

WEST DUNBARTONSHIRE COUNCIL
Council Offices, Garshake Road, Dumbarton G82 3PU

4 April 2012

MEETING: COMMUNITY PARTICIPATION COMMITTEE
WEDNESDAY, 18 APRIL 2012 AT 2.00 P.M.
MEETING ROOM 3
COUNCIL OFFICES
GARSHAKE ROAD
DUMBARTON

Dear Sir/Madam,

Please attend a meeting of the **Community Participation Committee** to be held in **Meeting Room 3, Council Offices, Garshake Road, Dumbarton** on **Wednesday, 18 April 2012** at **2.00 p.m.**

The business is as shown on the attached agenda.

Yours faithfully

JOYCE WHITE

Chief Executive

Distribution:

Elected Members:-

Councillor J Brown (Chair)
Councillor G Black
Councillor J Finn
Councillor J McColl
Councillor R McColl
Councillor J McElhill (Vice-Chair)
Councillor M McNair
Councillor J Millar
Councillor M Rooney
Vacancy

All other Councillors for information

Community Representatives:-

Mr Murdoch Cameron, MBE, Community Councils Forum
Mr Francis McNeill, Community Councils Forum
Mr Gilbert Howatson, Community Councils Forum [Substitute]
Ms Justeen Peacock, West Dunbartonshire Access Panel
Mr Jackie Maceira, West Dunbartonshire Access Panel [Substitute]
Mr Haji Munir, West Dunbartonshire Minority Ethnic Association
Mr Mohammad Rafi, West Dunbartonshire Minority Ethnic Association [Substitute]
Mr John Diamond, Bellsmyre Neighbourhood Forum
Mr Tony Oliver, Bellsmyre Neighbourhood Forum [Substitute]
Mrs Rhona Young, Clydebank Seniors Forum
Mrs Catherine Martin, Clydebank Seniors Forum [Substitute]
Mr Tom Nimmo, West Dunbartonshire Community Care Forum
Mrs Lily Kennedy, MBE, West Dunbartonshire Community Care Forum [Substitute]
Mr Tom Wilmshurst, Association of Clydebank Residents Groups
Association of Clydebank Residents Groups [Substitute]
Mr Tom Woodbridge, Dumbarton Community Forum
Mr Tim Rhead, Dumbarton Community Forum [Substitute]
Mr Neil Etherington, Clydebank Community Forum
Ms Theresa Doherty, Clydebank Community Forum [Substitute]
Ms Anne MacDougall, CHCP Public Partnership Forum
Ms Hope Robertson, Clydebank Asbestos Group
Mr David Colrairie, Clydebank Asbestos Group [Substitute]
Mr Archie Thomson, Renton Community Development Trust
Ms Gillian Kirkwood, Ysort-it

Voluntary Sector Members:-

Ms Brenda Pasquire, West Dunbartonshire Citizens Advice Service
Ms Kathleen Siddle, West Dunbartonshire Citizens Advice Service [Substitute]

COMMUNITY PARTICIPATION COMMITTEE

WEDNESDAY, 18 APRIL 2012

AGENDA

1. APOLOGIES

2. DECLARATIONS OF INTEREST

Members are invited to declare if they have an interest in any of the items of business on this agenda and the reasons for such declarations.

3. PRESENTATION – COMMUNITY HEALTH AND CARE PARTNERSHIP (CHCP) PUBLIC PARTNERSHIP FORUM

(Item requested by Community Representative)

Mr George Murphy, Public Information and Development Officer, WDCHCP and Anne MacDougall, Chair of the CHCP Public Partnership Forum will give a presentation on the work of the Forum.

4. MINUTES OF PREVIOUS MEETING

Submit, for approval as a correct record, the Minutes of Meeting of the Community Participation Committee held on 22 February 2012.

5. COMMUNITY PARTICIPATION COMMITTEE - EVALUATION

Submit report by the Executive Director of Corporate Services providing information on the Community Participation Committee outputs over the last year and inviting community members and elected members to respond to evaluation questionnaires.

6. APPROVAL OF THE VALE CENTRE FOR HEALTH & CARE

Submit report by the Director of Community Health & Care Partnership bringing to the Community Participation Committee's attention the Scottish Government's formal approval of the Full Business Case for the new Vale Health & Care Centre.

7. STREET NAMING POLICY

(Copy to follow)

Submit report by the Executive Director of Housing, Environmental and Economic Development presenting a proposed street naming policy to the Committee and inviting comments from the Committee and its member groups.

8. COMMUNITY NEWS

Committee members are invited to provide information for the Community News item in advance of meetings on an on-going basis.

9. FUTURE AGENDA ITEMS FROM COMMUNITY REPRESENTATIVES

Community Representatives are invited to raise topics for inclusion on future Agendas.

Current topics include:-

- Housing Allocation policy
- Regular update on Recycling and Waste Minimisation
- Pub Watch Scheme (Licensing)
- Securitisation of Assets
- Discussion with Transport Scotland regarding roundabouts and ancillary roads issues
- Presentation on Tourism Strategy
- How do we improve participation from our Communities?
- Council Tax (Annual Update)

10. OPEN FORUM

Members of the public are invited to ask questions of officers during the Open Forum Session.

