

Agenda

Community Planning West Dunbartonshire Management Board

Date: Thursday, 19 November 2020

Time: 10:00

Venue: By Zoom Video Conferencing

Contact: Craig Stewart, Committee Officer
craig.stewart@west-dunbarton.gov.uk

Dear Member

Please attend a meeting of the Community Planning West Dunbartonshire Management Board as detailed above. The business is shown on the attached agenda.

Yours faithfully

JOYCE WHITE

Chief Executive

Distribution:

Councillor Jonathan McColl (Chair)
Councillor Caroline McAllister
Councillor John Mooney
Joyce White, Chief Executive, West Dunbartonshire Council
Joe McKay, Local Senior Officer – West Dunbartonshire, Scottish Fire & Rescue Service
Chief Superintendent John Paterson, Divisional Commander, Police Scotland
Beth Culshaw, Chief Officer of West Dunbartonshire Health and Social Care Partnership (WD HSCP)
Margaret McGuire, Nursing Director, NHS Greater Glasgow and Clyde
Mark Newlands, Scottish Enterprise
Carol Dutch, District Manager, Jobcentre Plus
Selina Ross, Manager, West Dunbartonshire Community Volunteering Service
Kevin Quinlan, Scottish Government Location Director
Catherine Topley, Chief Executive, Scottish Canals
Gordon Watson, Loch Lomond & Trossachs National Park
Liz Connolly, Principal, West College Scotland
John Anderson, Manager, West Dunbartonshire Leisure Trust
Sharon Kelly, Head of West Region, Skills Development Scotland
Bruce Kiloh, Principal Transport Policy Officer, Strathclyde Partnership for Transport
Damon Scott, Dunbartonshire Chamber of Commerce
Gerry Watt, Scottish Prison Service
Jimmy Hyslop, Operations Manager, Scottish Natural Heritage
Ms Anne MacDougall, Chair of the Community Alliance
Laura Mason, Chief Education Officer, West Dunbartonshire Council
Superintendent Brian Gibson, Police Scotland
Ms Jo Gibson, WD HSCP
Angela Wilson, Strategic Director – Transformation & Public Service Reform, West Dunbartonshire Council

Malcolm Bennie, Strategic Lead, Communications, Culture, Communities & Facilities
Amanda Coulthard, Performance & Strategy Manager, West Dunbartonshire Council

Councillor Jim Finn [substitute]
Councillor Martin Rooney [substitute]

Date of Issue: 6 November 2020

COMMUNITY PLANNING WEST DUNBARTONSHIRE MANAGEMENT BOARD

THURSDAY, 19 NOVEMBER 2020

AGENDA

<u>Anticipated Times</u>		<u>Item</u>	<u>Pages</u>
10.00	1	APPOINTMENT OF CHAIR	
10.05	2	APOLOGIES	
	3	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.	
10.10	4	MINUTES OF PREVIOUS MEETING	5 – 8
		Submit for approval as a correct record, the Minutes of Meeting of the Community Planning West Dunbartonshire Management Board held on 13 February 2020.	
10.15	5	2019/20 CPWD ANNUAL REPORT	9 - 24
		Submit report by the Shared Service Manager – Performance & Strategy, WDC, on the above.	
10.30	6	CPWD IMPROVEMENT PLAN	25 - 32
		Submit report by the Chief Executive, WDC, on the above.	
10.45	7	COMMUNITY PLANNING EXECUTIVE GROUP UPDATE	33 – 48
		Submit report by the Chair, Community Planning Executive Group on the above.	
11.00	8	PUPIL EQUITY FUND	49 – 60
		Submit report by the Chair, Independent DIG, on the above.	
11.10	9	DEMENTIA UPDATE	61 – 64
		Submit report by the Chair, Independent DIG, on the	

		above.	
11.25	10	DOMESTIC ABUSE UPDATE	65 - 68
		Submit report by the Chief Officer, WD HSCP on the above.	
11.35	11	REVIEW OF SCOTLAND'S COLLEGES & UNIVERSITIES – PHASE ONE REPORT	69 - 74
		Submit report by the Principal, West College Scotland on the above.	
11.45	12	SCRUTINY REPORTS	
		(A) <u>Q2 Fire Report</u> Submit report by the Local Senior Officer, SFRS on the above.	75 – 88
		(B) <u>Q2 Police Report</u> Submit report by the Divisional Commander, Police Scotland on the above.	89 – 92
12 noon		Meeting close	



COMMUNITY PLANNING WEST DUNBARTONSHIRE MANAGEMENT BOARD

Thursday, 13 February 2020

Present:

Councillor Jonathan McColl (Int. Chair)
 Councillor John Mooney
 Joyce White
 Angela Wilson
 Laura Mason
 Beth Culshaw
 Chief Superintendent John Paterson
 Superintendent Brian Gibson
 LSO Andrew Watt
 Liz Connolly
 John Anderson
 Sharon Kelly
 Allan Comrie
 Selina Ross
 Damon Scott
 Jackie Erdman
 Anne MacDougall

West Dunbartonshire Council
 West Dunbartonshire Council
 West Dunbartonshire Council
 West Dunbartonshire Council
 West Dunbartonshire Council
 West Dunbartonshire HSCP
 Police Scotland
 Police Scotland
 Scottish Fire and Rescue Service
 West College Scotland
 West Dunbartonshire Leisure Trust
 Skills Development Scotland
 SPT
 West Dunbartonshire CVS
 Dunbartonshire Chamber
 NHS Greater Glasgow and Clyde
 Chair - Community Alliance

Also Attending:

Stephanie Graham
 Amanda Coulthard
 Craig Stewart
 Jonathan Hinds
 Malcolm Bennie
 Michael McGuinness

West College Scotland
 West Dunbartonshire Council
 West Dunbartonshire Council
 West Dunbartonshire HSCP
 West Dunbartonshire Council
 West Dunbartonshire Council

Apologies:

Councillor Caroline McAllister
 Richard Cairns
 Margaret McGuire
 Gerry Watt
 Gordon Watson
 Catherine Topley
 Bruce Kiloh
 Kevin Quinlan
 Carol Dutch

West Dunbartonshire Council
 West Dunbartonshire Council
 NHS Greater Glasgow and Clyde
 Scottish Prison Service
 Loch Lomond & Trossachs
 Scottish Canals
 SPT
 Scottish Government
 Department for Work & Pensions

Jonathan McColl in the Chair

INTERIM CHAIR'S REMARKS

Councillor McColl, Interim Chair, welcomed everyone to the February meeting of the Management Board, and updated members that LSO Paul Devlin had recently retired from his post in SFRS and therefore, as chair of CPWD. On behalf of the Management Board, Councillor McColl thanked LSO Devlin for his work and diligence as Chair, and wished him a long and happy retirement. Members of the Board warmly concurred.

Following some introductions, Councillor McColl thanked Liz Connolly for providing use of the Cunard Suite of West College Scotland for the February Management Board.

APPOINTMENT OF CHAIR

Amanda Coulthard, Performance & Strategy Manager, provided a verbal update on plans for recruitment of a new Chair, following LSO Devlin's retirement. As described in the partnership agreement, the position of chair must sit with one of the 5 statutory agencies for community planning. Expressions of interest or nominations for the role of chair should be communicated to Amanda in the first instance for consideration at the May meeting of the Board, with the new Chair taking up appointment, for a period of one year, at the August meeting.

DECLARATIONS OF INTEREST

None noted.

MINUTES OF PREVIOUS MEETING

The Minutes of Meeting held on 21 November 2019 were agreed. With regard to the item under the heading 'Programme of Future Meetings – 2020, it was noted that the date of the August meeting should read Wednesday, 12 August 2020.

VOLUNTEER OUTCOMES FRAMEWORK LOCAL ACTION PLAN

A report was submitted by the Empowered DIG Chair providing an update on the Voluntary Outcomes Framework action plan in West Dunbartonshire.

Following discussion, the CPWD agreed to note the contents of the report and seek a further update on the voluntary sector census at the August Board meeting.

WEST COLLEGE SCOTLAND – REGIONAL OUTCOME AGREEMENT 2020-21 TO 2022-23

A report was submitted by the Vice Principal, West College Scotland, providing an early draft of the West College Scotland Regional Outcome Agreement, providing an overview of College priorities. The principal invited partners to highlight additional

priorities and also to flag areas for enhanced or new collaboration such as around Gaelic language, mental health during transition and care experienced students.

Following discussion, the CPWD agreed to note the content of the draft Outcome Agreement and comment on any aspects where partners may contribute further to College priorities or suggest any relevant other matters for inclusion within the document.

COMMUNITY ALLIANCE CONFERENCE: 22 FEBRUARY 2020

A report was submitted by the WDC Strategic Lead for Housing & Employability, providing an update on plans for the Community Alliance conference taking place on Saturday 22nd February. Anne McDougall, chair of the Alliance, explained the anticipated outcomes of this community focused event and encouraged partners to support this in any ways they could. Councillor McColl thanked Anne for her leadership of and dedication to the Community Alliance.

DOMESTIC ABUSE SUMMIT GROUP UPDATE

A report was submitted by the Chief Officer, WD HSCP, providing an update on the system-wide work to address domestic abuse in West Dunbartonshire specifically the feedback on the 'No Home for Domestic Abuse: Breaking the Silence' Community Conference.

Following discussion, the CPWD agreed to note the content of the report and continued commitment of senior officer time to deliver the Community Planning Domestic Abuse Pledge.

COMMUNITY PLANNING WEST DUNBARTONSHIRE – IMPROVEMENT PLAN

A report was submitted by the Chair, Community Planning West Dunbartonshire, presenting, the revised CPWD Implementation Plan for agreement. The WDC Performance & Strategy Manager provided further detail on changes and reporting arrangements going forward.

EMPOWERED DELIVERY AND IMPROVEMENT GROUP (DIG) PROGRESS REPORT

A report was submitted by the Empowered DIG Chair providing an update on the progress of the action plan being taken forward by the Empowered Delivery and Improvement Group (DIG).

SCRUTINY REPORTS

(a) Quarter 3 Fire Scrutiny Report

Andrew Watt, Scottish Fire and Rescue Service (SFRS), updated members on recent quarterly performance against priorities in the West Dunbartonshire Local Fire and Rescue Plan.

(b) Quarter 3 Police Scrutiny Report

John Paterson, Chief Superintendent, Police Scotland, updated members on recent quarterly performance against priorities in the West Dunbartonshire Local Police Plan

AOCB – CORONAVIRUS (COVID-19) UPDATE

Having heard Joyce White, Chief Executive, WDC, it was noted that an update on the above could be found using the web links below:-

<https://www.hps.scot.nhs.uk/a-to-z-of-topics/wuhan-novel-coronavirus/>

<https://www.who.int/news-room/q-a-detail/q-a-coronaviruses>

<https://www.gov.uk/guidance/wuhan-novel-coronavirus-information-for-the-public>

The meeting closed at 11.35 a.m.



COMMUNITY PLANNING WEST DUNBARTONSHIRE

Report by the Performance & Strategy Manager, West Dunbartonshire Council

Community Planning West Dunbartonshire: 19 November 2020

Subject: Community Planning West Dunbartonshire Annual Report 2019-20

1. Purpose

The purpose of this report is to provide members with the Community Planning West Dunbartonshire (CPWD) annual performance report for 2019-20

2. Recommendations

2.1 CPWD is asked to note the annual performance report

3. Background

3.1 CPWD agreed the first Local Outcome Improvement Plan (LOIP) 2017-2027 in October 2017. This long-term plan details the aspirations of the partnership, informed by a strategic needs assessment and ongoing community engagement.

3.2 Action plans are in place for each Delivery & Improvement group (DIG), and reported through CPWD meetings. The performance framework adopted for the LOIP uses the 18 indicators laid out in the Community Planning Outcome Profiles (CPOP).

3.3 The profiles were developed by the Improvement Service on behalf of all partnerships. These profiles describe the partnership performance at an area and locality level against 18 performance indicators covering a range of outcome areas. These performance indicators are consistent across all partnerships and are therefore a robust performance framework. Additionally these indicators can be reported at a community level, allowing comparison of local communities, which supports CPWD to understand inequality and prioritise interventions based on need.

4. Main Issues

4.1 This is the third annual performance report for CPWD, attached as appendix 1, highlighting the most recent data from the CPOP across the five priority

areas of the LOIP. This gives an indication in those areas which are improving or deteriorating in each priority area.

- 4.2 As can be seen from the report, good progress is being made across a number of priority areas. We are reporting increasing employment, increasing median earnings, reduced mortality and increasing attainment levels.
- 4.3 Not all measures are showing improvement on the previous year however. The number of emergency admissions for over 65s has increased as has the number of unplanned emergency hospital admissions. The survival rate for new / start up businesses has reduced, and both fuel and child poverty have increased.
- 4.4 It is important to recognise however, that the aspirations detailed in the LOIP are long-term and unlikely to see significant change in a single year. The annual report gives an overview of the performance of the area and highlights those indicative areas where performance is deteriorating and may require further activity at a partnership level. The likely impact of Covid-19 will be seen in performance across a range of priority areas from the current year onwards. Work will be progressed through DIGs to ensure a focus on the key action areas likely to be most important in supporting citizens through a period of recovery and renewal.

5. People Implications

- 5.1 There are no people implications associated with this report

6. Financial & Procurement Implications

- 6.1 There are no financial implications associated with this report

7. Risk Analysis

- 7.1 The annual report ensures CPWD can evidence the delivery of improved outcomes within the strategic vision of 'West Dunbartonshire...A great place to Live, Work and Visit'.

8. Equalities Impact Assessment (EIA)

- 8.1 There are no issues identified in relation to this annual report

9. Consultation

- 9.1 The DIGs contributed to the development of the CPWD LOIP Annual Performance Report.

10. Strategic Assessment

10.1 The LOIP Annual Report summaries CPWD progress and performance against all its priority areas and supporting local outcomes.

Amanda Coulthard
Shared Service Manager - Performance & Strategy Manager
19 October 2020

Person to Contact: Amanda Coulthard –Performance & Strategy Manager
Amanda.Coulthard@west-dunbarton.gov.uk

Appendices: Appendix 1: CPWD Annual Report 2019/20

Background Papers: [West Dunbartonshire Plan for Place](#)

Wards Affected: All Wards

COMMUNITY PLANNING

ANNUAL PROGRESS REPORT 2019/20







Community Planning West Dunbartonshire (CPWD)

Community Planning is about how public bodies work with each other, and with local communities, to design and deliver better services that make a real difference to people's lives.

We strive to improve the lives of West Dunbartonshire residents by bringing together local public services with the communities they serve. We want to design and deliver services together, with a focus on specific local circumstances.

As a partnership we work together to improve local services and to ensure that they meet the needs of local communities, and individuals, especially those most in need.

Progress 2019/20

This Annual Report updates on the priorities and outcomes set by Community Planning West Dunbartonshire in the Local Outcome Improvement Plan (LOIP) 2017 - 2027.

The Annual Report, as required through the Community Empowerment Act, provides an overview to residents in the area of the progress made in improving key priority areas.

The LOIP set ambitions for delivery over 10 years, with supporting action plans in place for each of the five priority areas. Progress against actions is reported through the partnership. In addition to this, the annual performance report presents progress on the 18 national indicators which are consistent across all community planning partnerships.

