



# Community Planning Aberdeen Board

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Meeting on **MONDAY, 24 APRIL 2017 at 2.00 pm**

\*\*Committee Room 4 - Town House, Aberdeen\*\*

## **BUSINESS**

### APOLOGIES AND INTRODUCTIONS

### DECLARATIONS OF INTEREST

- 1.1 Partners are requested to intimate any declarations of interest

### MINUTES AND FORWARD BUSINESS PLANNER

- 2.1 Minute of Previous Meeting of 27 February 2017 - for approval (Pages 3 - 14)
- 2.2 Minute of the Meeting of the CPA Management Group of 27 March 2017 - for information (Pages 15 - 26)
- 2.3 CPA Board Forward Business Planner (Pages 27 - 28)
- 2.4 National Update, Scottish Government

### LOCAL OUTCOME IMPROVEMENT PLAN 2016-2026

- 3.1 Proposed Amendment to the Aberdeen City Local Outcome Improvement Plan 2016-26: Community Justice Drivers (Pages 29 - 44)

### LOCALITY PLANNING

- 4.1 Locality Planning (Verbal update)
- 4.2 Participatory Budgeting (Pages 45 - 50)

4.3 Place Standard Tool - Presentation and discussion

4.4 CPA Response to Places, People and Planning Consultation (Pages 51 - 62)

#### GENERAL BUSINESS

5.1 Update on Membership of Community Planning Aberdeen Following the Review of CPA Infrastructure (Pages 63 - 66)

5.2 National Consultation on Electronic Monitoring (Pages 67 - 78)

#### FOR YOUR INFORMATION

6.1 Enterprise and Skills Review Phase 2 - Update (Pages 79 - 82)

6.2 Date of Next Meeting - 3 July 2017 at 2pm

Should you require any further information about this agenda, please contact Allison Swanson, tel. 01224 522822 or email [aswanson@aberdeencity.gov.uk](mailto:aswanson@aberdeencity.gov.uk)

**COMMUNITY PLANNING ABERDEEN BOARD  
27 FEBRUARY 2017**

Present:- Councillor Laing, Chair,  
Campbell Thomson, Vice Chair, Police Scotland,  
Councillors Allan, Flynn and Graham,  
Councillor Ironside (as a substitute for Jonathan Passmore), Chair of the Integration Joint Board,  
Mike Dickson, Scottish Fire and Rescue Service,  
Gordon MacDougall, Skills Development Scotland,  
Ken Milroy, North East College,  
Angela Scott, Aberdeen City Council, Aberdeen City Council,  
Kenneth Simpson, ACVO/VSA,  
Jonathan Smith, Civic Forum, and  
Susan Webb, Public Health.

Also Present:- Michelle Cochlan, Neil Carnegie, Kay Diack, Derek McGowan, Jo Mackie, Paul Tytler (all ACC),  
Professor Mitchell, The University of Edinburgh, and  
Ruth Christie (Scottish Government).

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Topic	Discussion/Decision	Action By
1. Condolences	At the outset of the meeting, the Chair expressed her sadness at the passing of Paul Morrison, Scottish Fire and Rescue Service and paid tribute to him. She explained that Paul had been recently assigned as a fire officer at the Community Safety Hub and was an outstanding ambassador for partnership working. On behalf of the Community Planning Partnership, she expressed sincere condolences to Paul's family and friends.	
2. Welcome	The Chair welcomed all to today's meeting of the CPA Board, in particular Mike Dickson, Scottish Fire and Rescue Service, Gordon McDougall, Skills Development Scotland, and Ken Milroy, North East College, who were in attendance at their first meeting of the Board.	
3. Declarations of Interest	No declarations were intimated.	
4. Agenda Order	The Chair advised that item 3.1 (Prevention and Early Intervention Session), would be considered following item 1.1 (Declarations of Interest) on today's agenda to enable Professor Mitchell to make his travel arrangements.	

Agenda Item 2.1

Topic	Discussion/Decision	Action By
<p>5. Prevention and Early Intervention Facilitated by Professor James Mitchell, Professor of Public Policy Academy of Government, The University of Edinburgh</p>	<p>The Board welcomed Professor James Mitchell, Professor of Public Policy Academy of Government, The University of Edinburgh, to the meeting. Professor Mitchell provided a presentation which reflected on the progress achieved and lessons learned since the publishing of the Christie Commission report on the Future Delivery of Public Services in the summer of 2011.</p> <p>Professor Mitchell explained that five years on since publication of the report there remained a gap between the action required and the rhetoric contained within the report and he questioned why this had been the case given the rhetorical support for the report's four key outcomes for changing the way public services were delivered, namely:</p> <ol style="list-style-type: none"> <li>1. Empowering citizens and communities</li> <li>2. Prevention</li> <li>3. Efficiency</li> <li>4. Partnership and Integration</li> </ol> <p>With regards the limited progress towards achieving the outcomes, he referenced factors contributing to this position, such as the current challenging economic environment; the report not containing a blueprint on how to achieve the four outcomes and potential conflict between the pillars.</p> <p>Thereafter, Professor Mitchell referred to Audit Scotland's report entitled "Community Planning: An Update" published in March 2016 and highlighted the challenges ahead for Community Planning Partnerships. In particular, he focused on the challenges for Partnership's in respect of measuring success and embedding the Christie Commission outcomes into the delivery of its services. He also emphasised the importance of the Partnership (1) focusing on outcomes rather than inputs and national targets; (2) recognising that different interventions would be successful in different localities; (3) accepting mistakes and learning from these; and (4) having strong leadership to encourage people to take informed risks.</p> <p>Thereafter, the Board heard from Mr Derek McGowan, Head of Communities and Housing who advised that Professor Mitchell had facilitated a session on prevention and early intervention for Partners earlier that day and he highlighted the aspects covered in that session.</p> <p>Partners then asked Professor Mitchell a number of questions on the following aspects: identification of interventions; ways to measure improvements; role of public servants; challenges</p>	

Topic	Discussion/Decision	Action By
	<p>of partnership working with national organisations; importance of focusing on local interventions specific to the area; shared resourcing; how to categorise and define empowerment and prevention interventions; and challenges with quantifying the Partnerships contribution.</p> <p>With regards the Partnership Local Outcome Improvement Plan, draft Locality Plans and Integrated Children's Services Plan, Professor Mitchell explained that he had received copies of the various plans, however he would want to see what was happening in localities before commenting on the content of the respective Plans. The Board noted the importance of an external critical friend to challenge the content and delivery of the respective Plans and in this regard would welcome Professor Mitchell's views on the Plans moving forward.</p> <p><b><u>The Board resolved:-</u></b></p> <ul style="list-style-type: none"> <li>(i) to thank Professor Mitchell for his informative presentation and attendance;</li> <li>(ii) to invite Professor Mitchell to make a return visit at a later date; and</li> <li>(iii) to agree to discuss the definition of prevention and the Board's role in ensuring the Partnership's various Plans were delivered in accordance with the four key outcomes contained in the Christie Commission report on the Future Delivery of Public Services at the next Board meeting on 24 April 2017.</li> </ul>	Derek McGowan
6. Minute of Previous Meeting of 12 December 2016	<p>The Board had before it the minute of its previous meeting of 12 December 2016, for approval.</p> <p>In relation to item 10 (Review of CPA Infrastructure), the Board noted that the Chair had written to the statutory CPA partners not currently represented on the Partnership's structure, as well as the 3 non statutory partners agreed at the previous meeting, inviting them to become members and asking for them to intimate at which level their participation would be appropriate i.e. a member of the CPA Management Group or CPA Board. In this regard, the Board noted that a response had been received from the Active Aberdeen Partnership who had suggested that they become a member of the Board and that Mr Tony Dawson would be their representative.</p> <p>With regards the appointment of the Chairperson for the Community Justice Group, the Board noted that Mrs Angela Scott, Chief Executive of Aberdeen City Council, would chair the first meeting of the Group on 10 March 2017, and that an appointment of Chairperson would be made at that meeting.</p>	

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	<p>The Board noted that Michelle Cochlan would arrange to meet with Councillor Ironside and Mr Jonathan Passmore to provide a briefing on how tackling poverty and inequality was captured within the new CPA infrastructure.</p> <p><b><u>The Board resolved:-</u></b></p> <ul style="list-style-type: none"> <li>(i) to agree that the Active Aberdeen Partnership be formally added to the membership of the Board;</li> <li>(ii) to approve the minute as a correct record; and</li> <li>(iii) to otherwise note the updates as recorded above.</li> </ul>	Michelle Cochlan
7. Minute of the CPA Management Group of 30 January 2017	<p>The Board had before it the minute of the CPA Management Group meeting of 30 January 2017, for information.</p> <p><b><u>The Board resolved:-</u></b> to note the minute.</p>	
8. CPA Board Forward Business Planner	<p>With reference to item 7 of the minute of its meeting of 12 December 2016, the Board had before it the forward business planner for the Community Planning Aberdeen Board.</p> <p><b><u>The Board resolved:-</u></b> to note the forward business planner.</p>	
9. National Update, Scottish Government	<p>With reference to item 8 of the minute of its meeting of 12 December 2016, the Board heard from Ms Ruth Christie, Location Support Team, Scottish Government, who in the absence of a Locality Director for the Partnership provided an update on the following matters:</p> <p>1. <u>Statutory Guidance on Participation Requests</u></p> <p>The Scottish Government had published draft guidance for the Participation Request part of the Community Empowerment (Scotland) Act, following consultations. Regulations and guidance were needed to fill in the detail of how the Participation Request mechanism as set out in Part 3 of the Act would work in practice. It was not expected that the guidance would change significantly from this point and it was expected that the regulations would come into force following the parliamentary process on or around the 1 April 2017.</p>	

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	<p>2. <u>Health and Social Care Delivery Plan</u>            This delivery plan set out the Scottish Government's programme to further enhance health and social care services. Working so the people of Scotland could live longer, healthier lives at home or in a homely setting and to have a health and social care system that:</p> <ul style="list-style-type: none"> <li>• was integrated;</li> <li>• focused on prevention, anticipation and supported self-management;</li> <li>• would make day-case treatment the norm, where hospital treatment was required and could not be provided in a community setting;</li> <li>• focused on care being provided to the highest standards of quality and safety, whatever the setting, with the person at the centre of all decisions; and</li> <li>• ensured people got back into their home or community environment as soon as appropriate, with minimal risk of re-admission.</li> </ul> <p>The delivery plan was published in response to Audit Scotland's 'NHS in Scotland 2016' report, which included a recommendation for the Scottish Government to "provide a clear written plan for implementing the 2020 Vision and National Clinical Strategy."</p> <p>The document set out activities and milestones that focused on four major programmes of activity, including:</p> <ul style="list-style-type: none"> <li>• health and social care integration</li> <li>• the National Clinical Strategy</li> <li>• public health improvement</li> <li>• NHS Board reform</li> </ul> <p>Consultation on the delivery plan as being held both locally and nationally.</p> <p>3. <u>Phase 2 of the Scottish Government's Skills and Enterprise Review</u>            The Enterprise and Skills Review published its Phase 1 Report on 25 October 2016. Phase 2 was now progressing at a pace and updates would be provided as and when available.</p> <p>4. <u>Scottish Government's Planning Review entitled "Places, People and Planning Consultation"</u>            The Scottish Government's consultation document entitled "Places, People and Planning" was currently active. The consultation document set out 20 proposals for change which aimed to</p>	

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	<p>strengthen the planning system and support sustainable economic growth across the country. Consultation responses required to be submitted by 4 April 2017.</p> <p>The Board discussed the updates provided on the aforementioned areas and how this impacted on the Partnership.</p> <p><b>The Board resolved:-</b></p> <ul style="list-style-type: none"> <li>(i) to note the updates;</li> <li>(ii) to request Ruth Christie, Scottish Government, to confirm the timescales for phase 2 of the Scottish Government's skills and enterprise review;</li> <li>(iii) to note that Jillian Evans, Public Health, was collating a Partnership response to the Scottish Government's Planning Review entitled "Places, People and Planning Draft Consultation and to agree that the proposed response be emailed to all Board Partners for approval prior to being approved by the CPA Management Group at its meeting on 27 March 2017 prior to submission to the Scottish Government; and</li> <li>(iv) to request Susan Webb, Public Health, and Angela Scott, Aberdeen City Council, to discuss outwith the meeting, how consultation on the Health and Social Care Delivery Plan should be undertaken with the Partnership locally.</li> </ul>	<p>Ruth Christie</p> <p>Jillian Evans</p> <p>Susan Webb/Angela Scott</p>
10. Draft Locality Plans	<p><b>MATTER OF URGENCY</b></p> <p><b>The Convener intimated that she had directed in terms of Section 50(B)(4)(b) of the Local Government (Scotland) Act 1973 that the following item could be considered as a matter of urgency in order for the draft locality plans to be considered prior to further engagement being held with the respective communities.</b></p> <p>With reference to item 11 of the minute of its meeting of 12 December 2016, the Board had before it a report which presented the draft Locality Plans 2017-27 for Torry; Middlefield, Mastrick, Cummings Park, Northfield, Heathryfold; and Seaton, Tillydrone and Woodside. The plans were being developed in line with the requirements of the Community Empowerment (Scotland) Act 2015 and in consultation with communities living in these neighbourhoods.</p>	

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	<p><b>The report recommended –</b> that the Board endorse the current draft Locality Plans as living documents which would continue to be shaped and developed in partnership with communities.</p> <p>Speaking in furtherance of the report, Neil Carnegie, Communities and Housing Area Manager, advised that the locality plans set out the priority outcomes for improvement of the locality, with details of how, by when and what difference this would make to local people. In preparing the locality plans, the Partnership had taken into account the needs and circumstances of the people residing in the locality by undertaking a local strategic assessment and through a number of engagement events with local communities. The priorities identified within the Locality Plans were based on engagement with local communities and Partners in each area.</p> <p>He also explained that further work would ensue over the following weeks to progress the Locality Plans in terms of refining improvement measures, populating with baseline data, where this was available a locality level, and setting improvement aims where feasible to do so. He emphasised that the draft Locality Plans were to be considered as living documents that would continue to evolve as the Partnership’s approach to locality planning, working with communities and using improvement methodology developed.</p> <p>Angela Scott, Chair of the CPA Management Group, provided an overview of the process undertaken to develop each of the plans in a short timescale and advised of the scrutiny provided by the CPA Management Group. She also explained that following approval of the Partnership version of the draft Locality Plans, the Communication and Engagement Group chaired by Chris Littlejohn, in conjunction with the Locality Managers, would be producing public facing versions of the three locality plans and those documents would (1) reflect what the communities said at the locality engagement events; (2) present the interventions the Partnership was suggesting be implemented collectively with communities in order to improve those matters raised; and (3) use community language. Finally, she thanked the Locality Managers and all Partners, in particular, Public Health colleagues for their work in the development of the draft plans within a challenging timescale.</p> <p>Thereafter, Partners discussed the draft Plans extensively during which they emphasised the importance of the development of public versions of the plans and of communicating effectively</p>	

