

Notice of Meeting and Agenda Renfrewshire Community Planning Partnership Board

Date	Time	Venue
Wednesday, 09 December 2015	14:00	CMR 1, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

KENNETH GRAHAM
Head of Corporate Governance

Membership

Councillors M Macmillan and M Holmes; S Black, P MacLeod, S MacDougall, M Crearie and O Reid (all Renfrewshire Council); D Leese and F MacKay (both Renfrewshire Health & Social Care Partnership); A McNiven, Engage Renfrewshire; E Crighton, NHS; J Downie, Police Scotland; B Davidson, Renfrewshire Chamber of Commerce; M Gordon, Scottish Fire & Rescue Service; S Kerr, Scottish Government; P Martin, UWS; and A Cumberland, West College Scotland.

Chair

Councillor Macmillan.

Members of the Press and Public

Members of the press and public wishing to attend the meeting should report to the customer service centre where they will be met and directed to the meeting.

Further Information

This is a meeting which is open to members of the public.

A copy of the agenda and reports for this meeting will be available for inspection prior to the meeting at the Customer Service Centre, Renfrewshire House, Cotton Street, Paisley and online at www.renfrewshire.gov.uk/agendas.

For further information, please either email
democratic-services@renfrewshire.gov.uk or telephone 0141 618 7112.

Items of business

Apologies

Apologies from members.

Declarations of Interest

Members are asked to declare an interest in any item(s) on the agenda and to provide a brief explanation of the nature of the interest.

- | | | |
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| 2 | Revisions to the Single Outcome Agreement/Local Outcome Improvement Plan | 11 - 34 |
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| | Report by D Amos, Head of Policy & Commissioning, Renfrewshire Council. | |
| 4 | Review of Community Planning Working Arrangements | |
| | Verbal report by D Amos, Head of Policy & Commissioning, Renfrewshire Council. | |
| 5 | Spotlight on Community Care, Health & Wellbeing | |
| | Presentation by D Leese, Chief Officer, Renfrewshire Health & Social Care Partnership. | |
| 6 | Renfrewshire Community Justice Transitions Plan 2016/17 | 41 - 56 |
| | Report by P MacLeod, Director of Children's Services, Renfrewshire Council. | |

7	Initial Open Data Strategy for Renfrewshire	57 - 86
	Report by D Amos, Head of Policy & Commissioning, Renfrewshire Council.	
8	Community Empowerment (Scotland) Act 2015	
	Presentation by S Kerr, Location Director, Scottish Government and A McKinlay, Head of Community Planning and Empowerment Unit, Scottish Government.	
	For Noting	
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Minute of Meeting Renfrewshire Community Planning Partnership Board

Date	Time	Venue
Wednesday, 23 September 2015	10:00	CMR 1, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

PRESENT

Councillors M Macmillan and M Holmes; S Black, M Crearie, D Amos and O Reid (all Renfrewshire Council); D Leese and F MacKay (both Renfrewshire Health & Social Care Partnership); A McNiven, Engage Renfrewshire; and A Cumberland, West College Scotland.

CHAIR

Councillor Macmillan, Chair, presided.

IN ATTENDANCE

Councillor E Devine, M Dewar, R McGrath, A Armstrong-Walter, D Webb, Y Farquar and C MacDonald (all Renfrewshire Council); B Grant, Renfrewshire Chamber of Commerce; P Nelis, Scottish Fire and Rescue; and M Dunn, UWS.

APOLOGIES

E Crighton, NHS Greater Glasgow & Clyde; J Downie, Police Scotland; B Davidson, Renfrewshire Chamber of Commerce; Peter MacLeod, Renfrewshire Council; M Gordon, Scottish Fire & Rescue Service; P Martin, UWS; S Kerr, Scottish Government; and P Martin, UWS.

1 **MINUTE OF PREVIOUS MEETING**

There was submitted the Minute of the meeting of the Community Planning Partnership Board held on 24 June, 2015.

DECIDED: That the Minute be noted.

2 **SPOTLIGHT ON GREENER RENFREWSHIRE THEMATIC BOARD**

The Head of Public Protection presented a “spotlight” on the activities of the Greener Renfrewshire Thematic Board.

The presentation summarised the Vision of the Board; outlined the work of the Sub-Groups which were set up to ensure the high level impact measures for each priority outcome were achieved; detailed the key priorities for the Board; highlighted key actions within each of the sub-groups; and a video was shown on Energy Advice for Renfrewshire Residents which related to a key action on the Housing Sub-Group action plan.

DECIDED: That the information provided be noted.

3 **WELFARE REFORM**

There was submitted a report by the Chief Executive which provided an update on the key welfare reform changes announced in the July 2015 Budget as reported to Renfrewshire Council’s Leadership Board on 16 September 2015 and the proposed opportunities for Community Planning Partnership involvement and action.

The report advised that there were significant implications for a range of Council services which would have a subsequent impact upon Community Planning Partner services and customers and there were benefits to be gained from a strategic public and voluntary sector approach to Welfare Reform in Renfrewshire.

The report proposed that the Community Planning Partnership Board considered the following key issues:

Impacts on Community Planning Partnership – the potential challenges and service pressures for individual partner services and the impact or risk for the Community Planning Partnership in achieving the Community Plan vision and outcome targets, particularly in relation to tackling poverty outcomes;

The Community Planning Partnership response as part of the Tackling Poverty programme – the benefits from a strategic partnership response to welfare reform in Renfrewshire, delivering shared data and planning, co-ordinated communications and training, and, effective service responses; and

Develop opportunities for joint working and new initiatives – staff awareness and training, communications planning, and new initiative development offer opportunities for the partnership to achieve consistent, effective and efficient service responses.

It was proposed that a welfare reform work stream was established within the Tackling Poverty Programme and that a corporate and partnership response was developed in a similar manner to the previous welfare reform project, developing an effective response to manage the financial and social impact on the most vulnerable; to identify and assess the impact of the proposed changes on Council finances, policies and strategies and propose effective strategies to mitigate the impact.

DECIDED:

- (a) That the Welfare Reform changes and potential impacts on partner services be noted;
- (b) That it be noted that a welfare reform work stream would be established within the Tackling Poverty Programme and that a corporate and partnership response would be developed in a similar manner to the previous welfare reform project;
- (c) That a co-ordination role for the Community Planning Partnership be approved in relation to Welfare Reform and considered preferred engagement and partnership working arrangements; and
- (d) That it be agreed that the Board would receive regular progress updates on Welfare Reform as further detail and guidance emerged.

4 TACKLING POVERTY STRATEGY

There was submitted a report by the Chief Executive which detailed the key elements of the draft Council Tackling Poverty Strategy, which would be submitted to Council on 24 September, 2015 for approval. The report included information of the governance, consultation, monitoring and evaluation arrangements to support the strategy and action plan.

The Tackling Poverty Strategy, a copy of which was appended to the report, was structured into six key priorities:

1. Increase the number of households who could access employment that provided an acceptable standard of living;
2. Prevent financial crisis and support low income families to make the most of their money;
3. Improve levels of physical and mental health of children in low income families;
4. Close the educational gap between children from low income families and their better off peers;
5. Create neighbourhoods where people want to live and can afford to live; and
6. Narrow inequalities by working in a way which is inclusive, effective and evidence-based.

The report noted that three project boards would drive the delivery of the projects within the Tackling Poverty Action Plan, and manage the relationships with the wide range of stakeholders. The three project boards would be themed in line with the key outcomes of the strategy and would cover: Pockets, Prospects and Places.

Existing governance arrangements for issues relating to welfare reform would be reviewed as the proposals around welfare reform and devolution of welfare are developed, but would report into the Pockets project board.

Discussion took place on the use of Seniors' Forums and other 3rd sector and voluntary organisations to disseminate and communicate information. It was recognised that local people had a central role to play in defining the success of the strategy and it was agreed that the stories and voices of people living in poverty would remain at the centre of the decision making.

DECIDED:

- (a) That the Tackling Poverty Strategy, a copy of which was appended to the report, be noted;
- (b) That the arrangements for governance, consultation and monitoring and evaluation be noted; and
- (c) That it be agreed that Partners highlight any activity currently underway, or planned within their own organisations which sought to address poverty related issues and where beneficial links could be made with the Council's Tackling Poverty Strategy.

5 DIGITAL PARTICIPATION

D Amos and D Webb delivered a presentation on the Digital Development Plan which aimed to ensure that everyone in Renfrewshire had the opportunity to reach their digital potential and had the means of access, awareness, skills and confidence to participate online responsibly. It was recognised that digital connectivity was now considered the 4th utility rapidly becoming as necessary as water, electricity and gas. There was a real risk residents who were not digitally connected could find it difficult to access public services.

The plan set out the barriers to participation and identified those who were most likely to be digitally excluded and already facing social inequality: disabled people or those who had a long term health conditions (in poverty); those over 55 years old (in poverty); and those in poverty (not working, in social housing and living in a deprived area). Resources would therefore be targeted towards these groups. It was highlighted that there was a need for Renfrewshire to have an overarching Digital Strategy to co-ordinate public, private and 3rd sector activities to develop infrastructure and accessibility, improve connectivity, deliver training, advance e-commerce, educate and innovate – with digital participation at its core. It was hoped to achieve this through a community led partnership approach focussing on three main areas of activity: Reviewing, Co-ordinating and Promoting what we do already; Building Capacity in existing services that work with digitally excluded groups and developing and piloting new approaches; and Influencing Policy, Procurement and Practice.

D Amos advised that Digital Participation could not be resolved by one organisation and that the partners required to work together to maximise resources and impact. As a result, a Digital Steering Group would be set up and would be made up of council leads and community planning partners in order to develop a co-ordinated and strategic approach. It was noted that a community led Digital Participation Reference Group which would be chaired by the Chief Executive, Engage Renfrewshire would shape the strategy and ensure a joined up approach. A copy of the Digital Participation Plan 2015-2017 was

tabled at the meeting.

DECIDED: That the presentation be noted.

6 COMMUNITY PLANNING PARTNERSHIP THEMATIC BOARD MINUTES

There were submitted and noted the Draft Minutes of meetings of the following Thematic Boards:-

- (a) Greener Renfrewshire Thematic Board held on 31 August, 2015.
- (b) Children & Young People Thematic Board held on 31 August, 2015.
- (c) Renfrewshire Forum for Empowering Communities Thematic Board held on 1 September, 2015.
- (d) Safer & Stronger Renfrewshire Thematic Board held on 2 September, 2015.
- (e) Community Care, Health and Wellbeing Thematic Board held on 8 September, 2015.
- (f) Jobs & the Economy Thematic Board held on 9 September, 2015.



To: Community Planning Partnership Board

On: 9 December 2015

Report by:

**David Amos, Head of Policy and Commissioning
Chief Executive's Service**

Revisions to the Single Outcome Agreement/Local Outcome Improvement Plan

1. Summary

- 1.1 Renfrewshire Community Planning Partnership is committed to ensuring that our resources are deployed effectively to deliver Community Plan priorities and achieve best value. An open and rigorous performance culture has been embedded across the partnership which promotes our collective responsibility for achieving our outcomes.
- 1.2 The Single Outcome Agreement (SOA) clearly sets out our agreed outcomes together with the one, three and ten year targets for each impact measures. However, the CPP Board at its meeting on 24 June agreed that each thematic board would review and agree the relevant section(s) of the SOA. These amendments are detailed in Section 4 below.
- 1.3 In preparation for the implementation of the Community Empowerment (Scotland) Act 2015 the amended SOA will be known as Renfrewshire's Local Outcome Improvement Plan (LOIP).

2. Recommendations

It is recommended that the Board agrees the revisions to Renfrewshire's Single Outcome Agreement/Local Outcome Improvement Plan detailed in Section 4

3. Background

- 3.1 The Renfrewshire Community Plan and Single Outcome Agreement was developed during 2012 and 2013 and was approved by Renfrewshire Community Planning Partnership Board on 12 June 2013. Subsequently, the Community Plan and Single Outcome Agreement was submitted to the Scottish Government and was scrutinised through a Quality Assurance exercise. Following this, the Renfrewshire Community Plan and SOA was signed off by the Minister for Local Government and Planning in August 2013.
- 3.2 On the 24 June 2015 the Community Planning Partnership Board agreed that each thematic board would review and agree the relevant section(s) of the Single Outcome Agreement and present a revised Single Outcome Agreement to this Board in December 2015.
- 3.3 On 17 June 2015 the Community Empowerment Bill was passed by the Scottish Parliament and received Royal Assent, becoming an Act, on 24 July 2015. Overall, the Act will help to empower community bodies through the ownership or control of land and buildings, and by strengthening their voices in decisions about public services. There are 11 parts/topics covered by the Act.

Specifically, Part 2 of the Act Places Community Planning Partnerships on a statutory footing and imposes duties on them around the planning and delivery of local outcomes, and the involvement of community bodies at all stages of community planning. Tackling inequalities will be a specific focus, and CPPs will have to produce “locality plans” at a more local level for areas experiencing particular disadvantage.

In particular, CPPs are required to:

- prepare and publish a local outcomes improvement plan (LOIP) which sets out the local outcomes which the CPP will prioritise for improvement. LOIP is term the Act gives to what are presently SOA’s – there is no significant difference between these in practice. In preparation for this coming into force the revised SOA will now be known as Renfrewshire’s LOIP
- identify which geographical areas have communities that experience the poorest outcomes, and prepare and publish locality plans to improve outcomes on agreed priorities for these communities
- review and report publicly on progress towards their LOIP and locality plans, and keep the continued suitability of these plans under review.

It is expected that the Scottish Government will produce guidance on the Community Empowerment (Scotland) Act and will engage with stakeholders on this. Implementation is expected to be within 12 months of Royal Assent.

4. Revisions to the SOA/LOIP

The CPP Board at its meeting on 24 June agreed that each thematic board would review the relevant section(s) of the SOA. Sections 4.1 to 4.6 below, provides the detail of these amendments. It should be noted that some revisions to the SOA were previously approved in the SOA Year 1 progress report that was presented to the CPP Board on 4 February 2015.

4.1 Jobs and the Economy

It was anticipated that significant changes would be required to the Jobs and Economy element of the SOA as programmes such as City Deal; Paisley City of Culture Bid 2021 and the Tackling Poverty Strategy were not considered as part of the original Strategic Needs Assessment to develop the Community Plan/SOA in 2012. As a result, a small working group of officers was established to review the Jobs and Economy element of the Single Outcome Agreement. The group prepared a draft revised SOA extract which was then issued to partners for comment prior to being approved by the Jobs and Economy Thematic Board on 16 November 2015. The amendments are as follows:

i. Reduction in the number of Outcomes

The number of outcomes has been reduced from four to three as there was significant overlap between:

Outcome 1: Renfrewshire will be one of the best locations in Scotland to invest, in terms of its people, business and local communities, and

Outcome 3: Renfrewshire will be the best connected local economy in Scotland, internationally, nationally and regionally.

As a result Outcome 3 has been removed.

ii. Revisions to existing targets

Three existing impact measures significantly exceeded year one targets. Table 1 below details these impact measures together with the year 1 performance and existing targets. The table also includes the revised year 3 and year 10 targets.