For information on the above agenda please contact Craig Stewart, Committee Officer, Legal, Democratic and Regulatory Services, Council Offices, Garshake Road, Dunbarton, G82 3PU on Tel: (01389) 737251 or e-mail: craig.stewart@west-dunbarton.gov.uk

WEST DUNBARTONSHIRE COUNCIL
Council Offices, Garshake Road, Dumbarton G82 3PU

5 April 2012

MEETING: COMMUNITY PARTICIPATION COMMITTEE
WEDNESDAY, 18 APRIL 2012 AT 2.00 P.M.
MEETING ROOM 3
COUNCIL OFFICES
GARSHAKE ROAD
DUMBARTON

ITEM TO FOLLOW

Dear Sir/Madam,

With reference to the agenda for the above meeting which was issued on 4 April 2012, I attach for your attention a copy of the undernoted report which was not available for issue at that time.

Yours faithfully

JOYCE WHITE

Chief Executive

Note referred to:-

7. STREET NAMING POLICY

Submit report by the Executive Director of Housing, Environmental and Economic Development presenting a proposed street naming policy to the Committee and inviting comments from the Committee and its member groups.

Distribution:**Elected Members:-**

Councillor J Brown (Chair)
Councillor G Black
Councillor J Finn
Councillor J McColl
Councillor R McColl
Councillor J McElhill (Vice-Chair)
Councillor M McNair
Councillor J Millar
Councillor M Rooney
Vacancy

All other Councillors for information

Community Representatives:-

Mr Murdoch Cameron, MBE, Community Councils Forum
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Mr Haji Munir, West Dunbartonshire Minority Ethnic Association
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Mr Neil Etherington, Clydebank Community Forum
Ms Theresa Doherty, Clydebank Community Forum [Substitute]
Ms Anne MacDougall, CHCP Public Partnership Forum
Ms Hope Robertson, Clydebank Asbestos Group
Mr David Colrairie, Clydebank Asbestos Group [Substitute]
Mr Archie Thomson, Renton Community Development Trust
Ms Gillian Kirkwood, Ysort-it

Voluntary Sector Members:-

Ms Brenda Pasquire, West Dunbartonshire Citizens Advice Service
Ms Kathleen Siddle, West Dunbartonshire Citizens Advice Service [Substitute]

COMMUNITY PARTICIPATION COMMITTEE

At a Meeting of the Community Participation Committee held in Meeting Room 3, Council Offices, Garshake Road, Dumbarton on Wednesday, 22 February 2012 at 2.05 p.m.

Present: Councillors Jim Brown, George Black, Jim Finn, Jonathan McColl, Ronnie McColl, Marie McNair and Martin Rooney; Murdoch Cameron, MBE, Community Councils' Forum; Francis McNeill, Community Councils' Forum; Justeen Peacock, West Dunbartonshire Access Panel; Haji Munir, West Dunbartonshire Minority Ethnic Association; Rhona Young, Clydebank Seniors Forum; Tom Woodbridge, Dumbarton Community Forum; Neil Etherington, Clydebank Community Forum; Hope Robertson, Clydebank Asbestos Group; Archie Thomson, Renton Community Development Trust; Gillian Kirkwood, YSort-It and Brenda Pasquire, West Dunbartonshire Citizens Advice Service.

Attending: Peter Barry, Community Planning and Policy Manager; Anne Clegg, Policy Officer – Community and Consultation; Vincent Gardiner, Client & Support Manager (in attendance for the item 'Presentation – Welfare Reform' only); Suzanne Greer, Policy Officer (Equalities); Valerie McIlhatton, Policy Officer and Craig Stewart, Committee Officer, Legal, Democratic and Regulatory Services.

Apologies: Apologies were intimated on behalf of Councillor John Millar, John Diamond and Anne MacDougall.

Councillor Jim Brown in the Chair

CHAIR'S REMARKS

Councillor Brown, Chair, welcomed everyone to the meeting and extended a particularly warm welcome to the representatives who were in attendance from the two new rota members, Clydebank Asbestos Group and Renton Community Development Trust and to the new representative from Y Sort-It, on behalf of young people.

DECLARATIONS OF INTEREST

It was noted that there were no declarations of interest in any of the items of business on the agenda.

PRESENTATION – WELFARE REFORM

Vincent Gardiner, Client and Support Manager, gave a presentation on this item and copies of the handouts were circulated to Members' for their information.

In this respect, the Committee noted the background and context and current position, including the information provided on Universal Credit and issues such as timescales, process and the implications for the Council following these changes to the welfare system.

Following a question and answer session, the Chair, Councillor Brown, thanked Mr Gardiner for the interesting and informative nature of the presentation. Mr Gardiner then left the meeting.

MINUTES OF PREVIOUS MEETING

The Minutes of Meeting of the Community Participation Committee held on 14 December 2011 were submitted and approved as a correct record.

VARIATION IN ORDER OF BUSINESS

After hearing Councillor Brown, Chair, the Committee agreed to vary the order of business as recorded hereinafter in these minutes.