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	<p>with the respective communities to identify the interventions to both take forward and of the outcomes of those interventions. In addition, Partners agreed that the outcomes and interventions in each plan would, in discussion with communities, be tailored to the specific localities, noting that a successful intervention in one locality did not mean it would be successful in all. Finally, the success of the community engagement events held to date was commended and Partners hoped that this level of engagement would continue and capacity within each of the areas developed.</p> <p><b>The Board resolved:-</b></p> <ul style="list-style-type: none"> <li>(i) to approve the recommendations;</li> <li>(ii) to agree that the public facing versions of the three locality plans be submitted to a future meeting of the Board; and</li> <li>(iii) to thank the Locality Managers and all Partners for the development of the three locality plans to date.</li> </ul>	Neil Carnegie/Locality Managers
11. Community Planning Aberdeen Outcome Management and Improvement Framework	<p>With reference to item 7 of the minute of its meeting of 16 March 2015, the Board had before it a report which presented the proposed outcome management and improvement framework for Community Planning Aberdeen (CPA) which ensured that the Partnership had arrangements in place for the effective, systematic and collaborative scrutiny of community planning outcome improvement at a city wide and locality level.</p> <p><b>The report recommended: –</b> that the Board -</p> <ul style="list-style-type: none"> <li>(a) agree the proposed overall CPA outcome management and improvement framework explained at paragraph 2.1 of the report;</li> <li>(b) note how the model for improvement, the Partnership’s chosen improvement methodology, was embedded within the overall framework as detailed at paragraphs 2.1 and 4.2 of the report;</li> <li>(c) note that a development programme would be presented to a future meeting of the CPA Board to support staff across the Partnership in the implementation of the outcome management and improvement framework as detailed at paragraph 4.2.6 of the report;</li> <li>(d) agree the introduction of the three outcome improvement reports and reporting calendar detailed at paragraphs 5.2 and 5.4 of the report;</li> <li>(e) note that the content of the outcome improvement reports would be appropriately tailored</li> </ul>	

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	<p>for the audience receiving them, namely: CPA Board, Management Group and members of the public; and</p> <p>(f) note next steps.</p> <p>Partners welcomed the proposed outcome management and improvement framework for the Partnership and agreed that the new framework was innovative and refreshing.</p> <p><b><u>The Board resolved:</u></b> to approve the recommendations.</p>	
12. CPA Budget 2017/18	<p>With reference to item 16 of the minute of its meeting of 26 October 2015, the Board had before it a report which set out the proposed contributions from Community Planning Aberdeen Partners to the Community Planning Budget 2017/18 and detailed proposals for how the monies would be spent.</p> <p><b>The report recommended: –</b> that the Board -</p> <ul style="list-style-type: none"> <li>(a) agree the proposed Community Planning Budget 2017/18;</li> <li>(b) agree the proposed spend on budget commitments 2017/18;</li> <li>(c) note the grant funding secured for 2017/18 to date;</li> <li>(d) agree that the Community Justice Transition Fund be used to fund the continuation of the fixed term Policy Coordinator post for 2017/18; and</li> <li>(e) note that a comprehensive review of CPA's approach to joint resourcing would be carried out during 2017/18 to ensure the Partnership had sustainable resources to deliver the Local Outcome Improvement Plan and Locality Plans.</li> </ul> <p>Partners discussed the Partnership's proposed budget for 2017/18, during which it was noted that the Scottish Fire and Rescue Service (SFRS) would not be making a financial contribution to the CPA budget for 2017/18, which was a reduction of £8,832 from last year. Nationally, the SFRS had conducted a review of funding to Community Planning Partnerships (CPPs) and the decision had been made that generic financial support to CPP's in Scotland would no longer continue. In this regard, Mike Dickson, SFRS, explained the decision taken by the SFRS and assured the Board that the SFRS still remained a committed Partner and the guarantee of local SFRS</p>	

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	<p>resources to support the Partnership's outcomes continued.</p> <p>The Board also discussed the efficiencies proposed for the Community Planning website and Civic Forum. At this juncture, Jonathan Smith, Civic Forum, advised that he had not been aware of the proposal in respect of the Civic Forum and therefore had been unable to consult with the Forum on this and without consultation he could not endorse this proposal. In response, Michelle Cochlan explained that over the last 12 months discussions had taken place with Jonathon Smith, Joyce Duncan and Neil Carnegie to identify the needs of the Civic Forum and the proposals within the report reflected the funding arrangements currently in place as a result of these discussions. Michelle Cochlan also advised that the report had also been considered at the last Management Group which now included representation from the Civic Forum. Thereafter, the Chair highlighted that a comprehensive review of the Partnership's approach to joint resourcing was being proposed in order to ensure the Partnership had sustainable resources to deliver the Local Outcome Improvement Plan and Locality Plans and the support provided to the Civic Forum would be considered as part of that review.</p> <p>Finally, Partners emphasised the importance of the review into the Partnership's resources to ensure that this was sustainable and enabled the Partnership to deliver on the outcomes contained in its various plans.</p> <p><b><u>The Board resolved:</u></b> to approve the recommendations.</p>	<p>Derek McGowan/ Michelle Cochlan</p>
<p>13. Letter from Aberdeen Community Council Forum</p>	<p>The Board had before it a letter from Chair and Vice Chair of the Aberdeen Community Council Forum dated 7 December 2016, which presented a number of priorities, suggestions and recommendations for consideration by the Partnership, as it reviewed the infrastructure, governance and channels of communication between Partners and with the wider community.</p> <p>Speaking in furtherance of the letter, the Chair advised that on receipt of the letter she and Michelle Cochlan had attended a meeting of the Community Council Forum at which Michelle provided a presentation on community planning and they discussed the recommendations as contained in the letter, in particular the channels of communication between the Partnership and Community Councils.</p>	

Topic	Discussion/Decision	Action By
	<p>Partners discussed the importance of the Partnership engaging with communities as widely as possible and were encouraged to see that many wanted to be involved in the work of the Partnership. The Board agreed that the new structure provided greater means for engagement; and emphasised that communities and groups would in the near future have a statutory right to participate by means of submitting a participation request. Participation requests were designed to help groups highlight community needs and issues, and become involved in change or improvement. The draft guidance for participation requests was now available and the planned implementation date for participation requests was 1 April 2017.</p> <p>It was noted that the Community Council Forum had requested to become a virtual member of all of the Partnership's Groups, however Partners highlighted that (a) all documentation in respect of the various groups would be available on the new website and accessible by all members of the public; and (b) as above communities would soon have the statutory right to submit participation requests and that communities were encouraged to become involved in improvement activities. To support communities in submitting such requests, it was requested that the Chair of the Community Engagement Group offer to provide a presentation or information to the Civic Forum and the Community Council Forum on the Scottish Government's draft guidance in respect of participation requests, and on means of engaging with the Partnership at all levels.</p> <p>Finally, Partners discussed the importance of a communication strategy for the Partnership during which it was agreed that the communication and engagement strategy be emailed to all Partners and that the Communication and Engagement Group use a variety of communication methods when engaging with the public and groups on the Partnership's activity to ensure that it reaches as wide an audience as possible.</p> <p><b><u>The Board resolved:</u></b></p> <ul style="list-style-type: none"> <li>(i) to note the letter from the Community Council Forum;</li> <li>(ii) to request Michelle Cochlan to write to the Community Council Forum advising of the means of engaging with the Partnership at its various levels, and in particular: (a) confirming that all documentation in respect of the Partnership would be available on the new community planning website; and (b) advising of the forthcoming statutory right to submit participation requests; and</li> <li>(iii) to request Chis Littlejohn, Chair of the Community Engagement Group to circulate the</li> </ul>	<p>Michelle Cochlan</p> <p>Chris Littlejohn</p>

Topic	Discussion/Decision	Action By
	communication and engagement strategy to all Partners and to arrange for the Community Council Forum to receive a briefing/ presentation on the guidance for submitting participation requests.	
14. Date of Next Meeting	The Board noted that its next meeting was scheduled to be held on 24 April 2017 at 2pm.	

## COMMUNITY PLANNING ABERDEEN MANAGEMENT GROUP

**27 MARCH 2017**

Present:- Kate Stephen (Police Scotland) (Vice Chair), Jamie Bell (Scottish Enterprise), Ally Birkett (Scottish Fire and Rescue Service), Neil Cowie (North East College), Joyce Duncan (ACVO), Jillian Evans (NHS Grampian), Gayle Gorman (Integrated Children's Services), Simon Haston (Digital City), Matt Lockley (as a substitute for Richard Sweetnam)(Aberdeen Prospers), Gordon MacDougall (Skills Development Scotland), Lavina Massie (Civic Forum), Derek McGowan (Sustainable City), Jo Mackie (as a substitute for Chris Littlejohn)(Community Engagement), Derek Murray (Nestrans), Helen Shanks (Alcohol and Drugs Partnership), and Gail Woodcock (as a substitute for Judith Proctor) (Resilient, Included and Supported - Health and Social Care Partnership).

Also Present:- Neil Carnegie, Michelle Cochlan, Eric Owens, James Simpson and Val Vertigans (all Aberdeen City Council)  
Irene Beautyman (Improvement Service)

Apologies:- Chris Littlejohn (Community Engagement – Public Health), Angela Scott (Aberdeen City Council) (Chair) and Richard Sweetnam (Aberdeen Prospers).

Topic	Discussion/Decision	Action By
1. Chair	In the absence of the Chair, the Vice Chair Kate Stephen, took the Chair for today's meeting.	
2. Minute of Previous Meeting of 30 January and 15 February 2017	<p>The Management Group had before it the minute of its meetings of 30 January and 15 February 1017, for approval.</p> <p>In relation to item 2 of the minute of 30 January, the Management Group noted (a) that Michelle Cochlan continued to have discussions with the Improvement Service regarding benchmarking and this would be progressed through the three locality plans; and (b) that a scoping report for the review of the City Voice was being prepared and would be progressed by the Community Engagement Group with the final report being submitted to a future meeting.</p> <p><b><u>The Management Group resolved:</u></b> to approve both the minutes as correct records and note the updates as recorded above.</p>	

Topic	Discussion/Decision	Action By
3. Minute of the CPA Board Meeting of 27 February 2017	<p>The Management Group had before it the minute of the CPA Board meeting of 27 February 2017, for information.</p> <p><b><u>The Management Group resolved:</u></b> to note the minute.</p>	
4. Minutes of the First Meetings of the Outcome Improvement Groups	<p>The Management Group had before it the minutes of the (1) Aberdeen Community Justice Group meeting of 10 March 2017; (2) the Integrated Children's Service Board of 30 January 2017; and (3) Sustainable City Group meeting of 23 March 2017, for information.</p> <p>In relation to the membership of the Sustainable City Group, Lavina Massie advised that she and Jonathan Smith had been nominated as the Civic Forum representatives on this Group, however she had not received any information regarding the meeting on 23 March 2017. Michelle Cochlan explained that she had been informed that the Civic Forum would not be submitting a representative for this Group.</p> <p><b><u>The Management Group resolved:</u></b></p> <ul style="list-style-type: none"> <li>(i) to note the minutes; and</li> <li>(ii) to note that Lavina Massie/Jonathan Smith would be the Civic Forum representatives on the Sustainable City Group and to request Derek McGowan, Chair of the Group, to ensure that Lavina/Jonathan received all documentation for meetings of the Group moving forward.</li> </ul>	Derek McGowan
5. Place Standard Tool – Presentation and Discussion	<p>The Management Group welcomed Irene Beautyman, Improvement Service, to the meeting who provided a presentation on the Place Standard Tool.</p> <p>She explained that the Place Standard Tool was a tool to evaluate the quality of a place. It could evaluate places that were well-established, undergoing change, or still being planned. The tool could also help users to identify their priorities. It consisted of 14 questions which covered both the physical and social elements of a place. Prompts were provided to help users answer the questions. When all 14 questions had been</p>	

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	<p>completed, the results were shown in a simple diagram.</p> <p>The tool was designed to be accessible for everyone to use: communities; public sector; third sector; and the private sector. People would want to use the tool in different circumstance and for different purposes, but it allowed people to work together productively across sectors and boundaries in a consistent way. The tool allowed different sizes and types of places to be assessed. It could be used in the planning stages of a development, to review and monitor progress against an agreed outcome or to provide the impetus for change in an existing place. Importantly, the tool allowed assessment to be consistent and comparable over time.</p> <p>With regards to using the tool, she advised that you could either complete the tool on paper or online at <a href="http://placestandard.scot">placestandard.scot</a>, and either were very easy to use. Users had to consider each question in turn rating a place on a scale of 1 to 7. One meant there was a lot of room for improvement, 7 meant there was little need for improvement, the quality was as good as it could be. Then the ratings were plotted on the compass and the dots joined to make a 'spider' diagram.</p> <p>Finally, she provided an overview of how the tool had been used in Shetland.</p> <p>Partners welcomed the presentation and then asked a number of questions on the implementation of the Place Standard Tool, particularly on how feedback was provided to those who had engaged in the process; whether the tool had been used in Aberdeen City to date; and the importance of sample size and consistent questions.</p> <p>Partners agreed that it was a useful tool to evaluate and initiate a conversation with communities, but could not be used in isolation to make decisions.</p> <p><b><u>The Management Group resolved:</u></b></p> <ul style="list-style-type: none"> <li>(i) to thank Irene Beautyman, Improvement Service, for the informative presentation; and</li> <li>(ii) to request all Outcome Improvement Groups to consider whether they could use</li> </ul>	<p>Outcome Improvement Groups</p>

Topic	Discussion/Decision	Action By
	<p>the Place Standard Tool as a means of evaluation, and should they wish to use the tool, to note that Irene Beautyman had offered to hold a half day workshop session for the Partnership.</p>	
<p>6. Proposed Priority Community Justice Drivers for Improvement as Incorporated into the CPA LOIP 2016-2026</p>	<p>With reference to item 8 of the minute of its meeting of 24 October 2016, the Management Group had before it a report which requested the Management Group's endorsement of (1) the proposed draft drivers for improvement for Community Justice in Aberdeen as incorporated into the Local Outcomes Improvement Plan (extract at Appendix 1); and (2) the proposed 'Next Steps' for submission to the CPA Board for endorsement and to Community Justice Scotland, and publication on the CPA website.</p> <p><b>The report recommended –</b> that the Management Group</p> <ul style="list-style-type: none"> <li>(a) endorse the proposed drivers for improvement for Community Justice in Aberdeen as incorporated into the Local Outcomes Improvement Plan (extract at Appendix 1); and</li> <li>(b) endorse the 'next steps' as detailed in section 3.1 of the report.</li> </ul> <p>Speaking in furtherance of the report, Val Vertigans advised that the initial meeting of the Community Justice Group had been held on 10 March 2017 at which the proposed draft drivers for improvement for Community Justice in Aberdeen had been considered and members had been requested to provide feedback on the draft drivers outwith the meeting. She explained that the document would be updated to reflect the feedback received, however there were no substantial changes. Subject to endorsement by the Management Group, the updated draft drivers would be submitted to the CPA Board for consideration.</p> <p>Thereafter, Partners discussed the proposed drivers and measures, during which they emphasised the importance of the drivers being ambitious, adding value and delivered in partnership rather than by a single system. Partners then discussed some of the specific drivers, seeking clarification on the measures proposed for these and how the data would be collected.</p>	

