

# DUNDEE

## PARTNERSHIP

### Minute of the Dundee Partnership Co-ordinating Group held on Friday, 2 December 2011 in Conference Room A, 18 City Square, Dundee

Present: Peter Allan, Community Planning, DCC (Chair)  
Bryan Harris, Community Planning, DCC  
Merrill Smith, Business Development and Support, DCC  
Rory Young, City Development, DCC  
Neil Gunn, Communities Learning and Development, DCC  
Athol Aitken, Tayside Police  
Bert Sandeman, Social Work, DCC  
Stewart Murdoch, Communities and Policy Division, DCC

In Attendance: Karen Adam, NHS Tayside

Apologies: Morna Wilson, Dundee Voluntary Action  
Lucy Rennie, NHS Tayside  
Lynne Cameron, Social Work, DCC  
Daniel Kleinberg, Scottish Government  
Martin Tait, Tayside Fire and Rescue  
Steven Dalton, Alcohol and Drug Partnership  
Alex Dalrymple, Scottish Enterprise

#### Action

#### 1 WELCOME/APOLOGIES

Peter Allan welcomed Karen Adam to the meeting and introductions were made.

#### 2 MINUTE OF PREVIOUS MEETING

Jill Hunter's name to be corrected. The minute of the meeting held on 3 June 2011 was then approved.

#### 3 MATTERS ARISING

##### a) Fit for Purpose/Rationalisation

Peter Allan informed that the Fit for Purpose reviews would be tied into the preparation of the new SOA and would help Theme Groups ensure they are able to deliver outcomes.

##### b) DP Forum on Fairness

Peter Allan informed that the draft Fairness Strategy is currently out for consultation. It is proposed that the Fairness Strategy be the topic for discussion at the next community conference in February 2012. Peter to

provide further details on the agenda for the conference before the end of December.

**PA**

c) Total Place

Bert Sandeman reported that the Total Place pilot has started in two areas: 1) 'Early Years 0-3 in Lochee Ward' - agreed as a priority within Integrated Children's Services for developing new ways of working; and 2) 'More Choices More Chances' - which will include all partners and cover the full scope of MCMC agenda and client group. A development session was held for the 'Leadership Collaborative' and stakeholders have been approached. The consultants are now preparing the action plan and pulling together information (including financial data where possible).

Bert circulated the Total Place 'High Level Plan' noting that the project is now in week 3 of a 26 week programme. Bert agreed to provide a more comprehensive update at the next meeting and proposed Total Place be kept on the agenda for future meetings. Peter agreed to circulate the weekly progress bulletin from the Total Place consultants.

**BS  
PA**

4 DPMG ACTION NOTE FROM 11 NOVEMBER 2011

Peter noted that all items on the DPMG Action Point Update are included on the agenda for discussion.

The exception is Minute Ref 2. 'Youth Talkin Health'. The findings from this Tayside wide project were presented to DPMG with a number of recommendations. Peter to consult with Kenny Lindsay on the best approach to engage with young people in Dundee, including the Youth Council.

**PA**

Stan Ure informed that he has begun to hold discussions on the approach for an Economic Summit in Dundee. A planning group will be convened to agree an agenda with the event scheduled for February 2012.

**SU**

5 TOWARDS A MENTALLY FLOURISHING DUNDEE (TAMFD)

Karen Adam circulated a report summarising the consultation responses and priority actions received via a TAMFD event held to discuss the Scottish Government's Mental Health Strategy for Scotland 2011-15. Karen agreed to incorporate comments from the Co-ordinating Group by January 2012.

**KA**

Peter to circulate the report to partners for comments in early January and then collate responses for Karen to submit to the Scottish Government by the end of January when the consultation period ends.

**PA**

Athol Aitken reported that Tayside Police are to hold training sessions on mental health awareness for officers early next year and would be keen to have input from TAMFD in the preparation of this.

6 HATE INCIDENT MULTI-AGENCY PANEL

Neil Gunn presented a report seeking Dundee Partnership approval for the Hate Incident Reporting Multi-Agency Partnerships (HIMAP) Operating

Model. To ensure that partner agencies fulfil their statutory duties in relation to hate incident reporting, partner agencies are asked to appoint 'Gatekeepers' and/or 'Single Points of Contact' within their own organisations to deliver the operating model. The report will be taken to Council Committee on 12th December. David Dorward will write to partners as Chair of the Management Group seeking endorsement of the model. Neil Gunn and Peter Allan to discuss the proposed letter and who in the Partnership it will be sent to.

**NG/PA**

## 7 SINGLE OUTCOME AGREEMENT

### a) Annual Report for 2010/11

Peter reported that the final SOA Annual Report has now been submitted to the Scottish Government. Feedback should be expected by end of March 2012. Rory Young noted that the Partnership had responded well to provisional feedback received from Scottish Government officials on last year's report. Peter also noted that the report preparation process would act as a good stepping stone in preparing the next SOA.

It was agreed that the Case Studies and/or positive examples for partnership work should be collated from the report for dissemination with details provided on points of contact and placed on the Dundee Partnership website. Peter to speak to John Hosie to discuss the numbers of copies of the annual report that would be required to provide to community representatives on LCPPs.

**PA**

### b) Preparation of new SOA 2012-16

A report was presented to the DPMG on 11th November outlining proposals for the next SOA and including a preparation timetable. The target for finalising the next SOA will now be after the elections. A workshop will be held in January to discuss Outcomes, Indicators and Targets with a view to having these proposed by the end of financial year.

Neil Gunn suggested that it would be beneficial to hold this workshop to enable linkages across themes to be identified as well as potential interactions with LCPPs. Peter to speak to John Hosie to identify LCPP issues by Dundee Partnership Strategic Theme.

**PA/JH**

Peter informed that a separate discussion is required with Tayside Fire and Rescue as well as another meeting with the Scottish Government Statisticians on indicators and targets. The Research and Information Team within the Chief Executive's Department will be asked to pull together suggested national and local outcomes/indicators proposed by external/lobby groups.

**PA**

## 8 NATIONAL FOOTBALL ACADEMY IN DUNDEE

Merrill Smith spoke to a Committee Report recommending that a Steering Group be established to prepare a bid to for Dundee to become the site for the National Indoor Football Centre and attached Football Academy. The first meeting is to take place on 12th December and Merrill agreed to report back on progress with the bid.

9 TACTRAN HEALTH AND TRANSPORT FRAMEWORK

Eric Guthrie has presented a report to the last DPMG meeting for approval. It was agreed that the report be circulated to the Health & Wellbeing, Work and Enterprise and Environment theme groups for discussion.

LR/SU/MS

10 ELECTRIC VEHICLE PROCUREMENT SCHEME

Bryan Harris provided an update on the scheme, noting that, in this first phase, £190,000 has been made available to the Dundee Partnership from Transport Scotland to provide financial support for the procurement or lease of electric vehicles as well as the necessary charging infrastructure. Discussions are ongoing between Dundee City Council, NHS Tayside and the University of Dundee on a strategy for spend. Phase two in 2012 is likely to see further funds made available to kick start the public charging infrastructure for electric vehicles across the city.

11 PREPARATIONS FOR DP PROGRAMME FUNDING DECISIONS DURING 2012/13

The future of Dundee Partnership funded projects are to be examined with information to be collated on what has worked well and what has not. This will help to form a plan for future funding by looking at performance and outcomes via an evidence-led approach. Peter to begin preparatory work before discussion at Strategic Themes.

PA

12 AOCB

None.

13 DATE OF NEXT MEETING

Friday 10th February 2012 at 2.00pm in Conference Room A, 18 City Square.