the Project Board on the scope and timescale for the review and consultation of governance and partnership working arrangements as set out in the report attached as Appendix 1.
- 3.2 The approach will encompass all community planning arrangements in the city and be carried out in two phases, an initial review followed by a formal period of consultation. This is in line with the process originally proposed by the Council, and reflects the complexity of the work and need to maximise stakeholder involvement.
- 3.3 The review phase will be designed to assess the effectiveness, strengths and challenges of the current arrangements, opportunities for improvement and identify future governance models. Through engaging with stakeholders involved in the current community planning arrangements, it provides an opportunity to develop a

shared understanding and expectations for community planning in the city moving forwards.

- 3.4 The review findings will be used to inform the consultation phase which will involve a wider range of stakeholders. The stakeholder mapping and the methodology for this phase of the process will be set out in a consultation plan to be agreed by the Edinburgh Partnership Project Board.
- 3.5 The timescale for the work has been extended, with the planned completion now October 2018. This accommodates Easter and Summer holiday periods to maximise stakeholder involvement. The Edinburgh Partnership acknowledged that this extension may lead to increased uncertainty and concern, particularly for the community and voluntary sectors, regarding participation in community planning arrangements, and specifically at a neighbourhood/locality level. In response the Edinburgh Partnership confirmed that the existing arrangements in the city would continue pending the outcome of the work programme.
- 3.6 To ensure alignment of key areas of work, the Edinburgh Partnership agreed to carry out the review and consultation process concurrently with the development of the new community plan (Local Outcome Improvement Plan). This is a requirement of the Community Empowerment (Scotland) Act 2015 and will replace the existing community plan which ends in 2018. The attached report also sets out the agreed approach for this work.
- 3.7 Elected members, as key stakeholders, will be engaged in the development of both programmes of work. With the review and consultation of governance and partnership working arrangements, this will involve the engagement of Neighbourhood Partnerships as the local vehicle for community planning in the city. Progress on the activity will also be the subject of future reports to the Council.

#### **4. Measures of success**

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- 4.1 Measures of success will be identified as part of the work programme development processes.

#### **5. Financial impact**

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- 5.1 Delivery costs will be met from within existing resources with partners being encouraged to provide support. The resource implications of implementing a new model of governance and partnership working and the new community plan will require to be identified and considered as part of the development processes.

#### **6. Risk, policy, compliance and governance impact**

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- 6.1 The key risks associated with the programmes of work relate to stakeholder involvement and expectations. These will be managed through taking a collaborative approach.

## 7. Equalities impact

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- 7.1 Community planning activity contributes to the delivery of the Equality Act 2010 general duties of advancing equality of opportunity and fostering good relations.
- 7.2 Integrated Impact Assessments will be carried out as part of the development processes.

## 8. Sustainability impact

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- 8.1 There are no adverse impacts arising from this report.

## 9. Consultation and engagement

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- 9.1 The work will be a collaborative process involving community planning stakeholders in the city. The governance and partnership working consultation will be carried out in accordance with the Council's agreed consultation framework. The framework is based on established best practice from across the UK and was developed with specialist advice and support from the Consultation Institute. Activity will also be informed by the National Standards for Community Engagement.

## 10. Background reading/external references

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- 10.1 None

### **Andrew Kerr**

Chief Executive

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Manager

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## 11. Appendices

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Appendix 1 – Edinburgh Partnership Future Programmes of Work Report

North West Locality Committee – 25 April 2018





## 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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[gavin.king@edinburgh.gov.uk](mailto:gavin.king@edinburgh.gov.uk)

# Edinburgh Partnership Board

## Strategic Advisory Groups

Edinburgh Alcohol and Drug Partnership  
Edinburgh Community Learning and Development Partnership  
Edinburgh Partnership Lead Officer Group  
Locality Management Board  
Chief Officers Group  
Compact Partnership

## Strategic Partnerships

Economic Development Strategic Partnership  
Health and Social Care Partnership  
Edinburgh Children's Partnership  
Edinburgh Community Safety Partnership  
Edinburgh Sustainability Development Partnership

## Integration

Joint Board

## Localities

Locality Management Board  
Locality Leadership Teams  
Locality Workstream Groups  
Team Around Place Health & Wellbeing  
Children's Services Management Group  
Economy & Employability  
Community Improvement Partnership