Topic	Discussion/Decision	Action By
	<p><b><u>The Management Group resolved:</u></b></p> <ul style="list-style-type: none"> <li>(i) to approve the recommendations; and</li> <li>(ii) to request Partners to provide any feedback on the proposed drivers to Val Vertigans directly in advance of the draft report being submitted to Community Justice Scotland and published on the CPA website on 31 March 2017, and to note that the proposed draft drivers would then be submitted to the CPA Board on 24 April 2017, for ratification.</li> </ul>	Val Vertigans/ All Partners
7. Integrated Children's Services Plan 2017-2020 Update	<p>With reference to item 14(C) of the minute of its meeting of 30 January 2017, the Management Group had before it a report which provided a brief update on progress of actions towards completion of the Integrated Children's Services (ICS) Plan 2017-2020 and related timelines/next steps.</p> <p><b>The report recommended –</b> that the Management Group</p> <ul style="list-style-type: none"> <li>(a) note statutory timelines and requirements for the plan's publication; and</li> <li>(b) note and comment on the timelines for roll out and implementation of the plan.</li> </ul> <p>Speaking in furtherance of the report, James Simpson advised that the Children and Young People (Scotland) Act 2014 required that each Local Authority and related Health Board develop a 3 year plan outlining the measures they would undertake to improve outcomes for children and young people, working in partnership with all local children's services partners to deliver on these outcomes. The plan had to be in place no later than 1 April 2017. The Aberdeen's Integrated Children's Services Plan 2017-2020 had been drafted to meet this requirement and it would also form the basis of the ICS Partnership's contribution to the first 3 year cycle of the Community Planning Aberdeen Local Outcome Improvement Plan under the Prosperous People: Children are the Future thematic.</p> <p><b><u>The Management Group resolved:</u></b> to approve the recommendations.</p>	

Topic	Discussion/Decision	Action By
8. March Leadership Report	<p>The Management Group had before it a report which presented the first leadership report on the improvement activity being led by the new Outcome Improvement Groups to meet the improvement aims identified within the Local Outcome Improvement Plan 2016-26.</p> <p><b>The report recommended –</b> that the Management Group</p> <ul style="list-style-type: none"> <li>(a) note the March leadership report included in Appendix 1;</li> <li>(b) note the help sheets included in Appendices 2-6; and</li> <li>(c) note that the format and content of the leadership report would be developed to include further information on improvement activity and impact as the Outcome Improvement Groups and Locality Partnerships progress.</li> </ul> <p>Partners welcomed the report and agreed that it would be a beneficial tool in overseeing and evaluating the activity of the Outcome Improvement Groups. They also emphasised the importance of the reports detailing progress with, or challenges faced, by the Outcome Groups in delivering the targets contained in their respective sections of the Local Outcome Improvement Plan.</p> <p>Partners discussed the format of the report, noting that it would evolve, and suggested that it would be useful for progress on the implementation of three locality plans also be included in future reports. They also discussed who would undertake the assessment of the Outcome Improvement Groups during which it was noted that this matter would be discussed at the lead officers meeting.</p> <p>Finally, it was requested that timescales for providing data for inclusion in the leadership reports and moving forward the annual performance report, be communicated to each Outcome Improvement Group.</p> <p><b><u>The Management Group resolved:</u></b></p> <ul style="list-style-type: none"> <li>(i) to approve the recommendations; and</li> <li>(ii) to request that timescales for providing data for inclusion in the leadership</li> </ul>	Michelle Cochlan

Topic	Discussion/Decision	Action By
	<p>reports and moving forward the six month and annual performance reports, be communicated to each Outcome Improvement Group.</p>	
<p>9. Feedback and Lessons Learned from Participatory Budgeting Events</p>	<p>The Management Group heard from Jo Mackie who provided feedback and information on lessons learned from the three participatory budgeting events.</p> <p>She advised that the three UDECIDE participatory budgeting events had finished on 11 March 2017. Across the three localities 140 applications for funding had been received and just under 4000 votes cast. In terms of next steps, she explained that an evaluation would now be undertaken and a report would be submitted to a future meeting of the Management Group and Board in this regard.</p> <p>Partners welcomed the update and highlighted the success of the events, noting that it had been a great start for building engagement with the communities. Gayle Gorman also welcomed the involvement of children and young people in the process and advised that they had feedback that they had felt very engaged and appreciated throughout.</p> <p><b><u>The Management Group resolved:</u></b> to note the update.</p>	
<p>10. Establishment of Locality Partnerships</p>	<p>With reference to item 2 of the minute of its meeting of 15 February 2017, the Management Group heard from Neil Carnegie who provided an update on the establishment of Locality Partnerships.</p> <p>He advised that the three locality plans had been endorsed by the CPA Board at its meeting on 27 February 2017, and also by Aberdeen City Council at its meeting on 15 May 2017. Subsequently, the Locality Managers have been engaging with the respective communities and the feedback to date had been positive.</p> <p>He went on to explain that the Locality Managers were in the process of established the three Locality Partnerships and it was expected that the first meetings of the three</p>	

Topic	Discussion/Decision	Action By
	<p>Partnerships would be held by the end of April 2017.</p> <p><b><u>The Management Group resolved:</u></b> to note the update.</p>	
11. Public Facing Locality Plans	<p>With reference to item 2 of the minute of its meeting of 15 February 2017, the Management Group heard from Neil Carnegie who provided an update on the production of public facing locality plans.</p> <p>He explained that the Locality Managers and Chris Littlejohn were leading on the production of the public facing locality plans and it had been agreed that it was necessary to have input from the respective Locality Partnerships before developing the document. Therefore, it was anticipated that the public facing plans would be available in the summer. In addition, he advised that Chris Littlejohn had offered NHS Grampian resources for the production of this version of the plans.</p> <p><b><u>The Management Group resolved:</u></b> to note the update.</p>	
12. Asset Transfer and Participation Requests under the Community Empowerment Act	<p>The Management Group had before it a report which provided an update on Asset Transfer and Participation Requests under the Community Empowerment (Scotland) Act 2015 following publication of technical guidance for asset transfer and draft technical guidance for participation requests this year.</p> <p><b>The report recommended –</b> that the Management Group</p> <ul style="list-style-type: none"> <li>(a) note the requirements of the Act for Community Planning Aberdeen partners in relation to participation requests and asset transfer requests;</li> <li>(b) note progress made by Aberdeen City Council in developing local procedures;</li> <li>(c) agree to remit the Community Engagement Group to take forward the opportunities for working in Partnership as outlined at section 5 to the report.</li> </ul>	Chris Littlejohn

Topic	Discussion/Decision	Action By
	<p><b><u>The Management Group resolved:</u></b> to approve the recommendations.</p>	
<p>13. Community Safety Partnership Hub Review</p>	<p>The Management Group had before it a report which advised of the outcome of the review of the Community Safety Partnership (CSP) Hub and the recommendations which had been drawn from it.</p> <p><b>The report recommended –</b> that the Management Group acknowledge the findings of the review of Community Safety Partnership Hub and acknowledge the recommendations which the CSP Partners would take forward.</p> <p>Partners discussed the report, in particular the recommendations which had been drawn from the review of the CSP Hub and which the CSP Partners would take forward. In this regard, the Chair advised that an action plan had been developed to take forward each of the recommendations. Partners welcomed this and agreed that in terms of the Partnership’s governance arrangements the Resilient, Included and Supported Outcome Improvement Group should have ownership of the action plan to ensure that this was progressed accordingly, with reports to the Management Group/Board as required.</p> <p>In addition, a number of Partners intimated that they had not been involved in the review process and advised that they would welcome a discussion with the lead partners for the CSP on the content of the review report.</p> <p><b><u>The Management Group resolved:</u></b></p> <ul style="list-style-type: none"> <li>(i) to approve the recommendation and to agree that the Resilient, Included and Supported Outcome Improvement Group have ownership of the implementation of the CSP review action plan, with updates to the CPA Management Group/Board as required;</li> <li>(ii) to request Kevin Wallace, Police Scotland, to liaise with Partners, in particular Joyce Duncan, Gayle Gorman and Derek McGowan, on the content of the</li> </ul>	<p>Kevin Wallace/Judith Proctor</p> <p>Kevin Wallace</p>

Topic	Discussion/Decision	Action By
	<p>findings of the CSP review report; and (iii) to request that a calendar of all Outcome Improvement Group meeting dates be issued to Partners.</p>	Michelle Cochlan
14. Police Scotland Concern Hub – Implementation of Risk and Concern ‘Proof of Concept’ Process	<p>The Management Group had before it a report which advised of the permanent implementation of the Risk and Concern Project ‘Proof of Concept’ process in the North East Division.</p> <p><b>The Management Group resolved:</b> to note the implementation of the Risk and Concern Project ‘Proof of Concept’ process in the North East Division.</p>	
15. Places, People and Planning Consultation	<p>With reference to item 10 of the minute of its meeting of 30 January 2017, the Management Group had before it a report which presented the response of Community Planning Aberdeen to the Scottish Government consultation on the future of Scotland’s planning system – “Places, People and Planning”.</p> <p><b>The report recommended –</b> that the Management Group discuss, amend and approve the response on behalf of CPA to be submitted to the Scottish Government.</p> <p>The Management Group discussed the proposed response, during which Derek Murray suggested that the response be updated to comment on the risk of the proposal to remove the strategic development plan.</p> <p><b>The Management Group resolved:</b> to approve the proposed response on behalf of the CPA, subject to the additional statement regarding the risk of the removal of the strategic development plan being added.</p>	Jillian Evans

Topic	Discussion/Decision	Action By
16. Northfield Total Place: Ongoing Evaluation Process	<p>With reference to item 2 of the minute of its meeting of 30 January 2017, the Management Group had before it a report which (1) provided information about the proposed ongoing evaluation process for Northfield Total Place; and (2) presented the output of a research project, carried out by the University of Aberdeen, that considered the role of digital communications in social inclusion and exclusion in the Northfield Total Place neighbourhoods.</p> <p><b>The report recommended –</b> that the Management Group</p> <ul style="list-style-type: none"> <li>(a) note the information contained within this report;</li> <li>(b) agree to refer the report to the new Locality Partnership for Northfield, Middlefield, and Cummings Park, Heathryfold and Mastrick for consideration of how the Total Place approach would now be embedded into locality planning for the area.</li> </ul> <p>Partners discussed the report, during which Gayle Gorman advised that HMle had recently undertaken an inspection of community learning in Northfield and that she had concerns that the inspection had been undertaken on a single sector basis rather than as a partnership and she had made representation in this regard to HMle and the Scottish Government.</p> <p><b><u>The Management Group resolved:</u></b> to approve the recommendations.</p>	Gail Woodcock
17. National Standards for Community Engagement Event Feedback	<p>With reference to item 14(B) of the minute of its meeting of 30 January 2017, the Management Group had before it a report which presented feedback on the content of the Scottish Community Development Centre (SCDC) launch event for the revised National Standards for Community Engagement.</p> <p><b>The report recommended –</b> that the Management Group note the report.</p>	

Topic	Discussion/Decision	Action By
	<p><b><u>The Management Group resolved:</u></b> to approve the recommendation.</p>	
18. CPA Management Group Forward Business Planner	<p>With reference to item 11 of the minute of its meeting of 30 January 2017, the Management Group had before it the Management Group forward business planner.</p> <p><b><u>The Management Group resolved:</u></b> to note the forward business planner and to request all Partners to advise Michelle Cochlan of reports they intended on submitting to future meetings for inclusion on the forward business planner.</p>	All Partners/Michelle Cochlan
19. CPA Board Forward Business Planner	<p>With reference to item 12 of the minute of its meeting of 30 January 2017, the Management Group had before it the CPA Board forward business planner.</p> <p><b><u>The Management Group resolved:</u></b> to note the forward business planner and to request all Partners to advise Michelle Cochlan of reports they intended on submitting to future meetings for inclusion on the forward business planner.</p>	
20. Legislation Tracker	<p>The Management Group had before it the CPA legislation tracker which detailed all current open consultations and pending legislation.</p> <p><b><u>The Management Group resolved:</u></b> to note the legislation tracker.</p>	
21. Date of Next Meeting	The Management Group noted that its next meeting would be held on Monday 29 May 2017 at 2pm.	



## Community Planning Aberdeen

### CPA BOARD FORWARD PLANNER/ BUSINESS STATEMENT

The reports scheduled within this document are accurate at this time but may be subject to change.

<b>Title of report</b> <i>(Hyperlink to minute reference where applicable)</i>	<b>Contact officer</b>
<b>24 April 2017</b>	
SE/SDS Phase 2 Review	Jamie Bell, SE/Gordon MacDougall, SDS
Place Standard Tool Follow Up	Irene Beautyman, IS
CPA Infrastructure Review Follow Up	Michelle Cochlan, ACC
Electronic Monitoring - Consultation on Proposals for Legislation	Claire Duncan, ACC
Proposed Priority Community Justice Drivers for Improvement as incorporated into the CPA LOIP 2016-26	Val Vertigans, ACC
Participatory Budgeting	Joanna Mackie, ACC
CPA Response to Places, People and Planning Consultation	Michelle Cochlan, ACC
<b>3 July 2017</b>	
Update on Community Planning Development Plan and Community Empowerment Scotland Act 2015	Michelle Cochlan, ACC
Big Noise Torry Evaluation Report and Presentation	Fiona Clark, ACC
Public Facing Locality Plans	Chris Littlejohn/Locality Managers
CPA Development Programme	Michelle Cochlan, ACC
<b>11 September 2017</b>	
Annual Performance Report 2016/2017	Michelle Cochlan, ACC
Review of CPA Resourcing	Michelle Cochlan, ACC

#### Acronyms:

ACC	Aberdeen City Council
ACVO	Aberdeen Council of Voluntary Organisations
CPA	Community Planning Aberdeen
CSP	Community Safety Partnership
IJB	Integrated Joint Board (Health and Social Care)
IS	Improvement Service
NHSG	National Health Service Grampian
PS	Police Scotland

**For further information, or to make a change to this document, please contact Allison Swanson, tel. 01224 522822 or email [aswanson@aberdeencity.gov.uk](mailto:aswanson@aberdeencity.gov.uk).**

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# Community Planning Aberdeen

<b>Progress Report</b>	Proposed amendment to the Aberdeen City Local Outcome Improvement Plan 2016-26: Community Justice Drivers
<b>Lead Officer</b>	Derek McGowan, Head of Communities and Housing Claire Duncan, Lead Social Worker, Health & Social Care Partnership
<b>Report Author</b>	Val Vertigans, Policy Coordinator, Community Justice Redesign
<b>Date of Report</b>	27 March 2017
<b>Governance Group</b>	Community Planning Aberdeen Board – 24 April 2017

<b>Purpose of the Report</b>
This report proposes an amendment to the Aberdeen City Local Outcome Improvement Plan 2016-26 to incorporate priority Community Justice drivers for improvement. This amendment will ensure that the Community Planning Partnership meets the requirements of the Community Justice (Scotland) Act 2016 for community justice partners to publish a plan in relation to community justice for the area.

<b>Summary of Key Information</b>
<b>1 BACKGROUND</b>
1.1 The Community Justice (Scotland) Act 2016 (the Act) requires that “The community justice partners for the area of a local authority must, in accordance with such provision as to timing as the Scottish Ministers make by regulations, publish a plan in relation to community justice for the area.”
1.2 The Act requires that in developing the Plan the community justice partners for the area must have regard to: <ul style="list-style-type: none"> <li>(a) the national strategy;</li> <li>(b) the national performance framework; and</li> <li>(c) the local outcomes improvement plan in relation to the area.</li> </ul>
1.3 Statutory Guidance states that the statutory partners must publish their plan in an accessible format that is publicly available to all interested parties. A copy of the plan must be submitted to Community Justice Scotland (the national body) on behalf of the statutory partners. Statutory partners will be jointly responsible for the plan’s development and implementation.
1.4 During the development of the plan the statutory partners must engage with the local third sector bodies and community bodies involved in community justice locally. A ‘Participation Statement’ must set out the action taken by the

statutory partners in achieving such participation in the preparation of the plan. This Statement must also be submitted to Community Justice Scotland.

- 1.5 An Assessment of Need was compiled and a Mapping Exercise of Community Justice services and activities undertaken in Spring/Summer 2016 to inform the development of Community Justice priorities. In addition, a range of stakeholder engagement activities have been undertaken.