Table 1: Revisions to existing Jobs and Economy targets

Impact Measure		Baseline	Year 1 Target	Year 1 Actual	Existing Targets	
					Year 3	Year 10
Outcome 2: Renfrewshire will have a growing local economy creating employment for a well trained, qualified and motivated workforce — where unemployment is reduced and employment opportunities are growing						
1.	Reduction in the number of long term unemployed	1520 people (1.4%) JSA March 2013	5%	25%	15%	60%
					Proposed Revised Targets	
					60%	75%
2.	Reduction in the number of unemployed young people (18–24 year olds)	1475 (9.6%) JSA March 2013	9% (03/14)	28.9% (03/14)	18%	50%
					Proposed Revised Targets	
					60%	80%
Outcome 3 : Renfrewshire will have attractive environments and successful town centres created through successful area regeneration that contributes positively to local economic growth						
3.	Increase in visitor expenditure in Renfrewshire	£155 million — calendar year 2011	5% £162.75m	20% £186m	10%	20%
					Proposed Revised Targets	
					25%	35%

iii. Proposed new impact measures and targets

As detailed in table 2 below, it is proposed that eleven new impact measures be included within the Single Outcome Agreement. These impact measures reflect changes in priorities since the inception of the Single Outcome Agreement in 2013.

Table 2: New impact measures and targets

Impact Measure		Baseline	Proposed Targets	
			Year 3	Year 10
Outcome 1: Renfrewshire will be one of the best locations in Scotland to invest, in terms of its people, businesses and local communities				
1.	Increase the survival of businesses in Renfrewshire	2011 475 Births 425 Deaths Net: 50 businesses	Net: 100 businesses	Net: 150 businesses
2.	Reduce levels of digital exclusion in Renfrewshire	Baseline to be established during 2016	to be established	to be established
3.*	Number of passengers using Paisley Gilmour Street per weekday	13,000 (source: Office of Rail Regulator; 2014)	14,000	17,000
4.*	Number of scheduled train services stopping at Paisley Gilmour Street station per weekday	250 (source: weekday timetable Oct 2015)	260	350
5.*	Number of scheduled flights from Glasgow Airport per day	200	220	260
Outcome 2: Renfrewshire will have a growing local economy creating employment for a well trained, qualified and motivated workforce — where unemployment is reduced and employment opportunities are growing				
6.	Reduction in the number of unemployed people 50+	745 people (2.1%) JSA figures March 2015	15% JSA Figures March 2016	50% JSA Figures March 2023
7.	Reduction of the number of claimants in receipt of Out of Work Benefits (16-64 years)	Currently 18,600 (16.5%) DWP Benefit claimants at Feb 15 - working age client group	17,500 people (6% reduction) Feb 2016	14,000 people (24.7% reduction) Feb 2023
8.	Increase the number of people in employment/self employed	85,300 or 73.8% at March 2015	1% (853)	8% (6824)
9.	Increase the number of Living Wage Accredited employers	5 formally registered October 2015	100 October 2016	500 October 2023
10.	Increase the median gross weekly earnings in Renfrewshire	£415.50 (All) Renfrewshire £415.60 (All) Scotland (ASHE 2014)	Maintain	Grow to 105% of the Scottish average
Outcome 3 : Renfrewshire will have attractive environments and successful town centres created through successful area regeneration that contributes positively to local economic growth				
11.	To arrest decline and then increase visitor expenditure in Paisley	£74.5 million per annum in 2012	£80 million	£115 million per annum

*The targets for the these impact measures are indicative and may change over time

iv. Removal/Replacement of Impact Measures

It is recommended that following four impact measures be removed from the Single Outcome Agreement:

- Reduction in the level of urban vacant and derelict land – this impact measure has been replaced with the reduction in the level of vacant and derelict land (includes all land not just urban)
- Increase in the value of development investment activity - the data for this measure is derived solely from Building Warrant submissions and the level of investment can fluctuate dramatically depending on the timing of the proposed building activity
- Increase in Gross Value Added (GVA) in the Renfrewshire economy – the source of the estimated baseline data was taken from a one off piece of consultancy work undertaken in 2012. The GVA figures published by the Office for National Statistic include Renfrewshire, East Renfrewshire and Inverclyde.
- Increase in annual house completions (private and RSL) – this impact measure has been replaced with the following two new measures
 - i. Increase the number of affordable house completions
 - ii. Increase the number of private house completions

4.2 A Greener Renfrewshire

i. Revisions to existing targets

Table 3 below provides details of the proposed amendments to the 3 and 10 year targets for the one impact measure from the Carbon Reduction workstream.

Table 3: Revisions to existing Greener targets

Table of Revisions to Existing Greener Targets						
Impact Measure		Baseline	Year 1 Target	Year 1 Actual	Existing Targets	
					Year 3	Year 10
Workstream: Carbon Reduction						
1.	% of the vehicle fleet which uses alternative fuels, such as electricity	0.8% 2011/12	2%	1%	2.5%	5%
					Proposed Revised Targets	
					5%	20%

ii. Amendments/Removal of Impact Measures

It is recommended that following four impact measures be removed from the Single Outcome Agreement:

- Reduction in the level of urban vacant and derelict land – this impact measure has been replaced with the reduction in the level of vacant and derelict land to capture the true extent of the vacant and derelict land in Renfrewshire
- Increase in the percentage of social housing that meets the Home Energy Efficiency Standard by 2020 – this impact measure will be replaced with the percentage of social housing in Renfrewshire that meets the EESSH 2020 milestone. Data for this indicator is due to be reported to the Scottish Housing Regulator, for the first time, at the end of 2015/16, when baseline data will be established. The 10 year target remains at 100% but interim targets will be set once the baseline data has been established.

- Increase in the percentage of properties that meet the National Home Energy Ratings target – will be amended to the percentage of social housing properties in Renfrewshire which meet the National Home Energy Ratings target.

4.3 A Safer and Stronger Renfrewshire

i. Revisions to existing targets

Since development and publication of the Community Plan, good progress has been made against the impact measures of the Safer and Stronger element of the SOA. For four of the impact measures, performance has exceeded both the 3 year and 10 year targets. This means that the year 3 and year 10 targets for these measures now require to be revised. The measures affected are shown in Table 4 below with proposed revisions to the targets.

Table 4: Revisions to existing Safer and Stronger targets

Impact Measure		Baseline	Year 1 Target	Year 1 Actual	Existing Targets	
					Year 3	Year 10
Outcome 1: Renfrewshire is known as a place where people living, working and visiting feel safe and secure						
1.	Increase in the percentage of adults agreeing that Renfrewshire is a safe place to live.	83% 2013/14	43%	83%	45%	66%
					Proposed Revised Targets	
					83%	87%
Outcome 2: Our communities live their lives safe from violence and antisocial behaviour and have a responsible approach to accessing and using alcohol						
2.	Reduction in the number of reported incidents of antisocial behaviour	19,149	18,191	15,361	16,277	13,404
					Proposed Revised Targets	
					11,489	9,575
3.	Reduction in the number of crimes of violence	416	404	297	375	333
					Proposed Revised Targets	
					252	208
4.	Reduction in the number of complaints regarding vandalism and youth disorder	3,075	3,008	2,627	2,921	2,767
					Proposed Revised Targets	
					2,614	2,306

ii. Amendments/Removal of Impact Measures

Since the Year 1 progress was reported to the thematic board in June 2014 there has been a change to the way that hate crimes are measured by Police Scotland. Previously the performance measure sought to achieve a reduction in the number of hate crime incidents which is the current SOA measure. Police Scotland now seeks to measure hate crime by achieving a specific detection rate for hate crime and offences. As a consequence of this change it is proposed that this measure should be revised. Table 5 below provides a revised impact measure, a suggested baseline figure and an appropriate target for Year 3 and Year 10.

Table 5: Amendment of existing Impact Measure

Impact Measure	Baseline	Targets		
		Year 1	Year 3	Year 10
Increase in the detection rate for hate crime and offences	74%	N/A	86%	89%

4.4 Community Care, Health and Wellbeing

There are no additional changes to the SOA following the Year 1 Progress report, however the following baselines/targets require to be developed during 2015/16:

- Increase the percentage of people who have a positive perception of their quality of life
- Reduce general, acute, inpatient and day case discharges with a diagnosis of drug misuse
- Increase the average score on the short version of the Warwick- Edinburgh Mental Wellbeing Scale (SWEMWBS)

4.5 Children and Young People

i. Amendments/Removal of Impact Measures

Since development and publication of the Community Plan, the national measures for measuring attainment were changed and coincided with the introduction of the new national qualifications in 2014. As a consequence, we will be revising performance measures relating to attainment accordingly during 2015/16.

Also baseline figures for the impact measure to increase in the number of children and young people participating in sporting, cultural and citizenship activities requires to be established. This impact measure will be reviewed by the newly established Cultural Trust in the coming months.

It is recommended that the single child poverty measure and target is removed and replaced with the wider Poverty in Renfrewshire Dashboard, which is being developed as part of the Tackling Poverty Strategy and Action Plan. This dashboard will provide a range of poverty related measures and be updated and reported directly to the Community Planning Partnership board at 6 monthly intervals. This dashboard will better reflect the range of targets and actions across all of the thematic boards that contribute to tackling poverty.

4.6 Renfrewshire Forum for Empowering Communities

Renfrewshire Forum For Empowering Communities held a Development Day in September 2015 to consider the membership and operation of the Forum and the outcomes, targets and action plans. No immediate changes were identified to the SOA outcomes, but there will be further work to develop the action plan. The 3 and 10 year targets will also be reconsidered following the publication of autumn 2015 Public Services Panel results and the strategic agreement between Renfrewshire Council and Engage Renfrewshire.

5. Resources

No additional resources required.

6. Prevention

The Action Plan framework allows the Thematic Boards to plan resources and direct investment towards prevention and early intervention.

7. Community Involvement/Engagement

The Thematic Board Action Plans have been developed with our third sector partners and representatives.

For more information regarding this report, please contact Yvonne Farquhar, Senior Policy Officer, Chief Executive's Service on 0141 618 7409.

Theme: Jobs and the Economy

Impact Measure	Performance Baseline Data	Year 1 Target	Year 3 Target	10 Year Target (2023)
Outcome 1: Renfrewshire will be one of the best locations in Scotland to invest, in terms of its people, businesses and local communities				
Reduction in the level of vacant and derelict land	956 hectares (2013)	Replace existing similar measure	4.5%	15%
Increase the survival of businesses in Renfrewshire	Baseline 2011 475 Births 425 deaths Net: 50 businesses	New measure	Net: 100 businesses	Net: 150 businesses
Reduce levels of digital exclusion in Renfrewshire	Baseline to be established during 2016	New measure	To be established	To be established
Number of passengers using Paisley Gilmour Street per weekday	13,000 (source: Office of Rail Regulator; 2014)	New Measure	14,000	17,000
Number of scheduled train services stopping at Paisley Gilmour Street station per weekday	250 (source: weekday timetable Oct 2015)	New Measure	260	350
Number of scheduled flights from Glasgow Airport per day	200	New measure	220	260

Impact Measure	Performance Baseline Data	Year 1 Target	Year 3 Target	10 Year Target (2023)
Outcome 2: Renfrewshire will have a growing local economy creating employment for a well trained, qualified and motivated workforce — where unemployment is reduced and employment opportunities are growing				
Increase the rate of VAT/PAYE registered businesses in Renfrewshire	4,445 — 2011	2% 4,533	6%	20%
Reduction in the number of long term unemployed	Currently 1520 people (1.4%) JSA Figures March 2013	5%	60% (608 JSA claimants)	75% (380 JSA claimant)
Reduction in the number of unemployed young people (18–24 year olds)	Currently 1475 (9.6%) JSA Figures March 2013	9% (03/14)	60%	80%
Reduction the number of 16–19 year olds who are unemployed seeking work	201 - February 2013	10%	20%	50%
Reduction in the number of unemployed people 50+	745 people (2.1%) JSA figures March 2015	New measure	15% JSA figures March 2016	50% JSA figures March 2023
Reduction of the number of claimants in receipt of Out of Work Benefits (16-64 years)	Currently 18,600 (16.5%) DWP Benefit claimants at Feb 15 - working age client group	New measure	17,500 people (6% reduction) Feb 2016	14,000 people (24.7% reduction) Feb 2023
Increase the number of people in employment/self employed	85,300 or 73.8% at March 2015	New measure	1% (853)	8% (6824)
Increase the number of Living Wage Accredited employers	5 formally registered March 2015	New measure	100 (October 2016)	500 (October 2023)
Increase the median gross weekly earnings in Renfrewshire	£415.50 (All) Renfrewshire £415.60 (All) Scotland (ASHE 2014)	New measure	Maintain	Grow to 105% of the Scottish average

Impact Measure	Performance Baseline Data	Year 1 Target	Year 3 Target	10 Year Target (2023)
<i>Outcome 3 : Renfrewshire will have attractive environments and successful town centres created through successful area regeneration that contributes positively to local economic growth</i>				
Reduction in vacant retail space in Paisley Town Centre	2012 — 24,571 sqm	10%	20%	50%
Increase the number of affordable house completions	2014/15 — 56 homes	Replace existing similar measure	200 annually from 2016	1000 (by 31 March 2021)
Increase the number of private house completions	2014/15 — 477 homes	Replace existing similar measure	500 annually from 2016	2500 (by 31 March 2021)
Increase Renfrewshire's resident population	174,900 Census 2011	No change	2%	5%
Increase in visitor expenditure in Renfrewshire	£155 million — calendar year 2011	5% £162.75m	25%	35%
To arrest decline and then increase visitor expenditure in Paisley.	Baseline and targets to be established during 2016	New measure	To be established	To be established
Increase the footfall in Paisley Town Centre	Investigate the feasibility of this impact measure during 2016	Potential new measure	To be established	To be established

Theme: Greener Renfrewshire

Impact measure	Performance baseline data	Year 1 Target	Year 3 Target	Year 10 target (2023)
Carbon Management and Waste Reduction				
Reduce CO2 per capita	This is a national target based on 1990 baseline. The actual performance is produced by the Scottish Government every three years.			42% (2020)
Reduce the amount of CO ² emitted from public space lighting	7,460 tonnes	3%	10%	60%
Reduce the amount of CO ² emitted from public buildings	29,114 tonnes			15%
No waste generated within Renfrewshire will be sent directly to landfill without prior treatment, and less than 5% of all waste collected will be land filled	To landfill 56.1% — 2011/12	36%	36%	Less than 5% land filled
Increase in the percentage of waste collected that will be recycled	40.9% — 2011/12	51%	52%	60% by 2020 and 75% by 2025
Greener Communities				
Reduction in the number of vacant and derelict land sites	175 sites	173 sites	167 sites	150 sites
Increase the quality, quantity and diversity of the Renfrewshire Green Network	100 (score based on quality indicators falling between 80 and 120)	4%	10%	15%
Greener Housing				
The percentage of social housing properties in Renfrewshire which meet the National Home Energy Ratings target	Private Sector: NHER 0-5: 12,000 (20%) NHER 5-10: 47,000 (80%) Public Sector: NHER 0-5: 1,000 (7%) NHER 5-10: 19,000 (93%)		Public Sector — no properties remaining in lower NHER banding	