Community Planning West Dunbartonshire is working with, and for, communities to improve outcomes.





a flourishing

West Dunbartonshire



- increased and better quality learning and employment opportunities
- enhanced quality and availability of affordable housing options
- our economy is diverse and dynamic, creating opportunities for everyone
- our local communities are sustainable and attractive

In the last year:

- ✓ median earnings have increased to £428.17
- ✓ the employment rate has increased for the fourth year
- ✓ fewer people are claiming out of work benefits for the third year
- ✗ fewer new businesses are surviving three years or more



an independent

West Dunbartonshire



- adults and older people are able to live independently in the community
- quality of life is improved for our older residents
- housing options are responsive to changing need over time

In the last year:

- ✓ mortality rates have decreased
- ✗ unplanned emergency hospital attendances have increased
- ✗ emergency hospital admissions have increased
- ✗ wellbeing has deteriorated slightly



a nurtured

West Dunbartonshire



- all West Dunbartonshire children have the best start in life and are ready to succeed
- families are supported in accessing education, learning and attainment opportunities
- improved life chances for all children, young people and families

In the last year:

- ✓ more babies have been born with a healthy birthweight
- ✓ more young people have gone on to a positive destination on leaving school
- ✓ educational attainment levels have been maintained
- ✗ the BMI of Primary 1 children has increased
- ✗ child poverty rates have increased



an empowered

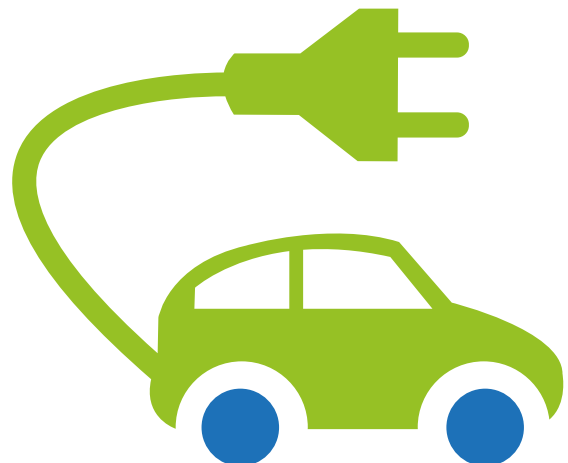
West Dunbartonshire



- we live in engaged and cohesive communities
- citizens are confident, resilient and responsible
- carers are supported to address their needs

In the last year:

- ✓ CO2 emisisions have reduced
- ✗ fuel poverty has increased
- ✗ community fragility has increased



a safe

West Dunbartonshire



- improved community justice outcomes ensure the area is a safe and inclusive place to live
- all partners deliver early and effective interventions targeted at reducing the impact of domestic abuse
- residents live in positive, health promoting local environments where the impact of alcohol and drugs is addressed
- our residents are supported to improve their emotional and mental health and wellbeing

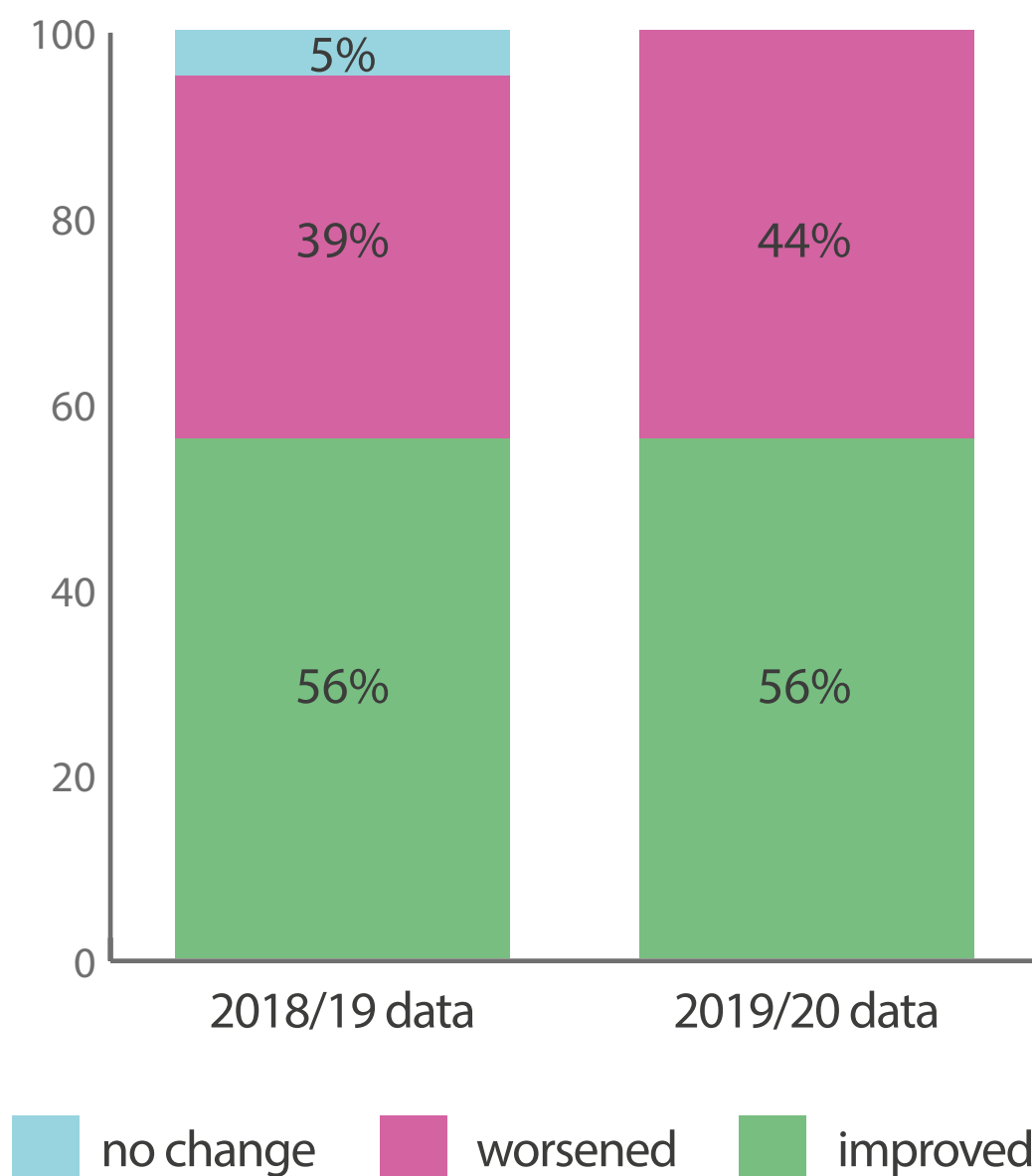
In the last year:

- ✓ total dwelling fires have decreased
- ✓ the rate of recorded crimes has decreased



CPWD

performance summary



more info

For more information please contact:
CommunityPlanningWD@west-dunbarton.gov.uk



Report by the Chair, Community Planning Executive Group

Management Group: Thursday 19 November 2020

Subject: Community Planning West Dunbartonshire – Improvement Plan

1. Purpose

- 1.1** The purpose of the report is to present an update on the CPWD improvement plan

2. Recommendations

- 2.1** Members are asked to:
- Note revisions to the improvement plan
 - Note progress updates in each improvement area

3. Background

- 3.1** Community Planning West Dunbartonshire made a commitment in February 2019 to undertake a self-assessment exercise in order to identify improvement activities for the management group. This self-assessment activity was supported by Improvement Service and took the form of an online survey.
- 3.2** Following a presentation and awareness session in May 2019, the CPWD self-assessment was launched on 5 June 2019. 13 responses were received to this survey. These responses were analysed by Improvement Service and a range of potential areas for improvement identified.
- 3.3** Improvement Service colleagues facilitated a dedicated development session in September 2019, attended by a range of CPWD members. At this session the areas for improvement were considered and refined to create a proposed action plan. The action plan was developed as a mechanism to deliver continuous improvement activity on key areas of focus for members of CPWD.

4. Main Issues

- 4.1** Following agreement of the revised Improvement Plan in February 2002, work has progressed through the Community Planning Executive Group (CPEG), to progress areas of work prioritised within the plan. CPEG and DIGs have also

undertaken a review of the action areas within the plan to provide a more focused plan for delivery.

- 4.2** As can be seen from the action plan update attached, activity will focus on ensuring that members are able to use collective intelligence and resources to deliver improved outcomes for the citizens of West Dunbartonshire. The plan also commits members to mapping and streamlining priorities to ensure any overlaps are removed and gaps identified.
- 4.3** There are actions in the improvement plan which require all partners to deliver. Where this is the case the executive group will coordinate updates from all partners to allow quarterly reporting through CPWD. This ensures that any challenges in progressing specific action areas can be identified and resolved.
- 4.5** As can be seen from the update included in appendix 1, progress is being made across all four key improvement areas detailed within the plan. The CPEG will continue to oversee delivery of action area on behalf of CPWD and provide regular updates on progress.

5. People Implications

- 5.1** None, all activity will be delivered through existing partnership capacity.

6. Financial & Procurement Implications

- 6.1** The action plan activity areas are focused on improving processes and approaches to how partners work together. As such the financial implications are minimal. It is assumed that any financial implications will be met from within existing resources.

7. Risk Analysis

- 7.1** There is an increasing drive nationally for community planning partners to work at an increased pace to deliver outcomes for communities. Failure to respond to the new challenges being set for community planning in Scotland would not reflect well on CPWD and would risk delivery against the national policy priorities set by the Scottish Government.

8. Equalities Impact Assessment (EIA)

- 8.1** An EIA screening was carried out and no further action was required.

9 Consultation

- 9.1** This action plan was developed in consultation with CPWD members.

10. Strategic Assessment

- 10.1** Progressing work as outlined in this report ensures CPWD can deliver on the outcomes set in the Local Outcome Improvement Plan.

Joyce White
Chair, CPEG
19 October 2020

Person to Contact: Amanda Coulthard
Amanda.coulthard@west-dunbarton.gov.uk

Appendices: Appendix 1 – CPWD Improvement Plan

Background Papers: None

Wards Affected: All

Community Planning West Dunbartonshire

Improvement Plan 2020-2022 V2.0

Improvement Area 1
<p>The CPP should look to improve the reporting of progress (short/ medium term) of the Delivery Improvement Groups (DIGs) towards the achievement of LOIP priorities and ensure the structure of the CPP best supports this.</p> <p>This ensures oversight and co-ordination of the work programme for CPWD, with a focus on using and learning from evidence from our communities.</p>

Activities	Lead	Target Date	Update (October 2020)
1. Creation of Executive Group (Officer only)	CPWD Chair	January 2020	Executive group created, chair and core membership agreed. Group meets every two months. Options for awareness sessions being considered by CPEG at December 2020 meeting. Plan will be developed with restrictions around Covid-19 in mind.
2. Develop a schedule of awareness/information sessions which give a deeper insight into community planning in action	Community Planning Executive Group (CPEG)	March 2021	
3. Utilise the range of data available to CPWD through partners, members and stakeholders	CP Support	June 2021	
4. CPWD to host engagement sessions in community to inform future plans.	CPEG	June – September 2021	

Updated October 2020

Improvement Area 2
Develop a consistent and coordinated approach across partners to engaging with communities, particularly those harder to reach
This ensures a comprehensive and whole system understanding of need and priority in local communities and creates opportunities to residents (as individuals or groups), to inform and influence CPWD

Activities	Lead	Target Date	Update (October 2020)
1. Use existing data /feedback to review current DIG action plans and inform plans for 2021 onwards	Delivery & Improvement Groups	December 2020	Work commenced on DIG review, including a refresh of priorities and outcomes in a recovery / renewal context Data mapping underway to understand range and sources of data available
2. Collate existing feedback data from all partners mechanisms to provide comprehensive data hub for feedback	CP support	February 2021	Mapping exercise planned for December / January to understand feedback data currently available through CPWD members

Improvement Area 3
Look at ways to encourage constructive challenge and scrutiny at the Board, holding partners more accountable for shared outcomes, ensuring that the right people are attending.

Activities	Lead	Target Date	Update
1. Reformat CPWD agendas to focus on thematic areas	CPEG	February 2021	CPEG scoping options for thematic focus to CPWD agendas
2. Utilise performance data to allow CPWD review of direction of travel on key priority areas			Community Planning Outcome Profiles and range of additional contextual data being gathered to inform CPWD review (scheduled for 2021/22)
3. Membership review/ commitment from agencies regarding consistency of attendance.			Discussions on membership will be progressed following appointment of a new CPWD chair

Updated October 2020

Improvement Area 4
Explore opportunities how CPP partners can take ownership to progress specific areas of the LOIP.

Activities	Lead	Target Date	Update
1. Identify and share a small number of case studies demonstrating effective joint working and community engagement/empowerment	DIG chairs / CPEG	September 2020	August CPWD update included a reflection of community planning in action during lockdown and immediate crisis response. This will continue as a standing update to CPWD through DIGs
2. Review the Terms of Reference of the different levels of the CPP.	CPWD Chair	November 2020	Terms of reference reviewed to reflect creation of CPEG and on agenda for November CPWD approval

Updated October 2020



Report by the Chair, Community Planning Executive Group

Community Planning West Dunbartonshire: Thursday 19 November 2020

Subject: Community Planning Executive Group - update

1. Purpose

- 1.1** The purpose of the report is to provide members with an update on work progressing through the newly established Community Planning Executive Group (CPEG)

2. Recommendations

- 2.1** Members are asked to:
- Note the CPEG update
 - Agree the proposed review and refocus of Delivery & Improvement Group (DIG) action plans

3. Background

- 3.1** Community Planning West Dunbartonshire undertook a self-assessment exercise between June and September 2019, in order to identify improvement activities for the management group. This self-assessment activity was supported by Improvement Service and took the form of an online survey.
- 3.2** Improvement Service colleagues facilitated a dedicated development session, attended by a range of CPWD members, to support consideration and refinement of a proposed action plan. The action plan was developed as a mechanism to deliver continuous improvement activity on key areas of focus for members of CPWD.
- 3.3** The first action progressed by CPWD was creation of an executive group, established under the leadership of the Council Chief Executive. This group replaces the previous DIG chairs meeting, with membership extended to ensure all five statutory agencies are represented.
- 3.4** CPEG has met three times since its creation, and will meet every second month to progress the range of action areas assigned to this executive group from the improvement plan. These will be reported quarterly through an improvement plan update paper.

4. Main Issues

- 4.1** CPEG is leading on development of a range of actions which stem from the improvement plan. Details and areas for consideration are detailed in the following sections, covering collaborative priorities, an updated partnership agreement, and scoping of possible community planning awareness sessions.

Collaborative priorities

- 4.2** At the first meeting of the CPEG, each Delivery & Improvement Group (DIG) chair was asked to consider and submit possible areas for further collaborative activity. These submissions by DIG chairs have been grouped to create three collaborative thematic areas:
- Poverty
 - Wellbeing
 - Empowerment
- 4.3** These collaborative thematic areas provide both an overarching and underpinning context for the action plans of the DIGs and align well to the five priority areas of the West Dunbartonshire Plan for Place (Flourishing, Independent, Nurtured, Empowered Safe). These remain the focus for the DIGs and the key outcome improvement areas for the partnership.
- 4.4** It is proposed that these three collaborative themes, along with sustainability, are adopted as cross cutting priority thematic areas for the partnership. These themes will not replace the existing commitments made in the Plan for Place, but will instead enhance the focus of the DIG action plans and provide a context for refining work plans.
- 4.5** Providing these key collaborative themes allows each DIG to address their own delegated priorities in a consistent and focused way. This also responds to the national commitment and desire to review LOIPs to ensure they remain focused and deliverable in the context of recovery and renewal from the current pandemic. A revised supporting structure for the LOIP, through DIF action plans, focused on these broad collaborative thematic areas may support a more coordinated and cohesive approach to planning and outcome improvement and ensure the benefits of collaboration can be fully exploited.

Partnership Agreement

- 4.6** Following creation of the CPEG, the Partnership Agreement for CPWD has been revised to include a terms of reference for this group. An updated partnership agreement can be found as appendix 1 to this report. A review of the agreement will be carried out annually through CPEG.

Community Planning Awareness Sessions

- 4.7** In line with improvement actions identified within the CPWD improvement plan, CPEG has been considering options for raising awareness of community planning at a more operational level of member organisations.

- 4.8** It is proposed that a short seminar / workshop style session be developed which would support the ambition of CPWD to increase awareness of community planning. The session could then be delivered over remote or physical platforms to a range of representatives across the wider community planning landscape in West Dunbartonshire.
- 4.9** A key challenge for community planning partnerships in general, and one which is recognised locally, is ensuring that frontline employees from across agencies see the link between their day to day activity and the aspirations of the LOIP. Often 'community planning' is seen as a thing which happens around a board table and not in day-to-day provision.
- 4.10** The aspiration of these introductory sessions is to ensure that the wider workforce delivering on behalf of CPWD recognise the valuable contribution they make to delivering improved outcomes in line with the LOIP. They will do this by providing both a recognisable context for community planning but also real examples of how community planning 'feels' and 'looks like' at a local community delivery level.
- 4.11** CPEG will be further considering approaches to these sessions and the practical details for delivery at their December 2020 meeting. A further update will be brought to CPWD in February 2021 for decision.

5. People Implications

- 5.1** None, all activity will be delivered through existing partnership capacity.

6. Financial & Procurement Implications

- 6.1** The work of CPEG is focused on improving processes and approaches to how partners work together. As such the financial implications are minimal. It is assumed that any financial implications will be met from within existing resources.

7. Risk Analysis

- 7.1** There is an increasing drive nationally for community planning partners to work at an increased pace to deliver outcomes for communities. Failure to respond to the new challenges being set for community planning in Scotland would not reflect well on CPWD and would risk delivery against the national policy priorities set by the Scottish Government.