## **2 PROPOSED COMMUNITY JUSTICE DRIVERS FOR IMPROVEMENT**

- 2.1 Aberdeen's Local Outcome Improvement Plan (LOIP) 2016-26 states that "Our focus is to tackle inequality in four specific areas at the root causes of low income and health inequality to break the cycle of deprivation, inequality, unemployment, crime, violence and poor health that has existed in some families for generations." The four specific areas are:

- Aberdeen prospers;
- Children are our future;
- People are resilient, included and supported when in need; and
- Empowered, resilient and sustainable communities.

- 2.2 Community Planning Aberdeen is leading the way nationally in embedding Community Justice drivers for improvement into the Aberdeen City Local Outcome Improvement Plan. (Other areas across the country are developing separate Community Justice Plans.) Incorporating the Community Justice Drivers within the plan ensures the Partnership is taking a holistic approach to planning for the improvement of outcomes across the city and has a clear oversight of progress in achieving improvement. A supplementary Delivery Plan will contain activities in support of the improvement of the Community Justice outcomes which will be progressed by the CPA's new Community Justice Group.

- 2.3 The proposed Community Justice drivers fall under four main headings:

i) Supporting people harmed by crime

It is suggested that priorities to improve outcomes under this heading are already contained within the Local Outcomes Improvement Plan. These include:

- Ensuring agencies are aware of their responsibilities and respond in an appropriate and timely manner in relation to people harmed by crime, and particularly in relation to repeat victims (People are resilient, included and supported when in need/People and communities are protected from harm);
- Increasing the uptake of voluntary support for people harmed by domestic abuse, including children (People are resilient, included and supported when in need/People and communities are protected from harm).

- ii) Keeping people out of the Justice System – preventing young people getting involved in offending behaviour in the first place and intervening early with those particularly at risk of doing so to prevent them coming into the adult Justice System.

It is suggested that priorities to improve outcomes under this heading are already contained within the Aberdeen City Local Outcome Improvement Plan. These include:

- Improvements in early intervention supports for young people who have offended or are at risk of offending, victims and families (Children are the future/Children are safe and responsible);
- Intensive family intervention support to families with complex needs through the provision of a Priority Families Service (People are resilient, included and supported when in need/People and communities are protected from harm);
- Proactive investigation of youth annoyance and antisocial behaviour (Empowered, resilient and sustainable communities/Safe and resilient communities);
- Education of young people involved in youth annoyance to actively reduce the number of wilful fires (Empowered, resilient and sustainable communities/Safe and resilient communities); and
- Develop enhanced partnership working to prevent and reduce crime of all types and the subsequent fear/perception of crime across Aberdeen City (Empowered, resilient and sustainable communities/Safe and resilient communities).

- iii) Effectively managing and supporting people in the Justice System to reduce the likelihood of their reoffending and improve outcomes for these individuals, their families and communities

Proposed drivers to improve outcomes under this heading are to be included in the LOIP section on “Prosperous People/People are resilient, included and supported when in need”. These can be found on page 7 onwards of the extract of the LOIP which is attached as Appendix 1 to this report. Additional wording has also been added in to the introduction to this section of the LOIP, on pages 1/2 of Appendix 1.

The drivers focus on:

- Diverting people from Court where possible/appropriate;
- Striving to continually improve the effectiveness of community disposals as an alternative to short term prison sentences;
- Reducing the number of people being remanded in custody;
- Effectively supporting people when they are liberated from custody;
- Improved collaborative working around alcohol and drug misuse, mental health supports and life skills/employability.

- iv) Improving Community understanding of and participation in Community Justice (also a statutory national Community Justice outcome)

The Local Outcomes Improvement Plan states that “Effective engagement with people and communities about how local services are planned and delivered is integral to how we will deliver this plan.” Proposed activities in the furtherance of this aim in relation to Community Justice are to be contained in the related Delivery Plan This will be approached in the context of Community Planning Aberdeen’s Community Engagement, Participation and Empowerment Strategy.

- 2.4 As required by statute, the proposed priorities as contained in the LOIP link to the national outcomes and indicators from the national Community Justice Outcomes Performance and Improvement Framework and the improvement actions contained in the national Strategy for Community Justice.

### 3 NEXT STEPS

- 3.1 Subject to endorsement at this meeting of the draft proposed drivers for improvement as contained in the Local Outcomes Improvement Plan, and the related Participation Statement, the following Next Steps are proposed:

<u>Activity</u>	<u>Timescale</u>
Revised LOIP endorsed by Community Planning Aberdeen submitted to Community Justice Scotland and published on the CPA website.	24 April 2017
Revised LOIP published on the CPA website.	25 April 2017
Community Justice Group to progress delivery of community justice improvement outcomes.	June 2017

#### **Recommendations for Action**

It is recommended that members of the Board:

- i) endorse the proposed amendment to the Local Outcome Improvement Plan to include drivers for improvement for Community Justice in Aberdeen (See Appendix 1);
- ii) Note the ‘Next Steps’ as set out above.

#### **Opportunities and Risks**

The implementation of the new model of Community Justice provides an opportunity to benefit from the ‘added value’ of the basis of collaborative working provided by Community Planning Aberdeen in striving to improve outcomes for people involved in the Criminal Justice System.

#### **Consultation**

The following people were consulted in the preparation of this report:

CPA Management Group

CPA Community Justice Group

Michelle Cochlan, Community Planning Manager, Aberdeen City Council

## Background Papers

The following papers were used in the preparation of this report:

- [Community Justice \(Scotland\) Act 2016](#)
- [National Outcomes, Performance and Improvement Framework](#)
- [National Strategy for Community Justice](#)
- [National Guidance for local partners in the new model of Community Justice](#)
- [Aberdeen Local Outcome Improvement Plan 2016-26](#)

Contact details:

Email: [communityplanning@aberdeencity.gov.uk](mailto:communityplanning@aberdeencity.gov.uk)

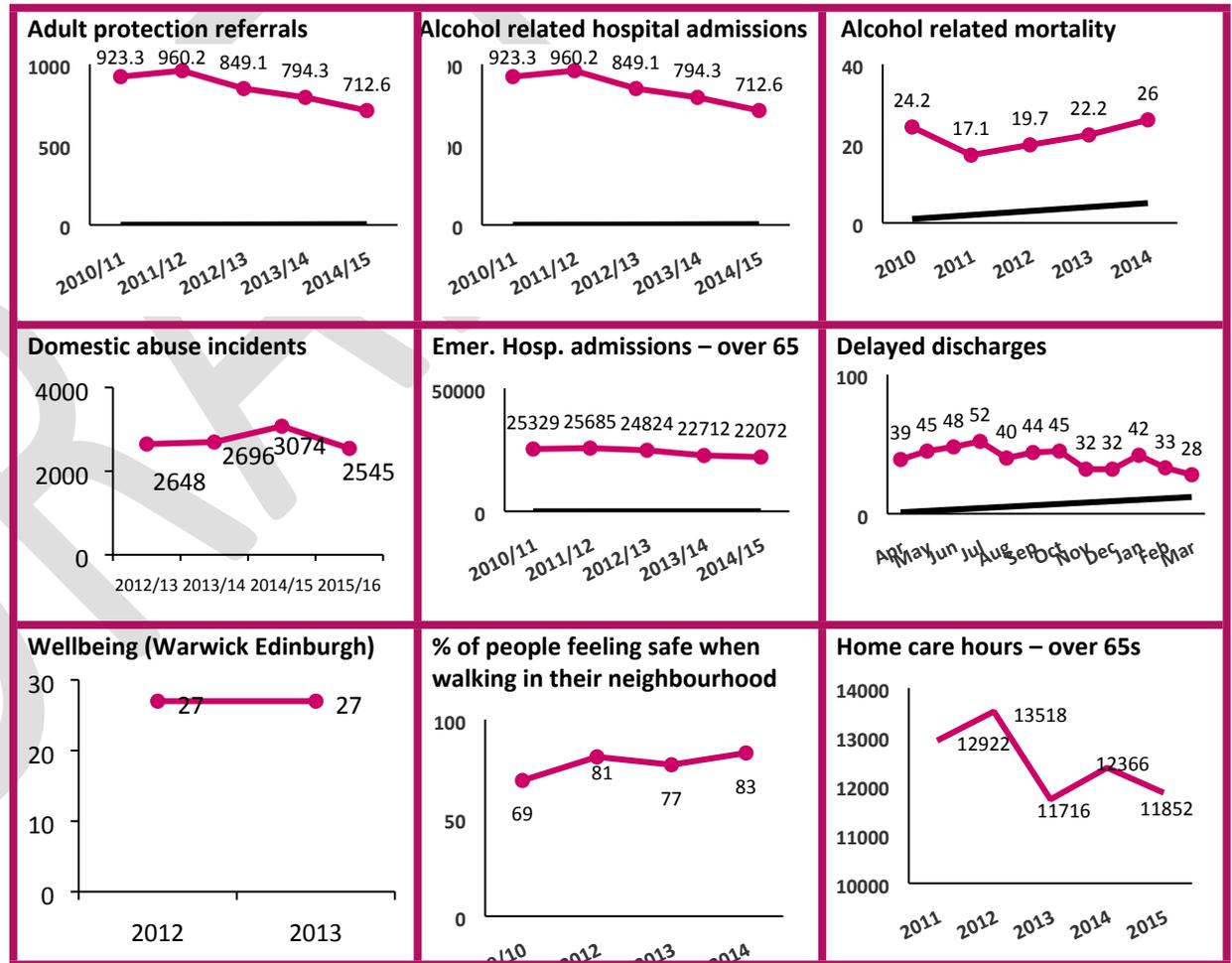
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### PEOPLE ARE RESILIENT, INCLUDED AND SUPPORTED WHEN IN NEED

All people in Aberdeen are entitled to live within our community in a manner in which they feel safe and protected from harm, supported when necessary and fully included in the life of the city. All citizens are equally entitled to enjoy these aspirations, and it is recognised that people may, at times become vulnerable. People sometimes need others to support their achievement of a full, active, safe citizenship.

Ensuring that Aberdeen is a place where everyone feels safe, supported and included is important to the wellbeing of people and communities, as well as the overall reputation of the city. We will work to protect the public and support individuals and communities to reduce the risk of harm. We need to make sure that those who are harmed by crime receive the support and information they need to enable them to get on with their lives as far as possible. **For those from our communities who get involved in offending behaviour, which can be for a myriad of reasons, including environmental and social factors, evidence has shown that managing and supporting them in the community is more likely to lead**

#### PLACE BASED INDICATORS OF PROSPEROUS PEOPLE:



to reduced reoffending than short term prison sentences. Family, social and employment links can be maintained in the community, and individuals can be supported to turn their behaviour around and become contributors to society.

The quality and design of a place can significantly influence the ability of individuals and communities to live in healthy, sustainable ways. Issues such as wellbeing and quality of life, physical and mental health, social and cultural life, carbon emissions and energy use are all influenced by the quality of the environment.

Our population is diverse and is also changing with an increase in the number of people living with a combination of physical and mental health conditions. By 2037 the number of people over 65 in Aberdeen City is projected to rise by 56%, and the projected increase in the over 75s is even greater. Our city also has a mix of affluence and poverty. Estimates of how long a person is expected to live in good health (i.e. healthy life expectancy) can vary up to 17 years between neighbourhoods in Aberdeen. Wider social determinants of health describe the factors in which people are born, grow, work, live and age. These include among many, the environment, educational attainment, income levels - all of which have an impact on health and wellbeing.

Improvements in health care mean that individuals with previously life-limiting conditions and disabilities are also living longer, including more children with complex health conditions now surviving into adulthood. Although these demographic trends have positive aspects, they present new challenges to our City and partnership in relation to inclusion and equity as well as finding sustainable models of health and social care at a time of financial constraint. These challenges not only affect health and social care service providers, but also our wider connected system of public, third and independent sectors, businesses and local communities.

### PRIMARY DRIVERS

In delivering this priority, we will focus our energy and efforts on working together to achieve the following primary drivers. These are the critical driving factors that the Partnership believes need to be addressed to be successful in ensuring people are resilient, supported and included.

1. **People and communities are protected from harm** - Individuals and communities are made aware of the risk of harm and supported appropriately to reduce this risk.
2. **People are supported to live as independently as possible**— people are able to sustain an independent quality of life for as long as possible, and are enabled to take responsibility for their own health and wellbeing.



### LEAD PARTNERS:

- Aberdeen City Council
- ACVO
- Aberdeen City Health and Social Care Partnership
- NHS Grampian
- Scottish Fire and Rescue Service
- Police Scotland

For each of these primary drivers we identify the underpinning primary and secondary drivers that the Partnership will focus on to deliver tangible improvement in these areas. The driver diagrams also identify the key measures that the Partnership will monitor to ensure it is having an impact.

DRAFT

# 1. People and communities are protected from harm – Individuals and communities are made aware of the risk of harm and supported appropriately to reduce this risk.

We all have a responsibility to keep vulnerable adults safe from harm. Everyone has the right to live in safety, and we, as public services, have a duty to safeguard people’s health, wellbeing and human rights. There are many causes of vulnerability and adults can, at any time, become vulnerable. Adults can become vulnerable when they lack the ability to take care of themselves, or unable to protect themselves against harm.