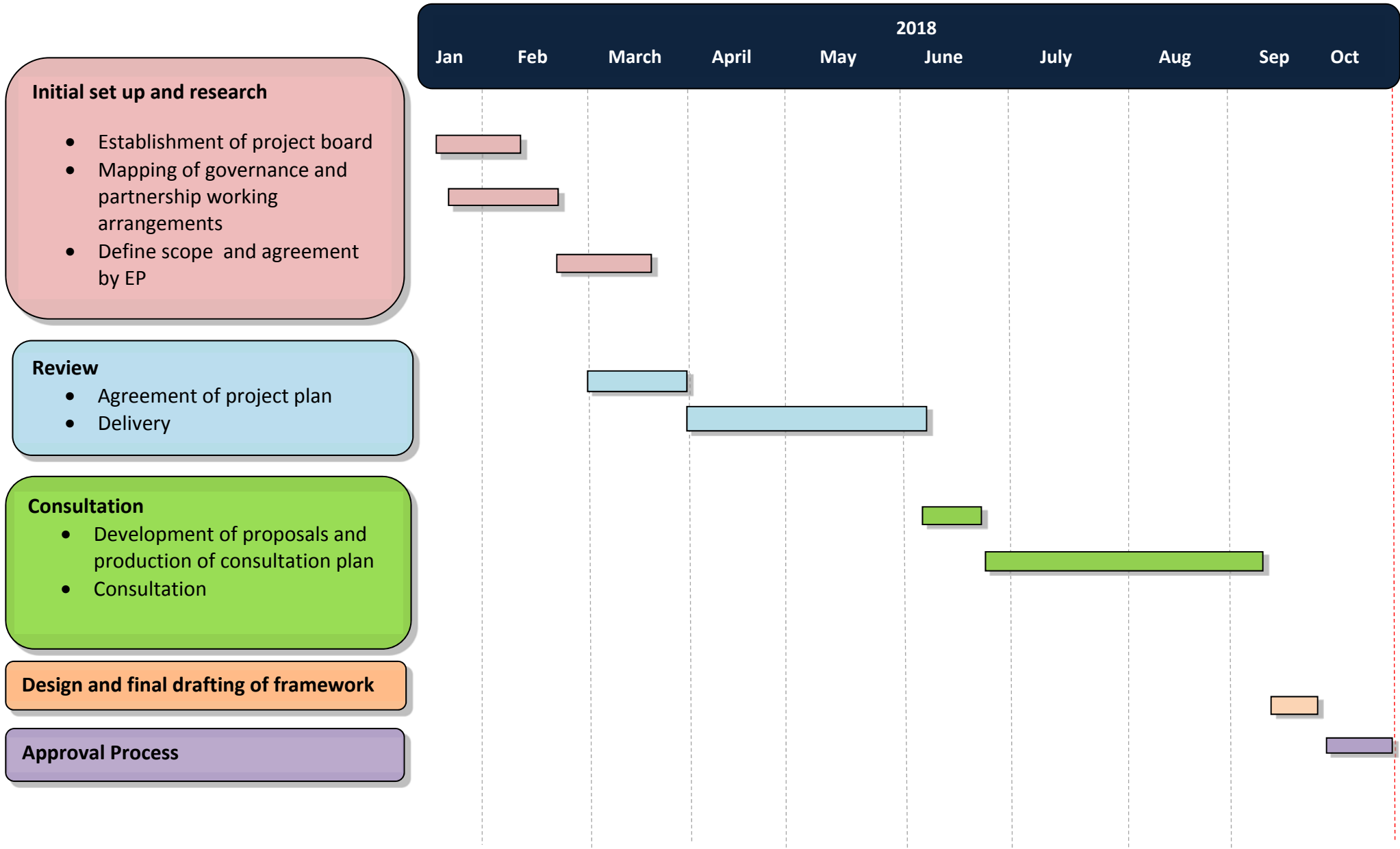
## Neighbourhood Partnerships

Almond	City Centre	Craighentiny & Duddingston
Forth	Inverleith	Letih
Liberton & Gilmerton	Pentlands	Portobello & Craigmillar
South Central	South West	Western Edinburgh