SOCIAL AND ECONOMIC PROFILE 2011/12

A report was submitted by the Interim Executive Director of Corporate Services informing on the main content of the Social and Economic Profile 2011/12.

After discussion and having heard Ms McIlhatton, Policy Officer, in further explanation and in answer to Members' questions, the Committee agreed to note the contents of this report. The Social and Economic Profile can be accessed on the Council website at <http://www.west-dunbarton.gov.uk/community-and-living/facts-and-figures/> or on request from Community Planning and Policy Administration on 01389 737231.

Councillor George Black questioned the absence of the Interim Executive Director of Corporate Services, who had been expected to be present at the Committee to speak and answer any questions on this item.

COMMUNITY PLANNING PROGRESS UPDATE

A report was submitted by the Interim Executive Director of Corporate Services highlighting programmes funded and delivered through the West Dunbartonshire Community Planning Partnership (CPP) that contribute to the Single Outcome Agreement (SOA).

After discussion and having heard the Community Planning and Policy Manager in elaboration and in answer to Members' questions, the Committee agreed:-

- (1) to note the terms of the discussion that had taken place in respect of this matter; and
- (2) otherwise to note the contents of the report.

Note: Councillor R. McColl left the meeting at this point in the proceedings.

SETTING EQUALITY OUTCOMES – INVOLVING THE COMMUNITY

A report was submitted by the Interim Executive Director of Corporate Services informing on one of the specific duties of the Equality Act 2010, due to come into force in April 2012, to publish equality outcomes based on evidence and involvement of groups and communities and the steps planned to meet this duty.

After discussion and having heard the Policy Officer (Equalities) in further explanation and in answer to Members' questions, the Committee agreed:-

- (1) to note the progress made so far with regard to setting equality outcomes and how this was proposed to be taken forward; and
- (2) that the Committee would be advised of further progress once the outcomes have been formulated and the Equality Scheme reviewed.

CONSULTATION/ENGAGEMENT TRAINING 2011-12

A report was submitted by the Interim Executive Director of Corporate Services informing on the consultation training carried out for employees during 2011-12.

After discussion and having heard the Policy Officer (Community & Consultation) in elaboration and in answer to Members' questions, the Committee agreed:-

- (1) that the issue of 'How do we improve participation from our Communities?' should be taken forward as a future agenda item for the Committee; and
- (2) otherwise to note the terms of the report.

COMMUNITY NEWS

Committee members were reminded to provide information for the Community News item in advance of meetings on an on-going basis.

FUTURE AGENDA ITEMS FROM COMMUNITY REPRESENTATIVES

Councillor Brown, Chair, invited community representatives to raise topics for inclusion on future Agendas.

Following discussion, it was agreed to add 'Discussion with Transport Scotland regarding roundabouts and ancillary roads issues', 'Presentation on Tourism Strategy' and 'How do we improve participation from our Communities?' to the current list of topics which included:-

- Housing Allocation policy
- Regular update on Recycling and Waste Minimisation
- Pub Watch Scheme (Licensing)
- Securitisation of Assets

OPEN FORUM

The Committee noted the terms of the contribution made by Jackie Maceira, West Dunbartonshire Access Panel (substitute) who voiced the opinion that resources and budget would be needed in relation to meeting the requirements of the Equalities legislation regarding equalities outcomes. It was also noted that the December edition of the CPC Newsletter had not been updated with the change of venue for this meeting of the Community Participation Committee and an apology was given for any inconvenience that may have been caused in this regard.

The meeting closed at 4.36 p.m.

WEST DUNBARTONSHIRE COUNCIL

Report by the Executive Director of Corporate Services

Community Participation Committee

Wednesday 18 April, 2012

Subject: Community Participation Committee - Evaluation

1. Purpose

- 1.1** The report provides information on the Community Participation Committee outputs over the last year and invites community members and elected members to respond to evaluation questionnaires.

2. Background

- 2.1** The Community Participation Committee was set up following the Local Government Elections in May 2003 at the Council meeting of 25 June.
- 2.2** Following a period of consultation, at its meeting of 7 May 2004, the CPC agreed on proposals for permanent membership and its role and remit, subsequently approved by Council.
- 2.3** The Committee's role and remit in the standing orders (revised July 2009) is as follows:
- To provide a forum for obtaining the views of community based organisations.
 - To co-ordinate discussion and action on issues raised by community groups and forums.
 - To consider comments and suggestions from community based organisations about Council services.
 - To consider, promote, and monitor Council consultation arrangements, participation structures and policies and also wider public involvement structures and community engagement arrangements.
 - To encourage Social Inclusion and Equality.
 - To encourage Health Improvement.
 - To co-ordinate community involvement in the ongoing development and review of the Council's Decentralisation Scheme – 'Involving Communities' - (in terms of the Local Government Etc. (Scotland) Act 1994, to monitor the progress of the Scheme, and to make recommendations to Council on the nature of decentralisation in West Dunbartonshire and on any delegation of power.
 - To promote community involvement in partnership working and to consider matters relating to community involvement in partnership working in West Dunbartonshire.