8. Equalities Impact Assessment (EIA)

- 8.1** No actions are required as this is an update report.

9 Consultation

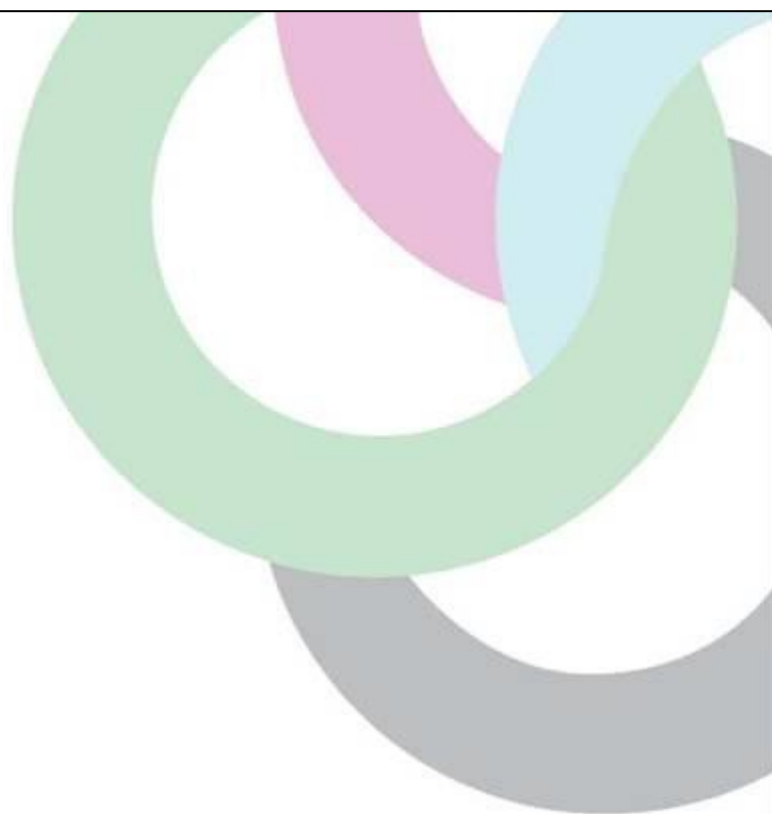
- 9.1** This report provides an update on ongoing activity.

10. Strategic Assessment

10.1 Progressing work as outlined in this report ensures CPWD can deliver on the outcomes set in the Local Outcome Improvement Plan.

Joyce White
Chair, CPEG
20 October 2020

Person to Contact:	Amanda Coulthard Amanda.coulthard@west-dunbarton.gov.uk
Appendices:	Appendix 1 – CPWD Partnership Agreement
Background Papers:	None
Wards Affected:	All



PARTNERSHIP AGREEMENT 2019-2022



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1. Introduction

- 1.1 Community Planning West Dunbartonshire (CPWD) is a partnership group representing the key community planning partners for the area. CPWD brings together public bodies, communities, the voluntary sector and other key sectors to plan and deliver high quality, local and accessible services that are focused on improving lives for the people of West Dunbartonshire. The partnership is guided by principles which underpin and crosscut these priorities.
- 1.2 The context for delivery is set through the Community Empowerment (Scotland) Act 2015. The section on community planning describes how public bodies should work for and with communities to plan for, resource and provide services which improve local outcomes and reduce inequalities. The Act gives community planning a clear statutory purpose focused on improving outcomes, requiring partnerships to:
 - prepare and publish Local Outcome Improvement Plans (LOIPs);
 - develop locality plans for smaller geographical areas experiencing poorer outcomes; and
 - Review and report publicly on progress towards their LOIPs and locality plans.
- 1.3 Under the Act, the running and effective delivery of community planning is a shared responsibility. The Act applies a range of duties, designed to support shared leadership and governance, on specified statutory community planning partners. These partners are:
 - NHS Greater Glasgow & Clyde
 - Police Scotland
 - Scottish Enterprise
 - Scottish Fire & Rescue Service
 - West Dunbartonshire Council
- 1.4 In addition, the Act expands the number of public sector bodies subject to community planning duties. Statutory community planning bodies for CPWD, in addition to those listed above, are:
 - Historic Environment Scotland
 - Loch Lomond & the Trossachs National Park Authority
 - Scottish Environment Protection Agency
 - Scottish Natural Heritage
 - Skills Development Scotland
 - Sport Scotland
 - Strathclyde Partnership for Transport
 - Visit Scotland
 - West Dunbartonshire Health & Social Care Partnership (WDHSCP)
 - West College Scotland
 - West Dunbartonshire Leisure Trust
- 1.5 Finally CPWD membership also includes representatives from the following list of key local agencies, supporting delivery of local priority outcomes:
 - Dunbartonshire Chamber of Commerce
 - Job Centre Plus/ DWP
 - Scottish Canals
 - Scottish Prison Service
 - West Dunbartonshire CVS (Local Third Sector Interface)

2. Guiding Principles

Adopting a preventative and early intervention approach

- 2.1 CPWD will take a partnership approach to identifying new ways of working and evidencing this shift to a preventative approach. This includes taking a determinants orientated approach to tackling inequalities, focusing on those factors which positively impact on reducing inequalities such as housing, employment and attainment.

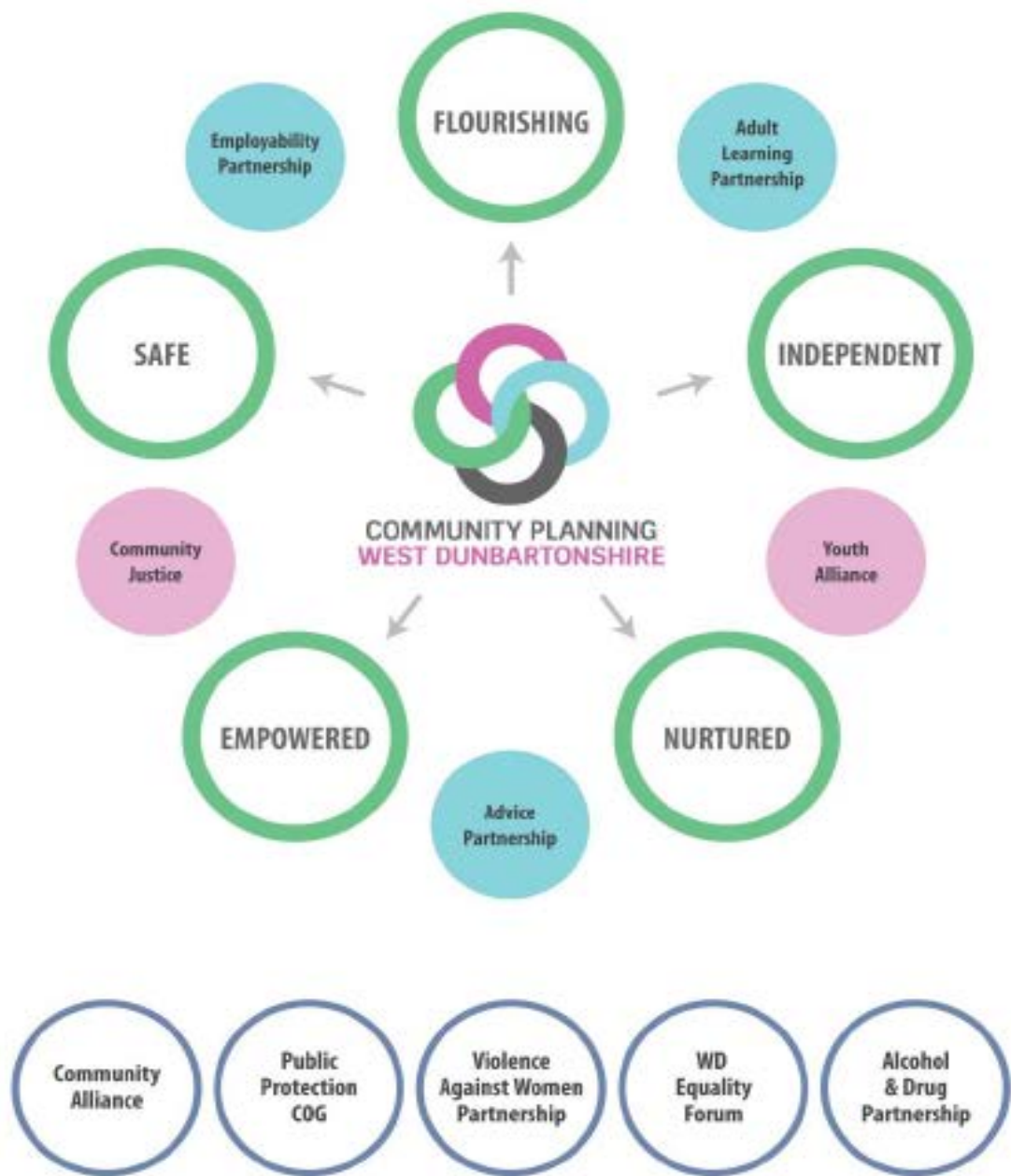
Ensuring effective community engagement in planning and delivery of local services and working with our communities to empower and strengthen their voice

- 2.2 Engagement with residents and community organisations is central to delivery of improved local outcomes. Our local model of empowerment will be delivered through the Community Empowerment Strategy and supported by resident engagement and feedback, allowing CPWD to deliver this ambition. Underpinning our engagement model is the [Engaging Communities Framework](#), which provides a consistent approach for all methods of engagement with communities, both geographical and interest.
- 2.3 The process of engagement will be strengthened through the use of the National Place Standard for gathering views on a range of issues through the lens of local neighbourhoods.

Promoting equality and tackling inequality

- 2.4 CPWD is committed to promoting equality and reduce the impact of inequality on our residents. We will progress this equality agenda, recognising the diversity within our local communities and ensuring that the needs of residents are considered and planned for fairly.

3. Community Planning West Dunbartonshire Structure



4. The Agreement

Purpose

- 4.1 This agreement details how the membership of Community Planning West Dunbartonshire will work in collaboration to deliver on the ambitions and priorities of the partnership in order to improve the economic, social, cultural and environmental wellbeing of West Dunbartonshire for all who live, work, visit and do business there.
- 4.2 CPWD works to the principles of good public sector corporate governance namely selflessness, objectivity, openness, inclusivity, integrity, leadership and accountability. CPWD seeks to promote partnership working that delivers public sector reform and improvement leading to better quality of life for the residents and communities of West Dunbartonshire.
- 4.3 This Partnership Agreement should remain in place for a period not exceeding 5 years, at which point the document in its entirety should be reviewed. During the lifetime of the agreement, specific sections can be reviewed and amended at the discretion of CPWD.
- 4.4 The partnership will:
 - Develop and agree a common understanding of local needs and opportunities;
 - Work to deliver common outcomes for the area;
 - Oversee a shared approach to delivery of improved outcomes through priority action plans;
 - Scrutinise and challenge progress towards delivery of priority outcomes;
 - Manage performance to ensure improved outcomes;
 - Report to communities and stakeholders on delivery of priorities; and
 - Work with communities, citizens and wider stakeholders to identify priorities.

Duties

- 4.5 Each partner has a duty to support CPWD to fulfil its ambitions. Partners do this by:
 - Aligning single agency plans and strategic priorities to the overarching priorities described in the [West Dunbartonshire Plan for Place](#).
 - Exploring opportunities for aligning plans and resources to support collaboration.
 - Committing resources to delivering on priority outcome areas.
 - Reporting progress towards delivery of outcomes.
 - Exploring opportunities for and participating in partnership programmes and activities.
 - Ensuring relevant information, research and evidence is shared to enhance the reporting and learning of the partnership.

5. Remit and Function

- 5.1 All members have a collective and individual responsibility to ensure that the decisions of the CPWD Management Board are implemented. Once decisions are taken members of the CPWD Management Board are expected to act in an ambassadorial role, promoting and supporting these decisions within their respective arena.
- 5.2 Senior officers participating in community planning structures are responsible for ensuring strategic and operational buy-in from their agencies, and that CPWD policy and decisions are communicated to their agencies. Actions and objectives generated through CPP structures must be embedded in each CPWD partner agency's corporate plans.
- 5.3 There are four main structures for community planning in West Dunbartonshire
- Community Planning West Dunbartonshire (Management Board)
 - Community Planning Executive Group
 - Delivery and Improvement Groups
 - Community Alliance West Dunbartonshire

Community Planning West Dunbartonshire

- 5.4 The role of the Management Board is to:
- Act as the public meeting for community planning in West Dunbartonshire.
 - Scrutinise delivery of thematic action plans and associated activity aimed at delivering outcome improvement.
 - Analyse performance linked to the LOIP, supported by detailed performance monitoring by Delivery and Improvement Groups.
 - Ensure the CPP has the widest possible impact on and involvement of the public sector, private sector, third sector and communities.
 - Promote and publicise the work of CPWD.
- 5.5 CPWD will meet quarterly for full meetings, with additional development sessions or workshops organised as and when required. West Dunbartonshire Council will provide administrative support to CPWD, including hosting of meetings and preparation of meeting papers.

Community Planning Executive Group (CPEG)

- 5.6 The newly formed CPEG will operate to support CPWD and will also oversee improvement activity across the partnership. This group will facilitate effective joint working across partners, assume responsibility for cross cutting areas of work and ensure delivery of the West Dunbartonshire Plan for Place remains on track. CPEG will also advise CPWD of any additional actions required to ensure successful delivery of agreed outcomes.

- 5.7 CPEG is accountable to CPWD, with membership drawn from the key statutory partners for community planning along with DIG chairs. The group will meet six times per year, however additional meetings will be called as required to ensure the CPWD improvement plan progresses. West Dunbartonshire Council will provide administrative support to CPWD, including hosting of meetings and preparation of meeting papers.

Delivery and Improvement Groups (DIGs)

- 5.8 Each DIG supports and delivers on one of the five LOIP Priorities and each DIG is chaired by a senior officer from the partnership.

Priority	Chair	Agency
Flourishing	Strategic Director – Regeneration, Environment & Growth	West Dunbartonshire Council
Independent	Head of Community Health & Care	West Dunbartonshire Health and Social Care Partnership
Nurtured	Chief Education Officer	West Dunbartonshire Council
Empowered	Chief Officer	West Dunbartonshire CVS
Safe	Superintendent (operations)	Police Scotland

- 5.9 The overarching role and remit of DIGs is to drive forward partnership activity that achieve the aspirations laid out in the West Dunbartonshire LOIP. Each DIG develops an annual action plan which details the partnership activity which will be progressed related to their thematic area of responsibility. DIG action plans will be reported through CPWD meetings, and progress included in the CPWD Annual Report.

- 5.10 The DIG chair will:

- Attend CPWD meetings to represent the thematic area.
- Report progress through CPWD as required.
- Develop and manage relevant action plans and programmes of work.
- Convene meetings and ensure appropriate support is in place.

Community Alliance

- 5.11 Community Alliance West Dunbartonshire operates to ensure communities and local organisations within West Dunbartonshire are able to influence and scrutinise the work of Community Planning West Dunbartonshire (CPWD).

- 5.12 Membership is formed of representatives from a range of organisations at neighbourhood, interest and user group level across West Dunbartonshire with the intention of identifying issues of common concern and ensuring that CPWD are delivering on those issues local residents are highlighting as priorities.

- 5.13 The Community Alliance operates to strengthen and widen access and membership across communities of interest as well as 'neighbourhoods'. Ensuring that all local residents, community groups and service users have, and are able to access, opportunities to inform, shape and change the services that affect them and impact upon their quality of life.

6. Role and function of the CPWD Chair

- 6.1 CPWD will be chaired by a representative of one of the five statutory bodies for community planning. The role of the chair will rotate on an annual basis, with the incoming chair agreed in the spring of each year.
- 6.2 The Chair is responsible for ensuring efficient conduct of each meeting. The Performance & Strategy Manager, as Community Planning Manager, in consultation with the Chair, will determine non-critical decisions such as submission of data returns, replying to correspondence, or attending national events on behalf of the partnership.
- 6.3 An agenda will be drawn up by the Community Planning Manager in liaison with the Chairperson. Each item on the agenda will be marked clearly for approval or for noting. The chair will be responsible for ensuring robust discussion takes place before any decisions are made. While it is desirable that decisions will be reached by broad consensus, those which are not will be decided by a show of hands vote of the membership.

7. STANDING ORDERS

7.1 These *Standing Orders* are basic agreed procedures, rules and protocols for Community Planning West Dunbartonshire Management Board meetings, which should be adhered to by all partners.