## HOW WILL WE DRIVE THIS FORWARD?

Driver Diagram 3a

Primary Drivers (What)	Secondary Drivers (How)	Improvement Outcomes (Outputs)					Lead Partners
		Improvement measures and aims	Baseline	17/18	20/21	26/27	
We will develop systems and approaches that raise awareness of harm	Work together across the CPP to understand and proactively respond to available intelligence to identify those with increased likelihood of requiring support, by using business intelligence	Increase no. of appropriate referrals and initial referral discussions involving partners. Baseline to be established.	0	60%	100%	100%	ACHSCP ACC NHSG Police Scotland Scottish Fire & Rescue Services
		Increase number of partnership referrals received from SFRS, ACVO, HSCP, Active Aberdeen, Police, NHSG, ACC.	TBC 682 (SFRS)	TBC 682 (SFRS)	+5%	+10%	
	Promote awareness that adult support and protection is a shared responsibility and strengthen user involvement in our activities	Increase no. of third/ independent sector organisations making appropriate referrals in adult support and protection)	TBC	TBC	Increase		
	Promote awareness amongst partners of those at risk of drug related deaths and opportunities for signposting to treatment and support services	Increase number of usages of harm app	0	0	100	200	
		Increase usage of Choose Life prevent suicide app.	6000	+10%	+2%	+5%	
		Decrease in numbers of Drug related deaths (5 year average)	28	28	25	22	

Primary Drivers	Secondary Drivers	Improvement measures and aims	Baseline	17/18	20/21	26/27	Lead Partner
We will respond robustly and proportionately to concerns about the wellbeing and vulnerability of individuals and their risk of harm	Work with and support all agencies, by developing policies and protocols, to ensure that they are aware of their responsibilities and are seen to respond in an appropriate and timely manner.	Reduce proportion of crime (2 + experiences) experienced by repeat victims	58%	0	-1%	-2%	Aberdeen City Council NHS Grampian Aberdeen City Health and Social Care Partnership Police Scotland Scottish Fire and Rescue Service Violence against Women Partnership
		Reduce proportion (or amount) of crime (5+ experiences) experienced by repeat victims (Source of data: Scottish Crime and Justice Survey – available biannually)	14%	0	-1%	-2%	
		Reduce the average age that someone with a drug problem seeks help:					
		Males (years)	35.4	35.4	34	33	
		Females (years)	34.4	34.4	33	32	
		Reduce the average age that someone with an alcohol problem seeks help:					
	Males (years)	TBC					
	Females (years)	TBC					
	Advance equality and reduce harm, harassment and abuse towards those individuals at risk/potential risk.	Increase the number of people and families who may be at risk that are identified for support	83	83	+5%	+10%	
		Reduce number of Police Scotland Hate Crime Reports	261	-10%	-25%	-60%	
		Increase the number of people identified to undertake an Earlier Intervention programme for domestic abuse perpetrators.	0	0	+5%	+10%	
		Increase the uptake of voluntary support for people including children harmed.	0	0	+5%	+10%	
Reduce the number of Prejudice Incident Report Forms completed.		120	120	90	35		

Primary Drivers	Secondary Drivers	Improvement measures and aims	Baseline	17/18	20/21	26/27	Lead Partner
We will seek to reduce the risk of harm by increasing individual and community resilience to vulnerability.	Intensive family intervention support to families with complex and multiple needs through the provision of a Priority Families Service	Number of families assessed as having 3 or more improved outcomes 6 months following conclusion of the support. (Note figures are cumulative)	0	26	104	260	Aberdeen City Council NHS Grampian Aberdeen City Health and Social Care Partnership Police Scotland Scottish Fire and Rescue Service
		Increase number of alcohol brief interventions delivered in wider settings (i.e. those not currently delivered in primary, accident & emergency and maternity settings).	1330	1400	1600	1800	
	Raise awareness of factors that can improve personal and community resilience, health and wellbeing.	Increase number of Making Every Opportunity Count conversations. (Include home and fire checks.)	0	850	935	1028	
		No of clients supported by Community Links Workers to improve resilience, health and wellbeing (figures are cumulative)	0	40	400	1500	
	Work in partnership to strengthen resilience and capacity of people who are at risk of homelessness to maintain stable living arrangements	Reduce repeat homelessness (within 12 months)	67 (5.08%)	5%	4%	2%	
		Increase % of households previously homeless that have sustained their tenancy for more than 1 year	92.7%	94%	96%	100%	

Primary Drivers	Secondary Drivers	Improvement measures and aims	Baseline	17/18	20/21	26/27	Lead Partner
We will effectively manage and support people involved in the adult Criminal Justice System in the community to reduce the likelihood of their reoffending and improve outcomes for these individuals, their families and communities.	Clear identified pathways and information flows are put in place to divert people from prosecution, reducing the likelihood of their reoffending and enabling them to improve their life chances <i>[National Outcome: Improved Collaborative Working]</i>	Increase in number of police direct measures (Recorded Police Warnings)	213 2015-16	+10% (tbc)	+20% (tbc)	+40% (tbc)	HSCP Aberdeen City Council Crown Office & Procurator Fiscal Service Police Scotland Third Sector
		Increase in individuals referred to relevant services at point of arrest	0	Tbc	+15%	+40%	
		Increase in number/% of people who were appropriately diverted from Court (recognising that this will depend on factors including numbers reported by police, crimes alleged against individuals, etc)	63 (aged 16-17) 14 (aged 18-25) 33 (aged 26+) 2015-16	+1%	+2%	+5%	
	Quality of Community Payback Orders is regularly evaluated to inform future practice <i>[National Outcome: Effective Interventions]</i>	Increase in % of individuals on a Community Payback Order Supervision Requirement indicating improved outcomes at the end of their Supervision: (from a sample of 20 exit questionnaire per quarter – Baseline Q2 2016) - Housing - Emp/Education/Training - Drugs - Alcohol - Personal Relationships - Self Esteem - Mental Health - Physical Health - Money Issues - Coping Skills					HSCP Other partners as appropriate
			50% 22% 57% 81% 58% 58% 60% 29% 50% 69%	+1% " " " " " " " " "	+2% " " " " " " " " "	+3% " " " " " " " " "	

	Robust alternatives to remand are in place and utilised <i>[National Outcome: Effective Interventions]</i>	Increase in the number/% of people commencing Bail Supervision	22 individuals (2015-16)	+5% (tbc)	+10% (tbc)	+15% (tbc)	HSCP Crown Office & Procurator Fiscal Service Scottish Courts & Tribunals Service
	Clear joint working arrangements are in place in relation to post liberation support for individuals on custodial sentences to reduce the likelihood of reoffending and enable them to improve their life chances. <i>[National Outcomes: Improved collaborative working; Access to services]</i>	Increase in those who choose to do so receiving relevant support from partners on release to reduce harm and make good to offenders and victims	70%	75%	85%	100%	Scottish Prison Service HSCP Aberdeen City Council Third Sector
	Appropriate pathways are in place to enable the right support/ treatment/ intervention for mental health and wellbeing issues at the right time, at all stages of the Criminal Justice System <i>[National Outcomes: Improved collaborative working; Access to services]</i>	All prisoners identified as having a mental illness will have a clearly defined multidisciplinary team care plan	tbc				HSCP Aberdeen City Council NHS Grampian Scottish Prison Service Third Sector
	Appropriate pathways are in place to enable the right support/ treatment/ intervention for alcohol and drug issues at the right time at all stages of the Criminal Justice System <i>[National Outcomes: Improved</i>	Reduction in % of individuals admitted to HMP Grampian with alcohol and drugs misuse issues (from initial prison screening)	100% (Q3 2016-17)	-1%	-2%	-10%	HSCP Aberdeen City Council NHS Grampian ADP Police Scotland Scottish Prison

	<i>collaborative working; Access to services]</i>						Service Third Sector
	Appropriate pathways are in place to support people to enable them to realise and build on their potential, improve their life skills and move towards employment, at all stages of the Criminal Justice System [ <i>National Outcomes: Improved collaborative working; Access to services; Leveraging in resources]</i>	Increase in % of individuals accessing life skills/employability support and opportunities at different stages of the Criminal Justice System	Tbc	Tbc	+10%	+20%	HSCP Aberdeen City Council Skills Development Scotland Scottish Prison Service Police Scotland Crown Office & Procurator Fiscal Service Third Sector

## LOCAL SUPPORTING STRATEGIES

[Aberdeen City Alcohol and Drugs Partnership Strategy 2011-21](#)

[Aberdeen City Local Policing Plan 2014-2017](#)

[Health and Social Care Partnership Strategic Plan 2016-19](#)

[Local Fire and Rescue Plan for Aberdeen City 2014-2017](#)

[NHS Grampian Local Delivery Plan 2015-2016](#)

[NHS Grampian Clinical Strategy 2016 - 2021](#)

[National Community Justice Strategy](#)

[National Community Justice Outcomes, Performance and Improvement Framework](#)

[National Guidance for Local Partners in the New Model for Community Justice](#)

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# Community Planning Aberdeen

<b>Progress Report</b>	Participatory Budgeting
<b>Lead Officer</b>	Derek McGowan - Head of Service, Communities and Housing (CHI – ACC) Neil Carnegie – Area Communities & Housing Manager - ACC
<b>Report Author</b>	Jo Mackie - Locality Manager (CHI – ACC)
<b>Date of Report</b>	10 April 2017
<b>Governance Group</b>	CPA Board – 24 April 2017

<b>Purpose of the Report</b>
This paper provides an update on the delivery of the “U Decide” localities participatory budgeting process in Aberdeen, and outlines the next steps to repeat and embed the process. The “U Decide” process has supported the Locality Planning process in line with the requirements of the Community Empowerment ACT.

<b>Summary of Key Information</b>						
<p><b>1 BACKGROUND</b></p> <p>1.1 On 20 June 2016, Community Planning Aberdeen (CPA) agreed its locality planning framework. In line with the requirements of the Community Empowerment Act, CPA has identified three localities within the City which experience ‘significantly poorer outcomes’ than other areas in Aberdeen or in Scotland more generally.</p> <table border="1" data-bbox="242 1417 1270 1659"> <thead> <tr> <th>Locality 1 (pop. Approx. 10,500)</th> <th>Locality 2 (pop. Approx. 20,500)</th> <th>Locality 3 (pop. Approx. 15,000)</th> </tr> </thead> <tbody> <tr> <td>Torry</td> <td>Middlefield Mastrick Cummings Park Northfield Heathryfold</td> <td>Seaton Tillydrone Woodside</td> </tr> </tbody> </table> <p>1.2 For each of these localities, CPA has produced a draft Locality Plan which was endorsed as a living document by the CPA Board on the 27<sup>th</sup> February 2017.</p> <p>1.3 As part of the Locality planning process, three Participatory Budgeting projects called “U Decide” were launched, September 2017, with the aim of driving up and re-engaging community participation in Locality Planning as well as identifying community based solutions to the priorities identified within each of the Locality Plans.</p>	Locality 1 (pop. Approx. 10,500)	Locality 2 (pop. Approx. 20,500)	Locality 3 (pop. Approx. 15,000)	Torry	Middlefield Mastrick Cummings Park Northfield Heathryfold	Seaton Tillydrone Woodside
Locality 1 (pop. Approx. 10,500)	Locality 2 (pop. Approx. 20,500)	Locality 3 (pop. Approx. 15,000)				
Torry	Middlefield Mastrick Cummings Park Northfield Heathryfold	Seaton Tillydrone Woodside				

## 1.4 Budget

### Expenditure

- Grants to projects £247,500
- Local Marketing/Event Budget £7,500
- Participare Website & Support £10,000
- Total £265,000

### Income

- CPA £15,000
- Community Choices (Scottish Government) £90,000
- Community Choices –Digital (Scottish Government) (In Kind) £10,000
- Communities Housing & Infrastructure (ACC) £150,000
- Total £265,000

## 2 U Decide Outcomes

2.1 The Localities “U Decide” Process was delivered between October 2016 and March 2017 in the three Localities. Residents of the Localities, up to the 11<sup>th</sup> March 2017, voted on local projects.

2.2 The execution of U Decide was managed by Local Steering Groups and utilised a blend of end to end online and offline processes which allowed residents and bidders to engage in the process at a time and location which suited them. Although technology has been used at various stages of community engagement in the past, this is the most advanced end to end process we have tested using digital platforms and was a major factor in the significant rates of participation.  
<https://aberdeen.participare.io>

### 2.3 Vital Statistics

We are still in the process of fully analysing some of the data, where this is not fully bottomed out it is indicated.

### Process

- Over £1 million in applications were received which all linked to at least 1 key theme in the Locality Plans (People, Place, Economy and Technology)
- 156 bids from Local Groups, individuals and Organisations
- 3694 residents voted across the Localities (An average of 8% of the population of the Localities)
- 25% of voters were online (This is an average across 2 of 3 Localities)
- 33% of voters were U12
- 40 bids were successful with an average grant size of £7000 (lowest award £600 – highest award £15,000)
- 2 new Community Reps on the Torry Steering Group have applied to the Locality Partnership

Voters and Applicants Feedback (Surveys still open so this is the position to date)

## Voters

- 86% of voters would vote online next time the process is run
- 93% of voters think it is a good process and would participate again
- 93% of voters felt more empowered to make changes in their community with 79% identifying that projects like this will help them feel more involved in local decision making
- 55% of voters would like to find out more about Locality Planning

## Applicants

- 83% of applicants used the online system
- 75% of applicants will seek to access additional funding
- 75% of PB applicants would like to become involved in a local network

2.4 The positive promotion delivered from U decide was significant with 7 positive printed media articles in the Evening Express and P & J and significant social media activity both locally and corporately through the ACC accounts. Local media streams also responded well through community magazines and radio. The brand is becoming well known locally.

## Evaluation and Reflections

2.5 The U Decide process is currently undergoing the study component of the PDSA cycle as part of our application of the improvement methodology. This process involves the analysis of process, data, customer feedback and also input from DEMSOC and PB Partners (Government consultants) with respect to emerging national and international best practice evidence.

2.6 Some of the key themes for improvement consistently coming through voter, applicant, staff and stakeholder feedback and process analysis against results are:

- Longer delivery period to improve participation rates and stagger event timings
- Ensure we set more comprehensive cross locality criteria which also allows for local management and delivery
- Create networking environments, rather than presentations, as part of the process, similar to the market stalls at Torry and Woodside, which allow local connections and partnerships to be fostered
- Diversify Local Communications to drive up participation (embedding the brand annually will support this)

2.8 The robust evaluation will ensure that a standardised policy can be developed for PB and will be in place by September 17.

2.7 A Return on Investment analysis will be completed by March 2018 which will take into consideration both winning and non-winning bids against local impact.

## 3 NEXT STEPS

3.1 The Localities are now working with all the applicants (156) to leverage the momentum locally to ensure that the ideas can be delivered against the Locality Plans (including fundraising support and invites to local networks). We are also actively working with the emerging community activists to ensure they can become more actively involved in the Locality Planning Process and Partnerships.

3.2 The Locality Teams need to build on the momentum of U Decide and run the process in 2017/2018 to embed the brand further.

Key Milestone	Timescale
Report on funding Options submitted to CPA Board for approval	3 <sup>rd</sup> July 2017
Deliver Cycle two of “U Decide” Locality PB	1 August 2017
ROI Analysis of Cycle 1 “U Decide”	31 March 2018

### Recommendations for Action

It is recommended that members of the Group:

- i) Note the “U Decide” Outcomes
- ii) Endorse the Next Steps

### Opportunities and Risks

There is a considerable opportunity to build on the significant community engagement and participation generated through “U Decide” and should be seen as a key mechanism within the Localities.

Follow on activity is being planned and delivered to capture existing opportunities, but to gain credibility, further trust and further drive through increased participation in Locality Planning, repeat cycles will be important.

There is a risk of losing current engagement if the cycle is not repeated. U Decide could become a significant brand for Locality Planning.

### Consultation

Michelle Cochlan – Community Planning Manager – ACC  
 Kay Diack – Locality Manager - ACC  
 Paul Tytler – Locality Manager ACC

### Background Papers

The following papers were used in the preparation of this report.