- To consider matters relating to Community Councils.
- To consider matters relating to the Voluntary Sector.
- To receive information about Council services, policies and associated business.

The Committee may make recommendations to Council or Committees on any, or all, of the above.

3. Main Issues

- 3.1** Some changes in membership have taken place during 2010 to 2012. An additional place was agreed for a representative from the West Dunbartonshire Partnership's Public Partnership Forum. There was recent agreement by Council for a place to represent young people via a worker from Y Sort-it. The rota places have also been refreshed and are filled by Renton Community Development Trust and Clydebank Asbestos Group. Faifley Neighbourhood Forum is no longer in existence and there is no one available to represent Gingerbread.

Committee Business

- 3.2** Committee business addressing key elements of the above remit over the last 10 meetings includes:

Presentations/Reports

- Council Tax and Tackling the Credit Crunch (item requested by Community Representative)
- Partial Housing Stock Transfer (item requested by Community Representative)
- Clydebank Women's Aid (item requested by Community Representative)
- Clydebank Crime Prevention Panel (item requested by Community Representative)
- Home Energy Action Team - Tackling Fuel Poverty.
- Shopmobility (item requested by Community Representative)
- Corporate Contact Centre (item requested by Community Representative)
- Local Development Plan
- Police Reassurance Model
- West Dunbartonshire Alcohol And Drug Strategy 2011-2014 (follow up on item previously requested by Community Representative)
- Regeneration In West Dunbartonshire (item requested by Community Representative)
- Council Tax and the effect of Welfare Reforms (follow up on item previously requested by Community Representative)

Reports/Agenda Items

- Proposal for a Petitions Committee
- A-Z Signpost to Services
- Community Participation Committee – Evaluation
- Report on Alexandria Health Centre (item requested by Community Representative)

- Tender for Delivery of Community Planning Partnership Community Engagement Support (item requested by Community Representative)
- Feedback on Costs incurred as a Result of Fly-Tipping (item requested by Community Representative)
- Petitions Report
- Community Participation Committee – Evaluation (Follow Up)
- West Dunbartonshire Citizens' Panel - Evaluation
- Regeneration of the Schools' Estate (item requested by Community Representative)
- Funding Provision for the PPP Schools Project
- Community Planning Partnership Community Engagement Support (item requested by Community Representative)
- Improved Recycling Services – Implementation of an Alternate Weekly Collection System – Progress Report (follow up on item previously requested by Community Representative)
- Integration of West Dunbartonshire Council Social Work Services with West Dunbartonshire Community Health Partnership – Progress (item requested by Community Representatives)
- Community Day Review 2010
- Community Planning Partnership Community Engagement Costs - Comparison Past and Present
- Annual Equality Report 2010
- Faifley Neighbourhood Forum (item requested by Community Representative)
- West Dunbartonshire Community Health and Care Partnership (WDCHCP) – Community Engagement Review
- Local Roads and Roundabouts (item requested by Community Representative)
- Provision of Mobile Crèche Facilities within West Dunbartonshire (item requested by Community Representative)
- “Digital Information; Driving Community Participation” – A Scottish Government Funded Project (item requested by Community Representative)
- Community Planning - Consultation on Single Outcome Agreement (SOA)
- Glass Collection Pilot Scheme – Clydebank Area (follow up on item previously requested by Community Representative)
- Community Day Review Follow Up
- Transfer of Services to Chief Executive's Department (follow up on item previously requested by Community Representative)
- Consultation/Engagement Training 2010-11
- Clyde Shopmobility (follow up on item previously requested by Community Representative)
- Management of Events (item requested by Community Representative)
- Scottish Social Housing Charter
- West Dunbartonshire Citizens' Panel – Evaluation
- Community Planning Partnership (CPP) Decision-Making (item requested by Community Representative)
- Regeneration of the Schools' Estate Update (item requested by Community Representative)

- Winter Maintenance Programme for 2011/12 (item requested by Community Representative)
- Community Participation Committee – Membership Update
- Community Forum Public Budget Consultation Events
- Update On Roads And Roundabouts Issues (item requested by Community Representative)
- Community Participation Committee (CPC) – Rota Membership Places
- Community Planning Progress Update (item requested by Community Representative)
- Setting Equality Outcomes – Involving the Community
- Consultation/Engagement Training 2011-12
- Social And Economic Profile 2011/12

Notification of Events

- Budget Forum Meetings

3.3 Items directly requested by Community Representatives featured 28 times out of 54 – this represents 52% of the committee business and demonstrates a good level of input from the community on choice of agenda items, and is a substantial increase on the 41% figure for 2009-10.

3.4 The agenda covered a wide range of Council services and policies, addressing the different aspects of the remit of the Committee quite comprehensively.