7.2 The function, key responsibilities, accountabilities and membership of the Community Planning West Dunbartonshire Management Board are set out in the main body of the Partnership Agreement.

Meetings - Quorum

7.3 The quorum for Community Planning West Dunbartonshire Management Board meetings will be 8 members. If, after 20 minutes from the time scheduled for the start of the meeting, a quorum of members is not present, the Chairperson will allow items for information only to be presented to the meeting.

7.4 No items that require decisions by the Management Board will be discussed. The Chairperson will then close the meeting, ensure that another meeting is arranged as soon as is practically possible and carry forward the relevant agenda items.

7.5 Statutory members of the Management Board attend as representatives of their organisation in taking forward Community Planning. If the named representative is not available to attend the Management Board meeting, a properly briefed substitute at a senior level within the organisation may attend the meeting.

Meetings – Agenda, Business & Attendance

7.6 Members of the Management Board may request by email to have items placed on the agenda. This must be done through the Community Planning Manager at least 28 days before Management Board meetings.

7.7 Meetings of the Community Planning West Dunbartonshire Management Board will normally take place, as a minimum, 4 times a year. Special meetings of the Community Planning West Dunbartonshire Management Board, where appropriate, can be called at short notice.

7.8 The dates of Community Planning West Dunbartonshire Management Board meetings will be set on an annual basis for the ensuing year. A public notice of all Community Planning West Dunbartonshire Management Board meetings will be put on West Dunbartonshire Council website; press and public may attend any meeting of the Board as observers but not participate in the meetings.

7.9 Members of the press or public may be excluded from any part of a meeting of the Board if a discussion relates to exempt or confidential information as defined in Section 50 of the Local Government (Scotland) Act 1973.

7.10 The Chairperson, with the support of the Community Planning Manager and the Council's Communications team, will be responsible for issuing press releases and dealing with media enquiries on behalf of the Partnership.

7.11 Papers for the Community Planning West Dunbartonshire Management Board will be sent electronically to members *not less than 7 days* before the date of the meeting. This deadline may be relaxed (for instance, for special meetings), in which case members shall be informed electronically of reasons and the date for circulation of the papers.

7.12 The time allocated for meetings of the Community Planning West Dunbartonshire Management Board will not exceed three hours. If a matter is considered urgent, then this standing order can be suspended at the request of the Chairperson and with the agreement of two thirds majority of those present at that meeting. This will be assessed by a show of hands.

7.13 Members should confine their contributions to the proper business of the Partnership and should avoid using the meetings to raise matters of individual personal, organisational or sectoral interest. Once an item has been discussed and agreed upon, it is the collective responsibility of members to respect the directive of the Chairperson to move on to the next item of the agenda.

Decision-making procedures

7.14 The Community Planning West Dunbartonshire Management Board will operate on the basis of *consensus and informed agreement*. Consensus on any item under consideration will be taken to constitute a majority rather than unanimity. All non-procedural decisions require consensus agreement and support of the members. Where partners cannot agree there will be compromise and negotiation to identify a compromise position all partners can support.

7.15 Members of CPWD may not take a final decision on any matter which is the statutory responsibility of any member organisation and may not take any final decision on the allocation of funds which are the responsibility of any member organisation, unless given the authority by the member organisation. The Management Board, however, may make recommendations.

7.16 Partner organisations are responsible for assessing the risks to their individual organisations of participating in the Partnership. Partnership risks may be highlighted in the individual partners' risk registers.

Code of Conduct

7.17 Members will adhere to the ethical standards and code of conduct in public life. The key aspects of the Code, to which all members of the Partnership should adhere, are: *Duty, Selflessness, Integrity, Objectivity, Accountability & Stewardship, Openness, Honesty, Leadership and Respect*.

7.18 The Chairperson will ensure that, at no time during Partnership business, any member will use language, behaviour or conduct that goes against these codes. Should this occur, the Chairperson will ask the member to desist. Should the language and/or behaviour continue, the Chairperson has the power to ask the member to leave the meeting and this will be recorded in the minutes of the meeting.

Declaration of Interest and conflict of interest

7.19 Any member of the Community Planning West Dunbartonshire Management Board who has a personal financial interest, a business interest or any other direct or indirect private or personal interest in a matter under discussion *should immediately declare that interest* and take no part in the discussion of this matter. Where appropriate, the member should absent himself/herself from the meeting while the discussion takes place.

7.20 In utilising their authority and carrying out the responsibilities delegated to them, officers from statutory bodies on the Community Planning West Dunbartonshire Management Board must comply with the terms of Code of Conduct for their respective organisation with regard to *conflict of interest*. Rules of *conflict of interest*, contained in the *Code of Conduct for Councillors*, must be adhered to by Elected Members involved in community planning.

7.21 All other members of the Community Planning West Dunbartonshire Management Board should adhere to these agreed procedures in relation to *declaration of interest* and *conflict of interest*.

Confidentiality

7.22 Members of the Partnership may gain access to information and documents that are not fully in the public sphere. There is a variety of reasons for confidentiality and all members should respect the confidentiality requirements of the Partnership.

7.23 Officers/Partners should ensure that documents distributed to members are clearly marked with information that is confidential. The Partnership should be mindful of the Freedom of Information Act and how to direct requests through the appropriate channels in order to meet the requirements of that act.



Report by Senior Education Officer Educational Services

Management Group: 19th November 2020

Subject: Pupil Equity and Care Experienced Children's Funds Update

1. Purpose

1.1 The purpose of this report is to:

- a) inform members of practices to narrow the poverty related attainment gap resourced from the Pupil Equity Fund (PEF) and Care Experienced Children's Fund; and
- b) update members on how we have ensured adherence to policy and guidance.

2. Recommendations

2.1 CPWD is asked to:

- a) discuss and note West Dunbartonshire Council's (WDC) practices in relation to PEF; and to
- b) discuss and note West Dunbartonshire Council's governance of PEF.

3. Background

- 3.1** The Scottish Attainment Challenge is about achieving equity in education. This can be achieved by ensuring every child has the same opportunity to succeed, with a particular focus on closing the poverty-related attainment gap.
- 3.2** The Scottish Attainment Challenge was launched in February 2015. It is underpinned by The National Improvement Framework, Curriculum for Excellence and Getting it Right for Every Child.

- 3.3** Every council area is benefitting from Pupil Equity Funding (PEF) as part of the Attainment Scotland Fund. 95% of schools in Scotland have been allocated funding for pupils in P1-S3 known to be eligible for free school meals.
- 3.4** PEF is allocated directly to schools. This funding is to be spent at the discretion of the head-teachers working in partnership with each other and their local authority. School communities will be responsible for identifying, planning and implementing interventions.
- 3.5** The Care Experienced Children's Fund which is also supported by the Scottish Attainment Challenge, also targets inequity with a focus on children and young people who are care experienced.
- 3.6** The Chief Education Officer and Chief Social Worker plan with partners to improve outcomes, informed by assessment information. Partners are expected to collaborate to agree funding and plans to close the gap and overcome barriers to accessing education.

4. Main Issues

- 4.1** WDC is committed to working with a range of stakeholders, to ensure positive outcomes for those most at risk of missing out as a result of poverty. We ensure all of our schools are clear about the steps they need to take to actively promote and monitor high quality learning experiences; reduce the poverty related gap and increase attainment in literacy, numeracy and health and well-being.
- 4.2** Senior managers in school and at central level are clear of their roles in planning, managing and monitoring interventions to address inequity in a range of ways such as:
- Planning support focussed on the twelve interventions for inequity as identified by Scottish Government (Appendix 1 twelve interventions model);
 - robust tracking and monitoring at class and school level focussing on individual pupils; knowing their gaps and plans to address;
 - ensuring targeted and timely interventions using existing school resources such as support staff, supported study, mentors and buddies.
- 4.3** Continuing staff development is integral to supporting and ensuring appropriate targeted interventions and scrutiny of impact and spends. Governance arrangements ensure joined up and collegiate approaches to this. (Appendix 2 PEF governance)

4.4 In session 2019 -2020 all of our schools successfully engaged in a range of interventions to narrow the gap; reflecting the twelve identified interventions for equity. The number instigated depended on the financial allocation to the schools and the costs associated with individual plans. It is difficult to attribute impact on attainment to any one intervention as these form part of the bigger picture of school improvement and its many facets. It appears that many of the main themes of intervention/projects overlap between different areas – for example literacy and family learning, HWB and family learning, play pedagogy and professional learning.

4.5 Some examples of effective PEF planning and spending are:

Additional Support Needs Settings

1. The Choices Programme delivered an art intervention aimed at promoting well-being, improving learner engagement and attendance. Staff and pupils report improvements in engagement with learning and in pupils' abilities to engage in dialogue about feelings and emotions and strategies to support these. Attendance support is an ongoing issue individual to needs of these young people and will take time to demonstrate impact.
2. Kilpatrick delivered and developed Nurture interventions and approaches across the school. This resulted in an increase in the number of pupils who are able to stay in class for prolonged periods with their peers. A significant reduction in incidents of violence and aggression involving pupils receiving Enhanced Nurture support, increased attendance for almost all pupils receiving Enhanced Nurture, reduction in days lost due to exclusions for pupils receiving Enhanced Nurture, Assessments known as Boxall Profiles and Beyond are being utilised to identify the needs and plan for these children.

Primary Schools

1. Gavinburn Primary School delivered an intervention aimed at supporting a number of children for whom there is an identified attainment gap in maths and numeracy. This involved using specific resources targeted at supporting learners with concepts and providing additional small group teaching support in basic number bonds, addition and subtraction. It is being evidenced that almost all learners are improving in their development of counting verbally, Counting objects, Reading and writing, using hundreds, tens and units, estimation, word problems, translation, remembered facts and derived facts and ordinal numbers. This will lead to raised attainment in these areas.

2. St Stephen's Primary has invested in an Early Years Practitioner who is supporting the development of Literacy and numeracy skills of targeted children working at early level across all stages. The worker has focussed on targeted support for learners, developing skills in phonics, common words, reading and number work. She has been working with small groups of children to increase social skills through nurturing approaches. As the session progresses, she plans to work with the link early education centre working with pre-school children, forging valuable links with children and their families. The intervention has also supported the delivery of a range of outdoor learning opportunities.
3. Edinbarnet Primary has focussed on supporting engagement and attendance of pupils who are most at risk of missing out. They have employed a Pupil and Family Support Worker to build relationships with families, help them with issues arising which are barriers to attendance and engagement with school and to support children when in attendance. They have also developed their already well established Nurture approaches to reach a wider group of children. Both of these interventions will enable children to be more ready to learn in school, hence increasing engagement and attainment.

Secondary Schools

Vale of Leven Academy focussed support on the social and emotional wellbeing of young people and in developing engagement opportunities for those hardest to reach. As a result, they are seeing increases in attendance and reductions in exclusions; with revised support systems and resources promoting inclusion. By establishing a Breakfast Club, Uniform access, Nurture Room and enhanced pupil support areas, staff have ensured a broader reach of young people are enabled to feel safe, secure and ready to engage with learning.

Clydebank High School have developed teacher professionalism and leadership in implementing course structure and assessments overview to improve tracking and monitoring of successes and help plan appropriate interventions targeted at individuals.

They have worked on developing teacher confidence of CfE levels through moderation of literacy both within English and across the curriculum with targeted supports at transition for most vulnerable. This is to ensure progress made in literacy continues and develops appropriately and that those needing support with reading via the Reading Wise programme receive it. To develop pupil engagement and involvement, a programme of outdoor learning in literacy has been developed.

Local Learning Community example

St Peter the Apostle Learning Community have continued to implement a project which is developing Approaches to Enhanced Transition. This has resulted in a reduction in exclusion data and improved well-being outcomes for target groups with a specific focus on learners in SIMD 1 + 2. Improved

partnership working including health, social work, psychological services and 3rd sector organisations have been developed and improved parental engagement in supporting learner participation in enhanced transition opportunities.

- 4.6** The Care Experienced fund focussed on 6 main work-streams identified by multi-agency partners as addressing the needs of care experienced children and young people from Early Years to Senior Phase. (App. 3)

These included:

- Increasing mentoring opportunities via MCR Pathways and Y-Sort-it;
- Developing the Interrupted Learner Service to include community classroom approaches and increase engagement opportunities with school and community partners;
- Developing Family Group Therapy in order to support and maintain family placements;
- Supporting community engagement with Youth Alliance and development of Care Connectors programme;
- Supporting the language acquisition and development of 3-5 year olds and the capacity of their parents to help with this.

- 4.7** Measurements of success and impact have varied from project to project; containing a range of statistical and softer data. Realistically, it is expected that longitudinal analysis of impact is necessary to determine the success of most interventions in narrowing the gap. It is also apparent that no one intervention alone will raise attainment. It is also notable that COVID has impacted on school plans and as a result outcomes are harder to measure than previously anticipated due to move to remote supports, varying degrees of pupils engagement, staff re-deployment and re-focus on priorities for schools, pupils and families. Accordingly plans have been adapted to reflect the impact of COVID on children and their families and the most pressing current needs.

5. People Implications

- 5.1** There are no people implications as a result of this report; however it is essential that robust systems are in place to ensure appropriate staff training and recruitment.

6. Financial and Procurement Implications

- 6.1** There are no direct financial implications for Community Planning West Dunbartonshire resulting from this report. All activities related to the implementation of these interventions are contained within PEF Budgets.
- 6.2** Total Pupil Equity Funding in West Dunbartonshire for Session 2019-2020 was £3,353 520 and the Care Experienced Children's Funding was £364 800.
- 6.3** By end of the reporting period to July 2020, funding for the session 2019-20 was fully committed and spent for both funding streams.

6.4 Financial scrutiny has been ensured via monitoring at school level, reporting updates to Senior Education Officers and WDC Finance Business Partner.

6.5 We are continuing work with Procurement partners to ensure compliance and scrutiny of all spends and that Head teachers have appropriate training to manage funds in line with Council policy.

7. Risk Analysis

7.1 If the Council is unable to ensure positive outcomes for children, we will not be meeting their needs (Children and Young People Act 2014) (Equalities Act 2010).

7.2 If the Council is unable to narrow the poverty related gap this could result in reputational damage.

7.3 If the Council were not able to manage and monitor spends appropriately then there is risk of reputational damage and inequity.

8. Equalities Impact Assessment (EIA)

8.1 The supports and guidance enhance the quality of the service provided to all children and young people and therefore can be seen to have a positive impact in terms of the equalities.

9. Consultation

9.1 Legal Services and the Section 95 Officer have been consulted in relation to the content of this report.

10. Strategic Assessment

10.1 This report reflects the Council's aspiration to reduce inequalities for the people of West Dunbartonshire.

Claire Cusick

Senior Education Officer

Communication Bulletin

This box should contain a media summary of the decision made through the recommendation of the paper which can be used following the meeting

Person to Contact:

Claire Cusick, Senior Education Officer
Services for Children and Young People,
e-mail: claire.cusick@west-dunbarton.gov.uk
(tel: 01389 737304)

Appendices:

1. 12 Interventions for equity
2. PEF Governance
3. Care Experience Children Fund Overview

Background Papers:

Wards Affected: All wards



Pupil Equity Fund Project Governance

Annual Overview of governance of PEF plans, Financial Spending and Reporting on Progress

Establishment PEF Plans	Financial Updating and Scrutiny	Reporting on Impact
Situated in Establishment page of WDC site	Update reports Dec and Jun - projected spend, actual spend and money remaining	Update reports in Dec and Jun
SIP includes detail of plan	WDC monitoring in Nov, Apr, Jun - targeted spend versus actual spend, anticipated issues, concerns arising	Reporting to peers via PEF panel in Oct and Feb - intervention sharing, scrutiny of proposed impact, data gathering and analysis
In addition, a one page report for each intervention under PEF; detailing rationale, impact and spend.		June report will inform WDC Education Committee report in August and NIF / SG reporting in July
		PEF coordinators termly professional forum, sharing plans, supporting and challenging choices of interventions.
		Ongoing support and challenge from SEO, EO's and Attainment Advisor regarding targets of support, plans and measurement of impact.