## Locality Planning Partnerships

North West Locality Reference Group  
North East Locality Reference Group  
South East Locality Reference Group  
South West Locality Reference Group

# Project plan – Edinburgh Partnership Review and Consultation of Governance and Partnership Working Arrangements



## Initial set up and research

- Establishment of project board
- Mapping of governance and partnership working arrangements
- Define scope and agreement by EP

## Review

- Agreement of project plan
- Delivery

## Consultation

- Development of proposals and production of consultation plan
- Consultation

## Design and final drafting of framework

## Approval Process

# North West Locality Committee

7pm, Wednesday, 25 April 2018

## Community Engagement with Locality Committees

Item number	8.2
Report number	
Executive/routine	
Wards	
Council Commitments	

### Executive Summary

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This report outlines existing arrangements and presents the options available for locality committees to enable greater community engagement



## Community Engagement with Locality Committees

### 1. Recommendations

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- 1.1 To consider how the Locality Committee can engage with the community.

### 2. Background

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- 2.1 The locality committee agreed on 9 February 2018 to request a paper to explore how engagement with communities and community councils could be enabled.
- 2.2 The Edinburgh Partnership have agreed to carry out a review and consultation of community planning governance and partnership working arrangements during 2018. An update on this programme of work is provided elsewhere on the agenda. The outcome of this process will be of relevance to the Locality Committee and may lead to further revision and change. There is likely to be changes following the conclusion of this and matters contained may need to be revisited at this point.

### 3. Main report

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#### Current Governance Arrangements

- 3.1 Locality Committees are formal committees of the Council with delegated decision-making powers. Their aim is to make decisions for the Council at a local level. As stated in previous reports, the Local Government (Scotland) Act 1973 does not permit non-councillors to be members of a committee which has the power to make decisions. Thus, the involvement of non-councillors as members of the committee was not an option that could be pursued if the intention was to provide real decision-making powers for locality committees. As a result, locality committees are not a direct replacement for neighbourhood partnerships.
- 3.2 Neighbourhood Partnerships are advisory committees of the Council but they are also part of the community planning arrangements in the City. They do not have decision making powers and as a result they can have non-councillors as members of the committee. Subsequently, the role of neighbourhood partnerships is a different one from locality committees and is about engagement and guiding officers on the delivery of services rather than decision making and determining what services are provided.
- 3.3 The Edinburgh Partnership on 8 March 2018 agreed that neighbourhood partnerships should continue as part of the community planning arrangements

within the City pending the review and consultation of governance and partnership working arrangements. This review is currently ongoing and the timescale for the work is set out in a report elsewhere on the agenda. It is expected that the Edinburgh Partnership will agree a new community planning structure in late 2018.

### **Powers of the Locality Committee**

- 3.4 The report to Council on 23 November 2017 seeking approval for establishment of Locality Committees, contained, amongst others, the following guiding principles:
  - 3.4.1 Have the power to set up working groups or sub-committees.
  - 3.4.2 Be held in public, invite local partners and community groups to attend and actively seek public engagement.
  - 3.4.3 Have a clearly defined structure and strategy for engaging with residents and the local community.
- 3.5 Locality Committees do have the power, as stated above, to create sub-structures below it if necessary. They can not have non-councillors as members of the committee, nor can non-councillors take an active role in decision making on the committees. However, it does not mean that community representatives and partners could not have a key role providing insight and information to aid the consideration of the committees.

### **Considerations**

- 3.6 In determining how the community can engage with locality committees, the following should be taken into consideration:
  - 3.6.1 The Edinburgh Partnership Review of Community Planning – the Council should avoid duplication with any community planning structures that are created within the City. The Locality Committees are not part of this structure but should link in with these arrangements.
  - 3.6.2 Community participation is enshrined in the Community Empowerment Act 2015 and thus the Council has a commitment to participatory democracy;
  - 3.6.3 Community participation in the delivery of Council services should be part of how officers design and then deliver services and should just not rely on representation at meetings;
  - 3.6.4 Resources available to the Council to support sub-structures;
  - 3.6.5 How do the community, stakeholders and partners wish to engage with the locality committees? The Edinburgh Partnership consultation may provide the Council with sufficient information to guide an approach.
  - 3.6.6 Locality committees are representative decision-making committees of the Council where the community, stakeholders and partners can feed into via their elected representatives in the manner of other committees.