Recommendations from the CPC accepted by Council/ Actions taken

3.5 The members of the CPC made suggestions and recommendations to Council on a range of the topics covered:

Topic	CPC Recommendation/ Suggestion	Action Taken
Proposal for a Petitions Committee	Maintain the status quo – don't introduce a separate Petitions Committee	Recommendation accepted by Council
CPC Evaluation	New rota groups should give a presentation to the CPC on their group's role and activities	Presentations given to CPC by Clydebank Women's Aid and Clydebank Crime Prevention Panel
West Dunbartonshire Community Health and Care Partnership – Community Engagement Review	Member of Public Partnership Forum to have a place on the CPC	Recommendation accepted by Council
Community Day Review 2010	Following evaluation and consultation, agreement that Community Day no	Recommendation accepted by Council

	longer runs	
Budget Forum Meetings	Suggestion that future budget forum meetings should involve Community Forums in the organisation	Acted on - with Community Forums hosting meetings during November
West Dunbartonshire Community Planning Partnership (CPP) Decision-Making	Suggestion that CPP Strategic Board should have representation from DWP/Jobcentre Plus	Co-option of representative from Jobcentre Plus approved at CPP Strategic Board November 2011
Winter Maintenance Programme	Concerns expressed about excess grit on paths during preceding winter	Concerns noted by Roads and Transportation Manager and action to minimise use of grit factored into procedures for 2011/12
Community Participation Committee – Membership Update	Suggestion that young people should have a voice on the committee	Recommendation for a young people's advocate on the CPC approved by Council and Y Sort-it worker now fills the place

3.6 Community members of the CPC will be asked to complete and return an evaluation form, providing feedback on the working of the committee (see Appendix 1).

3.7 Elected Members will also be invited to respond to a short evaluation form (see Appendix 2).

4. Personnel Issues

4.1 There are no personnel issues.

5. Financial Implications

5.1 There are no additional financial implications.

6. Risk Analysis

6.1 There is a risk that the CPC will not fulfil its complete remit effectively, if it fails to provide evidence of influencing Council decisions.

7. Equalities Impact Assessment (EIA)

7.1 During the period since the last evaluation, we have extended the representation on the committee to include an advocate for young people. Equalities considerations will be taken into account during the next stage of the evaluation when feedback is sought from committee members.

8. Strategic Assessment

- 8.1** This work contributes to the Fit for Purpose Services Strategic Priority, by contributing to community engagement.

9. Conclusions and Recommendations

- 9.1** The committee is fulfilling its role in information provision effectively.
- 9.2** The Committee has the opportunity to comment on and input to a range of service developments and relevant policies and strategies. There are some examples of the committee's role in influencing decisions, but they are limited.
- 9.3** Feedback from the evaluation will gain views on the above and will be used to inform future development of the Committee.
- 9.4** Committee members are invited to comment on points 3.1 - 3.5.
- 9.5** Community Representatives on the committee are asked to return the evaluation forms which they will receive in the post with a pre-paid envelope. It is proposed to include the recent past rota group members and the new rota group members.
- 9.6** Elected Members are asked to return the evaluation forms which they will receive electronically.
- 9.7** A report providing feedback on the evaluation process will be made to the June CPC.

Angela Wilson
Executive Director Corporate Services

Person to Contact: Anne Clegg, Policy Officer, Community & Consultation, tel. 01389 737149

Appendices: Appendix 1, Community Participation Committee – Your Views
Appendix 2, Community Participation Committee – Your Views (Elected Members)

Background Papers: CPC Evaluation, Community Participation Committee, Wednesday 14 April 2010; CPC Evaluation, Community Participation Committee, Wednesday 16 June, 2010

Wards Affected: All Wards

Community Participation Committee – Your views

Please read the CPC Evaluation Report (18/04/2012) before completing this form (feedback will be reported in a way that maintains your confidentiality)

1. Providing information

How useful is the information provided about Council services through the CPC?

(e.g. waste services and recycling, Council Tax arrangements, regeneration in West Dunbartonshire; management of events; A-Z Signpost to Services)

Circle

Very Useful Useful Fairly Useful Not useful

Your comments:

2. Commenting on policies

How useful is the opportunity to comment on Council Policies?

(e.g. Annual Equality Scheme, West Dunbartonshire Alcohol and Drug Strategy)

Circle

Very Useful Useful Fairly Useful Not useful

Your comments:

3. Commenting on Consultation mechanisms and arrangements

How useful is the opportunity to comment on consultation mechanisms and arrangements? (e.g. WD Citizens' Panel; Community Forums; Consultation Training)

Circle

Very Useful Useful Fairly Useful Not useful

Your comments:

4. **Is there sufficient opportunity to put items on the CPC agenda?**
(through the standing item "Future agenda items for community representatives")

Circle

Yes

No

Undecided

Your comments:

5. **During CPC meetings do you feel you are treated with respect?**

Circle

Yes

No

Undecided

Your comments:

6. **During CPC meetings do you feel that you get the opportunity to contribute to the discussion of the agenda items when you want to?**

Circle

Yes

No

Undecided

Your comments:

7. **During CPC meetings do you feel that community views, questions and issues are listened to?**

Circle

Yes

No

Undecided

Your comments:

8. **Do you think community views expressed at the CPC have any influence over decisions taken by Council and other committees?**

Circle

Considerable Influence Some Influence A little influence No influence Undecided

Your comments:

9. **Do you receive the information and support you need to participate fully in the business of the committee?**

Circle

Yes

No

If no, what additional information or support do you need?