[Draft Locality Plans 2017-27](#)  
[Appendix A Attached – PB Winners](#)

Contact details:

Jo Mackie  
 Locality Manager  
 Aberdeen City Council  
 Tel: 07808083321  
 Email: jomackie@aberdeencity.gov.uk

## Appendix A

### Northfield, Middlefield, Cummings Park, Heathryfold and Mastrick

<b>Group</b>	<b>Project Name</b>	<b>Amount</b>	<b>Primary Link to Locality Plan</b>
Westpark School	West Park School Community Playground	£10,000	People
Byron Boxing Club	Get Fit For Free	£10,000	People
Byron Parent & Toddler	Byron Parent and Toddler expansion	£6,000	People
Byron Sports Club	Byron Sports Club	£3,000	People
Mastrick Community Centre	Mastrick Community Minibus	£5,000	People
Aberdeen Boxing Club	Aberdeen Boxing Club Non-Contact Boxing & GB Boxing Awards programme	£9,967	People
Dennis Law Legacy	Streetsport	£3,600	People
Mastrick Community Centre (Youth)	The Club	£5,400	People
Byron Boxing Club	Fight The Recovery	£4,800	People
Mother & Toddler Group	Manor Park Minions	£3,000	People
Northfield Learning Association	Over 50s Fun	£3,210	People
Middlefield Community Project	Meeting Local Demand for Activity and Opportunity	£9,996	People
Cummings Park Community Flat	Cummings Park Community Park Programme Bid	£4,750	People
Alternative Therapies	AFC Community Trust	£5,000	People

### Seaton, Woodside and Tillydrone

<b>Group</b>	<b>Project Name</b>	<b>Amount</b>	<b>Link to Locality Plan</b>
Woodside Community Centre	Woodside Junior Trips	£5,200	People
Youth Residential Summer	Aberdeen Lads Club	£5,239.69	People
Awesome tech	STEM Based afterschool club	£7,960	People
Aberdeen Football Trust	Primary School football	£3,334	People

Woodside Community football	Woodside Junior Football	£1,000	People
Kinder Gym	Aberdeen Lads Club	£5,2017.60	People
Friends of Seaton Park	Outdoor Ping Pong table for Seaton park	£3,760	People/Place
Sports Aberdeen	Free Children's holiday activities	£3,500	People
Printfield Community Project	Childcare in Printfield	£6,630	People/Economy
Meadow court	Activities for meadow court	£800	People
The HUT/Seaton Community Church	Make Lunch Seaton	£5,000	Economy/People
Awesome tech	STEM Project with parents – St machar	£9,972	People
Fersands & Foundation Project	Free meal event	£2,000	People/Economy
Reiki in the Community	Reiki Tillydrone	£600	People
Seaton Rehab Project	Local History Art	£2,940	People/Place
Sport Aberdeen (Family Trips)	Summer Holiday Trips	£4,000	People
ACEnergy to view Hydro	Riverside seating	£6,494	Place
Woodside Neighbourhood Network	Art Classes	£1,500	People
Individual Volunteers	Ceilidh music, dance and food	£2,911	People

### **Torry**

<b>Group</b>	<b>Project Name</b>	<b>Amount</b>	<b>Link to Locality Plan</b>
Volunteers sponsored by Walker Road Primary	Dance Club	£3,925	People
Grey Hope Bay	Family Fun Day & Fundraiser (Dolphin Centre)	£15,000	Place/People/Economy
Torry Academy	Maths Camp	£5,000	People
Big Noise	Support Big Noise Torry!	£15,000	People
Torry Academy	Torry Academy Year of Celebration	£15,000	Place/People
Transition Torry Academy Pupil	Extreme Summer 2017	£13,640	People
Jesus House Torry	Youth Club	£14,935	People



# Community Planning Aberdeen

<b>Progress Report</b>	Community Planning Aberdeen Response to Places, People and Planning Consultation
<b>Lead Officer</b>	Angela Scott, Chair of CPA Management Group and Chief Executive of Aberdeen City Council
<b>Report Author</b>	Jillian Evans, Head of Health Intelligence
<b>Date of Report</b>	7 April 2017
<b>Governance Group</b>	Community Planning Aberdeen Board – 24 April 2017

<b>Purpose of the Report</b>
This report presents the draft response of Community Planning Aberdeen to the Scottish Government consultation on the future of Scotland’s planning system – “Places, people and planning”.

## Summary of Key Information

<b>1 BACKGROUND</b>
1.1 The proposals contained within this consultation document follow a review of the Scottish planning system by an independent panel in May 2016. Four key areas of change are proposed: i) Making plans for the future, (ii) People make the system work, (iii) Building more homes and delivering infrastructure and (iv) Stronger leadership and smarter resourcing.
1.2 Many of the proposals concern the responsibilities of statutory organisations and individual responses are being submitted by Aberdeen Council, NHS Grampian and Scottish Enterprise. However some of the fundamental changes proposed affect community planning and it was for this reason that the views of community partners were sought.
1.3. The consultation responses must be made on line so the completed forms cannot be shown in this paper (Appendix 1 contains the list of questions). The CPA response is against the key questions (not the technical ones) and the content of this is described in the following sections.
<b>2 COLLECTIVE VIEWS OF COMMUNITY PLANNING ABERDEEN</b>
<b>2.1 Section 1: Making Plans for the Future</b>
2.1.1 Question A asks “Do you agree that the proposed package of reforms will improve development planning?”. The package includes strengthening mechanisms for community planning; a focus on regional planning and partnerships, and enhancing national planning strategies with a longer term focus.

- 2.1.2. These proposals suggest significant and fundamental changes in the role, function and focus of communities, local and national government. The emphasis on local community planning and place is viewed positively by CPA, including the statutory mechanisms proposed to strengthen local influence.
- 2.1.3. Alongside strengthened community influence, the proposals to remove strategic development plans in order for greater focus on regional planning presents opportunities and risks. The proposal for regional planning to operate across flexible (rather than fixed) boundaries may lead to more responsive and creative solutions. However without defined geographies and well understood responsibilities, some areas could be overlooked.
- 2.1.4. Our response to this is to agree with the package of reforms proposed and to include the comments made in 2.2.2 and 2.2.3.

## **2.2 Section 2: People Making the System Work**

- 2.2.1. Question B asks “*Do you agree that our proposed package of reforms will increase community involvement in planning?*”. The package includes helping local people to plan their own place and ensuring that a broad cross section of society gets involved in planning and active citizenship.
- 2.2.2. At the heart of this proposal is the desire to go beyond simply consulting with the public on matters of planning. The aim is to get a broad range of people active and involved in developing and improving where they live, resulting in improved health, well-being and resilience of individuals and communities. CPA agrees with the proposals and enhancements to legislation as part of the statutory development plan. The main risk associated with this the ability of different communities to engage and the worry that communities who are slower to respond will be disadvantaged.
- 2.2.3. It will require considerable support of CPA stakeholders to ensure that we do all we can to encourage and enable active citizenship in all of our communities and across all sections of society.
- 2.2.4. Our response is to agree with the proposed package of reforms and to include the comments made in 2.3.2 and 2.3.3.

## **2.3 Section 3: Building More Homes and Delivering Infrastructure**

- 2.3.1. Question C asks: “*Will these proposals help to deliver more homes and the infrastructure we need?*”. The proposals include introducing a national, strategic approach to housing delivery and the early clarification of land required. There is a move to diversify housing provision and to enable land reform and right to buy.

2.3.2. The proposals in this section are mainly technical and will be covered in the individual organisation responses. However from a community planning perspective, our biggest aim is to ensure that individuals and families particularly from deprived areas have sufficient, well-maintained accommodation and access to green space.

2.3.3. Our recommendation is for Aberdeen City Council to respond to this; however we should include the comments made in 2.4.2.

#### **2.4. Section 4: Stronger Leadership and Smarter Resourcing**

2.4.1. Question D asks “*Do you agree the measures set out here will improve the way that the planning service is resourced?*”. This focuses on specific proposals to reduce planning bureaucracy and performance.

2.4.2. This section covers many of the specific and technical processes of planning and is best covered by the individual organisations.

2.4.3. Our recommendation is not to respond to this as CPA.

### **3 NEXT STEPS**

3.1 The consultation period closed on 4 April 2017. Following consideration of this paper by the CPA Management Group meeting on 27 March, the response has now been submitted to the Scottish Government using the questionnaire supplied (see Appendix 1).

3.2. The response made is subject to CPA Board approval. Any changes received from the CPA Board will be submitted to the Scottish Government for consideration and noted amendment.

#### **Recommendations for Action**

It is recommended that members of the Board:

- i) Endorse the response issued to Scottish Government on behalf of Community Planning Aberdeen by the consultation closing date of 4 April 2017;
- ii) Note that any changes to this response will be submitted to the Scottish Government for consideration and noted amendment.

## Opportunities and Risks

The proposals within this consultation signal some fundamental changes to the roles of communities, local authorities and central government. They indicate the facilitative, co-ordinating role of local government in helping communities become engaged and increasingly influential in the development of local places. They also change the focus from authority wide to regional planning, whilst operating within a longer term, strategic and national context. These proposals if adopted will likely be implemented over time, helping us to adjust to changing responsibilities at a reasonable pace and alongside some of the visible benefits we expect from community planning.

## Consultation

The following people were consulted in the preparation of this report:

CPA Management Group  
Head of Physical Planning, NHS Grampian

## Background Papers

The following papers were used in the preparation of this report.

“People, places and planning” <http://www.gov.scot/Resource/0051/00512753.pdf>

### Contact details:

Jillian Evans  
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NHS Grampian  
Tel: 01224 558560  
Email: [jillian.evans@nhs.net](mailto:jillian.evans@nhs.net)

## Response ID ANON-86WF-7676-5

Submitted to **A consultation on the future of the Scottish Planning System**  
Submitted on **2017-03-31 17:08:23**

### About You

#### What is your name?

**Name:**  
Jillian Evans

#### What is your email address?

**Email:**  
jillian.evans@nhs.net

#### Are you responding as an individual or an organisation?

Organisation

#### What is your organisation?

**Organisation:**  
Community Planning Partnership Aberdeen

#### The Scottish Government would like your permission to publish your consultation response. Please indicate your publishing preference:

Publish response with name

**We will share your response internally with other Scottish Government policy teams who may be addressing the issues you discuss. They may wish to contact you again in the future, but we require your permission to do so. Are you content for Scottish Government to contact you again in relation to this consultation exercise?**

Yes

### Making plans for the future

#### Key Question Do you agree that our proposed package of reforms will improve development planning?

Yes

#### Please explain your answer.:

These proposals suggest significant and fundamental changes in the role, function and focus of communities, local and national government. The emphasis on local community planning and place is viewed positively by Community Planning Aberdeen, including the statutory mechanisms proposed to strengthen local influence.

Alongside strengthened community influence, the proposals to remove strategic development plans in order for greater focus on regional planning presents opportunities and risks. The proposal for regional planning to operate across flexible (rather than fixed) boundaries may lead to more responsive and creative solutions. However without defined geographies and well understood responsibilities, some areas could be overlooked.

The North East of Scotland has a long tradition of partnership and regional working. Current relationships between regional partners are strong, work well under the current system, and operate successfully in a non-politicised manner. There needs to be flexibility built into any new system to reflect often differing regional priorities and socio-economic circumstances within the regions. Across the country, regional partnerships are needed to articulate and coordinate specific regional requirements to ensure that the partners involved can work together in achieving common goals.

#### 1 Do you agree that local development plans should be required to take account of community planning?

Not Answered

#### Do you agree that local development plans should be required to take account of community planning?:

#### 2 Do you agree that strategic development plans should be replaced by improved regional partnership working?

Not Answered

#### Do you agree that strategic development plans should be replaced by improved regional partnership working?:

#### 2a How can planning add greatest value at a regional scale?

How can planning add greatest value at a regional scale?:

**2(b) Which activities should be carried out at the national and regional levels?**

Which activities should be carried out at the national and regional levels?:

**2(c) Should regional activities take the form of duties or discretionary powers?**

Not Answered

Should regional activities take the form of duties or discretionary powers?:

**2(d) What is your view on the scale and geography of regional partnerships?**

What is your view on the scale and geography of regional partnerships?:

**2(e) What role and responsibilities should Scottish Government, agencies, partners and stakeholders have within regional partnership working?**

What role and responsibilities should Scottish Government, agencies, partners and stakeholders have within regional partnership working?:

**3 Should the National Planning Framework, Scottish Planning Policy or both be given more weight in decision making?**

Not Answered

Should the National Planning Framework, Scottish Planning Policy or both be given more weight in decision making?:

**4 Do you agree with our proposals to simplify the preparation of development plans?**

Not Answered

Do you agree with our proposals to simplify the preparation of development plans?:

**3(a) Do you agree with our proposals to update the way in which the National Planning Framework is prepared?**

Not Answered

Do you agree with our proposals to update the way in which the National Planning Framework is prepared?:

**4(a) Should the plan review cycle be lengthened to 10 years?**

Not Answered

Should the plan review cycle be lengthened to 10 years?:

**4(b) Should there be scope to review the plan between review cycles?**

Not Answered

Should there be scope to review the plan between review cycles?:

**4(c) Should we remove supplementary guidance?**

Not Answered

Should we remove supplementary guidance?:

**5 Do you agree that local development plan examinations should be retained?**

Not Answered

Do you agree that local development plan examinations should be retained?:

**5(a) Should an early gatecheck be added to the process?**

Not Answered

Should an early gatecheck be added to the process?:

**5(b) Who should be involved?**

Who should be involved?:

**5(c) What matters should the gatecheck look at?**

What matters should the gatecheck look at?:

**5(d) What matters should the final examination look at?**

What matters should be the final examination look at?:

**5(e) Could professional mediation support the process of allocating land?**

Not Answered

Could professional mediation support the process of allocating land?:

**6 Do you agree that an allocated site in a local development plan should not be afforded planning permission in principle?**

Not Answered

Do you agree that an allocated site in a local development plan should not be afforded planning permission in principle?:

**7 Do you agree that plans could be strengthened by the following measures:**

**(a) Setting out the information required to accompany proposed allocations? - (a) Setting out the information required to accompany proposed allocations?:**

Setting out the information required to accompany proposed allocations:

**(b) Requiring information on the feasibility of the site to be provided - (b) Requiring information on the feasibility of the site to be provided:**

**(b) Requiring information on the feasibility of the site to be provided:**

**Increasing requirements for consultation for applications relating to non- allocated sites - (c) Increasing requirements for consultation for applications relating to non- allocated sites:**

**(c) Increasing requirements for consultation for applications relating to non- allocated sites:**

**Working with the key agencies so that where they agree to a site being included in the plan, they do not object to the principle of an application - (d)**

**Working with the key agencies so that where they agree to a site being included in the plan, they do not object to the principle of an application:**

**(d) Working with the key agencies so that where they agree to a site being included in the plan, they do not object to the principle of an application:**

**8 Do you agree that stronger delivery programmes could be used to drive delivery of development?**

Not Answered

**(a) What should they include?:**

**If you wish to add a document to support your response, please add it here.**

**File upload component:**

No file was uploaded

**People make the system work**

**Key Question Do you agree that our proposed package of reforms will increase community involvement in planning?**

Yes

**Please explain your answer.:**

At the heart of this proposal is the desire to go beyond simply consulting with the public on matters of planning. The aim is to get a broad range of people active and involved in developing and improving where they live, resulting in improved health, well-being and resilience of individuals and communities. CPA agrees with the proposals and enhancements to legislation as part of the statutory development plan. The main risk associated with this the ability of different communities to engage and the worry that communities who are slower to respond will be disadvantaged.

It will require considerable support of CPA stakeholders to ensure that we do all we can to encourage and enable active citizenship in all of our communities and across all sections of society.