Scottish Attainment Challenge Care Experienced Children and Young People Fund Interventions Overview – Session 2019- 2020

Local Authority	West Dunbartonshire
Project Lead/Contact	Claire Cusick

Specific long term local authority outcomes identified for the Attainment Scotland Fund

- Increase attainment
- Reduce the poverty related attainment gap between SIMD 1+2 compared to SIMD 3-10
- Increase attendance and reduce exclusions in selected groups
- Reduce significant difference between achievement in literacy and numeracy
- Broaden engagement activities for children and young people
- WDC strategic outcomes:
 - A narrowing of the poverty related attainment gap for all children and young people in West Dunbartonshire
 - Improved outcomes for all learners in our community - with a priority on schools and Early Learning & Childcare Centres
 - Improved outcomes when creating and supporting positive destinations for our young people
 - More opportunities exist for involvement of our young citizens
 - Improved parental engagement across all schools

2. Care Experienced Children and Young People Workstreams

Workstreams:

Educational Services – MCR Pathways, Improve Interrupted Learners' outcomes
HSCP – Speech, Language and Communication Skills, Family Group Therapy, Comedy and Confidence, Homemakers
Youth Alliance -Champions Board – supporting engagement and involvement, Y-Sort It mentoring

Workstream:	Targeted cohort:	Rationale:
MCR Pathways	Care Experienced and vulnerable young people of secondary age.	To improve life chances and outcomes for care experienced young people of secondary school age with group and individual support programmes aimed at improving resilience, commitment, confidence and motivation. The service provides 1-1 mentoring opportunities which is school based. Our aim is to address the outcome gap between care-experienced young people and their peers and support young people in or on the edges of the care system to realise their full potential through education. MCR recruits, trains and matches each volunteer mentor with a young person.
Interrupted Learners' Outcomes	All care experienced children and young people	To improve involvement and engagement in education for Looked After children, young people and their carers leading to raised attainment, increased attendance and motivation. To establish and support schools, Children's House staff and educational establishments in identifying, developing and improving tracking and monitoring systems for involvement and engagement of care experienced pupils, not in education and lead the development of wide ranging opportunities for children, young people and their carers to be engaged and included in the lives of their schools and plan necessary supports required to do so.
Speech, language and communication skills	Care experienced and vulnerable 0-5 year olds	To narrow the vocabulary gap between care experienced and vulnerable children and their peers. To build capacity in parents and carers to develop and apply modelling skills in the home and community setting. This is a bespoke programme of work targeting children and families identified through attainment and engagement data; aimed at supporting and encouraging enhanced involvement and proven language development strategies.
Family Group Therapy	All care experienced children and young people	To provide and facilitate a family group conferencing approach. This methodology has been proven to be effective in reducing the numbers of children looked after away from home, while supporting families to identify their own strengths and draw on their own resources to support children and young people at risk of becoming looked after and accommodated.

Comedy and Confidence	Young people between 15-18 years of age struggling to maintain engagement with education and training or work placement	To improve young people's life chances by developing their communication skills and self confidence. This programme of intervention is targeted at young people currently struggling to attain relevant training, qualifications and opportunities. It supports development of a range of inter and intra -personal skills; leading to increased ability to improve outcomes and life chances.
Champions' Board- supporting engagement and involvement	All care experienced school aged children	This project aims to further develop liaison between carers, the Champions Board and Educational settings. It will develop and improve joined up approaches to improving engagement and involvement in the wider life of the school and community for care experienced children and young people. It will establish effective support partnerships and networks for carers with regards to accessing supports; enabling or continuing participation and involvement in the range of in and out of school wider experiences on offer.
Y-Sort It – mentoring service	Young people 12 plus who are Looked After at home	This programme provides weekly mentoring opportunities for those looked after at home. It aims to improve life chances by providing 1-1 relationship with a trusted adult. It supports the development of skills in establishing and maintaining relationships which might be challenging and builds confidence and ability to self regulate behaviour.
Homemakers	All children and young people Looked After at home.	This intervention will target cohorts where engagement with school, attendance and late-coming are impacting on attainment. Staff will plan with carers a package of homemaker support aimed at increasing above with a view to raising attainment, engagement and school experiences for the children.



Report by the Chair, Independent DIG Group

Management Group : 19 November 2020

Subject: Dementia Update

1. Purpose

- 1.1** The purpose of this report is to: The purpose of this report is report on the progress made in relation to the Dementia Strategy Implementation Plan

2. Recommendations

- 2.1** CPWD is asked to note the update on progress in relation to the Dementia Strategy Implementation Plan.

3. Background

- 3.1** Dementia Strategy 20017-2020 is the third National Dementia Strategy with a focus on diagnosis; care co-ordination including post diagnostic support; end of life care; workforce development and capability, data, information and research. Crucially within the strategy was the recognition of taking a person centred and flexible approach to providing support at all stages of the care journey.

4. Main Issues

- 4.1** Dementia Strategy Implementation Group has been re-established with a refreshed membership following the Covid Pandemic lockdown phase. This group has agreed to meet every four weeks.
- 4.2** West Dunbartonshire Community Volunteer Service has supported the development of a new framework tool for developing our Dementia Services across West Dunbartonshire. All relevant HSCP and community partners have been asked to identify current progress and identify potential areas for improvement by the 30th of October 2020. The framework considers all

stages of a person's dementia journey including prevention, being supported by Services, living well with dementia and end of life.

4.3 The Implementation Group have agreed on the following outcomes:-

Risk of people developing dementia is minimised.

Timely accurate diagnosis, care planning and review is achieved.

Access to safe, high quality health & social care for people with dementia and their carers is in place.

People with dementia live in safe, supportive and accepting communities.

End of life care is provided with dignity and in the place of choosing.

5. People Implications

5.1 There are no identifiable risks.

6. Financial Implications

6.1 There are no identifiable financial implications.

7. Risk Analysis

7.1 There are no identifiable risks.

8. Equalities Impact Assessment (EIA)

8.1 All agreed actions will be subject to Equalities Impact Assessment.

9. Consultation

9.1 Membership of the group consist of partners from multiple agencies including statutory and non- statutory services including patient representation and carer representation

10. Strategic Assessment

10.1 This work is in line with the HSCPs 5 key strategic priorities: early intervention; access; resilience; assets and inequalities. It also aligns the HSCP to the Scottish Government Dementia Strategy.

Communication Bulletin

This box should contain a media summary of the decision made through the recommendation of the paper which can be used following the meeting

Person to Contact: Fraser Downie

Appendices:

Background Papers:

Wards Affected:



Report by Beth Culshaw, Chief Officer West Dunbartonshire Health and Social Care Partnership (HSCP)

Management Group : 19 November 2020

Subject: Domestic Abuse Summit Update

1. Purpose

- 1.1** The purpose of this report is to provide an update to members on the system wide work to address domestic abuse in West Dunbartonshire specifically in relation to the time limited work associated with the Domestic Abuse Summit.

2. Recommendations

- 2.1** CPWD is asked to note:

That the work in relation to the Domestic Abuse Summit has been absorbed into mainstream service provision, and;

That future reporting will be in line with the governance arrangements in place for the Violence Against Women and Girls Group.

3. Background

- 3.1** In February 2020 the Community Planning Board received an update on the outcomes of the Domestic Abuse Summit including feedback on the No Home for Domestic Abuse: Breaking the Silence Community Conference.

4. Main Issues

- 4.1** In the intervening period the outcomes of this work have been mainstreamed with the successful No Home for Domestic Abuse now core business as part of the Housing and Employability service.
- 4.2** A strategic Violence Against Women and Girls group (VAWG) has been established under the leadership of Annie Ritchie (West Dunbartonshire HSCP) and DCI Grant Macleod (Police Scotland). This group will continue to develop and implement a long term strategy for West Dunbartonshire VAWG

strategy ensuring it is both founded on Equally Safe national strategy and responsive to local needs.

- 4.3 Work is required to clarify reporting in relation to the Community Planning Partnership and the Public Protection Chief Officer Group. The resulting partnership structure will be implemented to ensure strategic and operational requirements are met within an appropriate governance framework.

5. People Implications

- 5.1 There are no people implications arising as a result of the recommendation within this report.

6. Financial Implications

- 6.1 There are no financial implications arising as a result of the recommendation within this report.

7. Risk Analysis

- 7.1 There are no specific risks identified as a result of the recommendations within this paper. It is worthy of note that there has been an increase in demand for services linked to this agenda during the COVID19 period. A breakdown in partnership working would result in increased costs and a negative impact on those affected by domestic abuse. This has been mitigated against by the development and implementation of a Local Recovery Action Plan based on Equally Safe national guidance for COVID19. This plan focuses on short, medium and long term planning for recovery aligned to the Scottish Government route map out of lockdown. The Violence Against Women and Girls group are now progressing through medium and long term actions.

8. Equalities Impact Assessment (EIA)

- 8.1 There is no requirement for an EIA as the recommendation within this report does not impact on those with protected characteristics.

9. Consultation

- 9.1 There are no consultation requirements arising as a result of the recommendation within this report.

10. Strategic Assessment

- 10.1 There are no requirements for a strategic assessment to be undertaken.

Person to Contact: Beth Culshaw, Chief Officer, HSCP

Appendices: None

Background Papers: None

Wards Affected: All Ward



Report by the Principal, West College Scotland

Management Group: 19 November 2020

Subject: Review of Scotland's Colleges & Universities- Phase One Report

1. Purpose

- 1.1** The purpose of this report is to update members on the phase one report of the Scottish Funding Council report on coherence and sustainability in further and higher education.

2. Recommendations

- 2.1** CPWD is asked to note the findings of the report and consider any relevance to local DIG action plans

3. Background

- 3.1** A review of tertiary education is currently being undertaken by the Scottish Funding Council (SFC) at the request of Government Ministers.

The initial Review objectives are:

- To consider how best to achieve coherence and sustainability in the delivery of tertiary education during the COVID-19 crisis, EU exit transition, and beyond, while maintaining and enhancing quality.
- To propose changes needed to SFC's funding, operations and accountability frameworks in order to respond effectively to new challenges and opportunities.
- To ensure the sector can address the outcomes we need to achieve in Scotland.
- To provide advice, where appropriate, to Scottish Ministers on relevant changes to policy, funding and accountability frameworks for tertiary education and research in Scotland.

The review consultation set out that it provided an opportunity for everyone interested in the education, skills, research and innovation delivered through

colleges and universities, and for post-16 provision generally in Scotland, to consider what the future could or should look like.

- 3.2** The Phase 1 report '**Insights to develop further**' was published on 20 October feeding back the research and consultation responses and identifying possible areas for further review and collaborative next steps.

Phase 2 is due in February (it is not confirmed if this will be in the form of a report at this stage) and the review to be completed early summer 2021.

- 3.3** The Phase 1 report highlights the significant challenges COVID presents for tertiary education in terms of learning (particularly in practical areas); financial sustainability; pressures on public spending; the pace of technological change and the expectations on the sector post COVID.
- 3.4** Included in the Phase 1 report is the summary of the consultation findings, some extracts from the responses and the research documentation considered.
- 3.5** There are no final outcomes at this stage or any timetable for changes but there are clear areas for further exploration within the next Phases.

4. Main Issues

- 4.1** From the feedback received, the report highlights that the most striking response was the expression of immense pride in our world-leading education and research system and that our colleges, universities and specialist institutions are major national assets that have significant social, economic and cultural impact.
- 4.2** This first phase review demonstrates a real appetite to consider change, whilst recognising:
- We are working at two speeds: responding to the immediate pandemic, alongside securing an adaptable and resilient sector for the future that delivers optimal outcomes.
 - We need to take a whole-system view, working across the education and skills system.
 - Colleges and universities are making rapid adjustments to deal with this emergency. More profound changes that affect students, curriculum delivery, financial and business models, or physical estates in different states of adaptability will need longer term transition and adaptation.
 - We will get the best outcomes if we collaborate for change - colleges, universities, students, employers and key interests - in an iterative way, to shape the conversation and bring forward and explore options for the future.

4.3 10 themes were identified for the next Phase of review and are summarised below:

Theme 1: Keeping the interests of current and future students, and equalities, at the heart of everything we do.

Theme 2: Supporting the digital revolution for learners recognising that excellent digital learning delivery is now essential for every institution.

Theme 3: Towards an integrated, connected tertiary education and skills system for learners and employers. Widening access and the existing articulation routes and partnerships between colleges and universities to make an integrated tertiary system a reality:

- Articulating the **distinctive roles** of colleges and universities, and the differentiation, while incentivising closer collaboration.
- Examining options with the **senior phase** of school in terms of duplication, connections, transitions and funding overlaps with tertiary education; and working closely with the OECD review of the Curriculum for Excellence which includes the senior phase.
- Safeguarding **widening access** for students from disadvantaged backgrounds and creating **pathways** for learners between qualifications and institutions.
- Supporting flexible entry and certificated exit points, along with **“stackable” qualifications and micro-credentials** with currency across providers.
- Prioritising efficient **regional planning and skills alignment** through better labour market intelligence and enabling local decision-makers to adjust provision to respond more flexibly to local, regional and national economic needs.
- **Improved information, advice and guidance** to help learners better navigate their qualification choice and progression routes to college, university, apprenticeship or directly into employment.
- Exploring how **a fully integrated tertiary funding model by SCQF level and whole system targets and outcomes** might support closer collaboration, more efficient learner journeys, and more equitable approaches to funding.

Theme 4: Recognising colleges and universities as national assets and civic anchors for their significant contribution to the economic, social and cultural life of Scotland, promoting their impact and embedding them into regional plans.

Theme 5: Building long-term relationships with employers and industry supporting the alignment of skills with employers' current and future needs. Prioritising and safeguarding apprenticeships through longer term investment and planning, an extended range of courses, and greater flexibility between apprenticeship programmes and with other qualifications.

Theme 6: Protecting and leveraging the excellence of our research and science base.

Theme 7: Driving the innovation agenda a focus on place and the benefits of regional collaborations with industry; and bringing colleges more fully into innovation partnerships and the national innovation agenda.

Theme 8: Enhancing collaboration around pathways for learners, procurement and shared services, and by exploring different organisational partnerships and models.

Theme 9: Making the most of the sector's global connections,

Theme 10: Focusing on the financial sustainability of colleges and universities, and current funding models, incentivising collaboration, and working towards a more integrated, differentiated, connected tertiary education and skills system

- 4.4** The report highlights what are called the two emergency years ahead, alongside considering how to build a system for the future that is adaptable and resilient, to secure optimal outcomes for a wide range of interests in a shifting and complex environment.

The report identifies areas where further exploration is required in the next phase.

- One tertiary education budget, to enable greater flexibility for investment. *(currently SFC manages the funding for both Colleges and Universities but through separate budgets)*
- Moving away from activity targets towards participation indicators and demographic modelling.
- An SCQF-based tertiary funding model and simplified premiums that take account of access and inclusion objectives, an institution's context, and successful student outcomes.
- Develop options with SDS to embed Foundation and Graduate Apprenticeship programmes into SFC's funding and accountability frameworks.
- A Transformation Investment Fund to support change in the sector.
- A new National Outcome and Impact Framework for colleges and universities, as a reset of the Outcome Agreement process.
- Generating better debate about the future of tertiary education and skills through evaluative research, good engagement with students, employers, and key stakeholders, and development of better data analytics.

Key areas for development in Phase 2 will include:

- A continued focused response to the COVID-19 pandemic,

- Engagement with employers and industry to ensure their views and expertise help inform and improve student outcomes.
- Exploring the collective enhancement and support for digital and blended learning.
- Developing further SFC's outcome and impact framework, funding methodologies, quality assurance arrangements, options for targets and measures, and a Transformation Fund.
- Establishing a student advisory group to ensure student views are incorporated.

4.5 The detail within the 10 themes and the options set out in the report with regards to possible changes to tertiary education funding methodology, quality assurance and measurement reporting are of specific interest to Universities and Colleges.

There are some topics such as research and global connections which are of primary interest to the University sector. There are also suggestions as to next steps for governance for multi-college regions which does not apply for the West Region, although there could be an impact through changes to Glasgow.

The report states that there will not be one simple answer to the challenges and there are many stakeholders who will influence how best to respond to the consequences of the pandemic and other long-run issues within the sector. The report highlights that in order to get the best outcomes for change there should be collaboration - colleges, universities, students, employers, and other key stakeholders working together, in an iterative way, to shape the conversation, bring forward and explore options, and consider necessary reforms at a system-wide level.

At this stage the report content is mainly for CPWD awareness raising and updates can be provided after the conclusion of the final phases.

Areas of interest for the CPWD may include aspects around - digital learning; integrated learning pathways; collaborative place-based hubs or clusters, reducing duplication including with the senior phase; widening access for students from disadvantaged backgrounds; regional planning and skills alignment to meet regional economic and employer needs; regional collaborations with industry; improved advice and guidance for students and supporting the College in any application to the Transition Investment Fund, should this be considered an option once more details are known.

