



Minutes of meeting held on 3 December 2008

Present: Cllr Mark McDonald, Aberdeen City Council (Chair)
 David Rout, Grampian Fire and Rescue Service
 Superintendent Albert Donald, Grampian Police
 Adrian Watson, Grampian Police
 Andy Verryt, Grampian Police
 Sarah Dickinson, ACVO (Civic Forum)
 Val Tweedie, NHS Grampian
 Ken Eddie, Civic Forum Representative - Ashley and Broomhill
 Kath Beveridge, Community Planning and Regeneration, Strategic Leadership
 Gordon McIntosh, Director, Neighbourhood Services (South Area)
 John Tomlinson, Director, Neighbourhood Services (North Area)
 Pete Leonard, Director, Neighbourhood Services (Central Area)
 Alan Mulvie, Neighbourhood Community Planning Officer, NS (Central Area)
 Patricia Frazer/ Ruth Morris, NCPO, Neighbourhood Services (South Area)
 Dave Kilgour, Community Planning and Regeneration, Strategic Leadership
 Dave Valentine, Community Planning and Regeneration, Strategic Leadership

In attendance for item 3: David Fryer, Regeneration Manager, NS (South Area)
 Ken Milroy, Chief Executive, Aberdeen Foyer
 Ian Leith, Business Lab

Agenda Item	Notes	Action
1. Apologies	Jane Nicklen, N'hood Services (South Area) Brian Morgan, N'hood Services (Central) Louise Scott, Continuous Improvement	
2. Minutes of 10 September 2008	Minutes of 10 Sept 2008 were approved. Matters Arising Item 3: noted the decision of the Continuous Improvement Committee 28 October 08. Framework document has been amended and circulated.	
3. Community Signature	Ken Milroy and Ian Leith gave a short presentation on the Community Signature community mapping and measurement tool. It has been adopted for a trial period by the South Urban Regeneration Company. It has financial support from ACC, Grampian Police, Fire & Rescue, Job Centre Plus and the private sector. By bringing it to the attention of the Locality Planning Forum it might be considered for wider use in the future. The basis of the approach is for a large number of community groups to assess their community's strengths, potential and barriers in respect of 36 elements (eg neighbourliness, leisure, wealth, integration). In discussion a number of points were made including: it is hoped it will provide a consistency of approach over time; building community engagement is an	Consider the six month review report when available. (Gordon McIntosh, Ken Milroy)

	<p>aspect of Neighbourhood Planning that could be strengthened but there are other aspects too (eg data analysis); it could complement existing approaches and give communities some responsibility; it will try to engage elements of communities not yet involved; after involving local people it will be important that they see some response; community councils could support the process of reaching the wider community; it is important that it is clearly understood by communities to avoid confusion/tension; we must avoid any sense of going back to communities to repeatedly to ask for their local priorities; the Council's financial pressures will be a factor in considering any city wide implementation. Ken Milroy commented on the quality of the budget process and the approach taken to consult with partners in particular.</p> <p>Ultimately it will be for the Forum to assess whether this approach would enhance Neighbourhood Planning. Ken Milroy promised a 'warts and all' report after 6 months.</p> <p>Agreed we would await the initial six month review report.</p>	
<p>4. Impact of the ACC interim structure</p>	<p>John Tomlinson explained the City Council's interim management arrangements which give existing directors responsibility and line management for a specific functional service (eg Culture & Learning; Housing) alongside their Area responsibility. It has recently been confirmed by the Continuous Improvement Committee and the Corporate Management Team that Heads of Service continue to have a commitment to chair Tasking & Coordinating Groups. The Area Committees will also continue to have an overview of Neighbourhood Planning.</p>	<p>Noted</p>
<p>5. Action Plan 2009 to 2011</p>	<p>The background paper provides a summary of the main factors to be considered for the continued development of Neighbourhood Planning. It was agreed there is also a need to tease it out in the context of the Single Outcome Agreement and the Council Administration's Policy Statement (VDFL). There has been positive feedback on Neighbourhood Planning from the Best Value report and from the Demos Network. Cllr McDonald confirmed that the Council Administration remains committed to the neighbourhood approach. Sarah Dickinson said that the Civic Forum would welcome the continued commitment to Neighbourhood Community Actions Plans.</p> <p>John Tomlinson suggested there was a need to assess priorities across all of the networks to consider how best to use the available resources and to avoid spreading them too thinly.</p> <p>Kath Beveridge said, if Neighbourhood Planning is to become more effective there is a need both to listen to communities more carefully and in the context of an</p>	<p>Strategist to liaise with Directors of Neighbourhood Services on clarifying Neighbourhood Planning staffing and governance arrangements. (Dave Valentine)</p> <p>Action Plan on next agenda (Dave Valentine)</p>

	<p>outcome focused approach to provide a strategic response; and this emphasises and strengthens the role of the Locality Planning Forum.</p> <p>Clarifying Area governance and accountability arrangements has been identified as a priority and this should be done for the next 6 months during the Council's interim period and following any relevant staff changes. Dave Valentine was asked to liaise with the Directors on this.</p> <p>The detail of the Action Plan will be discussed at the next forum meeting.</p>	
6. Aberdeen City Council Budget 2009 to 2010	<p>Kath Beveridge gave a presentation on the current preparations for the City Council 2009 – 10 budget. Bert Donald pointed out the danger of short term savings having long term costs.</p> <p>All agreed the need for data analyst capacity is a priority and partners need to look for collaborative opportunities to improve our arrangements for data capture and analysis.</p> <p>In some cases the community planning partnership should aim for 'joined-up' budgets.</p>	Data Analyst capacity to go on next agenda. (Dave Valentine)
7. Next meeting	<p>Agreed not to wait until March for the first quarterly meeting but to hold the first meeting of 2009 on 6 February.</p>	<p>Set quarterly meetings for 2009 beginning 6 February. (Dave Valentine)</p>