**9 Should communities be given an opportunity to prepare their own local place plans?**

Not Answered

Should communities be given an opportunity to prepare their own local place plans?:

**9(a) Should these plans inform, or be informed by, the development requirements specified in the statutory development plan?**

Not Answered

**Should these plans inform, or be informed by, the development requirements specified in the statutory development plan?:**

**9(b) Does figure 1 cover all of the relevant considerations?**

Not Answered

**Does figure 1 cover all of the relevant considerations?:**

**10 Should local authorities be given a new duty to consult community councils on preparing the statutory development plan?**

Not Answered

**Should local authorities be given a new duty to consult community councils on preparing the statutory development plan?:**

**10(a) Should local authorities be required to involve communities in the preparation of the Development Plan Scheme?**

Not Answered

**Should local authorities be required to involve communities in the preparation of the development plan scheme?:**

**11 How can we ensure more people are involved?**

**How can we ensure more people are involved?:**

**11(a) Should planning authorities be required to use methods to support children and young people in planning?**

Not Answered

**Should planning authorities be required to use methods to support children and young people in planning?:**

**12 Should requirements for pre-application consultation with communities be enhanced?**

Not Answered

**Please explain your answer.:**

**12(a) What would be the most effective means of improving this part of the process?**

**Please explain your answer.:**

**12(b) Are there procedural aspects relating to pre-application consultation (PAC) that should be clarified?**

Not Answered

**Please explain your answer.:**

**12(c) Are the circumstances in which PAC is required still appropriate?**

Not Answered

**Please explain your answer.:**

**12(d) Should the period from the serving of the Proposal of Application Notice for PAC to the submission of the application have a maximum time-limit?**

Not Answered

**Please explain your answer.:**

**13 Do you agree that the provision for a second planning application to be made at no cost following a refusal should be removed?**

Not Answered

**Do you agree that the provision for a second planning application to be made at no cost following a refusal should be removed?:**

**14 Should enforcement powers be strengthened by increasing penalties for non-compliance with enforcement action?**

Not Answered

Should enforcement powers be strengthened by increasing penalties for non-compliance with enforcement action?:

15 Should current appeal and review arrangements be revised:

(a) for more decisions to be made by local review bodies? - (a) for more decisions to be made by local review bodies?:

Should current appeal and review arrangements be revised?:

(b) to introduce fees for appeals and reviews? - (b) to introduce fees for appeals and reviews?:

(b) to introduce fees for appeals and reviews?:

(c) for training of elected members involved in a Planning Committee or Local Review Body to be mandatory? - (c) for training of elected members involved in a Planning Committee or Local Review Body to be mandatory?:

(c) for training of elected members involved in a Planning Committee or Local Review Body to be mandatory?:

(d) do you agree that Ministers, rather than reporters, should make decisions more often? - (d) do you agree that Ministers, rather than reporters, should make decisions more often?:

(d) do you agree that Ministers, rather than reporters, should make decisions more often?:

16 What changes to the planning system are required to reflect the particular challenges and opportunities of island communities?

What changes to the planning system are required to reflect the particular challenges and opportunities of island communities?:

### Building more homes and delivering infrastructure

**Key Question** Will these proposals help to deliver more homes and the infrastructure we need?

Yes

**Will these proposals help to deliver more homes and the infrastructure we need?:**

The proposals in this section are mainly technical and will be covered in the individual organisation responses from Aberdeen City Council and NHS Grampian. However from a community planning perspective, our biggest aim is to ensure that individuals and families particularly from deprived areas have sufficient, well-maintained accommodation and access to green space.

17 Do you agree with the proposed improvements to defining how much housing land should be allocated in the development plan?

Not Answered

Do you agree with the proposed improvements to defining how much housing land should be allocated in the development plan?:

18 Should there be a requirement to provide evidence on the viability of major housing developments as part of information required to validate a planning application?

Not Answered

Should there be a requirement to provide evidence on the viability of major housing developments as part of information required to validate a planning application?:

19 Do you agree that planning can help to diversify the ways we deliver homes?

Not Answered

Do you agree that planning can help to diversify the ways we deliver homes?:

19(a) What practical tools can be used to achieve this?

What practical tools can be used to achieve this?:

20 What are your views on greater use of zoning to support housing delivery?

What are your views on greater use of zoning to support housing delivery?:

20(a) How can the procedures for Simplified Planning Zones be improved to allow for their wider use in Scotland?

How can the procedures for Simplified Planning Zones be improved to allow for their wider use in Scotland?:

20(b) What needs to be done to help resource them?

what needs to be done to help resource them?:

**21 Do you agree that rather than introducing a new infrastructure agency, improved national co-ordination of development and infrastructure delivery in the shorter term would be more effective?**

Not Answered

**Do you agree that rather than introducing a new infrastructure agency, improved national co-ordination of development and infrastructure delivery in the shorter term would be more effective?:**

**22 Would the proposed arrangements for regional partnership working support better infrastructure planning and delivery?**

Not Answered

**Would the proposed arrangements for regional partnership working support better infrastructure planning and delivery?:**

**22(a) What actions or duties at this scale would help?**

**What actions or duties at this scale would help?:**

**23 Should the ability to modify or discharge Section 75 planning obligations (Section 75A) be restricted?**

Not Answered

**Should the ability to modify or discharge Section 75 planning obligations (Section 75A) be restricted?:**

**24 Do you agree that future legislation should include new powers for an infrastructure levy?**

Not Answered

**If not, please explain why.:**

**(a) At what scale should it be applied?:**

**(b) What type of development should it apply?:**

**(c) Who should be responsible for administering it?:**

**(d) What type of infrastructure should it be used for?:**

**25 Do you agree that Section 3F of the Town and Country Planning (Scotland) Act 1997, as introduced by Section 72 of the Climate Change (Scotland) Act 2009, should be removed?**

Not Answered

**Do you agree that Section 3F of the Town and Country Planning (Scotland) Act 1997, as introduced by Section 72 of the Climate Change (Scotland) Act 2009, should be removed?:**

### **Stronger leadership and smarter resourcing**

**Key Question Do you agree the measures set out here will improve the way that the planning service is resourced?**

Not Answered

**Do you agree the measures set out here will improve the way that the planning service is resourced?:**

This section covers many of the specific and technical processes of planning and is best covered by the Aberdeen City Council and NHS Grampian.

**26 What measures can we take to improve leadership of the Scottish Planning profession?**

**What measures can we take to improve leadership of the Scottish Planning profession?:**

**27 What are the priorities for developing skills in the planning profession?**

**What are the priorities for developing skills in the planning profession?:**

**28 Are there ways in which we can support stronger multidisciplinary working between built environment professions?**

Not Answered

**Are there ways in which we can support stronger multidisciplinary working between built environment professions?:**

**29 How can we better support planning authorities to improve their performance as well as the performance of others involved in the process?**

How can we better support planning authorities to improve their performance as well as the performance of others involved in the process?:

**30 Do you agree that we should focus more on monitoring outcomes from planning (e.g. how places have changed)?**

Not Answered

**(a) Do you have any ideas on how this could be achieved?:**

**31 Do you have any comments on our early proposals for restructuring of planning fees?**

Do you have any comments on our early proposals for restructuring of planning fees?:

**32 What types of development would be suitable for extended permitted development rights?**

What types of development would be suitable for extended permitted development rights?:

**33 What targeted improvements should be made to further simplify and clarify development management procedures?**

What targeted improvements should be made to further simplify and clarify development management procedures?:

**33(a) Should we make provisions on the duration of planning permission in principle more flexible by introducing powers to amend the duration after permission has been granted?**

Not Answered

**How can existing provisions be simplified?:**

**33(b) Currently developers can apply for a new planning permission with different conditions to those attached to an existing permission for the same development. Can these procedures be improved?**

Currently developers can apply for a new planning permission with different conditions to those attached to an existing permission for the same development. Can these procedures be improved?:

**33(c) What changes, if any, would you like to see to arrangements for public consultation of applications for approvals of detail required by a condition on a planning permission in principle?**

What changes, if any, would you like to see to arrangements for public consultation of applications for approvals of detail required by a condition on a planning permission in principle?:

**33(d) Do you have any views on the requirements for pre-determination hearings and determination of applications by full council?**

Do you have any views on the requirements for pre-determination hearings and determination of applications by full council?:

**34 What scope is there for digitally enabling the transformation of the planning service around the user need?**

What scope is there for digitally enabling the transformation of the planning service around the user need?:

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# Community Planning Aberdeen

<b>Progress Report</b>	Update on membership of Community Planning Aberdeen following the review of CPA Infrastructure.
<b>Lead Officer</b>	Angela Scott, Chair of CPA Management Group and Chief Executive of Aberdeen City Council
<b>Report Author</b>	Michelle Cochlan, Community Planning Manager
<b>Date of Report</b>	7 April 2017
<b>Governance Group</b>	Community Planning Aberdeen Board – 24 April 2017

<b>Purpose of the Report</b>
This report presents an update on the Review of Community Planning Aberdeen Infrastructure, which was carried out following endorsement of the Local Outcome Improvement Plan 2016-26 in August 2016.

<b>Summary of Key Information</b>
<p><b>1 BACKGROUND</b></p> <p>1.1 The Aberdeen City Local Outcome Improvement Plan 2016-26 was endorsed by Community Planning Aberdeen on 22 August 2016. Following endorsement of the LOIP, a review of CPA infrastructure was conducted. The final report for the review was approved by CPA Board on 2 December. This included a recommendation to invite statutory community planning partners, as stipulated by the Community Empowerment (Scotland) Act 2015 and Community Justice (Scotland) Act 2016, to enter into discussions about formal membership to CPA.</p> <p>1.2 The final report also proposed that the Active Aberdeen Partnership, Aberdeen University and Robert Gordons University would also be invited to join Community Planning Aberdeen, in recognition of the critical role they have to play in the delivery of the Local Outcome Improvement Plan and Locality Plans.</p> <p>1.3 This report provides an update on the membership of these new statutory and non-statutory community planning partners.</p>

## 2 UPDATE ON NEW COMMUNITY PLANNING PARTNERS

- 2.1 The Chair of Community Planning Aberdeen has written to the new statutory and non-statutory community planning partners to invite their organisations to make a representation on the various groups within the new CPA structure. A summary of these organisations and responses received to date are included in the table below.

Organisation	Response	Level of representation
<b>Statutory Community Planning Partners</b>		
Historic Environment Scotland	Await response	
The Scottish Environment Protection Agency	✓	Sustainable City Group
Scottish Natural Heritage	✓	Sustainable City Group
The Scottish Sports Council	Await response	
North East of Scotland Transport Partnership (Nestrans)	✓	CPA Management Group, Aberdeen Prospers, Sustainable City Group
Visit Aberdeenshire	Await response	
<b>Statutory Community Justice Partners</b>		
Scottish Courts & Tribunals Service	✓	Community Justice Group
Crown Office & Procurator Fiscal Service	✓	Community Justice Group
Scottish Prison Service	✓	Community Justice Group
<b>Non Statutory Community Planning Partners</b>		
Active Aberdeen Partnership	✓	<b>CPA Board</b> , Management Group and Outcome Improvement Groups
Aberdeen University	✓	To be confirmed – discussions underway
Robert Gordon University	✓	To be confirmed – discussions underway

- 2.2 In addition to the members above, each of the new groups sitting under the CPA Board and Management Group, including the new Locality Partnerships, are also considering what additional community planning partners/ communities should be invited to become involved in Community Planning Aberdeen. Representation of other organisations, groups and communities at this level will broaden the membership of the Partnership further still, which is encouraged and welcome.

## **NEXT STEPS**

- 3.1 The Community Planning Partnership has agreed to keep under review the membership of the CPA to ensure appropriate representation from statutory and local non-statutory community planning partners in delivering the LOIP and Locality Plans.

## **Recommendations for Action**

It is recommended that members of the Board:

- i) Note and approve the responses received to date from the statutory and non-statutory organisations invited to join Community Planning Aberdeen following the review of CPA infrastructure reported in December 2016.

## **Opportunities and Risks**

Successful implementation of the Local Outcome Improvement Plan 2016-26 is reliant on strong partnership governance arrangements. The new structure will ensure that CPA is effectively organised to deliver the Aberdeen City Local Outcome Improvement Plan (LOIP) 2016-26 and meet its various statutory duties. The structure and membership of the various groups will be evaluated on an ongoing and systematic basis to ensure that the governance and accountability arrangements of CPA continue to be relevant and effective.

## **Consultation**

The following people were consulted in the preparation of this report:

Alex Paterson, Chief Executive Officer, Historic Environment Scotland  
Terry A'Hearn, Chief Executive Officer, Scottish Environment Protection Agency  
Ian Jardine, Chief Executive, Scottish Natural Heritage  
Stewart Harris, Chief Executive, Sport Scotland  
Derick Murray, Director, Nestrans  
Steve Harris, Chief Executive, Visit Aberdeenshire  
Eric McQueen, Scottish Courts and Tribunals Service  
David Harvie, Chief Executive, Crown Office and Procurator Fiscal Service  
Colin McConnell, Chief Executive, Scottish Prison Service  
Antony J. Dawson, Chair of Active Aberdeen Partnership  
Sir Ian Diamond, Principal and Vice-Chancellor, University of Aberdeen  
Professor Ferdinand von Prondzynski, Principal, Robert Gordon University

## Background Papers

The following papers were used in the preparation of this report.

[Final Report on the Review of Community Planning Aberdeen Infrastructure – CPA Board, 12 December 2016](#)

### Contact details:

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Community Planning Manager  
Aberdeen City Council  
Tel: 01224 522791  
Email: [mcochlan@aberdeencity.gov.uk](mailto:mcochlan@aberdeencity.gov.uk)



# Community Planning Aberdeen

<b>Progress Report</b>	National Consultation on Electronic Monitoring
<b>Lead Officer</b>	Angela Scott, Interim Chair of the Community Justice Group and Chief Executive of Aberdeen City Council
<b>Report Author</b>	Claire Duncan, Lead Social Work Officer, Health and Social Care Partnership
<b>Date of Report</b>	7 April 2017
<b>Governance Group</b>	Community Planning Aberdeen Board – 24 April 2017

<b>Purpose of the Report</b>
This report presents the draft response to the Scottish Government’s national consultation on Electronic Monitoring, prepared on behalf of Community Planning Aberdeen by the Community Justice Group.

<b>Summary of Key Information</b>
<p><b>1 BACKGROUND</b></p> <p>1.1 There are major legislative changes in Scottish Government to support the delivery of community justice. The changes are designed to continue the focus on public safety, prevent and reduce further offending, promote desistance from crime and tackle our high rate of imprisonment.</p> <p>1.2 An Electronic Monitoring Expert Working Group was set up in 2014 to look at how the development of electronic monitoring in Scotland could help reduce further offending and make our communities safer. It was viewed by the Working Group that electronic monitoring could be used more innovatively and strategically across the justice system, and be more integrated with other interventions and support. It was felt that by extending the usage of electronic monitoring to a broader range of situations, introduce a range of person-centred supportive measures and to introduce new technologies this could be achieved. This represents a move from viewing electronic monitoring as purely a form of punishment or control to one which is individually tailored to reflect the needs, risks and circumstances of the individual in order to secure longer term desistance.</p> <p>1.3 Current legislation allows for electronic monitoring in Scotland to be used for the following purposes:</p> <ul style="list-style-type: none"> <li>• As part of a Restriction of Liberty Order (RLO);</li> <li>• As a licence condition for the purposes of Home Detention Curfew (HDC);</li> </ul>

- As a licence condition imposed following early release from prison;
- As part of a Restricted Movement Requirement (RMR) imposed for breach of a Community Payback Order (CPO);
- As a condition of a Drug Treatment and Testing Order (DTTO); and
- As a Movement Restriction Condition (MRC) for young people imposed by a Children’s Hearing.

1.4 The annual cost of electronic monitoring in Scotland in 2015/16 was £2.6m. This figure included both the installation and monitoring costs. In the same year, the average caseload was typically around 853. This meant that on a daily basis the average cost per person monitored was about £8.43 per day. To date in the year 2016/17 the average caseload number is about 1000.

## **2 CONSULTATION**

2.1 This consultation seeks views on the next steps in taking forward primary legislation to extend the use of electronic monitoring in Scotland in support of broader community justice policy. The proposed changes reflect the findings and recommendations of the Electronic Monitoring Expert Working Group.

2.2 The more strategic use of electronic monitoring envisaged by the Working Group has three aspects:

- a) To use electronic monitoring in more integrated ways, alongside a range of supportive measures, to help prevent and reduce further reoffending and promote desistance among people with convictions;
- b) To enhance the protection and security of victims of crime in ways that other community interventions are unable to do; and
- c) By offering a greater degree of control in the community, to make the use of electronic monitoring more appealing to sheriffs as an alternative to custody, in particular short-term sentences and remand.

## **3 NEXT STEPS**

3.1 Subject to endorsement at this meeting of the proposed response to the Consultation, the final response will be circulated to members of the Community Justice Group and be submitted to Scottish Government prior to the deadline of 9 May 2017.