5. People Implications

5.1 None

6. Financial Implications

6.1 None

7. Risk Analysis

7.1

8. Equalities Impact Assessment (EIA)

8.1

9. Consultation

9.1

10. Strategic Assessment

10.1

Person to Contact: Liz Connolly, Principal and Chief Executive

Appendices:

Background Papers: The full report is available on the SFC website
http://www.sfc.ac.uk/web/FILES/corporatepublications_sfccp052020/Review_of_Coherent_Provision_and_Sustainability_Phase_1_Report.pdf

Wards Affected:



COMMUNITY PLANNING WEST DUNBARTONSHIRE

Report by the Local Senior Officer Joe McKay - Scottish Fire and Rescue Service

Community Planning West Dunbartonshire Management Group

Subject:

Fire & Rescue Scrutiny Q2 Quarterly Report 1st July – 30th September 2020

1. Purpose

- 1.1** The purpose of this report is to: Allow the Local Senior Officer to provide the Scrutiny Committee with appropriate performance data measured against priorities in the West Dunbartonshire Local Fire and Rescue Plan

2. Recommendations

- 2.1** CPWD is asked to: Note the contents of the attached SFRS West Dunbartonshire Council Year to Date Report covering the period 1st July – 30th September 2020

3. Background

- 3.1** As part of the Police & Fire Reform (Scotland) Act 2013 new arrangements were put in place for local scrutiny and engagement. These arrangements place a requirement on Local Authorities to scrutinise local police and fire & rescue services. In West Dunbartonshire, as with many Local Authorities, a decision was taken to transfer this accountability to the Community Planning Partnership.

4. Main Issues

Local Fire Plan

- 4.1** Scottish Fire & Rescue Services (SFRS) for West Dunbartonshire report on performance against key local priorities on a quarterly basis. The report attached at appendix 1 details the SFRS performance for Q2 - 1st July – 30th September 2020. It details performance against the key local priorities detailed in the local fire plan for West Dunbartonshire and shows trends over time for these priorities.

- 4.2** As can be seen from page 4 of the report, primary and secondary fires have increased by 25%, the overall total number of incidents has increased by 2%. There has been an 2% decrease in the number of Special Service type incidents and the number of fire and non-fire casualties has decreased by 26%, we have seen a reduction in the number of false alarms by 9% from the same period in 2019/20.

5. People Implications

- 5.1** There are no personnel issues.

6. Financial & Procurement Implications

- 6.1** The commitments made in the local plans will be delivered within available resources

7. Risk Analysis

- 7.1** There may be risks associated with not taking actions to deliver on the key priority areas as detailed in the plans. These are picked up through the strategic register of SFRS.

8. Equalities Impact Assessment (EIA)

- 8.1** Any equalities arising from this report, and associated Equalities Impact Assessments, will be carried out through SFRS.

9. Consultation

- 9.1** The performance report is presented for discussion and review. The local plan was developed in consultation with communities and key partner agencies.

10. Strategic Assessment

- 10.1** This report details performance and local actions taken by SFRS in relation to priority areas of West Dunbartonshire CPP.

Communication Bulletin

Person to Contact:

Joe McKay

Local Senior Officer, West Dunbartonshire, SFRS

Appendices:

Appendix 1 -

Local Fire Plan Year to Date Progress Report - 1st July – 30th September 2020

Background Papers: None

Wards Affected: All



**West Dunbartonshire
Performance Report Q2 -
1st July - 30th September 2020**



SCOTTISH
FIRE AND RESCUE SERVICE
Working together for a safer Scotland

**Working together
for a safer Scotland**

West
Dunbartonshire
COUNCIL

West Dunbartonshire Performance Report

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Local Fire and Rescue Service Plan Priorities

The Local Fire and Rescue Service Plan has been developed to set out the priorities and objectives within West Dunbartonshire and allows our local authority partners to scrutinise the performance outcomes of these priorities. We will continue to work closely with our partners in West Dunbartonshire to ensure we are all **“Working Together for a Safer Scotland”** through targeting risks to our communities at a local level.

The plan has been developed to complement key partnership activity embedded across West Dunbartonshire's Community Plan and associated Delivery and Thematic plans. Through partnership working we will seek to deliver continuous improvement in our performance and effective service delivery in our area of operations.

The Local Fire and Rescue Plan for West Dunbartonshire identified six areas for demand reduction and is subject to regular monitoring and reporting through the Police & Fire and Rescue Committee. A summary of the priorities and current activity is detailed below with further detail and analysis contained within this performance report.

	Accidental Dwelling Fires	Accidental Dwelling Fire Casualties	Unintentional Injury and Harm	Deliberate Fire Setting	Non-Domestic Fire Safety	Unwanted Fire Alarm Signals
Clydebank Central Ward	4	0	2	20	1	14
Clydebank Waterfront Ward	7	0	2	19	0	20
Dumbarton Ward	4	2	3	15	0	10
Kilpatrick Ward	1	0	0	15	1	11
Leven Ward	2	0	0	7	1	18
Lomond Ward	1	0	3	7	2	7
Total Incidents	19	2	10	83	5	80

Year on Year Change	● -34%	▲ 0%	● -33%	◆ 73%	● -29%	● -28%
3 Year Average Change	● -14%	● -40%	● -42%	◆ 14%	● -15%	● -13%
5 Year Average Change	● -12%	● -13%	◆ 1%	▲ 0%	● -21%	◆ 0%

About the statistics within this report

The activity totals and other statistics quoted within this report are published in the interests of transparency and openness. They are provisional in nature and subject to change as a result of ongoing quality assurance and review. Because all statistics quoted are provisional there may be a difference in the period totals quoted in our reports after local publication which result from revisions or additions to the data in our systems. The Scottish Government publishes official statistics each year which allow for comparisons to be made over longer periods of time.

- Activity levels have reduced by more than 5%
- ▲ Activity levels have reduced by up to 5%
- ◆ Activity levels have increased overall

West Dunbartonshire Activity Summary



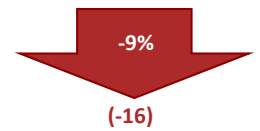
fires
primary &
secondary



special
services



false
alarms



330
total number of
incidents

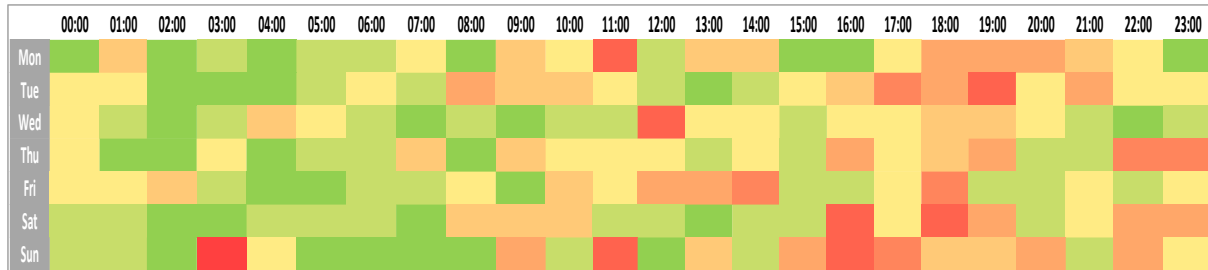


14
fire & non-fire
casualties

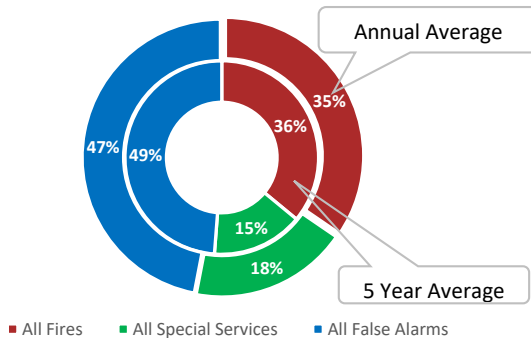


£157,600
economic cost of
ufas incidents

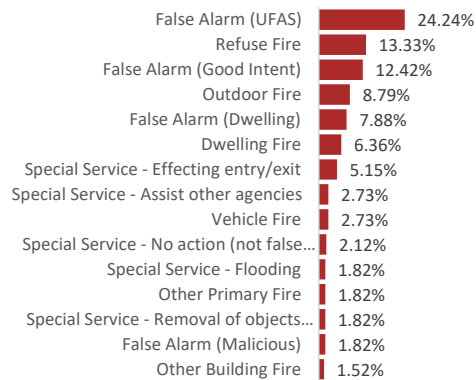
Activity by Time of Day



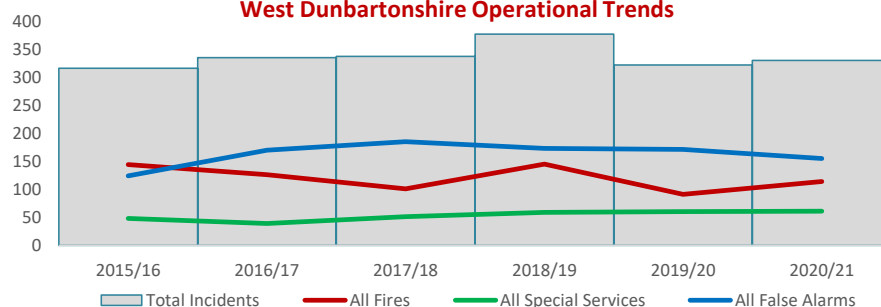
Incidents by Classification



Top 15 Incident Types by % of Total Incidents



West Dunbartonshire Operational Trends



	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21
All Fires	134	126	101	145	91	114
All Special Services	45	39	51	59	60	61
All False Alarms	154	170	185	173	171	155
Total Incidents	333	335	337	377	322	330

There has been an overall increase in operational activity during this reporting period in comparison to previous years quarter two. There has also been an increase in low level anti-social behaviour incidents which generally involve grass and refuse and a marked increase in the number of deliberate fires. During this period there has been slight increase in the number of special services, however, there has been a reduction in the number of non fire related casualties and Unwanted Fire Alarm Signals.

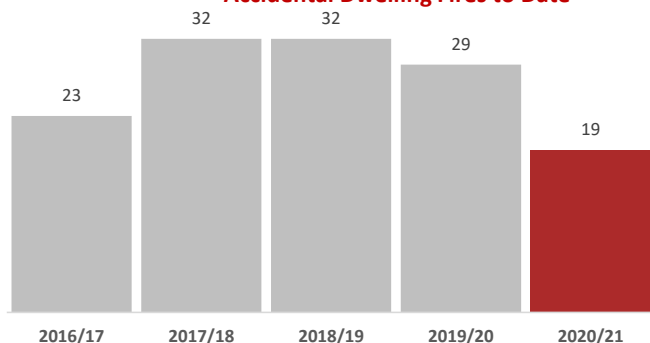
Domestic Safety - Accidental Dwelling Fires



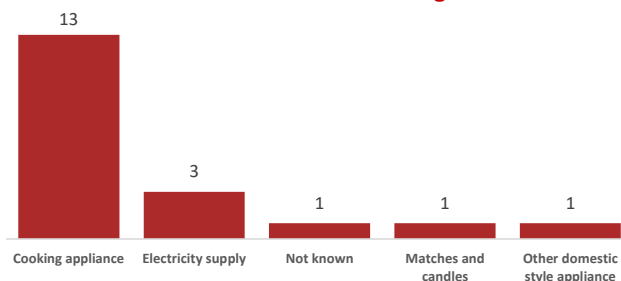
Performance Summary

Year on Year	3 Year Average	5 Year Average
-34%	-14%	-12%

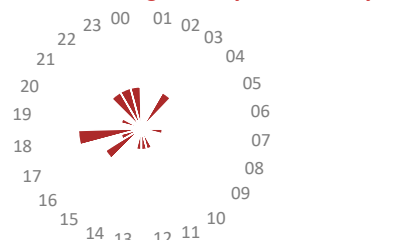
Accidental Dwelling Fires to Date



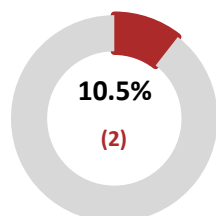
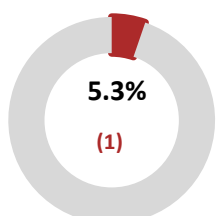
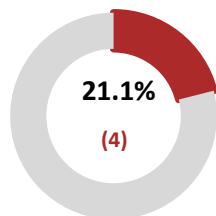
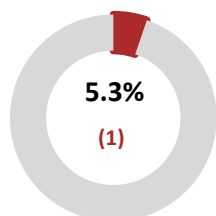
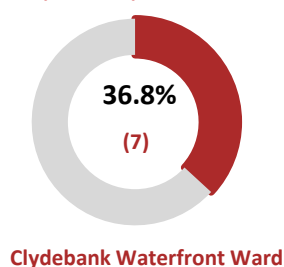
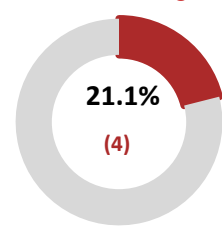
Main Source of Ignition



Accidental Dwelling Fires by Time of Day



Accidental Dwelling Fires Activity by Ward (% share)



Severity of Accidental Dwelling Fires



No Firefighting Action
53% (10)



Direct Firefighting
11% (2)



No Heat/Smoke Damage
21% (4)



No Fire Damage
16% (3)

Human Factors



Distraction
21% (4)



Alcohol/Drug Impairment
37% (7)

Automatic Detection & Actuation



Detection Present
89% (17)



Detection Actuated
82% (14)



Calls Made via Linked Alarms
16% (3)

The number of accidental dwelling fires attended has reduced when compared with the same period last year, the provision of smoke detectors and fire safety information dispensed by operational crews assists in keeping this number relatively low and we continue to strive to reduce this number. Covid-19 has restricted our ability to carry out the number of HFSV's we would like, Operational crews and our Community Action Team have been providing Support and advice by telephone and for the people we deem to be high risk, we have visited them and provided fire safety advice and, where required, fitted smoke detectors as required.

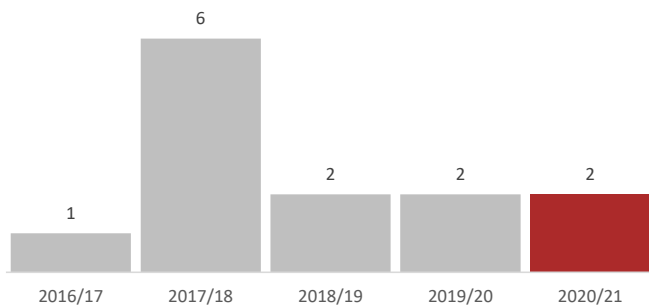
Domestic Safety - Accidental Dwelling Fire Casualties



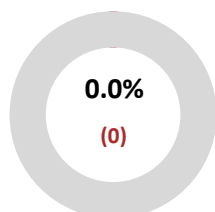
Performance Summary

Year on Year	3 Year Average	5 Year Average
0%	-40%	-13%

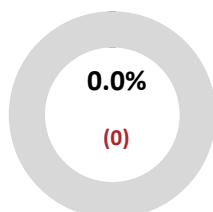
Accidental Dwelling Casualties



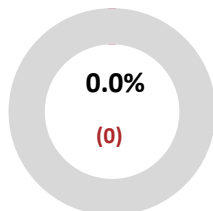
Accidental Dwelling Fire Casualties by Ward (% share)



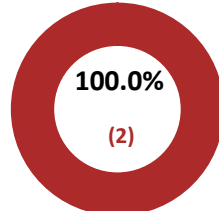
Clydebank Central Ward



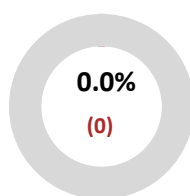
Clydebank Waterfront Ward



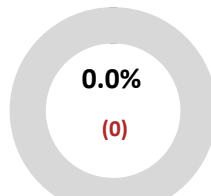
Kilpartick Ward



Dumbarton Ward

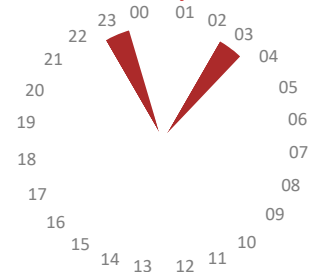


Lomond Ward



Leven Ward

Fire Casualties by Time of Day



Nature of Injury

Breathing difficulties



50%

Overcome by gas, smoke



50%



0%



0%



0%



0%

Extent of Harm



Fatality
0% (0)



Hospital - Serious Injuries
0% (0)



Hospital - Slight Injuries
50% (1)

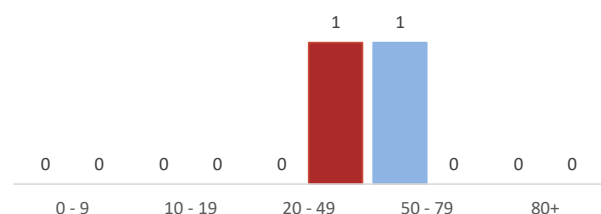


First Aid at Scene
50% (1)

Age / Gender Profile

Male
50%

Female
50%



The effectiveness of the early warning detection provided by the installation of smoke detectors is reflected in the low number of fire related casualties. We continue to work closely with partners in producing Referral Pathways which allows us to reach the more vulnerable members of our communities and continue to offer Home Fire Safety Advice and visits to those deemed to be high or Very High risk. Our "Make the call" campaign encourages members of the public to contact SFRS if they or members of their family are Very High Risk, that is 50+, smoke, live alone and have mobility issues.