Impact measure	Performance baseline data	Year 1 Target	Year 3 Target	Year 10 target (2023)
The percentage of social housing in Renfrewshire that meets the EESSH 2020 milestone	Baseline being established by the Scottish Housing Regulator	Replace existing similar measure	To be established	To be established
Achievement of Scottish Housing Quality Standard by 2015	Actual compliance at 31/03/13 will be available by 1 June — target is 30.02%	31/03/14 is 61.55%	31/03/15 is 87.97%	SHQS concludes in 2015
Reduction in the percentage of households experiencing fuel poverty	29% - 2011/13	2.5%	7.5%	25%
Greener Transport				
Reduce the amount of CO ² emitted by public vehicle fleet	3,523 tonnes – 2011/12	3,450 tonnes	3,170 tonnes	2,460 tonnes
Percentage of the vehicle fleet will utilise alternative fuels such as electricity	0.8% – 2011/12	2%	5%	20%
Number of air quality management areas within Renfrewshire	1	1	1	0
Reduction in car journeys to school	22%			10%

Theme: Safer and Stronger Renfrewshire

Impact Measure	Performance Baseline Data	Year 1 Target	Year 3 Target	10 Year Target (2023)
Outcome 1: Renfrewshire is known as a place where people living, working or visiting feel safe and secure				
Increase in the percentage of adults agreeing that Renfrewshire is a safe place to live	83% — 2013/14	N/A	83%	87%
Reduction in the percentage of one year reconviction frequency rate	49.7% — 2009/10 Cohort (2012 reporting year)	47%	45%	35%
Reduce the perception of local drug dealing/drug use in neighbourhoods	13% — 2009/10	13%	11%	8%
Increase in the percentage of adults satisfied with their neighbourhood as a place to live	82% — 2012	83%	86%	92%
Increase in the number of residents stating they feel 'very safe' or 'fairly safe' when at home alone at night and when walking alone in the local neighbourhood after dark	81% — 2009/10	83%	85%	91%
Outcome 2: Our communities live their lives safe from violence and antisocial behaviour and have a responsible approach to accessing and using alcohol				
Reduction in the number of reported incidents of antisocial behaviour	19,149 — 2012/13	N/A	11,489	9,575
Reduction in the number of crimes of violence	416 — 2011/12	404	252	208
Reduction in the number of reported incidents of domestic abuse (expressed per 100,000 population)	1,432 — 2011/12 per 100,000	1,432	1,432	1,218
	2,431 — 2011/12 number of reported incidents	Maintain 2,431	Maintain 2,431	2,069

Impact Measure	Performance Baseline Data	Year 1 Target	Year 3 Target	10 Year Target (2023)
Reduction in the number of complaints regarding vandalism and youth disorder	3,075 — 2013/14	N/A	2,614	2,306
Outcome 3: All members of our community, in particular our most vulnerable children, young people and adults, live in a safe, inclusive and nurturing environment where they are respected and free from abuse and neglect				
Reduction in the proportion of adults referred to Social Work with three or more incidents of harm in each year	13%	13%	12%	50% reduction (6.5%)
Reduction in the number of children looked after away from home	323 — 2010/11	307	275	167
Reduction in the proportion of children subject to 2 or more periods of child protection registration in a 2 year period	6.2%	6.1%	6%	5%
Reduction in the number of teenagers who report being involved in 4 or more delinquent activities in the past 12 months	25% — 2011	23%	22%	18%
Reduction in the number of teenagers who report having committed 4 or more criminal acts in the past 12 months	6% — 2011	5%	4%	2%
Reduce the number of children experiencing domestic abuse	1,753 — 2011/12	1,665	1,630	1,139
Increase the perception of secondary school pupils who report their communities are safe places to live (1–4 lower the better)	1.8 — 2011	1.6	1.4	1.2
Reduction of secondary school pupils reporting that they are living in communities with many problems	48% — 2011	45%	35%	30%
Outcome 4: Renfrewshire citizens are positive, support equality and value diversity to achieve fairness for all within our communities				
Increase in the detection rate for hate crime and offences.	74% — 2012/13	N/A	86%	89%

Theme: Community Care, Health and Wellbeing

Impact Measure	Performance Baseline Data	Year 1 Target	Year 3 Target	10 Year Target (2023)
Outcome 1: Our residents will have an increasing life expectancy regardless of the community they live in				
Reduce the gap between minimum and maximum (male) life expectancy in the communities of Renfrewshire by 3 years	16.4 years (male) 2010			13.4 years
Increase in the number of people who assessed their health as good or very good	67.2% — 2008 80% — 2011	Maintain 80%	Maintain 80%	Maintain 80%
Outcome 2: Our residents will be valued and respected irrespective of age, physical disability or other needs				
Increase the percentage of people who have a positive perception of their quality of life	Baseline to be developed during 2015/16	n/a	To be established	To be established
Outcome 3: Our residents will only use alcohol safely and appropriately				
Reduction in the rate of alcohol related hospital admissions per 100,000 population	9.2 — 2011 8.9 — 2012	8.9	8.24 (2017)	8.0
Outcome 4: Our residents will have improved positive healthy behaviours: eat healthier; be physically active; only use drugs as prescribed; and avoid or stop smoking				
Increase the percentage of people participating in 30 minutes of moderate physical activity 5 or more times a week	39.8% — 2008 30.1% — 2011	32%	35%	50%
Reduction in the percentage of adults who smoke	35.2% — 2008 24% — 2011	23%	21.5%	15%
Reduction in the percentage of adults that are overweight or obese	49.9% — 2008 55% — 2011	55%	53%	50% (5% reduction)
Reduce general, acute, inpatient and day case discharges with a diagnosis of drug misuse	Baseline to be developed during 2015/16	n/a	To be established	To be established
Reduce the estimated prevalence of problem drug use	2.41% — 2003	Maintain	Maintain	Maintain

Impact Measure	Performance Baseline Data	Year 1 Target	Year 3 Target	10 Year Target (2023)
amongst 15-64 year olds (percentage of total population age 15-64)	1.84% — 2006 1.86% — 2009/10			
Outcome 5: Our residents will enjoy good mental health				
Increase the average score on the short version of the Warwick- Edinburgh Mental Wellbeing Scale (SWEMWBS)	50.8 — 2008 55.1 — 2010	N/A	To be established	To be established
Outcome 6: Our residents will get involved in activities and improve the health and wellbeing of their community				
Increase in the percentage of attendances at leisure facilities	1,936,323 — 2012/13	0.5%	1.5%	5%
Outcome 7: Our residents will be supported to live independently as long as possible in their own homes and communities				
Increase the percentage of local carers who feel supported to continue their caring role	85.6% — 2011/12	86%	87%	90%
Increase in the number of older people supported through re-ablement services, care at home services and intermediate care	8.7% — 2011/12	8.7%	9%	10%
Reduction in number of bed days lost due to delays in discharges	16,207 — 2009/10 14,319 — 2010/11 19,792 — 2011/12		4,051 by 2015	
Increase the percentage of older people living independently in the community with control over their care and support	0.4% — 2011/12 0.8% — 2012/13	10%	100% by year 3	100%

Theme: Children and Young People

Impact Measure	Performance Baseline Data	Year 1 Target	Year 3 Target	10 Year Target (2023)
Outcome 1: Our children and young people have the best start in life — are ready to learn, supported to achieve and are ambitious throughout and beyond their school lives				
Increase in the average tariff score of the lowest attaining 20% of S4 pupils	72 — 2011/12	74	76	82
Increase the average tariff score of looked after young people	58 — 2009/10 72 — 2010/11	74	76	82
Increase the percentage of pupils achieving 5+ awards at SCQF Level 5 or better by the end of S6	57% — 2011/12 Academic Year	58%	58%	10%
Increase the percentage of pupils achieving 3+ awards at SCQF Level 6 or better by S6	37% — 2011/12 Academic Year	38%	38%	10%
All pupils will achieve English and Mathematics qualifications at SCQF Level 3 or above by S6	94% — 2011/12 Academic Year	95%	96%	100%
Increase the percentage of school leavers in positive and sustained destinations	87.7% — 2011/12	90%	92%	94%
Increase the percentage of looked after young people in positive destinations	63% — 2010/11 Follow Up Survey	65%	68%	85%
Reduce the percentage of babies with a low birth weight (<2500g)	5.2% — 2009/10 5.4% — 2010/11 6% — 2011/12	6%	5.5%	5%
Increase in the number of children exclusively breast fed at 6-8 weeks	20.3% — 2011/12	21.4%	21.4%	25%

Impact Measure	Performance Baseline Data	Year 1 Target	Year 3 Target	10 Year Target (2023)
Outcome 2: Our children and young people live in a safe and secure, stable and nurturing environment at home and in the community — where their rights are respected, they are free from poverty and neglect and supported to be resilient and to thrive				
Increase the perception score of not being bullied amongst secondary school pupils	91 — 2011 Perception scores are graded from 0–100. The higher the score the better.	92	94	96
Increase the perception score of not being bullied amongst primary school pupils	91 — 2011 Perception scores are graded from 0–100. The higher the score the better.	92	94	96
Reduce the percentage of children living in poverty	13% (before housing costs) - 2013			
Reduce the number of children and young people placed on the Child Protection Register affected by parental substance misuse	56% — 01/08/2011 to 01/07/2012	53%	49%	15%
Outcome 3: Our children and young people feel confident and responsible — able to participate fully in learning and in their wider community and take part in opportunities which meet their needs, interests and aspirations				
Increase the reported school perception score amongst our secondary school pupils (0–100)	64 — 2011 Perception scores are graded from 0–100. The higher the score the better.	66	66	69
Increase the reported school perception score amongst our primary school pupils (0–100)	78 — 2011 Perception scores are graded from 0–100. The higher the score the better.	80	80	85
Reduce the percentage of secondary pupils with poor engagement with school	19% — 2011	18%	17%	12%
Reduce the percentage of primary school pupils with poor engagement with school	8% - 2011/12	7%	6%	4%

Impact Measure	Performance Baseline Data	Year 1 Target	Year 3 Target	10 Year Target (2023)
Reduce the number of days lost per 1,000 secondary pupils through exclusion	168 - 2011/12	160	155	15%
Reduce the number of days lost per 1,000 primary pupils through exclusion	13 - 2011/12	11	10	15%
Increase in the number of children and young people participating in sporting, cultural and citizenship activities	Baseline to be established			30%
Increase the reported physical health score of our secondary school pupils (0–100)	69 — 2011 Physical activity score is graded from 0–100. The higher the score the better.	71	73	78
Increase the reported physical health score of our primary school pupils (0–100)	78 — 2011 Physical activity score is graded from 0–100. The higher the score the better.	80	82	85
Increase the reported physical health score of our pre-school children	Baseline and targets to be established			
Increase the percentage of primary schools which deliver two hours quality Physical Education per week	96% — 2011/12	98%	100%	100%
Increase the percentage of secondary schools which deliver two hours quality Physical Education per week	100% — 2011/12	100%	100%	100%
Reduce the percentage of secondary school pupils reporting poor pro-social behaviour	10%	8%	6%	2%
Reduce the percentage of primary school pupils whose parents report poor pro-social behaviour	4%	3%	3%	2%
Reduce the level of obesity in children in Primary 1	7.6% — 20	7.4%	7.4% (Maintain)	7.4% (Maintain)

Impact Measure	Performance Baseline Data	Year 1 Target	Year 3 Target	10 Year Target (2023)
Increase the percentage of children in Primary 1 without decayed, extracted or filled teeth	62.1% — 2011/12	62.1%	62.1% (Maintain)	62.1% (Maintain)
Reduce the rate of pregnancies for those under 16 years of age (rate per 1,000 population)	8.3 — 2007/9 8.9 — 2008/10	8.6	8.0	6.7 (25% reduction on 2008/10 baseline)

Renfrewshire Forum for Empowering Communities

Impact Measure	Current Performance Baseline Data	Year 1 Target	Year 3 Target	10 Year Target (2023)
Outcome 1: Our communities will be confident, fully engaged with and regularly consulted by public services				
Increase the percentage of people agreeing that they can influence decisions affecting their local area	21% - Autumn 2013 Public Services Panel	N/A	3 Year and 10 Year targets to be established using results of the Autumn 2015 Public Services Panel Survey.	
Increase the level of satisfaction with local public services	68% - Autumn 2013 Public Services Panel	N/A	3 Year and 10 Year targets to be established using results of the Autumn 2015 Public Services Panel Survey.	
Increase the percentage of people using the internet to contact public services directly	33% - Autumn 2013 Public Services Panel	N/A	3 Year and 10 Year targets to be revised in line with Digital Exclusion baseline established in 2016 (see Jobs & Economy)	38%
Increase the percentage of people using the internet for personal use	Baseline to be developed and established in 2013/14	N/A	3 Year and 10 Year targets to be revisited in line with Digital Exclusion baseline established in 2016 (see Jobs & Economy)	5%
Increase the membership of Engage Renfrewshire with viable community anchor organisations	322 - December 2014	N/A	345 member organisations as at October 2015. 10 Year target to be revised in line with strategic agreement with Renfrewshire Council.	338

Impact Measure	Current Performance Baseline Data	Year 1 Target	Year 3 Target	10 Year Target (2023)
Outcome 2: Have the capacity and resources to lead projects and be involved in service delivery				
Increase social enterprise and community business growth	43 members of Engage Renfrewshire - December 2014	N/A	10 Year target to be revised in line with strategic agreement with Renfrewshire Council.	
Outcome 3: Have the capacity, enthusiasm and 'right to try' the management of local assets				
Increase the number of registered interests regarding local control of community assets which are to be used and managed for sustainable local initiatives	8 live cases - December 2014	N/A	5% annually	5% annually
Increase the number of registers of interest regards local control of public spaces and under-used sites which are to be used and managed for sustainable local initiatives	6 live cases - December 2014	N/A	5% annually	5% annually
Outcome 4: Value and promote equality and diversity and the role of charitable and voluntary work				
Increase the number of people registering to become a volunteer	614 — 2012/13	10% annually	10% annually	10% annually
Increase the number of registered volunteers who have been placed	484 — 2012/13	10% annually	10% annually	10% annually



To: Renfrewshire Community Planning Partnership Board

On: 9 December 2015

Report by:

**David Amos, Head of Policy and Commissioning
Chief Executive's Service**

RENFREWSHIRE SINGLE OUTCOME AGREEMENT – INTERIM PROGRESS REPORT (II)

1. Summary

- 1.1 An open and rigorous performance culture has been embedded across Renfrewshire Community Planning Partnership which promotes our collective responsibility for achieving our outcomes. Clear accountability and reporting is key to this approach.
- 1.2 This report provides an update on the progress that is being made against the following impact measures identified by the Community Planning Partnership Board on 24 June 2015:
 - i. Increase the percentage of looked after young people in positive destinations
 - ii. Increase the vehicle fleet utilising alternative fuels such as electricity
 - iii. Increase the number of registered volunteers who have been placed

2. Recommendations

It is recommended that the Board discusses the progress being made against each of the impact measures as detailed in Appendix 1.