### **Options**

- 3.7 Given these powers and considerations, the following options are outlined:

- 3.7.1 Invitation - The committee could invite local groups to contribute at committee on specific and relevant items.
- 3.7.2 Sub Groups – Sub-groups may be established by the locality committee to carry out engagement. This could be reviewed when the Edinburgh Partnership Review concludes. Resources would need to be committed to ensure these groups are effective.
- 3.7.3 Communities could feed in to their elected members using existing channels. Items could then be added to the agenda via motions, petitions, through the work programme or raised by deputations.
- 3.7.4 Request that neighbourhood partnerships appoint one member from its non-councillor members to be invited to the Locality Committee to represent the views of the community at each committee meeting.

#### **4. Measures of success**

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- 4.1 In line with the Council Performance Framework and the outcomes assigned to each of the strategic aims.

#### **5. Financial impact**

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- 5.1 There is an impact on staff resources and additional costs surrounding meeting rooms if sub-groups are to be created and supported.

#### **6. Risk, policy, compliance and governance impact**

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- 6.1 Initiatives must be in line with the Local Government (Scotland Act 1973, the Councils Standing Orders and the Committee Terms of Reference and Delegated Functions.

#### **7. Equalities impact**

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- 7.1 Any engagement with communities should ensure that an inclusive wide range of people are included.

#### **8. Sustainability impact**

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- 8.1 Locality committees will support delivery of sustainability outcomes.

## 9. Consultation and engagement

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- 9.1 A meeting of Locality Conveners, Vice-Conveners and officers took place on 21 March 2018 to discuss community engagement.

## 10. Background reading/external references

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[The City of Edinburgh Council 23 November – Establishment of Locality Committees](#)

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## 11. Appendices

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# North West Locality Committee

7.00pm, Wednesday, 25 April 2018

## Locality performance reporting

Item number	8.3
Report number	
Executive/routine	
Wards	
Council Commitments	

### Executive Summary

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The report provides recommended performance measures for the service areas within the Locality Committee's delegated powers and outlines the proposed performance framework which will be developed to ensure oversight is provided in other areas.

## Locality performance reporting

### 1. Recommendations

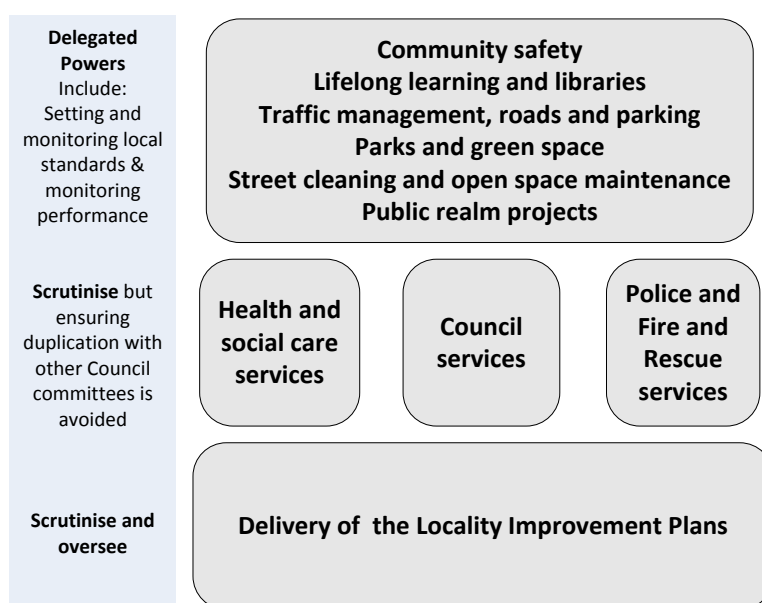
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- 1.1 It is recommended that members of the Locality Committee:
  - 1.1.1 Agree the performance measures for the service areas where, as detailed in the Terms of Reference, the committee has been delegated power to monitor performance,
  - 1.1.2 Agree that reporting against these measures shall commence within one cycle via a 'locality dashboard',
  - 1.1.3 Agree the principles of the proposed Locality Committee performance framework as presented and that these are developed further via a workshop led approach.