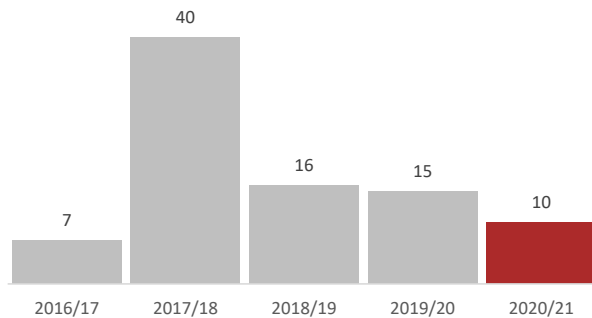
Unintentional Injury or Harm



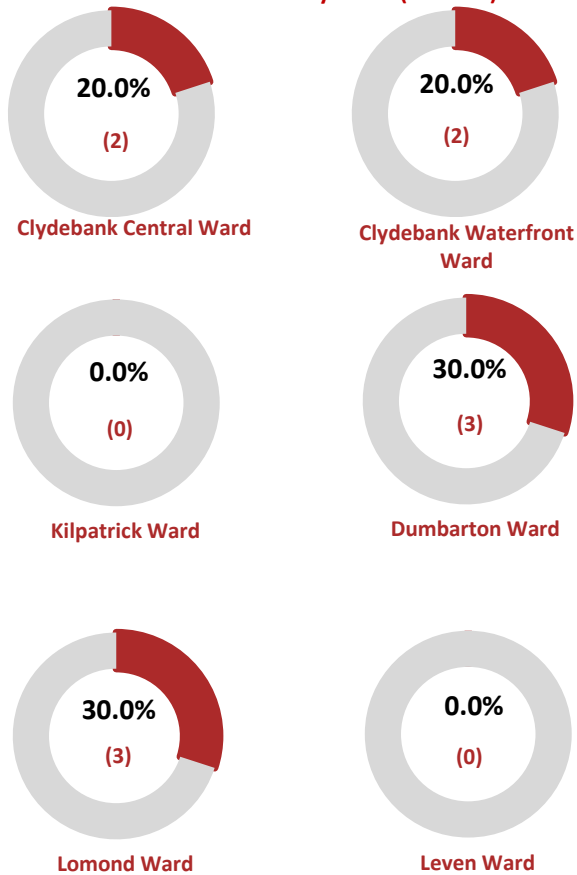
Performance Summary

Year on Year	3 Year Average	5 Year Average
-33%	-42%	1%

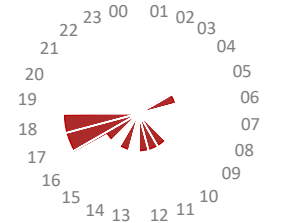
Non-Fire Casualties



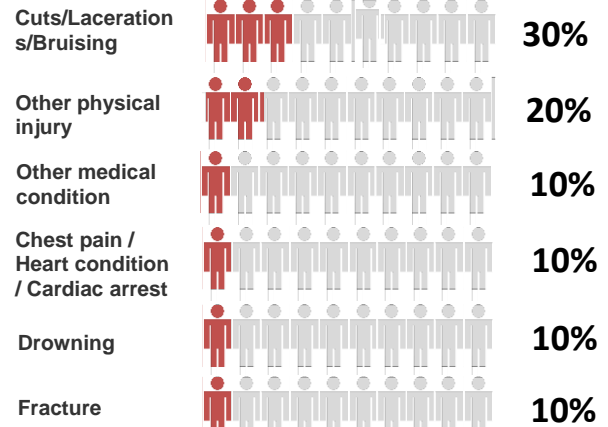
Non-Fire Casualties by Ward (% share)



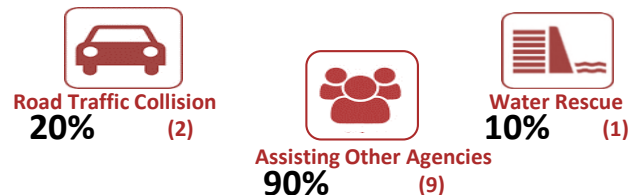
Non-Fire Casualties by Time of Day



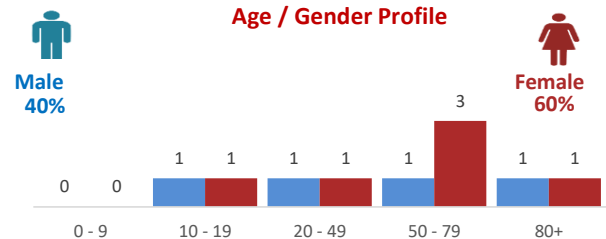
Nature of Injury



Non-Fire Emergency Activity



Age / Gender Profile



During this reporting period, we unfortunately attended a water incident in which a young person died, we are in the process of working with partners in providing education for young people on the dangers of being around water.

We continue to assist partner agencies attending premises to gain access where occupants have fallen or suffering from another medical emergency. SFRS have been working along with colleagues from West Dunbartonshire Council in providing support for those most vulnerable and were shielding by doing prescription runs are the weekly shopping.

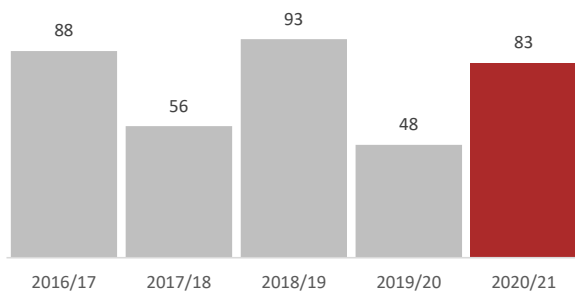
Deliberate Fire Setting



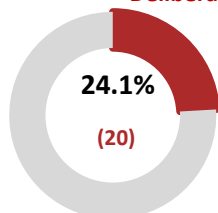
Performance Summary

Year on Year	3 Year Average	5 Year Average
73%	14%	0%

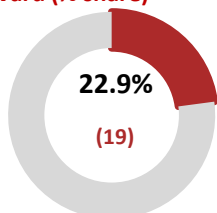
Deliberate Fires



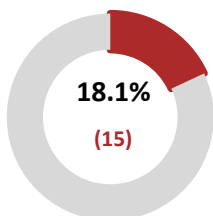
Deliberate Fires by Ward (% share)



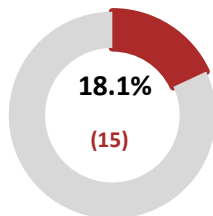
Clydebank Central ward



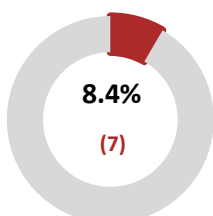
Clydebank Waterfront Ward



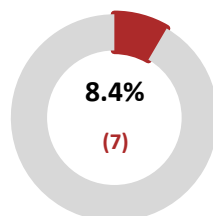
Kilpatrick Ward



Dumbarton Ward

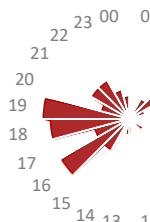


Lomond Ward

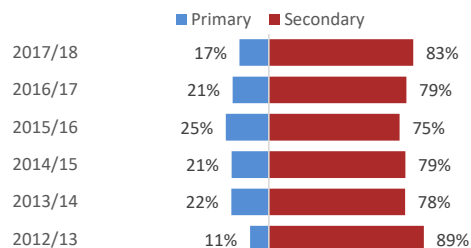


Leven Ward

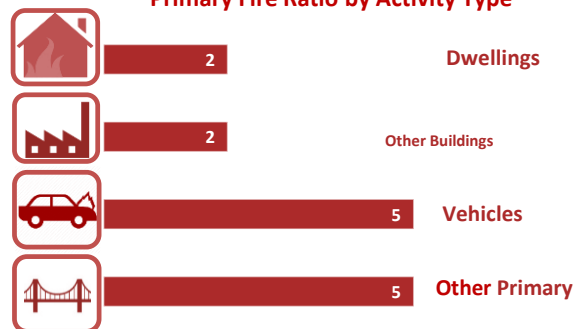
Deliberate Fires by Time of Day



Deliberate Fires by Classification



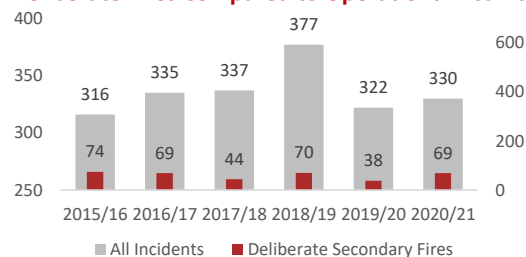
Primary Fire Ratio by Activity Type



Secondary Fire Ratio by Activity Type



Deliberate Fires Compared to Operational Activity



There was an increase in the number of secondary fires within West Dunbartonshire, the majority of which were grass fires and refuse. SFRS continue to work with our partners within West Dunbartonshire through the anti social behaviour tasking group, information sharing and trend analysis allow for partnership resources to be deployed in a coordinated manner to minimise ASB throughout our local authority.

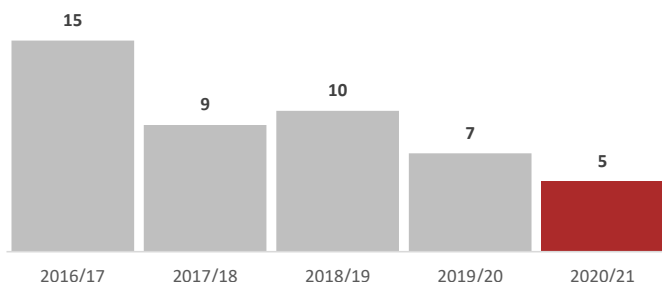
Non Domestic Fire Safety



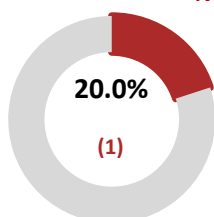
Performance Summary

Year on Year	3 Year Average	5 Year Average
-29%	-15%	-21%

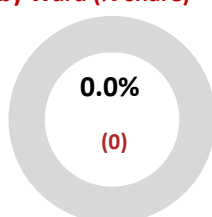
Non-Domestic Fires



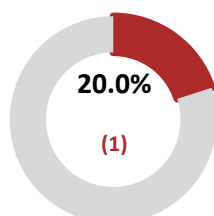
Non-Domestic Fires by Ward (% share)



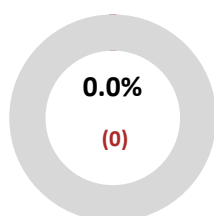
Clydebank Central Ward



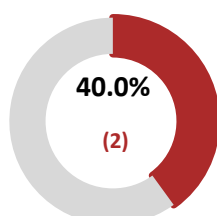
Clydebank Waterfront Ward



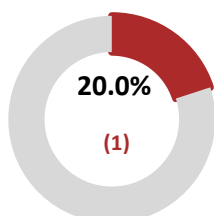
Kilpatrick Ward



Dumbarton Ward

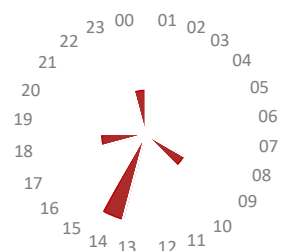


Lomond Ward

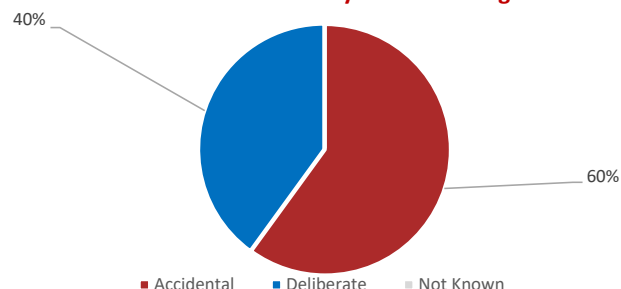


Leven Ward

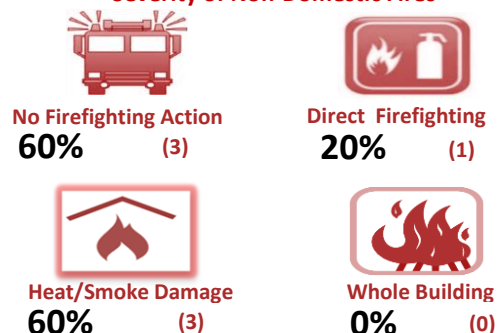
Non-Domestic Fires by Time of Day



Non-Domestic Fires by Nature of Origin



Severity of Non-Domestic Fires



Non-Domestic Fires by Premises Type

Retail, Department Store	1
Residential Home, Nursing/Care	1
Non Residential, Vehicle Repair	1
Entertainment and culture, Community centre/Village or Parish Hall	1
Education, Infant/primary school	1

Contributory Factors

The number of non-domestic incidents attended during this period has reduced by 21% in comparison to the same quarter last year. Every incident which occurs within a relevant premise, as prescribed by the Fire Scotland Act 2006, receives a visit from our enforcement team who provide guidance/education in relation to risk assessment failure and how re-occurrences can be prevented. This essential work ensures that businesses continue to trade and minimises disruption and adverse effects on the local economy and ensures the safety of staff and members of the public.

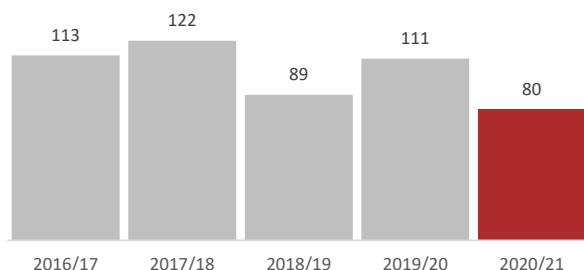
Unwanted Fire Alarm Signals



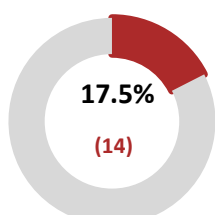
Performance Summary

Year on Year	3 Year Average	5 Year Average
-28%	-13%	0%

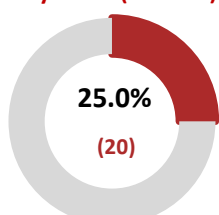
Unwanted Fire Alarm Signals



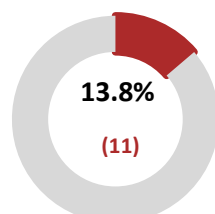
Unwanted Fire Alarm Signals by Ward (% share)



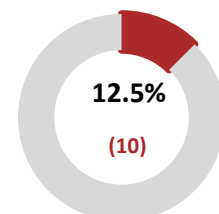
Clydebank Central Ward



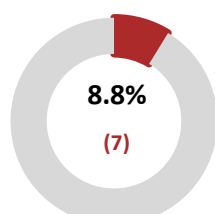
Clydebank Waterfront Ward



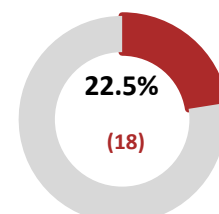
Kilpatrick Ward



Dumbarton Ward

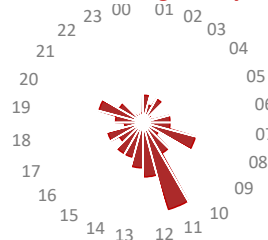


Lomond Ward



Leven Ward

Unwanted Fire Alarm Signals by Time of Day



Unwanted Fire Alarm Signals - Top 5 Premises

Education, Infant/primary school	7
Residential Home, Nursing/Care	7
Hospitals and medical care, Hospital	6
Other Residential, Hotel/motel	5
Non Residential, Other buildings/use not known	4

Unwanted Fire Alarm Signals Activity Ratios



UFAS Percentage Against all Incidents

24% (80)



UFAS Percentage Against all False Alarms

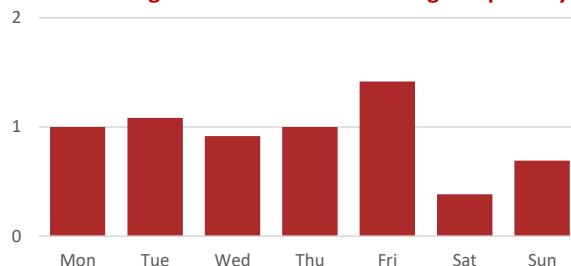
52%



Human Influence and Alarm Activations

25% (20)

Average Unwanted Fire Alarm Signals per Day



There has been a positive reduction in this reporting period which has seen a decrease of more than 28%. SFRS continues to work with a UFAS Reduction Strategy and supports businesses to try and reduce the number unwanted fire alarm signals and the impact this has on the business, schools and works being closed has also contributed to the marked reduction.