Please provide your name and contact details:

10. **Do you think the Community Membership of the CPC reflects the diversity of the community in West Dunbartonshire?**

Circle

Yes

No

Undecided

If no, are there are specific interest groups who you feel should be included?
Please state:

11. **About your group and your role as a representative on the CPC**

Tick as appropriate

Question	Yes Always	Yes Sometimes	No
Is the CPC included as a standard item on your group's agenda?			
Do you ask your group for agenda items for the CPC?			
Do you feedback information to your group on CPC agenda items?			
Do you ask your group for views on CPC agenda items?			
Do you ask your group for items for the Community News standing item on CPC agenda?			
Do you circulate the CPC Newsletter to your group?			

- 12. Finally, have you any Ideas for improving the CPC – including anything that would help you fulfil your role in relation to question 11?**

Your Name (Optional):

Your Organisation(Optional):

Community Participation Committee (CPC) – Your views

Please read the CPC Evaluation Report (18/04/12) before completing this form
(feedback will be reported in a way that maintains your confidentiality)

The CPC has been set up to get the views of our communities through key groups. It focuses on:

Providing information e.g. waste services and recycling, Council Tax arrangements, regeneration in West Dunbartonshire; management of events; A-Z Signpost to Services.

Commenting on policies e.g. Annual Equality Scheme, West Dunbartonshire Alcohol and Drug Strategy.

Commenting on Consultation mechanisms and arrangements e.g. WD Citizens' Panel; Community Forums; Consultation Training.

The effectiveness of the CPC

1. Are CPC Agenda Items useful?	Very useful	Useful	Fairly Useful	Not Useful
Providing information				
Commenting on policies				
Commenting on Consultation mechanisms and arrangements				
Your comments:				

2. During CPC meetings do you feel that community views, questions and issues are listened to?
Yes <input style="width: 30px; height: 20px;" type="checkbox"/> No <input style="width: 30px; height: 20px;" type="checkbox"/> Undecided <input style="width: 30px; height: 20px;" type="checkbox"/>
Your comments:

3. Do you think community views expressed at the CPC have any influence over decisions taken by Council and other committees?

Considerable Influence Some Influence A little influence No influence Undecided

(please underline your choice)

Your comments:

4. Overall, how effective is the CPC in getting community views?

Very effective ☐ Effective ☐ Not very effective ☐ Not effective at all ☐

Your comments:

5. Do you think the Community Membership of the CPC reflects the diversity of the community in West Dunbartonshire?

Yes ☐ No ☐ Undecided ☐

**If no, are there are specific interest groups who you feel should be included?
Please state:**

Your own experience of the CPC

6. During CPC meetings do you feel you are treated with respect?

Yes ☐ No ☐ Undecided ☐

Your comments:

7. During CPC meetings do you feel that you get the opportunity to contribute to the discussion of the agenda items when you want to?		
Yes <input type="checkbox"/>	No <input type="checkbox"/>	Undecided <input type="checkbox"/>
Your comments:		

8. Do you receive the information and support you need to participate fully in the business of the committee?	
Yes <input type="checkbox"/>	No <input type="checkbox"/>
If no, what additional information or support do you need?	
Please provide your name and contact details:	

Improving the CPC

9. Finally, have you any Ideas for improving the CPC – including how we can improve responsiveness to community views?

Your Name (Optional):

WEST DUNBARTONSHIRE COUNCIL

Report by the Director of Community Health & Care Partnership

Community Participation Committee: 18th April 2012

Subject: Approval of The Vale Centre for Health & Care

1. Purpose

- 1.1 The purpose of this report is to bring to the Community Participation Committee's attention the Scottish Government's formal approval of the Full Business Case for the new Vale Centre for Health & Care Centre.

2. Background

- 2.1 A new health and care centre to serve the Vale of Leven area has been the top capital development priority for the CHCP (as affirmed within its Strategic Plan 2011/12); and a key element of the delivery of the NHSGGC Vision for the Vale of Leven.
- 2.2 The CHCP Committee and the CHCP Public Participation Forum (PPF) has been regularly up-dated on the intensive work programme to deliver a robust Full Business Case for the Centre. This included the submission of a Planning Application for the Centre, which was approved by West Dunbartonshire Council Planning Committee on 6th September 2011.
- 2.3 At its November 2012 meeting the CHCP Committee endorsed the Full Business Case for the new scheme, and commended it to the Scottish Government for approval. At that meeting the CHCP Director was able to provide a verbal up-date to members that the NHSGGC Health Board had also formally approved the Full Business Case capital investment of approximately £20.8m.

3. Main Issues

- 3.1 As has been reported to CHCP Committee and the CHCP PPF, the extensive engagement undertaken with local stakeholders has evidenced a positive response to the design scheme (with an accompanying impatience for its delivery) including:
- A high level of support for the overall design approach and accommodation layout having been based around how best to provide high quality and integrated services for patient/service users;
 - Approval for all public services being easily accessible on the ground floor;
 - Appreciation for how the design made use of the green space within the site, especially the views of parkland/trees available internally (including waiting areas) alongside high levels of natural light and ventilation; and
 - Enthusiasm for the 'modern' building shape.