### 2. Background

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- 2.1 The Terms of Reference for Locality Committees details the delegated functions for which the committee is responsible and can be summarised as outlined in Figure 1 below. The delegated functions, with their differing levels of oversight and scrutiny, form the basis of a proposed Locality Performance Framework which will assist the committee in discharging their duties.



**Figure 1: Proposed performance structure, locality performance reporting**

- 2.2 In summary, locality performance reporting shall address:
- 2.2.1 Performance measures for the locality delegated power service areas,
  - 2.2.2 Performance monitoring of other council and partner services provided within the locality,
  - 2.2.3 Measurements for monitoring the delivery of the council services as detailed in the Locality improvement plans (LIPs),
- 2.3 These are outlined in further detail in the following sections.

### 3. Main report

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#### Delegated Powers

- 3.1 The Terms of Reference for Locality Committees lists the following areas where the committee has been delegated power to monitor performance:
- Community safety
  - Lifelong learning and libraries
  - Traffic management, roads and parking
  - Parks and green space
  - Public realm projects
  - Street cleaning and open space maintenance
- 3.2 A 'locality dashboard' is being developed to provide performance information for these areas. Where applicable, locality targets will be agreed and displayed with the indicator. The dashboard will be presented to the Locality Committee within one cycle for review. The proposed dashboard indicators are detailed in Appendix 1 and will be subject to periodic review.

#### Other locality based services

- 3.3 As detailed in Figure 1, and outlined in the Terms of Reference, there are a variety of other services provided within the locality that the locality committee require to have overview of. This includes the performance of health and social care services, the locality performance of citywide services and the performance of selected partner organisations.
- 3.4 Further work is required:
- 3.4.1 to identify which services (and key performance indicators) will be most relevant for the locality committee to have sight of,
  - 3.4.2 to consider how the reporting of these services to the locality committee aligns with other committees' performance reporting.
- 3.5 It is recommended locality performance reporting is further developed via a workshop approach, supported by Strategy & Insight.

## **Progress with Locality improvement plans (LIPs) delivery**

- 3.6 **Action plan monitoring.** Part of the action planning work currently being undertaken by the locality workstreams involves the identification of performance and progress monitoring. This monitoring will be included as part of action plan updates.
- 3.7 **Citywide longitudinal monitoring of LIP progress.** A list of high level performance indicators is in development. These will focus on the longer-term outcomes of the LIPs, and will include a balance of activity, performance and perception indicators. Most of these indicators will only be updated on an annual basis and should show trends over the five-year life of the LIPs. Further consideration is required as to the frequency with which update reports are presented to future locality committees.
- 3.8 It is acknowledged that there will be overlap in indicators included in the different performance reports. Work is ongoing to ensure that collation and reporting of these indicators is as streamlined as possible. A central system of data collation (Pentana) is to be used to reduce the data input burden and allow the data to be reported as required. (e.g. citywide, locality wide, individual workstream focused or small area focused).

## **4. Measures of success**

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- 4.1 This report provides the Locality Committee with an overview of the performance framework to be implemented within which will be a range of performance measures that will allow for measuring success in the year ahead.

## **5. Financial impact**

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- 5.1 The costs of implementing the Performance framework are contained within existing budgets.

## **6. Risk, policy, compliance and governance impact**

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- 6.1 There are no perceived risks associated with this report.

## **7. Equalities impact**

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- 7.1 The performance framework will support the monitoring of equalities outcomes and the protected characteristics within the locality.



## 8. Sustainability impact

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- 8.1 There are no adverse environmental implications arising from this report.

## 9. Consultation and engagement

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- 9.1 The Performance Framework will continue to be developed in collaboration with Elected Members, Senior and Locality Managers.