3. Background

- 3.1 The Renfrewshire Community Plan and Single Outcome Agreement (SOA) was developed during 2012 and 2013 and was approved by Renfrewshire Community Planning Partnership Board on 12 June 2013.
- 3.2 Subsequently, the Community Plan and SOA was submitted to the Scottish Government and was scrutinised through a Quality Assurance exercise. Following this, the Renfrewshire Community Plan and SOA was signed off by the Minister for Local Government and Planning in August 2013.
- 3.3 The Single Outcome Agreement clearly sets out our agreed outcomes together with the one, three and ten year targets for each impact measure. The partnership is committed to ensuring that our resources are deployed effectively to deliver the Community Plan priorities and achieve best value. An open and rigorous performance culture has been embedded across the partnership which promotes our collective responsibility for achieving our outcomes. Clear accountability and reporting is key to this approach. As a result, on 4 February 2015 the Community Planning Partnership scrutinised the progress being made against each of the year one targets contained within the Single

Outcome Agreement. Following this, on 24 June 2015 the Community Planning Partnership Board was provided with an update on the progress being made against each of the impact measures which had an adverse variance of greater than 10% (red alert). It was agreed at the Board that the following three impact measures be scrutinised further to ensure that good progress was being made:

- i. Increase the percentage of looked after young people in positive destinations
- ii. Increase the vehicle fleet utilising alternative fuels such as electricity
- iii. Increase the number of registered volunteers who have been placed

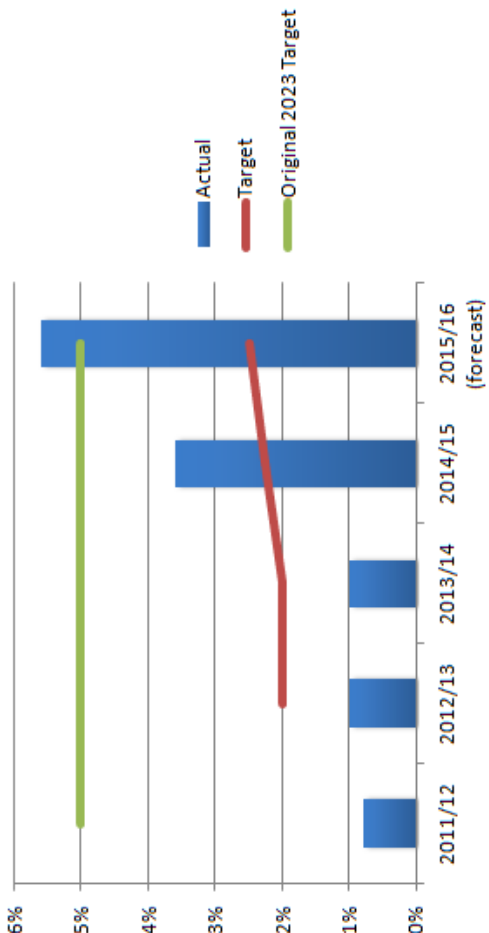
Appendix one, provides the progress to date and future milestones for each of these impact measures.

For more information regarding this report, please contact Yvonne Farquhar, Senior Policy Officer, Chief Executive's Service/Renfrewshire Community Planning Partnership Team on 0141 618 7409.

Children and Young People

Impact Measure		Year 1 Target	Year 1 Actual	Remedial Action
Outcome 1. Our children and young people have the best start in life – are ready to learn, supported to achieve and are ambitious throughout and beyond their school lives				
Increase the percentage of looked after young people in positive destinations		65%	46%	The attainment of looked after children strategy group was recently set up and will link with the employability focused Skills 4 Success group to ensure that specific actions are identified and implemented to improve the positive destinations of looked after young people
Progress including actions to date and future milestones				
Each year local authorities identify looked after young people who are school leavers. This information is shared with Skills Development Scotland who make contact with the young person three months after they leave school and 9 months after they leave school. The purpose of the contact is to identify if the young person is in a positive destination. A positive destination is defined as being in higher education, further education, training, voluntary work or employment.				
16 looked after children left school in 2013/14. The data for positive destinations was published in April 2015 and is detailed in the table below.				
	Renfrewshire 2013/14	Scotland 2013/14	Renfrewshire Position	Renfrewshire Position
Initial positive destination	81%	80%	12th	26th
Follow-up positive destination	88%	73%	5th	31st
At the follow-up positive destinations Renfrewshire was 1 of 6 councils where the performance improved, 2 remained static and the remaining other councils showing a reduction in performance. The performance in relation to education attainment for looked after children is subject to greater variability than that for the general population. The small number of individual children making up the looked after population means that there is significant sensitivity to change year on year.				
The data for school leavers from June 2015 will not be published by the Scottish Government until April 2016.				
In an attempt to improve the performance prior to June 2015:				
<ul style="list-style-type: none">all schools identified their looked after children and have in place a plan to ensure students enter the senior phase of education or are supported to move to a positive post-school destination;schools established links with the Employability Hub to increase access and support for looked after children; andschools have improved links with Skills Development Scotland to assist care leavers proactively into a positive destination.				
Work is being progressed to address the needs of looked after children who have identified that they wish to leave school in December 2015.				

A Greener Renfrewshire

Impact Measure	Year 1 Target	Year 1 Actual	Actual Dec 2015	Remedial Action																								
Workstream: Carbon Reduction																												
Increase the vehicle fleet utilising alternative fuels such as electricity	2%	1%	5.3%	A new Transport Scotland electric vehicles initiative has been taken forward over 2014/15 and 2015/16. The project has identified new opportunities for the cost effective deployment of electric vehicles																								
Progress including action to date and milestones																												
<div><div><p>In 2013/14 the percentage of the vehicle fleet using alternative fuels such as electricity failed to meet the target set. During 2014/15, a further 12 electric vehicles were purchased as part of Renfrewshire Council's overall vehicle replacement programme, bringing the total number of electric vehicles to 15, exceeding the interim target of 2.25%. Further electric vehicles have been purchased during 2015/16 with the total of 23 as at December 2015 and one further purchase planned prior to the end of the financial year. These additional vehicles have resulted in the 10 year target of 2023 being achieved, even against a slight increase in the size of the vehicle fleet from 420 to 430 vehicles. At the Greener Renfrewshire Thematic Board of 9th November 2015, a proposal to substantially increase the 2023 target to 20% of the vehicle fleet using alternative fuels such as electricity, was approved. This target will be reviewed on an ongoing basis to reflect any advances in technology.</p></div><div><p>% of Renfrewshire Council vehicle fleet which uses alternative fuels such as electricity</p><table><caption>% of Renfrewshire Council vehicle fleet which uses alternative fuels such as electricity</caption><thead><tr><th>Year</th><th>Actual</th><th>Target</th><th>Original 2023 Target</th></tr></thead><tbody><tr><td>2011/12</td><td>0.5%</td><td>2%</td><td>5%</td></tr><tr><td>2012/13</td><td>0.8%</td><td>2%</td><td>5%</td></tr><tr><td>2013/14</td><td>1.2%</td><td>2%</td><td>5%</td></tr><tr><td>2014/15</td><td>2.5%</td><td>2%</td><td>5%</td></tr><tr><td>2015/16 (forecast)</td><td>5.3%</td><td>2%</td><td>5%</td></tr></tbody></table></div></div>					Year	Actual	Target	Original 2023 Target	2011/12	0.5%	2%	5%	2012/13	0.8%	2%	5%	2013/14	1.2%	2%	5%	2014/15	2.5%	2%	5%	2015/16 (forecast)	5.3%	2%	5%
Year	Actual	Target	Original 2023 Target																									
2011/12	0.5%	2%	5%																									
2012/13	0.8%	2%	5%																									
2013/14	1.2%	2%	5%																									
2014/15	2.5%	2%	5%																									
2015/16 (forecast)	5.3%	2%	5%																									

Renfrewshire Forum for Empowering Communities

Impact Measure	Year 1 Target	Year 1 Actual	Remedial Action
Outcome 4: Value and promote equality and diversity and the role of charitable and voluntary work			
Increase the number of registered volunteers who have been placed	532	122	<p>The 2012/13 baseline for registered volunteers who have been placed by Engage Renfrewshire was 484. During 2015 Engage Renfrewshire has realigned the administration resource attached to volunteering support to provide resource to better track volunteers. The 2013/14 figure is 122 confirmed volunteering placements through response to a survey, but it was recognised that it was likely to be an underestimate of the number of volunteers. Data collection arrangements have been reviewed to ensure that information about volunteers placed is captured as accurately as possible.</p> <p>As an update on progress with regards to the impact measure 'increase the number of registered volunteers who have been placed' it should be noted that as of November 2015 during the operational year 2015/16 651 volunteers have been registered with Engage Renfrewshire with 410 (63%) participating in opportunities. Of those over 71% will receive formal volunteering certificates as part of the national 'Saltire' programme.</p> <p>During July 2015 a survey undertaken by Engage Renfrewshire in conjunction with Renfrewshire's Volunteers Manager Forum confirmed that from the 17 organisational responses that over 845 volunteers were active within these organisations. A further volunteer survey targeting all Engage Renfrewshire's members (those who are not members of the Volunteer Managers Forum) will be carried out in the next few months.</p>
Progress including action to date and milestones			
<p>Over the last 9 months Engage Renfrewshire has moved to place greater emphasis on youth volunteering and volunteering campaigns related to local need and community planning priorities. With realignment of the administration resource to better track volunteers, monthly surveys are now being conducted with volunteers to track and record their progress.</p> <p>Renfrewshire's Volunteer Manager Forum</p> <ul style="list-style-type: none"> The Forum has representation from 37 local organisations, partners and agencies who recruit and manage volunteers in Renfrewshire. Engage Renfrewshire's Volunteer Development Officer is Chair of the Forum. The Forum looks to share best practice around volunteering, bring in invited speakers, develop surveys, organise joint events etc. Successful events included: <ul style="list-style-type: none"> - Celebrating National Volunteers Week, June 2015. - University West of Scotland (UWS) Volunteering Unwrapped Event with Integrated Public Service Students, October 2015 			

Impact Measure	Year 1 Target	Year 1 Actual	Remedial Action
<p>Recruitment Campaign Approach</p> <ul style="list-style-type: none"> • Currently promoting volunteering opportunities for 146 organisations • Recruitment campaigns are developed to reflect each organisation's individual needs. • In addition to advertising volunteer posts on MILO / Volunteer Scotland, these are now being advertised via the Volunteer Renfrewshire Facebook page www.facebook.com/VolunteerRenfrewshire/ • University West of Scotland and West College Scotland engaged with volunteering options - helping students gain volunteering practical experience in the third sector. 			



To: Renfrewshire Community Planning Partnership Board

On: 9 December 2015

Report by:

Renfrewshire Community Justice Transitions Plan 2016/17

**Peter MacLeod, Director of Children's Services
Renfrewshire Council**

1. Summary

- 1.1 As reported to the Community Planning Partnership Board on 24 June 2015, the Community Justice (Scotland) Bill was introduced to the Scottish Parliament on 7 May 2015, to take forward the legislative change needed to establish the new community justice model in Scotland.
- 1.2 A number of community planning partners referred to in the Bill as statutory community justice partners will be responsible for working together to publish a community justice outcomes improvement plan from 2017 onwards. As such Community Planning Partnerships are to be central to the new community justice arrangements. These arrangements will commence on 1 April 2016 with a shadow year, with full responsibility from 1 April 2017 when Community Justice Authorities are disestablished. In the interim North Strathclyde Community Justice Authority will continue to submit their Area Plan progress reports to the Scottish Government.
- 1.3 Locally, community justice partners are required to prepare and submit a transition plan to the Scottish Government by the end of January 2016 covering the shadow year. In consultation with the Community Justice Steering Group the Renfrewshire Community Justice Transition Plan 2016/17 has been developed and is detailed below in Appendix 1.

2. Recommendations

It is recommended that the Board agrees the Transitions Plan 2016/17 as detailed in Appendix 1.



3. Background

3.1 On 7th May 2015, the Community Justice (Scotland) Bill was introduced to the Scottish Parliament, to take forward the legislative change needed to establish the new community justice model in Scotland. This builds on the Scottish Government's response to the Future Model for Community Justice in Scotland Consultation, published on 15th December 2014.

3.2 The Bill provides the legislative framework for the proposed changes to the community justice arrangements in Scotland, as follows:

- Community Planning Partnerships (CPPs) are to be central to the new arrangements: the focus will be on delivering community solutions to the issues of reducing re-offending and offender management.
- Statutory Community Justice Partners will assume responsibility under the new model from 1 April 2016, with full responsibility being conferred from 1 April 2017. Community Justice Authorities (CJAs) will be formally disestablished on 31 March 2017. Statutory Community Justice Partners include Local Authorities; Health Boards; Police Scotland; Scottish Fire and Rescue Service (SFRS); Skills Development Scotland; Integration Joint Boards (IJBs); the Scottish Courts and Tribunals Service; and Scottish Ministers (in practice, the Scottish Prison Service). However, Local community justice partnerships may choose to include, by agreement, non-statutory Community Justice Partners in their partnership and planning process. This would allow the inclusion of the Third Sector, Housing Associations and other community bodies.
- A transition plan for the shadow year requires to be made available to Scottish Government by the end of January 2016. Following this community justice partners will be required to prepare and publish a local plan to deliver improved outcomes for community justice in their area and to report annually on their assessment as to what has been achieved.

In preparing the community justice outcomes improvement plan, the statutory Community Justice Partners must have regard to:

- the National Outcomes, Performance and Improvement Framework
- the National Strategy for Community Justice
- any local outcomes improvement plan produced by the CPP under the Community Empowerment (Scotland) Act 2015 currently in force for the Local Authority area
- local needs and circumstances



- The national body, Community Justice Scotland, will be established in the latter part of 2016/17. The emphasis is on a non-hierarchical, mutually supportive relationship between Community Justice Scotland and local areas. Notwithstanding this, the new national body will have an assurance function. This body will be tasked with setting the vision for community justice and reducing reoffending in Scotland. There will also be a communication function, championing community justice services in an effort to raise their profile and highlight their contribution.
- The Scottish Government will develop a national framework for outcomes, performance and improvement, jointly with key partners and stakeholders. It is against this framework that community justice partners will be expected to plan and report.

3.3 Following consultation with stakeholders, the Scottish Government released details of what should be included within the transition plan:

- How CPPs plan to build links with and between community justice partners
- How CPPs plan to involve the Third Sector, service users, people with convictions, and communities in their local arrangements, planning and delivery in 2016/17
- How CPPs intend to work with CJAs to ensure that community justice issues that are led on by CJAs are picked up, where appropriate, by the relevant CPPs in 2016/17
- Looking to 2016/17 and beyond, what the local governance arrangements will be for:
 - community justice, including accountability lines
 - which organisations and individuals will be involved across the statutory, non-statutory and community sectors
 - how community justice arrangements will link into the wider CPP
 - how links will be made from broader community planning themes to the community justice agenda and vice versa;
- How partner resources will be leveraged to support change and innovation locally, making the most effective use of transition funding.

3.4 In order to meet the requirements of the Bill the Community Justice Steering Group was established in June 2015 and together developed the Transition Plan for the shadow year 2016/17.