3.2 The approved Full Business Case confirmed that the Centre as proposed:

- Is both affordable and value-for-money.
- Will deliver on a range of national and local health and care priorities.
- Will bring leading-edge health and care services to communities that have high levels of persistent health needs.
- Will reflect a very high standard of design quality.
- Will be delivered in a manner that supports the physical, social and economic regeneration of the area as whole.

3.3 An explicit element of the project's on-going stakeholder engagement process had been an exercise to identify an appropriate name for the new facility. As has now been confirmed with the CHCP Committee and CHCP PPF, the most popular suggestion (from both staff and members of the public) was that the new facility be called the *Vale Centre for Health & Care*. The main reasons offered for this suggestion was that it was a "new name for a new facility", clearly reflective of both the site within which the centre would be physically located; and the whole catchment area whose communities it would serve.

4. People Implications

4.1 There are no specific personnel issues associated with this report. The Community Participation Committee should be reassured that the content of the approved Full Business Case and the Centre as proposed has been informed by a comprehensive and on-going process of engagement with all relevant staff and services.

5. Financial Implications

5.1 The project is funded by treasury capital and thus included in NHSGGC's Capital Resource Limit allocation from the Scottish Government. Provision for this expenditure has been made within the NHSGGC Capital Programme.

6. Risk Analysis

6.1 The strategic risks and mitigating actions identified for the project have previously been reported to the CHCP Committee, with the risks associated with the Full Business Case not being approved/ and capital funding not being secured now being negated.

7. Equalities Impact Assessment (EIA)

7.1 The formal Equality Impact Assessment of the Full Business Case confirmed that there are no negative equality impacts anticipated from the proposal within; and that they are anticipated to generate a variety of positive equality impacts (particularly in relation to age, disability, sex, pregnancy and maternity).

8. Conclusions and Recommendations

- 8.1** The delivery of a new Health and Care Centre has been a longstanding ambition within the Vale of Leven area. A huge amount of effort has been invested by a host of staff and services to develop detailed plans for an innovatively designed Centre focused on delivering leading-edge health and care services. The quality of that work is not just reflected in the fact that we have now secured all the necessary approvals to commence building, but also the positive reception the plans for the Centre have received locally – especially amongst local communities for whom this facility will be there to serve.
- 8.2** The CHCP is committed to delivering this Centre as a tangible example of the recognition of the needs and value of the people of the Vale of Leven, providing not just a showpiece health and care centre but a landmark building that engenders and reinforces a palpable sense of civic pride. We have already begun to work with NHS GGC colleagues and the project's appointed external contractors (Turner & Townsend and Laing O'Rourke) to prepare for the imminent commencement of construction, working towards the Centre being operational in Summer 2013.

The Community Participation Committee is asked to:

- Express its appreciation to the CHCP (and other partners) for securing this important development for the local area; and acknowledge the important contribution that local community groups have made to the plans for the new Centre.

Keith Redpath
Director of Community Health & Care Partnership

Date: 20th March 2012

Person to Contact: Mr Soumen Sengupta
Head of Strategy, Planning and Health Improvement
West Dunbartonshire Community Health & Care
Partnership, West Dunbartonshire Council HQ, Garshake
Road, Dumbarton.
E-mail: soumen.sengupta@ggc.scot.nhs.uk
Telephone: 01389 737321

Appendices: None

Background Papers:

Vision for the Vale of Leven:

http://www.nhsggc.org.uk/content/default.asp?page=home_valevision

West Dunbartonshire CHCP Strategic Plan 2011/12

Wards Affected:

Ward 17 - Renton / Alexandria South

Ward 18 - Alexandria North / Tullichewan

Ward 19 - Balloch

WEST DUNBARTONSHIRE COUNCIL

Report by the Executive Director of Housing, Environmental and Economic Development

Community Participation Committee: 18 April 2012

Subject: Street Naming Policy

1. Purpose

- 1.1** This report is to present a proposed street naming policy to the Committee and to invite comments from the Committee and its member groups.

2. Background

- 2.1** A proposed street naming policy was presented to the Planning Committee on 7 February 2012 where it was agreed that consultation with relevant bodies be undertaken before being brought back to the Planning Committee for approval. In order to facilitate consultation it was agreed to present the proposed policy to the Community Participation Committee for consideration, comment and suggestions regarding the policy.
- 2.2** Street naming and numbering is a statutory function which is undertaken by the Council under the provisions of Section 97 of the Civic Government (Scotland) Act 1982 (as amended). This function is administered by the Building Standards Section.
- 2.3** For developers, the early allocation of addresses is essential in order to ensure that necessary services (gas, electricity, telephone, etc.) can be provided timeously to new properties and allow conveyancing and mortgage provision to be undertaken. Postcodes are allocated by the Royal Mail and these cannot be provided by them until street names and numbers have been allocated by the Council.
- 2.4** Currently both residential and commercial developers are invited at an early stage of the development to suggest street names for consideration. These suggestions are considered by officers for suitability and are put forward to the Planning Committee for formal approval. However if the suggested name(s) are felt to be unsuitable, alternative names will be recommended by officers.