## 10. Background reading/external references

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- 10.1 [Council Business Plan 2017 - 22](#)  
10.2 [Locality improvement plan](#)  
10.3 [Membership and Terms of Reference](#)

## 11. Appendices

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- 11.1 Appendix 1

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## 11.1 Appendix 1

**Delegated Powers** - proposed performance indicators (measures are monthly, unless noted).

<p><b>Community safety</b></p>	<p><b>Lifelong learning and libraries</b></p>
<p>ASB visits by community safety night team</p>	<p>Number of under 16s attending library events</p>
<p>Number of ASB complaints per 10k Pop (PS)</p>	<p>Number of visits to council libraries per 1,000 population</p>
<p>% Repeat ASB complaints (PS)</p>	<p>Customer interaction with libraries (includes electronic information)</p>
	<p>Adults participating in learning opportunities (measure to be defined)</p>
<p><b>Traffic management, roads and parking</b></p>	<p><b>Parks and green space</b></p>
<p>% of emergency road defects made safe within 24 hours</p>	<p>Number of parks achieving green flag status (annual)</p>
<p>% of non-emergency road defects made safe to timescale</p>	<p>Park quality assessment scores (annual)</p>
<p>% of emergency street lightning repairs made safe within 4 hours</p>	
<p>% of street lightning 5 days repairs completed in time</p>	
<p><b>Street cleaning and open space maintenance</b></p>	<p><b>Public Realm Projects</b></p>
<p>Number of street cleansing service requests</p>	<p>Projects not yet defined</p>
<p>% of street cleansing service requests resolved within timescale</p>	

# North West Locality Committee

7.00pm, Wednesday, 25 April 2018

## Convener and Vice-Convener Appointments

Item number	8.4
Report number	
Executive/routine	
Wards	
Council Commitments	

### Executive Summary

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The Committee on 21 February 2018 requested a report on the options surrounding the rotation of the Convener and Vice-Convener. This report outlines the rules surrounding these appointments.

## Convener and Vice-Convener Appointments

### 1. Recommendations

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- 1.1 To agree to appoint the Convener and Vice-Convener in May 2019.

### 2. Background

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- 2.1 The Committee on 21 February 2018 requested a report on the options surrounding the rotation of the Convener and Vice-Convener.

### 3. Main report

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- 3.1 The locality committees' terms of reference state that the Convener and Vice Convener will be appointed by the committee annually and that it would be usual practice for a member to serve for a maximum of one year as convener in each Council term.
- 3.2 Locality committees appointed their conveners and vice-conveners in February 2018. In order to align the process with the Council annual appointment process and the local government elections it is suggested that the next appointment takes place in May 2019.
- 3.3 The terms of reference point committees in the direction of rotating their convener every year to allow different elected members to lead the committee's direction and approach. However, it is only defined as usual practice so there is flexibility for the committee in who to appoint and re-appointments are permitted. The vice-convener is not included in this qualification.
- 3.4 Thus, the Locality Committee has freedom in its appointment process to determine who should be its convener and vice-convener. The Committee could choose to appoint with some underlying principles but these would not be binding on the Committee.
- 3.5 An example of some underlying principles are as follows:
  - 3.5.1 Appoint a convener from different political parties each year;
  - 3.5.2 Following a year as vice convener, appoint that elected member as convener to ensure continuity;

- 3.5.3 Appoint the convener and vice-convener from different wards to reflect the social and geographical differences in wards; and
- 3.5.4 Appoint a convener and vice-convener from different political parties.
- 3.6 As stated above it should be noted that any principles would not be binding on the Committee and could only guide the appointment process.

#### **4. Measures of success**

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- 4.1 To appoint a convener and vice-convener in line with the rules set out by Council.

#### **5. Financial impact**

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- 5.1 n/a

#### **6. Risk, policy, compliance and governance impact**

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- 6.1 Committee must comply with what is set out in the Committee Terms of Reference and Delegated Functions.

#### **7. Equalities impact**

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- 7.1 There are no equalities impact as a result of this report.

#### **8. Sustainability impact**

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- 8.1 There is no sustainability impact as a result of this report.

#### **9. Consultation and engagement**

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- 9.1 n/a

#### **10. Background reading/external references**

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- 10.1 [Committee Terms of Reference and Delegated Functions](#)

**Andrew Kerr**

Chief Executive

Contact: Gavin King, Democracy, Governance and Resilience Senior Manager

## 11. Appendices

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# North West Locality Committee

7.00pm, Wednesday, 25 April 2018

## Locality Committee Meetings and Webcasting

Item number	8.5
Report number	
Executive/routine	
Wards	
Council Commitments	

### Executive Summary

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Options relating to locality committee meeting logistics are presented including timings, location, webcasting and public accessibility.