4. Next Steps

4.1 Following approval of the Transition Plan the initial tasks for the Community Justice Steering Group will include:

- Completion of the Community Justice Steering Group Memorandum of Understanding
- Deliver a community justice awareness raising session
- Consider the National Strategy and Performance framework when they are published
 - (a) review national strategy against current local priorities of the partnership and
 - (b) identify any work that will need done to facilitate us being able to report against the performance framework
- Following publication of the National Strategy and Performance framework the group will undertake a strategic needs assessment to inform future planning
- Identify the timescales for submission of our first Renfrewshire strategic plan to Community Justice Scotland
- Continue to work closely with North Strathclyde Community Justice Authority to ensure that any continuing actions are suitably reflected in the Renfrewshire plan

5. Resources

- 5.1 The new model of community justice seeks to harness the resources of agencies and organisations within Renfrewshire which provide services to those involved in criminal justice, with the aim of addressing reoffending. Thus no additional resources are being provided within the new model for interventions with service users.
- 5.2 £50,000 per annum is being made available until 31 March 2018 to support local authorities in the transition from Community Justice Authorities to Community Planning Partnerships. £50,000 per annum is also being made available to the 3rd Sector Community Justice Forum to consider how such organisations can best be represented within CPPs.
- 5.3 In the new arrangements grant funding for criminal justice social work will be allocated directly to the local authority from April 2017.

6. Prevention

The new model seeks to reduce reoffending through the co-ordinated responses of a range of defined agencies to working with criminal justice service users. Multi-agency annual plans will report and measure against a national quality assurance framework for outcomes, performance and improvement.

For more information regarding this report, please contact Yvonne Farquhar, Senior Policy Officer, Chief Executive's Service on 0141 618 7409.

Renfrewshire's Community Justice Transition Plan 2016/17

Content

1. Context
2. Governance arrangements
3. Building links with and between community justice partners
4. Involving the Third Sector, service users, people with convictions and communities
5. Working with North Strathclyde Community Justice
6. Partnership resources
7. Next Steps

1. Context

National

On 7th May 2015, the Community Justice (Scotland) Bill was introduced to the Scottish Parliament, to take forward the legislative change needed to establish the new community justice model in Scotland. This builds on the Scottish Government's response to the Future Model for Community Justice in Scotland Consultation, published on 15th December 2014.

Under the new model, the Community Justice Authorities (CJAs) will be disestablished on 31 March 2017 and new community justice arrangements will be put in place at both a national and a local level. Renfrewshire Community Planning Partnership recognises that they are at the heart of local strategic planning and delivery in the new model and Statutory Community Justice Partners will assume responsibility under the new model from 1 April 2016, with full responsibility being conferred from 1 April 2017.

A duty has also been placed on statutory partners to co-operate with each other in carrying out and planning activities, delivering and reporting on outcomes for community justice in Renfrewshire. The statutory Community Justice Partners are:

- Local Authorities;
- Health Boards;
- Police Scotland;
- Scottish Fire and Rescue Service (SFRS);
- Skills Development Scotland;
- Integration Joint Boards (IJBs);
- the Scottish Courts and Tribunals Service; and
- Scottish Ministers (in practice, the Scottish Prison Service).

Although we recognise that other non-statutory partners also play a critical role in supporting us to achieve our outcomes including the third sector and Alcohol and Drugs Partnership etc. It will also be important to ensure strong links with children and adult protections committees.

The Scottish Government requested that all community planning partnerships submit a transition plan covering the shadow year by 31 January 2016, to lay the foundation for future planning. Following this community justice partners are required to prepare and publish a local plan to deliver improved outcomes for community justice in their area and to report annually on their assessment as to what has been achieved. This plan will be submitted to the newly established national body, Community Justice Scotland.

Local

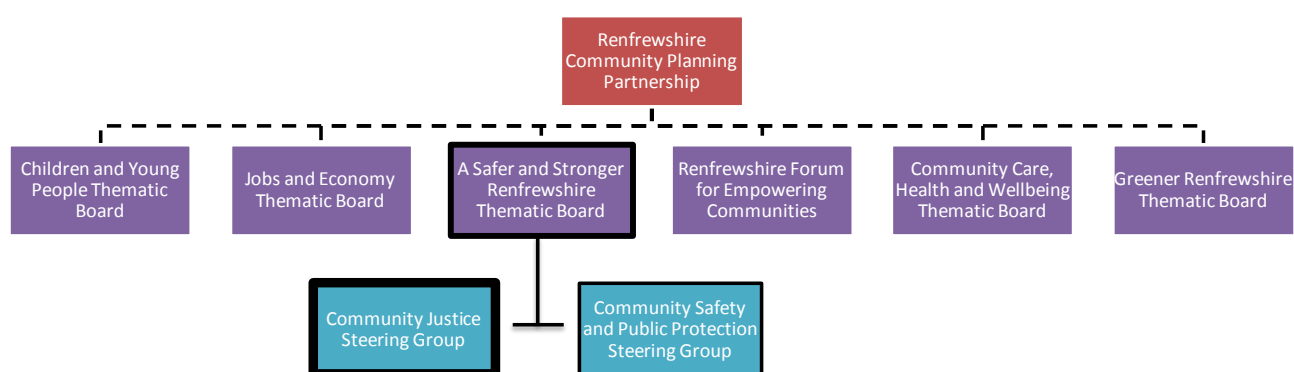
Reducing offending is a key priority for Renfrewshire Community Planning Partnership and the focus on community justice plans will enhance the Community Plan/Single Outcome Agreement.

The new arrangements provides the impetus to review our current strategic planning arrangements and the visibility of offenders as a key group that impact on partners activities including tackling poverty, employability and reducing alcohol and drug misuse.

2. Governance arrangements

Renfrewshire Community Planning Partnership is well place to support the transition of the new model of Community Justice and take steps to ensure the future planning, delivery and monitoring of services by community justice partners is in place by April 2017. It is noted that not all of the community justice partners are part of the CPP arrangements and governance arrangements will need to be more fully explored during the transition year as will links with other groups such as the Criminal Justice Board.

The diagram below provides an overview of the governance arrangement for Community Justice in Renfrewshire.



Strategic oversight for Renfrewshire Community Planning Partnership is provided by the Renfrewshire Community Planning Partnership Board. This board consists of senior political leaders, chairs of partner boards and chief executives or equivalent of partner agencies and organisations.

Our positive vision for change is driven by partners through the following six thematic boards:

- Children and young people
- Jobs and the economy
- Community care, health and wellbeing
- A safer and stronger Renfrewshire
- A greener Renfrewshire
- Forum for Empowering our communities

These boards, with the exception of the Forum for Empowering Communities, are chaired by an elected member and consist of senior officers across the community planning partnership and representation from our Third Sector Interface and voluntary organisations.

The Safer and Stronger Thematic Board's vision is that:

'Renfrewshire is known as a safe and tolerant place where residents and visitors enjoy a high level of personal safety and public protection and are free from crime. A culture of fairness, respect and equality exists and vulnerable children and adults are well looked after and protected'

A priority for the Safer and Stronger Thematic Board is to reduce re-offending and as such it has been agreed that this board will have overall responsibility for ensuring the smooth transition of Community Justice into the Community Planning Partnership. In addition, the Board will also have responsibility for the development, delivery and scrutiny of the Renfrewshire Community Justice Local Improvement Plan.

The role of the Community Justice Steering Group is to support the Safer and Stronger thematic board in ensuring that all partners work together to ensure the smooth transition of community justice to community planning and in the development and delivery of the Community Justice Local Improvement Plan. Membership of the group includes:

- Renfrewshire Council, Children's Services
- Renfrewshire Council, Chief Executive's Service/Renfrewshire Community Planning Partnership
- Police Scotland
- Scottish Fire and Rescue
- Scottish Courts and Tribunals
- Scottish Prison Service
- Skills Development Scotland
- Renfrewshire Health and Social Care Partnership
- Engage Renfrewshire (TSI)
- Criminal Justice Voluntary Sector Forum
- Victim Support
- The Wise Group
- Apex Scotland
- North Strathclyde Community Justice Authority

The steering group will have responsibility for monitoring and reporting on the outcomes and actions contained within the Community Justice Local Improvement Plan and reporting this to the Safer and Stronger Thematic Board six monthly.

The Steering Group will maintain the well established links with the Community Safety and Public Protection Steering Group which is a strategic, Head of Service level group working as directed by the Safer and Stronger Thematic Board, the Council and the Community Protection Chief Officers Group to ensure plans, services and outcomes are in place to provide support to vulnerable people, keeping them free from abuse and neglect, respected and nurtured and valuing their human rights, equality and diversity. In addition to developing projects and programmes to prevent and address violence and anti social behaviour and to address risks of exploitation of vulnerable people and communities it has a specific role to deliver strategic oversight and planning for key legislative and environmental changes including the development of the future model for community justice in Scotland and progressing the first plan for community justice.

3. Build links with and between community justice partners

Renfrewshire Community Planning Partnership will be the vehicle for local partnership planning and collaboration with an emphasis placed upon collective responsibility through the Community Justice Steering Group which sits underneath the Safer and Stronger Thematic Board. However, each statutory community justice partner remains individually accountable partners.

In June 2015, the Community Planning Partnership established the Community Justice Steering Group. The initial task of the group was to develop the necessary transitional arrangements to meet the requirements of the Community Justice Bill. The steering group meets on a quarterly basis and are hosted by the Council and arranged by the Lead Officer. Currently the group are developing a Memorandum of Understanding.

The Community Planning Partnership will continue to engage closely with the North Strathclyde Community Justice Authority until it is disestablished to ensure that the knowledge and experience is fully utilised and transferred. The CJA chief officer will play a key role in the Steering Group throughout the transition period. We will ensure that relevant CJA priorities and actions are transferred to the Renfrewshire plan as appropriate.

Under the proposed new arrangements Scottish Prison Service (SPS) will continue to engage with partners with an interest in Community Justice at a national and local level. SPS will do so in a way that balances constructive engagement to support local working, with coherent delivery of its national obligations and objectives.

SPS recognise that for the vast majority of those that have offended, prison is not the “end point” in the system. There is a role for community justice as an alternative to custody and a strong role for community justice in supporting people on return from custody to be rehabilitated citizens. SPS is supportive of the strong and integrated relationship between prisons and the wider community that the new legislation is designed to enable.

The role of SPS in tackling reoffending and reducing the prison population is a key one. Work is already underway to help ensure that the transition between custody and community is as well integrated as it can be and SPS recently created the role of Throughcare Support Officers (TSOs) to assist in supporting this transition.

The SPS response to this transition process is in three parts:

- National strategy development. SPS continues to play an active role in the development of the national strategy and performance arrangements and the national transitions group;
- Strategic engagement. SPS is currently undertaking a mapping exercise of partnerships in an attempt to better understand the potential impact of reform; and
- SPS contribution to strategic planning. SPS is currently reviewing the data that we can make available to inform strategic intelligence assessments and the setting of local priorities as well as developing the SPS narrative for inclusion within local community justice plans.

SPS is currently developing the engagement and strategic planning work streams described above. SPS anticipates lead Governors in Charge (GICs) and Establishments being identified for each local partnership as part of this work.

Police Scotland has confirmed that there will be no change to existing arrangements arising from the transition. Police resources will be in place to continue supporting the development and delivery of community justice in Renfrewshire and they will retain the same level of commitment to manage those offenders current under the Multi Agency Public Protection Arrangements (MAPPA). Any changes to the resource requirement will be committed subject to local agreement and sign-off by the Divisional Commander for 'K' Division or a suitable delegated member of the senior management team based within 'K' Division.

Scottish Fire and Rescue have reaffirmed their commitment to supporting the community planning partnership including any new arrangements that will be put in place in respect of the new model for community justice. The Local Senior Officer/Fire Commander from Renfrewshire has the legal capacity to approve any new local arrangements, which do not have implications nationally, and will continue to support the partnership.

The Community Justice Partners recognise the key role that the new Integrated Joint Board (IJB) and Renfrewshire Health and Social Care Partnership (RHSCP) has in supporting adults with health and social care vulnerabilities that could contribute to an increased risk of offending. There is already a strong relationship between Renfrewshire's Community Justice Services and the Adult Services now delivered by the RHSCP. The Chief Social Work Officer is a member of the IJB and retains an oversight of and a responsibility for the delivery of Social Work's statutory functions by the RHSCP. The transition planning for both Health and Social Care Integration and the new Community Justice model will address the need for strong partnership working between the respective bodies.

The importance of obtaining and retaining a stable housing arrangement cannot be underestimated and Housing Services are also identified as a key partner. Renfrewshire's Housing strategy takes account of vulnerable groups and interfaces with Renfrewshire's Community Plan and Health and Social Care Commissioning Plans to ensure that a strategic approach is taken to developing housing options for all cohorts of the community.

Criminal Justice Social Work has well established links with key partners across services in Renfrewshire. The new planning arrangements will enhance existing good practice and joint working. It also provides the opportunity to focus on the prevention and early intervention agenda through the work being undertaken across Children's Services and the wider partnership to divert young people from the criminal justice system. To support young people who are coming into the system, arrangements are also being put in place to embed the Whole Systems approach which has been independently evaluated as effectively supporting young people.

In preparation of the transition plan, the Community Justice Steering Group members attended a half day development session on 30 September 2015 in Paisley Town Hall. All members participated fully in the session and their input is reflected within this plan.

In order to build a greater understanding of community justice and the implications of the new model the Community Justice Steering Group will organise an awareness raising event early in 2016 for all stakeholders and interested parties.

The Steering Group will also undertake a Strategic Needs Assessment (SNA) where research, data and expert analysis will be reviewed to assess the challenges and opportunities facing Renfrewshire. This process will enable partners to receive expert input on current thinking about key community justice issues and to challenge our current ways of working. The SNA will provide us with the opportunity to respond effectively to the national strategy and performance framework.

4. Third Sector, service users, people with convictions, and communities involvement

Third Sector

The Third Sector has been, and will continue to be, engaged and involved in delivering effective and efficient services for individuals. The sector has contributed positively to the delivery of outcomes for community justice at a local and national level. We will continue to engage and involve the Third Sector in the planning and delivery of services and improved outcomes for community justice.

As detailed in Section 2 our local Third Sector Interface, Engage Renfrewshire together with the national Criminal Justice Voluntary Sector forum both have a key role to play and are represented on the Community Justice Steering Group.

Engage Renfrewshire will provide the expertise to enable the partnership to make links to the appropriate voluntary and community groups who are likely to already provide services to this service group, albeit not specifically targeted, and act as a gateway to volunteering, employment opportunities and access to services.

At a national level the Criminal Justice Voluntary Sector Forum will ensure that third sector organisations who specifically represent criminal justice interests such as national organisations will be sufficiently represented. Senior managers from specific organisations who provide services within Renfrewshire have also been invited to be members of the group.

The organisations represented by the CJVS Forum includes:

- Aberlour Childcare Trust
- Access to Industry
- Action for Children
- Apex Scotland
- Barnardos' Scotland
- Canape
- Centrestage Communities
- Circle Scotland
- Cornerstone
- Cyrenians
- Families Outside
- Includem
- Mentor UK
- Paws for Progress
- Phoenix Futures Scotland
- Positive Prison? Positive Futures...
- Sacro
- Salvation Army
- Shelter Scotland
- Support in Mind Scotland
- The Richmond Fellowship Scotland
- Turning Point Scotland
- Up-to-Us
- Venture Trust
- The Wise Group

Service Users/People with convictions

Engagement with services users/those with convictions is an area that the Steering group is currently developing, the new arrangements gives partners the opportunity to develop a co-production approach. It is recognised that partners have engagement with people with convictions in a variety of settings, however the opportunity to ask views and then use this to develop and deliver services can be maximised going forward.