3. Main Issues

- 3.1** Presently there is no policy or guidelines for the allocation of street names within the Council area. Experience of dealing with requests for street names indicates that an agreed policy would allow allocation of street names to be done on a fair and consistent basis.

- 3.2** The proposed street naming policy is contained within Appendix 1. The main terms of the policy are that current themes within an existing area will be used whenever possible; such as where a theme of lochs or ships have been used this will be continued for any new streets. If it is not possible to use an existing theme or the development involves multiple new street names, a new theme will be considered.
- 3.3** Where a new theme is proposed, the street names should have a local significance and/or historical links to the local area. Consideration of alternative themes will only be made if no local significance/historical link exists. Streets will not be named after people who are living; as there is a risk that the public perception of that person may change as a result of events occurring over the remainder of their lifetime. In appropriate circumstances, names of deceased people who have contributed in a beneficial way to the local community and area will be given consideration.
- 3.4** Names should not duplicate or conflict with any existing streets in the town concerned and variations in the suffix should be used with discretion and would only be considered if they led off each other; for example Glenfinnan Drive & Glenfinnan Lane which lead off each other. Names should be easy to pronounce and spell to avoid confusion, particularly in the case of an emergency.
- 3.5** The policy would allow officers to consider names for a new street and recommend a street name to be allocated to new street which is consistent with the policy. The policy will be published on the Councils website.
- 3.6** The proposed policy was presented to the Planning Committee on 7 February 2012 where it was agreed that consultation with relevant bodies be undertaken before being brought back to the Planning Committee for approval. It is appropriate to present the proposed policy to the Community Participation Committee for consideration, comment and suggestions regarding the policy.

4. People Implications

- 4.1** There are no personnel issues.

5. Financial Implications

- 5.1** There are no financial implications.

6. Risk Analysis

- 6.1** There are no known risks to the council.

7. Equalities Impact Assessment (EIA)

- 7.1** An initial screening of the proposed policy has been carried out and no equality issues were identified.

8. Strategic Assessment

- 8.1** The proposed policy does not impact on any of the Council's strategic priorities.

9. Conclusions and Recommendations

- 9.1** No policy currently exists in respect of street naming and it is appropriate to have a street naming policy to allow the fair and consistent allocation of street names.
- 9.2** It is recommended that Committee provide their views on the proposed policy for street naming contained in Appendix 1 and provide suggestions to officers for inclusion into or amendment of the policy.
- 9.3** It is further recommended that the Committee advise if it considers that individual member groups represented at committee be separately consulted on the proposed policy.



Elaine Melrose

Executive Director of Housing, Environmental and Economic Development

Date: 28 March 2012

Person to Contact: Pamela Clifford, Planning and Building Standards Manager, Housing, Environmental and Economic Development, Council Offices, Clydebank G81 1TG, telephone: 01389 738656, e-mail: pamela.clifford@west-dunbarton.gov.uk

John Walker, Lead Building Standards Surveyor, Housing, Environmental and Economic Development, Council Offices, Rosebery Place, Clydebank G81 1TG, telephone: 01389 738578, e-mail: John.walker2@west-dunbarton.gov.uk

Appendices: Appendix 1 - Proposed Street Naming Policy

Background Papers: None

Wards Affected: All

APPENDIX 1 - Proposed Street Naming Policy

What we aim to do:

Generally new street names in the West Dunbartonshire Council area will meet the following criteria:

- Follow the current theme within an existing area wherever possible,
- If it is not possible to use an existing theme or the development involves multiple new street names, a new theme will be considered,
- Where a new theme is proposed, the street name(s) should have a local significance and/or a historical link to the local area, places, events or culture, particularly if they have a direct connection to the site,
- Recognise native wildlife, flora, fauna or natural features related to the area or West Dunbartonshire.
- Street names should be easily pronounced and spelt so as not to cause confusion, particularly in the case of an emergency.

Issues that we aim to avoid:

- Names of people who are living; this is due to the risk that public perception of that person may change as a result of events occurring over the remainder of that persons lifetime. In appropriate circumstances names of deceased people will be given consideration,
- Street names duplicating or conflicting with an existing street name within the town concerned,
- Variations in the suffix of a street name in separate locations; alternative suffixes may be used with discretion and only be considered if the streets lead off each other;
- Punctuation, including commas, apostrophes, full stops, hyphens and slashes within a street name unless they are absolutely necessary.
- Names that are capable of deliberate misinterpretation or with adverse connotations.
- Use of developers marketing titles as part of the new postal address.

Other matters:

- Consideration will be given to suffixes for street names:
New street names should end with an appropriate suffix for the road layout, e.g. Street & Road used for thoroughfares; Lane & Drive for side streets; Close & Place for cul-de sacs; and Crescent & Square, etc to suit geometry of the layout.
- We will use the number 13 when allocating street numbers to properties.