## Locality Committee Meetings and Webcasting

### 1. Recommendations

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- 1.1 To consider the timing of the locality committee meetings and one of the following options:
  - 1.1.1 To agree to option 1, outlined in paragraph 3.1.
  - 1.1.2 To agree to option 2, outlined in paragraph 3.1.
  - 1.1.3 To agree to option 3, outlined in paragraph 3.1, including portable webcasting.

### 2. Background

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- 2.1 The Locality Committee agreed on 9 February 2018 to request a paper exploring options around start time of meetings, use of Council premises and other alternative venues across the locality area considering public accessibility and webcasting capability.
- 2.2 A motion was agreed by Council on 15 March 2018 to agree to investigate costs associated with rolling out webcasting to all council committees and joint boards, these all currently take place within the City Chambers.

### 3. Main report

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#### **Public Accessibility of Meetings**

- 3.1 Locality committees are to meet on an eight-week cycle but they can determine where and when they wish to meet within that parameter. The timing of the meeting is also important and should be considered by the Committee. Meetings in the Locality would appear to be more suited to evening meetings which may mean more of the public can attend. A combined option is available, allowing for meetings to be held in the locality periodically. Advantages and disadvantages of each option, including combined option are detailed below.



Option	Advantages	Disadvantages
Option 1 - City Chambers	<p>Meeting rooms are available, with public gallery space and AV capability.</p> <p>Existing webcast infrastructure can be utilised.</p> <p>The City Chambers is well serviced by major public transport routes.</p> <p>All meeting rooms are fully accessible.</p>	<p>Community representatives (NW, NE, SW) would not have locality meetings in their own localities.</p>
Option 2 – In Locality	<p>Meetings are located closer to the communities that they are focused on.</p> <p>There may be a greater opportunity for local people to attend.</p>	<p>Additional webcasting costs will be incurred (circa £4k per annum).</p> <p>Transport links within locality isn't as good as connectivity to centre of town.</p> <p>Possible venues may be limited by webcasting ICT requirements.</p> <p>An additional cost may be incurred based on venue estimated at approximately £200-300 per meeting.</p>
Option 3 - Combination	<p>Regular meetings can be held at City Chambers providing meeting room, webcasting and accessibility benefits.</p> <p>One-off meetings can be held within the locality as required.</p>	<p>Additional webcasting costs would still be incurred if one-off locality meetings were to be webcast</p>

	A flexible option that means that the benefits of both locations can be realised when appropriate.	
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### **Webcasting**

- 3.2 The City Chambers is currently equipped to webcast meetings and it would therefore be possible to webcast live any locality meetings held at the City Chambers. The additional costs for this would be funded from existing budgets.
- 3.3 There would be additional costs associated with portable webcasting, which would be required if meetings were to be webcast from outwith the City Chambers. The cost for a portable webcasting system would be £4k per annum. Microphones would have to be transported from the City Chambers to the locality and there would be minimal additional costs to facilitate this. The additional costs for this could be considered as part of a wider report on webcasting to be submitted to the June 2018 meeting of Council.

## **4. Measures of success**

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- 4.1 In line with the Council Performance Framework and the outcomes assigned to each of the strategic aims.

## **5. Financial impact**

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- 5.1 Webcasting options within this report are currently unfunded and would require a funding source to be identified before progression and procurement of equipment and software. This could be addressed in the Council report in June 2018 if locality committees ask to take this forward.

## **6. Risk, policy, compliance and governance impact**

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- 6.1 None.

## **7. Equalities impact**

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- 7.1 Locality committees support the delivery of equalities outcomes and the protected characteristics.
- 7.2 Any third-party committee location will need to be assessed to ensure that it meets accessibility requirements.

## **8. Sustainability impact**

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- 8.1 Locality committees will support delivery of sustainability outcomes.

## **9. Consultation and engagement**

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- 9.1 Discussions have taken place with council officers and webcasting providers to determine requirements and costs.

## **10. Background reading/external references**

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[The City of Edinburgh Council 23 November – Establishment of Locality Committees](#)

[Minute of City of Edinburgh Council – 15 March 2018](#)

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## **11. Appendices**

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None