OFFICIAL

**Report by the Divisional Commander, Police Scotland****CPWD Management Board: 4 November 2020**

Subject: Police Scrutiny – Quarter 1 2020/21 Report**1. Purpose**

- 1.1** The purpose of this item is to provide members of the CPWD Management Board with an update on Quarter 1 2020/21 performance against the Local Police Plan

2. Recommendations

- 2.1** It is recommended that the Management Board note the update given on progress against the Local Police Plan.

3. Background

- 3.1** As part of the Police & Fire Reform (Scotland) Act 2013 new arrangements were put in place for local scrutiny and engagement. These arrangements place a requirement on Local Authorities to scrutinise local police and fire and rescue services. In West Dunbartonshire, as with many Local Authorities, a decision was taken to transfer this accountability to the Community Planning Partnership.

4. Main Issues

- 4.1** The report attached details performance against the Local Police Plan for 2020-23, covering the period April – June 2020. The content focuses on performance against the local police priorities; Violent Crime, Acquisitive Crime, Public Protection, Serious Organised Crime and Road Safety. The lock down response to the COVID-19 pandemic was significant during quarter 1 and this is clearly reflected in these early figures. While recovery from the pandemic is coordinated through the Scottish Government Route map Police Scotland continues to respond to restrictions as required but remains committed to delivering against local policing plans.
- 4.2** The report is provided for the noting and consideration by the CPWD Management Board.

5. People Implications

- 5.1** There are no personnel issues.

6. Financial & Procurement Implications

- 6.1** The commitments made in the local plans will be delivered within available resources.

7. Risk Analysis

- 7.1** There may be risks associated with not taking actions to deliver on the key priority areas as detailed in the plans. These are picked up through the strategic risk register of Police Scotland.

8. Equalities Impact Assessment (EIA)

- 8.1** Any equalities impacts arising from this report, and associated Equalities Impact Assessment, will be carried out by Police Scotland.

9. Consultation

- 9.1** The performance report is presented for discussion and review. Both local plans were developed in consultation with communities and key partner agencies.

10. Strategic Assessment

- 10.1** This report details performance and local actions taken by Police Scotland in relation to priority areas for the West Dunbartonshire CPP.

John Paterson
Divisional Commander, Police Scotland

Person to Contact: Brian Gibson (Superintendent), Police Scotland
01389 822002

Appendices: Appendix 1: Local Police plan 2020/23 Q1 update

Background Papers: None

Wards Affected: All

Keeping People Safe in West Dunbartonshire

Our Purpose:- To improve the safety and wellbeing of people, places and communities in Scotland

Violent Crime & Antisocial Behaviour

In Quarter 1 violent crime reduced by 47.3% with 29 crimes versus 55 last year. Serious assaults reduced to 13 from 30 last year, and attempted murder crimes decreased from 3 to 1. One murder took place in Quarter 1. COVID-19 lockdown restrictions are likely to have contributed to the reduction in recorded crime.

56.7% of all violent crimes occurred in a private space

On average 127 stop search have been carried out each month in WDC

Public reported ASB incidents increased by 30.7% (n=657) in Quarter 1 and complaints relating to disorder by 50.6% (n=769). In the main, these increases in public concern relate to reports of persons believed to be breaching Scottish Government pandemic control measures. ASB crimes reduced overall by 7.1% (n=139), largely due to a 21.9% (n=59) decrease in common assault however crimes relating to drinking in public increased by 80% (n=64) and racially aggravated conduct by 120% from 5 to 11.

The detection rate for violent crime has increased from 60% to 69%. The single attempted murder crime has been detected as has the murder. The detection rate for Serious Assault is at 84.6%, up from 63.3% last year.

Public Protection

At the end of Qtr 1, Group 2 sexual crimes had decreased by 7.3% with 38 crimes recorded versus 41 last year. Rape crimes reduced from 11 to 7 and indecent / sexual assaults reduced from 16 to 14, however crimes relating to indecent images / communications increased from 2 to 12. Six of the 12 crimes involved children, all were aged 12 – 16 years. Approx. 21% of all sexual crimes in WDC were non-recent reports.

35% of crimes relating to indecent communication / images involve persons known to the victim

Approx. 21.1% of all sexual crimes recorded have been non recent reports.

Compared to figures recorded at the end of Qtr 1 last year, the detection rate for Group 2 sexual crime has increased from 36.6% to 52.6%. The detection rate for rape crime also increased from 30% to 140%, this figure includes retrospective detections from last year.



39 missing persons incidents have been recorded within West Dunbartonshire in Qtr1 of 2020-21. Around 30% of these involved Children or Looked After Children.

Overall the number of unique incidents resulting in an Adult / Child Concern reduced by 8.4% (n=97). Child Concerns have reduced by 4.2% (n=41) however Adult concerns (inc. Domestic Abuse) have risen by 2.1% (n=10).

In Qtr 1 the total number of domestic abuse incidents recorded reduced by 6.6% (n=16) compared to last year. Crimes also reduced by 17.1% (n=36). It is likely however that there has been under reporting as a result of the COVID-19 lockdown.

At the end of Qtr 1, user satisfaction results show that levels of public confidence in Argyll & West Dunbartonshire remain high at 72%. Furthermore, figures also indicate 86% of persons were satisfied with how police dealt with their incident.

In total, 43 complaints about the Police have been received YTD, which equates to 48.2 per 10,000 head of population.

West Dunbartonshire

Local Policing Plan (2020 – 2023) Quarterly Report (Qtr 1 – 2020/21)

Serious & Organised Crime



Across Argyll & West Dunbartonshire 22 persons linked to serious and organised crime have been arrested and over £33k seized under POCA.

At the end of Quarter 1, detections for drugs supply had decreased from 33 to 32 YTD, where drug possession had seen a slight increase from 268 to 293 (9.3%).



YTD there has been a total of 57 cyber enabled crimes recorded within West Dunbartonshire. The most commonly recorded types of cyber enabled crimes are crimes involving threatening behaviour (24) and fraud (n=21). To date 8 crimes have been detected.

Acquisitive Crime



Vehicle crimes reduced by 10.3%



Housebreaking increased by 4.4%

Acquisitive crime decreased by 29.6% in Quarter 1 which equates to 133 fewer crimes recorded. Despite an overall reduction, fraud crimes continue to show an increase with 43 recorded versus 33 last year. Housebreaking crimes have also increased slightly from 45 to 47 due to rise in crimes at domestic properties (n=4). These increases have been offset by an 82% reduction in shoplifting (n=155), a 17.9% reduction in common theft (n=20) and a 10% reduction in vehicle crime (n=4). Overall detection rates have reduced slightly from 38.2% to 33.1%. The detection rate for housebreaking has also reduced from 31.1% to 17% while for vehicle crime it has increased from 25.6% to 68.6%.



8 bogus crimes were recorded during Qtr 1 which is no change on the same period last year. Social engineering frauds are most common crime type. To date none of these crimes have been detected.

Road Safety & Road Crime



At the end of Q1 no fatal road collisions had been recorded within West Dunbartonshire. In addition serious injuries have decreased from 6 to 3 and slight injuries have reduced from 15 to 3. It is highly likely that this reduction has resulted from the travel restrictions imposed during the COVID-19 lockdown.

Vehicle related offences recorded within West Dunbartonshire were 4.3% higher than last year (n=27). Increased crime levels are largely due to proactive policing with drink, drug driving offences and driving while uninsured accounting for most of the increase, whereas most other road traffic offences decreased.

National Park Crisis Response Group

Following the easing of the Covid-19 travel restrictions there was an increase in persons visiting locations within the Argyll and West Dunbartonshire Division for exercise, recreation and leisure which resulted in a number of issues impacting on local communities at these locations; a lack of facilities such as parking and toilets all exasperated by levels of conduct clearly not in keeping with Government Guidance. One area significantly affected was the Lomond & Trossachs National Park and surrounding areas. High volumes of visitors at beauty spots and locations on the loch were not compatible with social distancing regulations. Numerous complaints were received in respect this and general anti-social behaviour, urinating in public, littering. Road traffic complaints also featured with dangerous parking on road verges and reports of vehicles travelling at high speed. These issues all attracted high levels of media attention. While an existing partnership existed with the National Park it was necessary to escalate this to a Crisis Response Group meeting to include management representation from the Local Authorities, Forestry Commission, Traffic Scotland, Police Scotland across 3 Divisions and the National Park. Extensive work was required to provide a daily response ensuring consistent and key media messaging, local policing plans supported by partners where available and a cross partnership communication product to provide real time management of developing issues.

Disrupting Serious & Organised Crime

While in the course of their duties officers detected the strong smell of cannabis coming from a warehouse unit in Clydebank led to a subsequent search of the building under warrant and resulted in the seizure of a large cultivation of cannabis plants. Further police pro-activity in West Dunbartonshire during Qtr 1 resulted in an address in Clydebank being searched under warrant and over 3kg of herbal cannabis and large quantity of cash being seized.

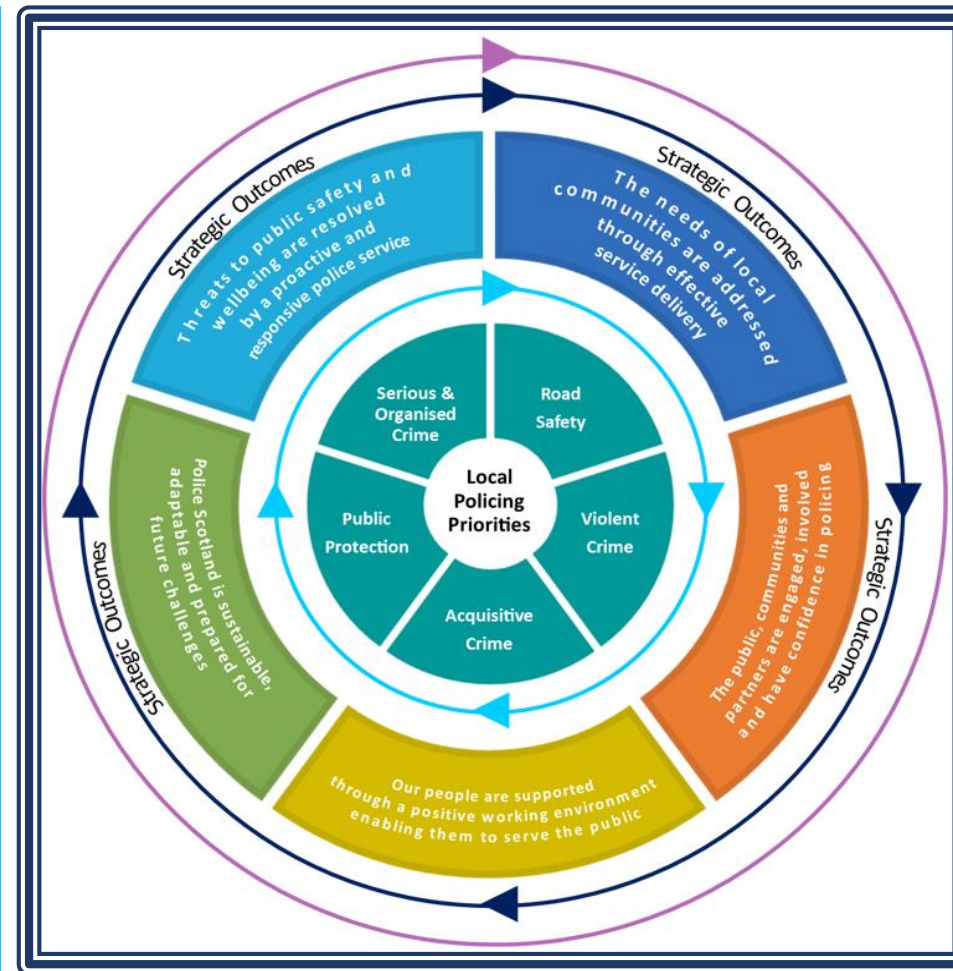
Bogus Worker Crime

In August a bogus workman incident occurred in the Clydebank area where the victim was coerced into parting with a large sum of money. Police officers worked alongside the local community to establish how these individuals were operating. As a result of this work a suspect was identified and apprehended attempting to commit similar type fraudulent behaviour. The suspect is believed to have been involved in similar crimes across Scotland and enquiries remain ongoing to identify these and any associates of the suspect involved in this criminality.

Tackling Fraud Crime

Fraud is the most commonly experienced crime in the UK and costs the UK many billions of pounds every year. The impact of fraud can be devastating and range from unaffordable personal losses suffered by vulnerable victims to impacting the ability of organisations to stay in business.

Due to the significant increase in crime levels across Argyll & West Dunbartonshire, a fraud investigation toolkit has been produced for circulation across the division supplemented by specialist briefings to front line officers to enable a more consistent and productive outcome for victims of this crime type.



Public Engagement during the Covid-19 Lockdown

With the use of bicycles for exercise during the COVID-19 Lockdown, Community and Road Policing officers engaged with motorists and cyclists daily to encourage social distancing and safe driving/cycling. Community Officers in particular spoke with hundreds of cyclists on the cycle paths. This engagement was highlighted on social media, through which we continue to engage with the public, with particular effort made to reach out to our vulnerable and potentially harder to reach members of the community. This engagement also gave the public the opportunity to comment, ask questions or highlight areas of concern. Additionally, to combat bogus/doorstep crime Area Commander was joined by a number of Community Inspectors and Community Constables to record a short video with advice and tips on avoiding becoming victim to a Bogus/Doorstep Caller or a Rogue Trader. The video was well received and was viewed online more than 5000 times. At strategic level the Divisional Commander has written on a regular basis to the CEO and Leader of the Council to provide updates on the policing response to COVID-19.

Child Safety Online

In line with trends noted across Scotland, the number of crimes being recorded relating to indecent images and communication have seen a notable increase since the start of the Covid-19 lockdown. To combat this increasing trend, significant proactive work has been undertaken in partnership with the Child Protection Committees and local media to improve public awareness regarding online safety. This includes messages being sent to parents and secondary pupils encouraging them to be ever vigilant and keep safe. Information has also posted on the CPC website offering advice on how to spot the danger signs of harmful online behaviour and where to get information, help and advice.

Strategic Workforce Plan

A Strategic Workforce Planning framework has been created to document how Police Scotland is responding to changes within society and how these changes will impact on our people, our most important asset. The framework addresses social and demographic change, adapting our skills to fit a transforming labour market and how we can target our resources to best meet future requirements.

The key aims relate to capability, flexibility and diversity. We will increase our capabilities by making sure we have the right people with the right knowledge and skills mix. Our capacity and flexibility will increase through embracing technology and modern use of data. This will provide a better understanding of demands on our service and allow us to match resources accordingly. Our overall approach to workforce planning, will improve the diversity of our workforce.

Your Safety Matters Assault Pledge

Chief Constable Iain Livingstone QPM has outlined his commitment to reduce the impact of violence and to improve the safety of officers and staff in his new Your Safety Matters Assault Pledge. The Chief has made it clear that aggressive or threatening behaviour or verbal abuse against Police Scotland personnel is simply not part of the job and has promised to provide improved safety and welfare support. With over 1,775 reported assaults on officers and staff across the Force between April and June 2020 the Your Safety Matters group, which includes staff associations, unions, experts from across the Service and supported by the Lord Advocate and the Cabinet Secretary for Justice, is undertaking an end-to-end strategic review of all violence and abuse towards officers and staff, with the aims of ensuring all personnel feel safe and supported while discharging their duties, are well prepared in terms of procedures, guidance and equipment, have confidence in reporting incidents in a timely manner and can seek additional support when required.