Communities

As a partnership we will engage with our communities in the planning and delivery of services and outcomes for community justice. We will ensure that groups and individuals have the opportunity to share their views and play a greater role within community justice. Our communities are already well engaged with the delivery of services supported by Community Payback orders and we will adopt a similar approach to work with our communities to raise awareness of community justice and identify projects/initiatives where they would welcome restorative/community justice services.

Victim Support will play a key role in enabling us to take account of the views of victims of offenders and their engagement will be crucial.

In early 2016 we will develop a Communications Plan which will ensure that as a partnership we maintain effective communication with our stakeholders. However, we will continue to use our traditional methods of communication and engagement including: Renfrewshire Public Services Panel; Local Area Committee's; Community Planning events; Police Scotland and other partner's consultation. We will also ensure that the necessary information is communicated to our local communities via a variety of methods including websites, social media, e-bulletins, the Renfrewshire Magazine etc.

5. Working with North Strathclyde Community Justice Authority

To ensure that the knowledge and experience of North Strathclyde CJA is fully utilised we continue to have ongoing dialogue regarding the services that are in place, boards, forums where they are represented to ensure that where possible we take forward the progress that is being made locally. North Strathclyde Community Justice Authority will continue to play an active role with CJA chief officer representation on the Community Justice Steering Group until the organisation is disestablished.

6. Partnership resources

The Scottish Government confirmed that Renfrewshire Community Planning Partnerships will receive £50,000 annually for three financial years commencing 2015/16 to support the preparation for the new model. The funding has been utilised in the creation of a Lead Officer Community Justice post (22.5 hours per week). This aligns community justice to other council bodies i.e. the Renfrewshire Child Protection and Adult Protection Committees and the Alcohol and Drug Partnership, ensuring there is a specified individual with knowledge of criminal and community justice.

Examples already exist where resources across a range of agencies are aligned to reduce reoffending as detailed below.

Public Social Partnership (PSP)

Public Social Partnerships are formal partnerships between the public and third sectors which have been formed to co-design a service to meet an identified gap in service. There are 4 PSPs operating within Renfrewshire, national PSP's are funded until 31 March 2017 .

Low Moss PSP is integrated within HMP Low Moss and supports short-term male prisoners rehabilitate back into their communities after release. The service covers approximately 14 local authority areas with Renfrewshire being the second largest behind Glasgow, having had 118 prisoners supported on their return. The Families First project were invited to Low Moss prison to make links with individuals from Renfrewshire and to provide information and advice to prison staff regarding supporting the families of offenders. As a result of the visit the Families First project has reached out to support additional families. In return Families First have invited Prison Staff to the Families First open day. The Low Moss PSP is led by Turning Point Scotland.

New Routes PSP is a national mentoring service for short-term male prisoners up to 25 years of age. New Routes supports Renfrewshire prisoners following release from adult male prisons except HMP Low Moss – in practice mostly from HMPs Barlinnie, Greenock and Kilmarnock. New Routes PSP is lead by the Wise Group.

SHINE PSP is a national mentoring service for women both in custody and in the community and are integrated within the Womens' Service at Back Sneddon Street in Paisley. The service supports women leaving custody for up to 1 year in the community and also women who are at risk of breaching a community order. SHINE PSP is led by Sacro.

Moving Forward PSP is a throughcare service for young male prisoners under 21 years of age who are normally held in HMP YOI Polmont. The service covers 4 local authority areas including Renfrewshire and aims to mentor the young men into employment following their release from custody. Barnardos and Action for Children jointly lead this PSP.

The Womens Community Justice Centre

The womens service was created through redesign of existing services, and a small amount of additional Scottish government funding. Aside from involvement of the Shine PSP within Renfrewshire the service also includes support from Turning Point Scotland Turnaround Service, a staff member from Women and children first (childrens services) which enables provision of groups for women but also means that women then engage with that service for additional needs. The Renfrewshire Alcohol and Drugs Partnership (Renfrewshire Health and Social Care Partnership) has also recently agreed to fund an additional post to enable additional capacity and smoother transition for women obtaining addictions and mental health support.

Adult Learning and Literacy

Working in Partnership with Polmont Young Offenders Institute, Renfrewshire's Adult Learning and Literacies Service offers a wide variety of free learning opportunities to young people who are about to be released from prison. The classes take place in local communities which helps offenders integrate/reintegrate.

National Involvement

Renfrewshire Council/Community Planning Partnership are also engaged in the development of national projects/initiatives as follows:

- A key challenge in the Prison Service is to provide equitable care and ensure timely access to Palliative Care services, within prison regimes. In order to address these challenges the **Palliative Care in Prisons Steering Group** has been established in which Renfrewshire Council plays a key role. Together with MacMillan Cancer Support, SPS and Social Work Scotland we will explore opportunities that the new model of community justice offers.
- The partnership is also one of the three pilot areas working on the **reducing the use of remand and short sentencing project** to explore how partners can maximise the use of community disposal by the court and reduce the negative impact on desistence from offending that short periods of imprisonment can cause.

7. Next Steps

The initial tasks for the Community Justice Steering Group will include:

- Completion of the Community Justice Steering Group Memorandum of Understanding
- Deliver a community justice awareness raising session
- Consider the National Strategy and Performance framework when they are published
 - (a) review national strategy against current local priorities of the partnership and
 - (b) identify any work that will need done to facilitate us being able to report against the performance framework
- Following publication of the National Strategy and Performance framework the group will undertake a strategic needs assessment to inform future planning and delivery
- Identify the timescales for submission of our first Renfrewshire strategic plan to Community Justice Scotland
- Continue to work closely with North Strathclyde Community Justice Authority to ensure that any continuing actions are suitably reflected in the Renfrewshire plan



To: **Community Planning Partnership**

On: **9 December 2015**

Report by:

Peter Rub, Data Analytics & Research, Policy & Commissioning, Renfrewshire Council

Initial Open Data Strategy for Renfrewshire

1. Summary

1.1 This paper is about the attached draft 'Initial Open Data Strategy for Renfrewshire', which outlines the initial vision for the partnership to create an open data portal about Renfrewshire to comply with the Scottish Government's 'Open Data' strategy.

2. Recommendations

2.1 The council is taking a lead role complying with the SG 'Open Data' strategy but in doing so believes the vision for open data in Renfrewshire should be holistic from a CPP perspective. It is recommended that the CPP supports the draft 'Initial Open Data Strategy for Renfrewshire' by:

- endorsing the draft initial open data strategy,
- attending an 'Open Data Enlightenment' event to be held early in 2016;
- participating in a Renfrewshire wide network of open data advocates to support and advise on the vision and the creation, implementation and ongoing maintenance of an open data portal;
- providing suitable resources associated with the creation, hosting and maintenance of an open data portal, and
- providing and consuming Renfrewshire open data sets.

3. Background

3.1 Open Data is non-person and non-commercially sensitive data. It is easily discoverable, accessible to anyone and can be freely used, reused and redistributed by anyone for any purpose including commercial without restriction i.e. it has an open license. It is made available, via the Internet, in an electronic machine readable format which supports its ready re-use for free. It can be used by consumers for any purpose including making money from it. There are no royalties to be paid or patents to be adhered to.

In April 2014 the Scottish Data Management Board (DMB) published 'A Data Vision for Scotland' and set the overarching objective as being to champion and unleash across Scotland trustworthy uses of data for public benefit. The vision sets out where the Scottish Government wants to be by 2020. The DMB has created a strategic plan for effective and responsible collection, management and use of data across Scottish Public Services to the benefit of the Scottish public and in particular to achieving high quality public services and economic growth. The strategic plan has been developed with, and for, the Scottish public sector and its partners across the wider data community. It will be implemented within a legislative framework: the Data Protection Act, the EU INSPIRE Directive which establishes an infrastructure for spatial information and the EU Directive on the re-use of Public Sector Information (PSI Directive) which adopts an increasingly mandatory element to what public bodies should publish as Open Data. It also delivers under the Information Commissioner's Office (ICO) Data Sharing Code of Practice, which applies to public, private and third sector organisations.

The DMB has also overseen the development of the SG's 'Open Data' strategy to help achieve the Data Vision and strategic plan. The 'Open Data' strategy released in February 2015 seeks to create a Scotland where non-personal and non-commercially sensitive data from public services is recognised as a resource for wider societal use and as such is made open in an intelligent manner and available for re-use by others.

4. Resources

4.1 This draft of the initial strategy outlines a number of key features for the open data unindoctrinated. These include:

- What is and reasons for open data,
- Open data vision for Renfrewshire,
- Potential data consumers,
- How we intend to make data open including the philosophy, management, governance, dataset sources, metadata and licensing,
- How we intend to publish data including broad ICT architecture, platform requirements, control and quality of data and foreseeable cost features.
- Training and
- Initial action plan.

Much of the detail is still to be determined including actual expected costing but this initial strategy is to set the scene and establish a starting point within the partnership, to make partners aware of what's happening around Scotland, the UK and the world with respect to open data and to encourage partners to participate in influencing the way forward for open data in Renfrewshire.

An 'Enlightenment' event is proposed to be conducted by the end of January 2016. It will be aimed at decloaking the mystery surrounding open data so the potential benefits to the community and partner organisations can be seen. Guest speakers will be invited to present and share their experiences. Partners will be asked to attend and be part of Renfrewshire's open data vision.

At the event, partners, including council service areas, will be asked to identify a member of their staff to be one of a network of like minded open data advocates willing to take up the challenge and represent their organisation, influencing decisions on the open data vision and in the creation, building and maintenance of Renfrewshire's open data portal. These advocates need not necessarily be senior or middle management or technical staff but could be people who have a genuine interest in data research and analysis, web design, mobile applications or similar.

5. Prevention

5.1 The council and its partners are large producers and collectors of information including non-personal and non-commercially sensitive data. This data is a valuable public resource which has been underused. Making the data open to the public will help to realise the full potential of the data and create many benefits for the council, partner organisations, business and the community. These include:

- Wider social and economic benefits through innovative use of the data;
- Delivery of improved public services through public bodies making use of the data;
- Better accountability and transparency of delivery of public services; and
- Greater civic engagement by better understanding of public services and greater insight into their own community.

Publishing our data in a reusable form empowers others to use the data for new and exciting purposes. Open data can be used in isolation or with other data to provide new insights or to develop apps which allow people to use the data in useful ways. Not knowing how a data set could be used is not a reason not to publish. The general public, business and academic community will have far better imaginations on uses for the data. Some examples of how the public have used open data for the benefit of the community include analysis and apps that do the following:

- people's lives saved by the analysis of the best places to locate new defibrillators;
- transport data allowing the development of apps which allow users to get around better;
- investigating whether facilities for the aging population are located in clusters or spread evenly as per the population of this age group and whether they are located near to essential services so elderly can be a little more independent;
- Interactive maps to show where start up friendly office spaces are so SMEs find the right type of space for their bespoke use.
- Food hygiene ratings of take-aways, restaurants, pubs etc
- Identify how much salary is needed to buy a home across various cities the UK

6. Community Involvement/Engagement

6.1 The initial open data strategy gives an opportunity for partners and the community to participate in shaping how partners can share and access data sets about Renfrewshire by the creation, implementation and maintenance of an open data portal. Importantly the partners and general community will be able to influence the selection of data sets to be published. This is envisaged to be of particular benefit to local business who will not only be able to request which data sets they would like published but also be able to use, without cost, royalties or patents, any of the published open data sets to benefit their business e.g. by the creation of mobile applications.

Communities and individuals will be enabled to understand more about public services, gain greater insight into their own community and contribute to future design and delivery of public services.



Renfrewshire
Community Planning
Partnership

Initial Open Data Strategy

for

Renfrewshire

How Renfrewshire Partners will make their data open to everyone.

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PURPOSE OF THE STRATEGY

This strategy is being developed not only to comply with the Scottish Open Data Strategy but also to demonstrate the commitment by the council and its Community Planning Partners in making their data open to everyone. This strategy is the first edition of what will be an evolving strategy as the open data phenomenon takes hold and spreads throughout the Renfrewshire's Community Planning Partnership as it has throughout the world. This edition will explain why and how the council and partners will deliver their open data in a convenient and easy to access manner with the aim to increase the discoverability of data about Renfrewshire, its people, services, businesses, environment and economy.

Renfrewshire's open data strategy will continue to be developed and implemented using relevant guidelines and assistance issued by or obtained from Scottish, UK, EU and other relevant bodies. e.g.:

- The G8 Open Data Charter
- Scottish Government Open Data policies and strategies
- Open Knowledge Foundation
- Open Data Institute
- Other Local Authorities

WHAT IS OPEN DATA?

For the purpose of this strategy, open data is non-personal and non-commercially sensitive data. It does not contain personal information relating to individuals or information which could be used to identify individuals. Additionally, information which could cause economic harm if released is not within the scope of open data. Discretion on the balance of public interest with transparency against the right to confidentiality will need to be made. The default position will be to release the information unless there is good reason not to. Open data is easily discoverable, accessible to anyone and can be freely used, reused and redistributed by anyone. It is made available, via the Internet, in an electronic machine readable format which supports its ready reuse for free. It can be used by consumers for any purpose including making money from it. There are no royalties to be paid or patents to be adhered to. Information data sets are not just published on their own. Other features must accompany the information for it to be considered as open data. These include:

- Available at no cost to the user
- Freely available to be used, redistributed and reused by anyone for any purpose including commercial, without restriction. i.e. have an open license
- Available online in machine readable non-proprietary formats;
- Easily discoverable through use of relevant metadata.

5 Star Open Data model

The Scottish Government has suggested a 5 star open data model should be what organisations are aspiring to achieve when making their data open. A summary of the model follows in the table below. Renfrewshire will be aspiring to release its data in a 3 star or above format.

★	Data available online with open license permitting re-use. Examples – Tables and charts in PDF document or scanned images
★★	Data available online in a machine readable format, with open license permitting re-use. Examples – Excel tables and charts
★★★	Data is available online, in non-proprietary machine readable format, with open license permitting re-use. Examples – Comma Separated Values (CSV) Extensible Mark-up Language (XML)
★★★★	Data is available online, in non-proprietary machine readable format, with open license permitting re-use. Data is described in a standard way and uses unique reference indicators, so that people can point to your data.
★★★★★	Data is available online, in non-proprietary machine readable format, with open license permitting re-use. Your data uses unique references and links to other data to provide context.

WHY MAKE DATA OPEN?

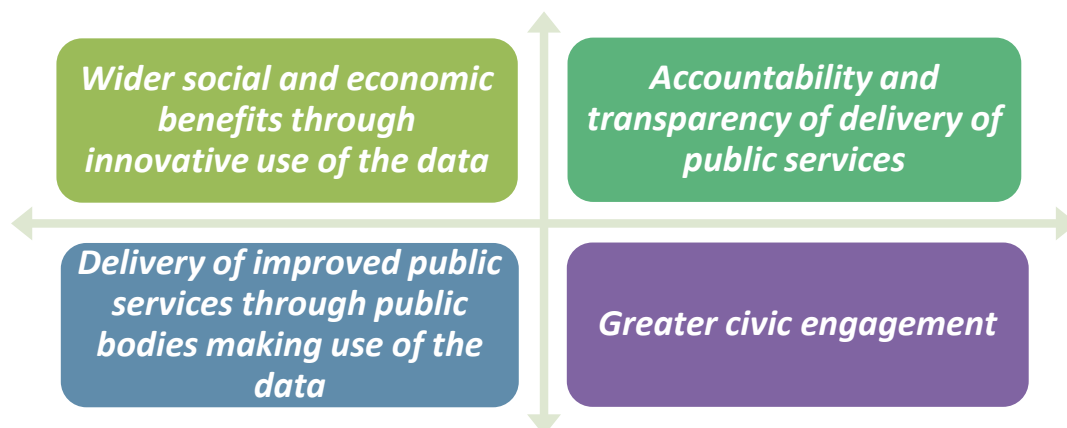
Legislation

There are a number of legislative requirements that the implemented open data strategy will comply with by publishing its data. i.e.

