



Community Planning West Dunbartonshire Executive Group – Meeting Note and Actions

Date: Monday 17 July 2023

Time: 11:00

	Item
1.	Welcome, introductions and apologies.
	<p>In Attendance: Peter Hessett (Chair) (PH), Peter Barry (PB), Elaine Boyle (EB), Lorna Gibson (LG), Fiona Taylor (FT), Elaine Troup (ET), Lesley James (LJ), Morven Sutherland (MS).</p> <p>Apologies: Ryan McMurdo (RM) Amanda Graham (AG), Laura Mason (LM), Selina Ross (SR),</p>
2.	Note and action log of previous meeting
	<ul style="list-style-type: none"> It was noted at the last meeting that the Safe DIG Strategy would be delayed to allow completion of a Place and Wellbeing Assessment. This workshop session took place on 09.06.23 with the report due by end of July. Action - LG to up-date further upon receipt of report. FT will continue to liaise with ET on progress with Independent DIG strategy and partnership engagement. Following general discussion on DIGs and partnership working it was agreed that the CP Partnership Agreement 2018 -22 will be up-dated – Action ET. Up-date note to PH on progress of each DIG strategy – Action ET.
3.	DIG updates on plan revisions
	<p>The overarching themes:</p> <ul style="list-style-type: none"> Sustainability Wellbeing Empowered <p>It was agreed that the overarching theme for the next meeting would be Sustainability. Action - ET to liaise with Alan Douglas, Chief Officer,</p>

	Strategic Management regarding a presentation for the next CPWD Management Meeting on 17 Aug 2023.
4.	Exception reporting: Matters arising from DIGs that cannot be resolved within DIG.
	<p>PB confirmed the Flourishing DIG was close to finalising milestones / actions.</p> <p>LG highlighted similar challenges as FT regarding attendance however was hopeful the Shaping Places for Wellbeing workshop / report would encourage more active participation.</p> <p>All agreed the workshop style event could be an option for future use to support DIGs.</p>
5.	CPWD Management Board Meeting
	<p>Feedback from previous meeting was positive with members acknowledging the benefit of meeting in person. Consideration to be given to:</p> <ul style="list-style-type: none"> • The use of partner offices in future (LG offered PS office) • Creating a less formal room set-up to promote increased engagement.
6.	AOCB and Date of Next Meeting
	<p>Best Value Audit – PH confirmed that this was underway with initial response sent to Mazars and awaiting the next step.</p> <p>SFRS Inspection – WDC received a request to contribute to an inspection of SFRS in West Dunbartonshire. Action - ET will email all DIG leads to request feedback prior to meeting with SFRS in August.</p> <p>Meeting dates:</p> <ul style="list-style-type: none"> • CPWD Pre Agenda - 27 July; • CPWD Management Meeting - 17 August 2023 • Exec Group meeting: Monday 16 October 11am (MS Teams)