3.2 The Scottish Government will publish the contributions it receives (except where respondents request confidentiality) and use them to inform the further development of the Bill.

### **Recommendations for Action**

It is recommended that members of the CPA Board:

- i) endorse the response to the Scottish Government’s national consultation on Electronic Monitoring.

### **Opportunities and Risks**

With Community Justice now very much a focus for each Local Authority and the challenge for Community Justice Partners to work collaboratively to prevent and reduce reoffending, the proposals for change in legislation are key to help meet these priorities. The change of usage of Electronic Monitoring to a more goal-orientated and person-centred approach will allow the longer term aim of desistance whilst offering the package of support. It also gives the Sheriffs a robust disposal option and a further alternative to prison.

### **Consultation**

The following people were consulted in the preparation of this report:

Statutory Community Justice Partners.

### **Background Papers**

The following papers were used in the preparation of this report:

National Consultation: <http://www.gov.scot/Resource/0051/00514625.pdf>

Background Report: <http://www.gov.scot/Resource/0050/00506734.pdf>

Contact details:

Email: [claduncan@aberdeencity.gov.uk](mailto:claduncan@aberdeencity.gov.uk)



## RESPONDENT INFORMATION FORM

**Please Note** this form **must** be completed and returned with your response.

Are you responding as an individual or an organisation?

- Individual
- Organisation

Full name or organisation's name

Community Planning Aberdeen

Phone number

01224 522426

Address

Marischal College, Broad Street. Aberdeen.

Postcode

AB10 1AB

Email

claduncan@aberdeencity.gov.uk

The Scottish Government would like your permission to publish your consultation response. Please indicate your publishing preference:

- Publish response with name
- Publish response only (without name)
- Do not publish response

### Information for organisations:

The option 'Publish response only (without name)' is available for individual respondents only. If this option is selected, the organisation name will still be published.

If you choose the option 'Do not publish response', your organisation name may still be listed as having responded to the consultation in, for example, the analysis report.

We will share your response internally with other Scottish Government policy teams who may be addressing the issues you discuss. They may wish to contact you again in the future, but we require your permission to do so. Are you content for Scottish Government to contact you again in relation to this consultation exercise?

Yes

No

## CONSULTATION PAPER QUESTIONS

### Electronic Monitoring in Scotland – A consultation on proposals for legislation

**Question 1:** Do you agree that we should introduce legislation to permit the use of GPS technology for electronic monitoring?

Yes

No

**Question 1a:** Please give reasons for your answer to **Question 1**

Comments: Yes, but only in exceptional circumstances where an individual poses a high risk to others. Legislation would be needed to ensure proportionate use of GPS technology, taking account of human rights and data protection issues. GPS monitoring may have advantages over Radio Frequency in certain limited circumstances, primarily in relation to higher risk cases.

**Question 1b:** Who do you consider should determine which technology (RF or GPS) should be used in each case?

The Judiciary

Scottish Prison Service

Criminal Justice Social Work

Other (please specify below)

Comments: This would depend on the circumstances and purpose, as well as whether single/ multi-agency involvement. Legislation should be robust enough to limit GPS use for specific purposes only, following assessment. As part of a disposal, or bail condition, the Court should ultimately decide following consideration of relevant assessments. In terms of early/ temporary release from prison decisions may be more appropriately taken within that context following consultation with partner agencies.

**Question 1c:** What factors do you think should be taken into consideration when deciding which technology should be used?

Comments: Assessments should primarily consider risk as well as what purpose/ goals are identified/ supported (including what would be the advantage of using GPS over RF monitoring).

**Question 2:** What response, if any, should there be to an infringement of a buffer zone?

Comments: Infringement of buffer zone (by definition) is not a breach. However, GPS monitoring can provide “early warning” that the individual is about to/ intends to Breach the terms of their restriction. This could allow preventative action to be taken, which may be valuable in protecting victims (for example in domestic violence cases). However, the context of any infringement would need to be considered.

ary

**Question 3a:** If you answered yes, who should be eligible, how would this operate and who should manage the scheme?

Comments: Unclear what the purpose or advantage would be with such a scheme, nor how it could be managed/ amended/ breached/ revoked.

**Question 4:** Should alcohol monitoring be permitted as part of an electronic monitoring programme?

Yes

No

**Question 4a:** Please give reasons for your answer

Comments: Yes, but only in limited, very specific, circumstances where this might be useful, or preferable to other forms of intervention, and would need to have a clearly set out plan as to purpose, duration and what is expected to be achieved/ sustained beyond the monitoring period (for example when someone is being released from prison). Realistically, we want people to be able to drink safely, or make sensible decisions about their alcohol use (which may or may not involve abstinence). It is difficult to know how this could be used in practice as part of a longer term plan, other than where the goal is total abstinence (which is unrealistic for most people)

**Question 4b:** If you answered yes to **Question 4** in what circumstances do you think alcohol monitoring would be appropriate?

Comments: Only as part of an agreed plan, where the initial benefit of an additional external control is clear. Enforced abstinence has limited value in itself. The longer term goals and expectations also need to be included within any plan, in terms of achieving/ maintaining any change. Alcohol monitoring would only be appropriate/ effective when used as a motivational tool as part of a wider programme of intervention.

**Question 5:** Should electronic monitoring be an optional requirement of a CPO when it is initially imposed?

Yes ✓

No

**Question 5a:** Please give reasons for your answer

Comments: This was an existing option for Probation Orders. In terms of CPOs, there needs to be clarity about the criteria for Breach (taking into account the nature and seriousness, as well as any explanation). Also, it would be helpful if this option allowed for decisions to relax the restriction without needing to go back to Court (i.e. at the discretion of the supervising social worker).

The option to impose a period of restriction exceeding 12 months, at point of sentence,

**Question 6:** Should electronic monitoring be introduced as an alternative to a fine?

Yes ✓

No

**Question 6a:** Please give reasons for your answer

Comments: Some concerns that this creates a 2-tier justice system – those who can afford to have the option of paying a fine, while the least well-off do not. On the other hand, it may provide a useful alternative to a fine where it would be unrealistic for the individual to pay (and might also be preferable to other alternatives currently in use, such as Unpaid Work).

**Question 7:** Should electronic monitoring be permitted as a condition of a SOPO?

Yes ✓

No

**Question 7a:** Please give reasons for your answer

Comments: There would appear to be some advantages to this, by definition, in terms of public protection. However, needs to be time-limited (i.e. not indefinite) and subject to regular review.

**Question 8:** Should electronic monitoring be introduced as a possible condition of a RSHO?

Yes ✓

No

**Question 8a:** Please give reasons for your answer

Comments: As above.

**Question 9:** Should electronic monitoring be introduced as a possible condition of a SDS?

Yes  No

**Question 9a:** Please give reasons for your answer

Comments: Structured Deferred Sentence is low-tariff and is not a disposal. Electronic Monitoring would add a punitive element to the detriment of the current motivational intent of such an option.

**Question 10:** Should electronic monitoring be introduced as an alternative to remand?

Yes  No

**Question 10a:** Please give reasons for your answer

Comments: There are clearly advantages to this option, if it prevents unnecessary remands in custody, although some risk that it could be used in circumstances where remand would not have been a serious consideration. However, in all cases there needs to be a full assessment of suitability, and potential impact on all members of the household.

**Question 10b:** If you answered yes to **Question 10**, when would you consider this appropriate?

Comments: Where options such as Bail, Supervised Bail have proved unsuccessful in the past.

**Question 11:** Should electronic monitoring be permitted as a condition of Police Liberation or Investigative Liberation?

Yes  No

**Question 11a:** Please give reasons for your answer

Comments: It seems more appropriate that the case is brought to Court where the need for this would then require to be established.

**Question 11b:** If yes, when would you consider this appropriate?

Comments:

**Question 12:** Should electronic monitoring be permitted as a condition of temporary release from prison?

Yes

No

**Question 12a:** Please give reasons for your answer

Comments: To promote gradual reintegration, or in circumstances where an individual is assessed as a potential "flight risk", to exclude from areas where victims may reside or to impose external controls until the individual has developed internal controls.

**Question 12b:** If you answered yes, when would you consider this appropriate?

Comments: Use should be limited to cases where otherwise temporary release would not be considered, and in order to support the individual to fulfil the requirements of temporary release.

**Question 13:** Should the data collected only be for the purpose of monitoring compliance with an order or licence condition, or should it also be used for other purposes such as the investigation of crime? Please include reasons for your answer.

Comments: The primary purpose should be to monitor compliance, and this should be explicit from the outset. In terms of the investigation of crime, the need for the information would need to be demonstrated before it can be released – taking account of seriousness/ public protection etc. Data collected should be limited – for example details of infringement of "buffer zone" or Breach, but not information about the individual's movements within permitted areas (for example the German model).

**Question 13a:** What appropriate safeguards should be put in place for the collection, use, retention and destruction of data?

Comments: In line with existing Data Protection legislation/ human rights principles etc.

**Question 14:** Who should be responsible for the safe return of the monitoring equipment?

Comments: Unsure. Maybe those who are the monitoring body?

**Question 14a:** Should there be sanctions for not doing so?

Yes

No

**Question 14b:** If you answered yes, what do you consider these sanctions should be?

Comments: Not sure

**Question 14c:** If the sole key holder to a property is not available should a legal right of access be given to Scottish Ministers (and their agents) to enter a property to recover their equipment?

Yes

No

**Question 14d:** If you answered yes, should this access only be via a court warrant?

Yes

No

**Question 14e:** Please include any further comments below

Comments: No further comment

**Question 15:** Please tell us about any potential equality impacts, either positive or negative, that you consider the proposals in this consultation may have.

Comments: Potential impact on overarching principles of data protection, Humans Rights etc.

**Question 16:** Please tell us about any potential costs and burdens that you consider may arise as a result of the proposals within this consultation.

Comments: This would depend on who was responsible for the equipment, installation and monitoring of this. There could be a marginal cost to Criminal Justice in terms of the number of breaches being submitted for non compliance.

**Question 17:** Please tell us about any potential impacts, either positive or negative, that you consider that any proposals in this consultation may have on the environment.

Comments: No comment

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## Community Planning Aberdeen

<b>Progress Report</b>	Enterprise and Skills Review Phase 2: Update
<b>Lead Officer</b>	Name, Job Title (Head of Service or above)
<b>Report Author</b>	Jamie Bell, Team Leader – Communications & Engagement, Scottish Enterprise Gordon MacDougall, Head of Operations – NE Region, Skills Development Scotland
<b>Date of Report</b>	April 2017
<b>Governance Group</b>	CPA Board

<b>Purpose of the Report</b>
To update the CPA Board on the work, progress and outcomes to date from the Scottish Government’s Enterprise and Skills Review, specifically Phase 2 of the review.

<b>Summary of Key Information</b>
<p><b>1 BACKGROUND</b></p> <p>1.1 On 25 May 2016, the First Minister announced an Enterprise &amp; Skills Review focused around the roles, responsibilities and relationships of the enterprise, development and skills agencies with an overall ambition of greater alignment leading to drive a step change in the performance of the economy. The first phase of the review was led by the Cabinet Secretary of the Economy, Jobs and Fair Work and was published on 25 October 2016.</p> <p>1.2 Phase 1 comprised a number of recommendations under the themes of:</p> <ul style="list-style-type: none"> <li>• Stronger Governance of a Coherent System</li> <li>• National and Local Enterprise and Skills Delivery</li> <li>• An Open and International Economy</li> <li>• Innovation</li> <li>• Skills Provision and Economic Success</li> </ul> <p>In addition, Phase 1 identified that front-line support could be strengthened around regional partnerships, digital approach and enterprise support.</p> <p>1.3 Phase 2 embarked in November with an intention to report within 6 months. Workstreams have been identified to take forward the recommendations from the Phase One report.</p>

These workstreams cover:

- Governance – creation of a strategic board
- Data, Performance & Evaluation
- Enterprise & Business Support
- Regional Partnerships
- Innovation Support
- South of Scotland
- International
- Skills Planning Alignment
- Learner Journey

1.4 Each workstream comprises representation from Government, key agencies and other partners including COSLA and SLAED.

1.5 A Ministerial Review Group has also been established by the Cabinet Secretary with the Chairs of the agencies joining. The Ministerial Review Group will challenge and hold to account what is proposed through Phase 2 against the overall ambition.

## **2 KEY FINDINGS/ PROPOSALS**

2.1 On 31 March the Cabinet Secretary of the Economy, Jobs and Fair Work announced a progress position on phase 2 work.

2.2 In his update, the Cabinet Secretary recognised the “vital contribution that the four agencies – Scottish Enterprise, Highlands and Islands Enterprise, Skills Development Scotland and the Scottish Funding Council – make to creating a more successful country, delivering opportunities across Scotland which support inclusive and sustainable economic growth”. The Cabinet Secretary also confirmed there is no intention to change the name, functions or structures of the agency boards.

2.3 Each of the workstreams are live, ongoing and progressing. A summary of some key outputs and scope plans to date are outlined as follows:

### **2.4 Governance**

2.4.1 On 22 February 2017 the Scottish Government published their ‘Proposals on Governance and the Creation of a Strategic Board’ – a paper prepared by Professor Lorne Crerar. A submission will be put to Ministers around the legislative options available to create a new Strategic Board, and a timeline of when this can be done.

### **2.5 Data, Performance & Evaluation**

2.5.1 Each of the agencies and SG has produced a ‘data asset register’ to help to provide insight into how intelligence in the organisations is collected and disseminated. A joint SG and agencies team will assess the potential improvements that can be made to the delivery of data, research and evaluation across SG and the agencies.

### **2.6 Enterprise & Business Support**

2.6.1 A planned programme of work to review evidence of what works; work up the proposed model; and develop and agree on individual elements. Analysis and engagement is ongoing, including interviews with key stakeholders.

## **2.7 Regional Partnerships**

2.7.1 Work is progressing around Phase 1 report's recognition that different development challenges face different regions. The Ayrshire Pathfinder will explore the features and merits of different approaches to structuring and governing a regional partnership. The work is being supported by the Government's Improvement Service and involving the three Ayrshire local authorities and the agencies.

## **2.8 Innovation Support**

2.8.1 An Innovation Working Group has been established to guide this work stream focused on four key outputs: Business Survey; literature review; audit of landscape; and data analysis.

## **2.9 South of Scotland**

2.9.1 Emerging consensus that the geographic boundary should focus on the two local authorities of Dumfries & Galloway and the Scottish Borders. Options on role and remit of a new partnership model are being developed for ministerial consideration informed by work to map out current provision.

## **2.10 International**

2.10.1 The work has been sub-divided into 5 sub-strands; Exports; Inward Investment, Trade Missions, Country Perspectives and Branding. Each area has been scoped out in terms of its key focus.

## **2.11 Skills Alignment**

2.11.1 The agencies have held joint Board/CEO level sessions and a joint paper is being worked on. The wider workstream team is focusing on the development of a routemap for implementation by the end of Phase 2.

## **3 NEXT STEPS**

3.1 Include an explanation of the next steps. A table which includes key milestones is useful, where relevant.

<b>Key Milestone</b>	<b>Timescale</b>
Complete Phase 2 and report	End May

## **Recommendations for Action**

It is recommended that members of the Group:

- i) Note this report, progress against the Review and next steps for information.

### **Opportunities and Risks**

The report is an update report for information on a review. There are no opportunities/risks arising from the report.

### **Background Papers**

The following papers were used in the preparation of this report.

[Proposals on Governance and the Creation of a Strategic Board](#)

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