- Freedom of Information (Scotland) Act 2002;
- Environmental Information (Scotland) Regulation 2009;
- Data Protection Act 1998;
- INSPIRE (Scotland) Regulations 2009;
- Re-Use of Public Sector Information Regulations 2015.

Other Drivers

The council and its partners are large producers and collectors of information including non-personal and non-commercially sensitive data. This data is a valuable public resource which has been underused. Making the data open to the public will help to realise the full potential of the data and create many benefits the council, partner organisations, business and the community will receive. These include



Innovation

Publishing data in a reusable form empowers others to use the data for new and exciting purposes. Open data can be used in isolation or with other data to provide new insights or to develop apps which allow people to use the data in useful ways. Some examples of this include:

- London Schools Atlas: Projections show up to 4,000 extra primary classes across London are needed by the end of the decade. The pattern of which schools serve each area in London is extremely complicated but for the first time this app allows educational planners and parents to see the picture across London.
- Walkonomics: an app that rates and maps the pedestrian-friendliness of streets and urban areas.
- CollisionMap: A free service that displays and gives details of road accidents that involved an injury for the whole of Britain.
- Low Price Lessons: Driving lessons website helping learner drivers find their driving instructor and information about the areas they'll learn to drive in.

- Illustreets: an app useful when looking to buy or rent property putting deprivation, crime, education, transport, environment and census data on an interactive searchable map to compare locations while on the move.
- Check Business: provides risk and stability scores on millions of UK companies helping business to trade better with other UK firms.
- Informedtable: allows a search for restaurants near you and clearly shows their hygiene inspection ratings plus has an easy online booking service.

Improved public services and transparency

Making data held by public organisations open enables communities and individuals to understand more about public services, gain insight into their own community and contribute to future design and delivery. Studies by the EU have identified that people are most interested in gaining access to information about their local area. Making data more accessible can also help those delivering public services make better use of data themselves.

Other Organisations

The adoption of open data is being embraced and adopted by many local authorities and public organisations across the UK and the world with varying degrees of success, quality and quantity. Examples include

Glasgow: <https://data.glasgow.gov.uk/>

Edinburgh: <http://opendata.cechosting.org/>

London: <http://data.london.gov.uk/>

Nottingham: <http://www.opendatanottingham.org.uk/>

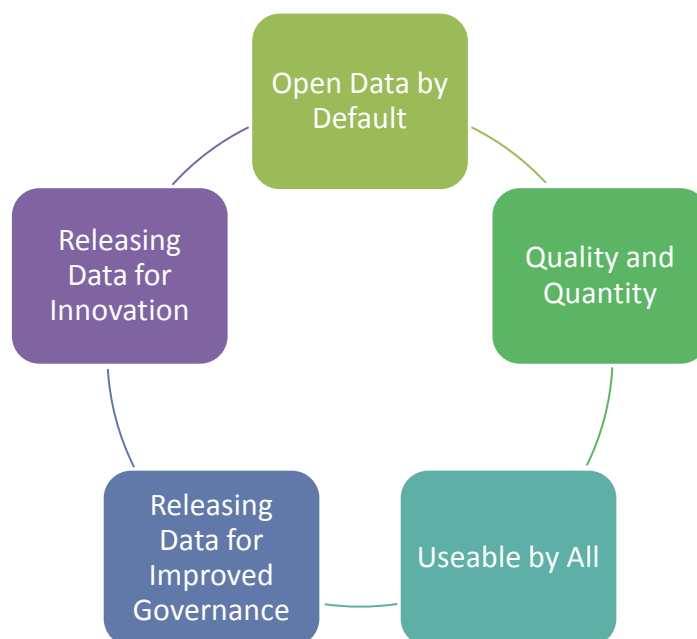
Paris: <http://opendata.paris.fr/page/home/>

New York City: <https://nycopendata.socrata.com/>

South Australia: <https://data.sa.gov.au/>

VISION FOR RENFREWSHIRE'S OPEN DATA

The council and its partners gather many types of data to help inform their planning and decision making processes and deliver services in the most proficient and efficient manner. Making their data available will add value to work in communities, organisations and businesses. The council and its partners believe that open data will encourage innovation, develop new approaches to delivering services and develop new systems to support the quality of life in Renfrewshire. The vision is to introduce open data practices in line with the Scottish Government's Open Data Strategy which adopt the following G8 Open Data Principles. These practices will become embedded within the council and partner's normal information processing flows and complement their ICT, information governance, digital, records management and geographical information strategies and policies



Open Data by Default

Those holding public data should make it open and available for others to re-use. Those collecting new data should ensure that the opening up of the data for re-use is built in to the process becoming part of the normal business of handling information.

Quality and Quantity

The amount of public data owned by the council and partners is huge but the quality of that data will vary. Published data will be supported by metadata so that consumers of the data understand the data context and are aware of any limitations within it. Whenever possible, data will be released in a timely and frequent manner.

Useable by All

Data should be published in a manner which supports both easy discovery and easy re-use of the data. This includes ensuring that the format it is published in supports re-use and that it is accompanied by an open licence. Data will be made available free, with defined exceptions.

Releasing Data for Improved Governance

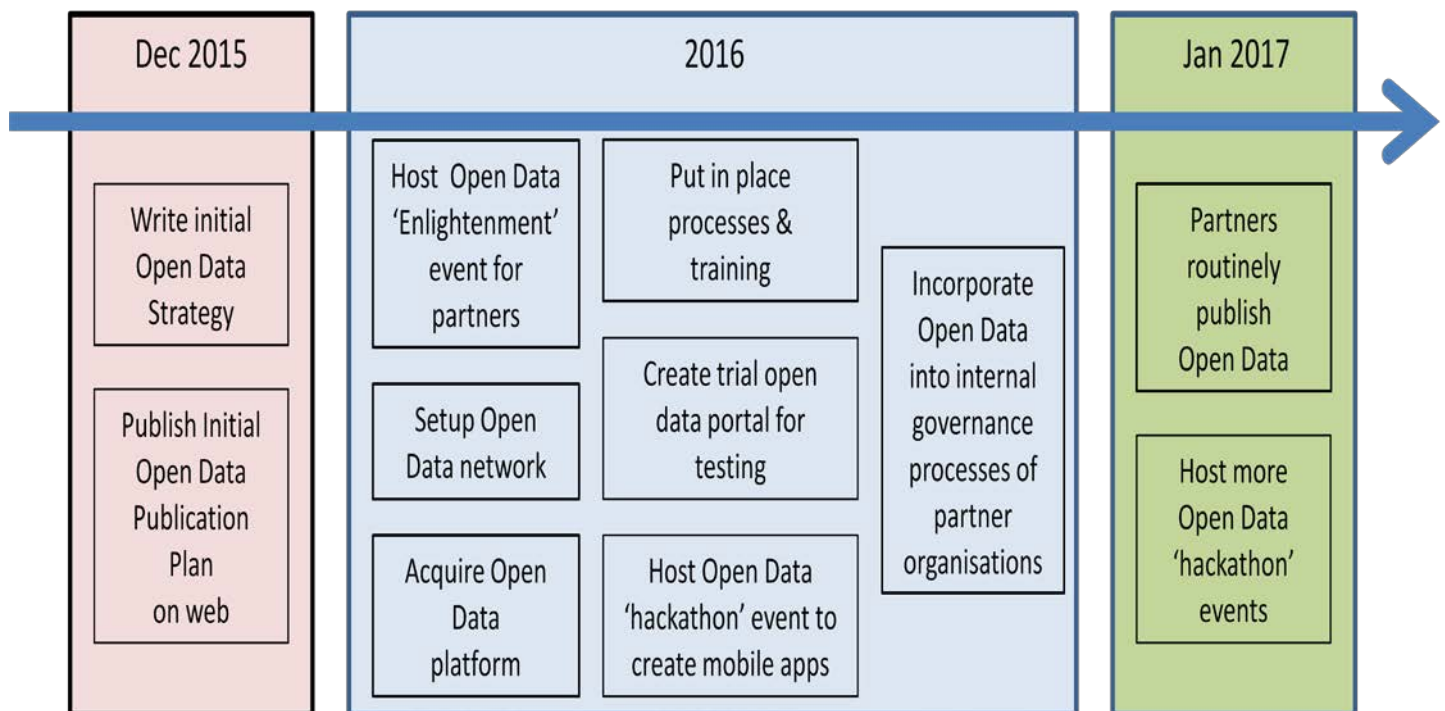
Data released will support delivery of better public services. Data will be used to improve services and policies that are delivered. The council and partners will seek through the release of data to better inform and engage with citizens.

Releasing Data for Innovation

The council and partners will encourage and empower others to make use of the data released to develop new products and services, for non-commercial and commercial use, which will create wider economic and societal benefits. They will encourage use of the data in education to increase awareness and participation and inspire a new generation of data users.

Timeline for Vision

To achieve this vision will require enhanced provision and presentation of data as well as improvements in governance and data consumer engagement, supported by a refreshed technical architecture within the council and its partner organisations. The time line below shows the broad tasks to carry out and achieve the vision.



By the end of 2015 the initial strategy and publication plan of open data sets, as required by Scottish Government, will be published on the council's website. Early on in 2016 an event to inform partners and gather their support and input will be conducted. An open data network within the council and across willing partner organisations will be established to drive forward the strategy in a collaborative manner. A mutual decision on a suitable open data platform will be made and acquired. Key personnel in the council and partner organisations will undergo appropriate training and appropriate information flow processes and roles will be determined during the year. Work to build, design and use the new portal platform will be undertaken with a proposed beta version being created, trialled and developed until affirmed fit for purpose. A 'Hackathon' will be conducted with the aim of having participants using Renfrewshire data to create Renfrewshire specific mobile applications thus demonstrating one of the uses of open data. Any data 'open by default' processes and work practices will be identified and suggested implementation highlighted to partners and appropriate service areas within the council where necessary.

By the beginning of 2017 routine publishing of open data will have commenced with the council and partners publishing their open data in a 3 star or above format on a single Renfrewshire partnership open data portal. (3 star data is data made available online, with an open license, in an open non-proprietary machine readable format).

POTENTIAL DATA CONSUMERS

Open data is a phenomenon happening across the globe not just a Scotland. Potential users can be located locally within Renfrewshire or further afield in the UK, Europe or anywhere in the world. Potential open data consumers include:

- Application developers
- Bloggers and journalists
- Business, including those who use the data themselves and those who add value to data and resell it
- Charities and other civil society organisations
- Council staff, chief officials and officers
- Customers and service users
- Data scientists
- Education establishments and students
- Elected members
- Front end web developers
- General public
- Other public organisations
- Researchers and academics
- Software developers
- Special interest groups
- Suppliers
- Visitors to Renfrewshire

Different types of data consumers will have different needs and skills for accessing and using different data formats. Consumers who are more visually orientated will need data presented in an easily accessible and digestible ready to use format. Those who have an interest in ICT but lack formal skills may try using any available tools and consumers who have specialist ICT training will have the skills to analyse and interpret the data. The following chart correlates the type of consumer with typical open data formats they might use.

Consumer	Browser			Download			Programmatic Interface				
	Report	Infographic	Applet	Spreadsheet	CSV	json	API	XML	REST	Linked data	SPARQL
<i>General public/Staff</i>	✓	✓	✓								
<i>Blogger/journalist</i>	✓	✓	✓	✓							
<i>Researcher/academic</i>	✓	✓	✓	✓	✓						
<i>Data analyst</i>			✓	✓	✓						
<i>Web developer</i>				✓	✓	✓	✓				
<i>App developer</i>					✓	✓	✓	✓			
<i>Web app developer</i>						✓	✓	✓	✓	✓	✓
<i>Data scientist</i>					✓	✓	✓	✓	✓	✓	✓

HOW WE'LL MAKE DATA OPEN

Openness philosophy

The council and partners' provision of open data will be based on the following philosophy:

Keep it simple: Start out small and simple. There is no requirement that every dataset must be made open on day one of the open data portal going live. The process will be iterative with a catalogue of datasets built up over time.

Completeness: In due course all public data should be made available. i.e. data that is not subject to valid privacy, security or privilege limitations, is non-personal and non-commercially sensitive is made open.

Encourage participation and address common fears: Get people engaged with the process and allay any fears arising out of people not fully understanding the requirement, reasons or usefulness of making public data open.

Timeliness: Data is made available as quickly as necessary to preserve the value of the data.

Ease of electronic access: Data is available to the widest range of users for the widest range of purposes.

Machine readability: Data is reasonably structured to allow automated processing.

Non-discrimination: Data is available to anyone, with no requirement of registration.

Licensing: Data is not subject to any copyright, patent, trademark or trade secret regulation.

Open Data Management

Initially the Data Analytics and Research team within the council will be responsible for the stewardship of the whole Open Data process. This team will need to liaise and work with partners and all service areas within the council especially ICT, who will be responsible for the extraction of data from data storage within the council, and the Information Governance team, who will oversee that only data that is legally permitted is being released.

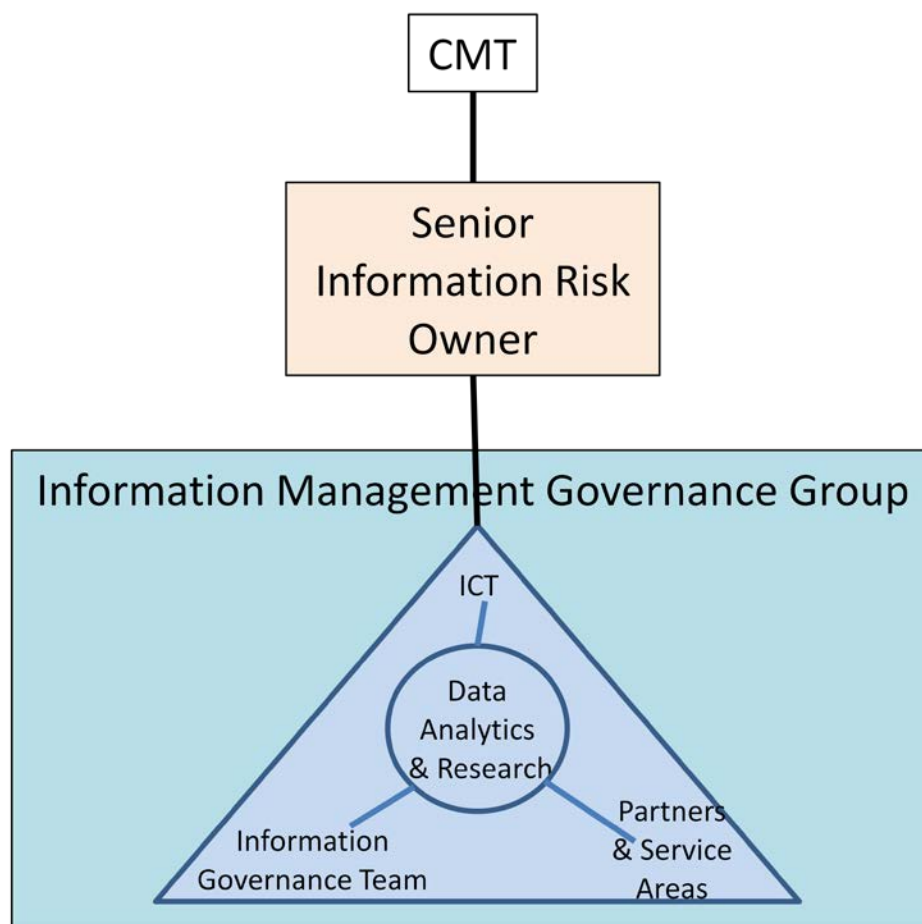
A network of open data advocates from willing partners and council service areas will be established. They will be people interested in making the open data project a success and be the point of contact for each partner organisation or service keeping the wider organisations updated on progress. They will take an active role in open data support by identifying suitable data from their organisation or service area and supplying corresponding metadata for data to be published. They will also be responsible for embedding the philosophy and processes for making data generated by their organisation and service area open by default while endeavouring to minimise the impact on their own service areas.

When deciding if a dataset should be published or not, discretion and balancing the public interest of transparency against the right to confidentiality will be made. The default position will be to release the information without attempting to prevent its release unless there is good reason.

Governance

The following initial governance arrangements of the open data strategy will be put in place acknowledging that as the open data is deployed and partner organisations become more involved the arrangements may need to be reviewed to ensure they remain robust and appropriate.

Initially the management of the open data process will be undertaken by the Policy and Commissioning service's Data Analytics and Research team under guidance of the Information Management Governance Group (IMGG) and reporting to the Senior Information Risk Owner who will in turn be reporting to the Corporate Management Team. Partner organisations will have their own governance arrangements for making their datasets available to be published. These may be included in later versions of this strategy.



Datasets and Sources

Datasets will originate either from within the council, from partner organisation or from external sources. The datasets can be about anything as long as they are non-personal and non-commercially sensitive. Data held by the council are stored in a myriad of places and across multiple platforms, e.g. databases, spreadsheets, folders, documents and websites. Large data volumes of council and partner data are likely to correspond with key or critical business systems while low volume data will be more isolated in spreadsheets or similar scattered in service area folders on the council's corporate network.

There is a significant amount of Renfrewshire related data publically available on the Internet from various public, private and third sector organisations. Most public sector organisations like National Records Scotland will publish good quality data, metadata and have robust download procedures, while other organisations will perhaps have less well organised or less formal data sharing facilities. The council will undertake to scrutinise and publish data that is of interest to Renfrewshire open data consumers by working with partners to enhance, if necessary, the quality of source data and arrange the most appropriate data handling procedures. This could include the council extracting and holding other source data or simply employing links to partner or other external sourced data.

Metadata

Data can only be used effectively if metadata is also provided. Metadata is descriptive information about the data. Metadata assists in the recovery of the data, gives context about the data, ensures the data is properly understood and allows better interoperability with other datasets. Metadata will accompany every data set that is published. Many features about the data will be described such as the content, format, currency, frequency of updates, coverage and limitations. To some degree datasets created within the council will already have some corresponding metadata available. The challenge will be to introduce a uniform metadata standard for council and partners that provides a minimum amount of descriptive information for all datasets.

As the portal and datasets mature, work towards having all metadata conforming to Scottish Governments recommended intermediate metadata standard, Dublin Core, will be ongoing with the aim of progressing to the Data Catalog Vocabulary (DCAT) standard which is used to describe all public data in Europe. Geospatial data metadata will conform to INSPIRE standards.

Licensing

Applying a license to the data explicitly indicates to the users what they can and cannot do with the data. It provides clarity and certainty. Applying an open licence allows people and organisations to re-use, modify and share the content in any way they wish. However open licences can have two restrictions attached to them:

- Attribution: Users must acknowledge the source of the data; and
- Share-alike: users must publish any derived data under the same licence.

Therefore, open licenses can have no restrictions (all rights waived), attribution or attribution and share-alike. Requiring attribution will help promote Renfrewshire's open data initiative as users have to link back to the original work. Share-alike restrictions will require users of the data to publish their work openly which may deter commercial businesses and people who want to make profit from their use of the data, resulting in reduced innovation and use.

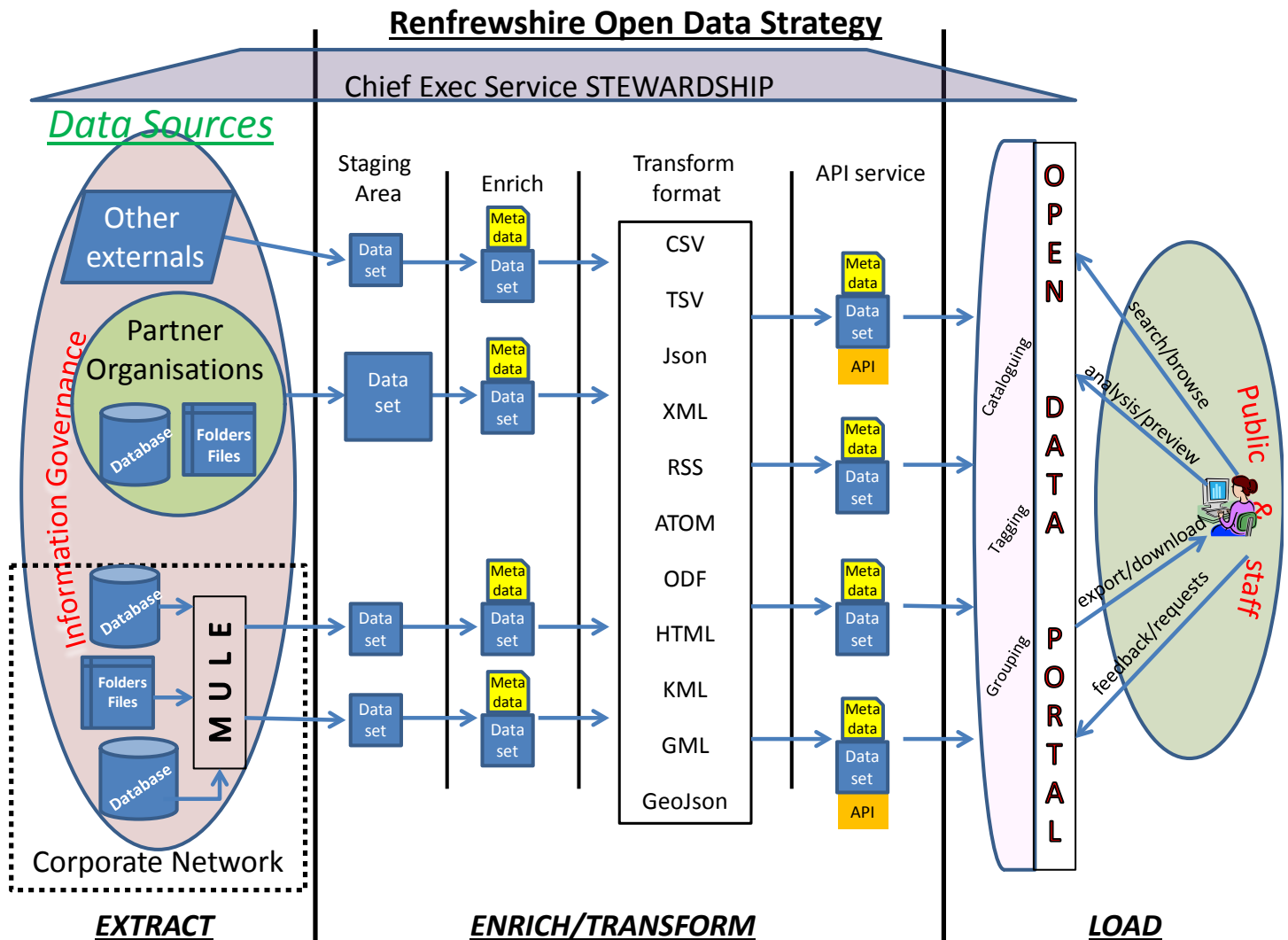
Unless otherwise indicated, Renfrewshire's data will be published using

- the Open Government Licence (OGL) which must be used by Crown organisations that have gathered or created data; or the
- the same licence as the original data if publishing data derived from data published under a share-alike licence.

There will be no charge for data licensed under the OGL and users will be signposted to the licence by using both human-readable and machine-readable descriptions.

HOW WE INTEND TO PUBLISH DATA

Broad Technical Architecture



A technical architecture similar to the broad outline in the diagram above will be employed. While partner organisations and individual service areas remain responsible for the veracity of their data, the Data Analytics and Research team will initially be responsible for the stewardship of the whole Open Data process from co-ordinating the initial identification of native data to making the data open and available to consumers. There after partners and service areas will be encouraged to promote and put forward their datasets for publication. There will be three basic steps to making the data available.

Extract

The Mule application is already in use within the council and can already harvest data i.e. ICT can already pull datasets from different databases and data storage areas and send to wherever the data is required. In this case it will be sent to a staging area. Data sets from partner organisations and external sources will also be required to be sent to the staging area by a process yet to be determined.

Enrich/Transform

In the staging area each data set will be enriched by creating and combining corresponding metadata so consumers have a complete understanding of the dataset. The quality and format of the dataset will be checked, edited and validated then transformed into as many of the most suitable formats as deemed appropriate for consumers. This may include transforming into Application Program Interface (APIs) as well.

Load

In the third stage the data will be uploaded with suitable cataloguing and tagging and grouped into a theme or category then made available on the open data portal for consumers to download and reuse.

To accomplish the Enrich/Transform and Load steps of this process a suitable cost effective proven open data platform with a broad range of capabilities will be required.

Platform Requirements

The open data portal should allow data to be searchable using a variety of methods, selectable, have some limited analytic capability, be available in a variety of formats to download or print and present in the most user friendly, dynamic and visually pleasing way. This includes integrating charting and GIS mapping capabilities to give maximum visual impact. Users should be able to create their own requests for information filtering linked data in or out. The open data platform will be required to have the following functions to facilitate a streamlined process of publishing data for data administrators and finding, sharing and using data for data consumers:

Hosting

The council's IT service area have indicated a preference for the open data platform supplier to host the platform rather than have it hosted within the council IT infrastructure.

Administration

- Accept multiple data types and formats;
- Supports uploading and downloading of data in bulk;
- Data management system with catalogue of data set information;
- Monitor data harvesting and data management,
- Edit datasets;
- Create and or incorporate chosen metadata standard;
- Data review;
- Data set revision history;
- Approve datasets to be public or private;
- Statistics on dataset usage and downloads;
- Data storage of raw data in any format and metadata with hosting either on or off council premises;
- Tools to design, create and change the look and feel of the portal and its outputs

Consumer browse facilities

- Fuzzy matching search and filter facility by keywords, tags, formats, licences, themes, metadata, sources or other selectable dataset indicators;
- Search via selectable geospatial area;
- Search via API;
- Visual data analytics with interactive tables, graphs, images and maps;
- Make user feedback comments;
- Make requests for datasets not already available

Consumer use

- Download datasets in a variety of machine readable formats for free with no patent restrictions;
- Print capability

Control and Data Quality









A number of robust publication processes, checks and roles will need to be defined, agreed and implemented before any open data publication takes place. In general terms these processes will revolve around the following data flow from selection of data to ongoing dataset maintenance after publication.






Select. Selecting data for publication will be based on a number of methods and criteria including:

- Review of council and partner organisation's public facing data, websites, announcements, online and print publications.
- Highlight data used in response to Freedom of Information requests as a priority for release.
- Use examples of open data sets already released by other public organisations as a guide for identifying similar Renfrewshire datasets to be made open.
- Review the results from the Scottish Government's Open Data dialogue app which was created to engage with the public and promote discussion via a number of different channels on what types of public sector data and format the public would like to see released as open data.
- Examine the reuse of other source public sector information that relates to Renfrewshire.
- Consult partners and other organisations in the local authority as to their participation as a data source to enhance the overall value of open data for Renfrewshire and as a data consumer.
- Engage with consumers to understand their needs.
- Review consumer dataset usage, feedback and requests.
- Recognise and assess a dataset's accessibility, completeness of metadata, quality, privacy and usefulness to consumers.

Create: The selected data will need to be organised so it can be made available for download, in bulk if possible, and in open and machine readable formats. These formats allow the data to be used and edited easily and allows for interoperability between different datasets. For example a PDF publication severely limits the consumer's ability to reuse the information. Open formats are non-proprietary and platform independent making them accessible by anyone without the requirement to access licensed software. E.g. Microsoft formats are not open as they use proprietary software. Machine readable formats allow a computer to read the data, is structured and easy to query using code. Examples of open data formats include:

Format Name	Definition	Type of data to use this for
Comma Separated Values (CSV) 	Comma Separated Values (CSV) is a great way of storing large amounts of data with just commas separating the data values. Often the CSV file will contain a header with names describing what data is populating the file.	Tabular data e.g. Use instead of Excel
Tab-Separated Values (TSV) 	TSV is a very common form of text file format for sharing tabular data and is highly machine readable.	Tabular data Use instead of Excel
JavaScript Object Notation (JSON) 	JSON uses human-readable text to transmit data objects consisting of attribute–value pairs. It is used primarily to transmit data between a server and web application, as an alternative to XML. The file size will be more compact or smaller than XML.	Complex structured data Multidimensional data Tabular
Extensible Markup Language (XML) 	XML is a widely known markup language that defines a set of rules for encoding documents in a format that is both humanreadable and machine-readable. Users create and define their own tags.	Complex Structured data Multidimensional data Tabular data e.g. database extract metadata
Rich Site Summary (RSS) 	RSS (originally RDF Site Summary), often dubbed Really Simple Syndication, uses a family of standard web feed formats to publish frequently updated information: blog entries, news headlines, audio, video. An RSS document (called "feed", "web feed" or "channel") includes full or summarised text, and metadata, like publishing date and author's name.	Use for announcements or events e.g. on websites
ATOM 	The Atom Syndication Format is an XML language used for web feeds. The Atom format was developed as an alternative to RSS. Note RSS is the preferred standard.	Use for announcements or events e.g. on websites
Open Document Format for Office Applications (ODF) 	The Open Document Format for Office Applications (ODF), also known as Open Document, is an XML-based file format for spreadsheets, charts, presentations and word processing documents. It was developed with the aim of providing an open XML-based file format specification for office applications.	Non-system generated metadata or additional information you release with your dataset. (replaces Excel, Word, PDF)
HTML 	Used for formatting information on the web	Non-system generated metadata or additional information you release (replaces PDF, Word)

Keyhole Markup Language (KML) 	KML is an XML language focused on geographic visualization, including annotation of maps and images.	Spatial/location data
Geography Markup Language (GML) 	GML is the XML grammar defined by the Open Geospatial Consortium (OGC) to express geographical features. GML serves as a modelling language for geographic systems as well as an open interchange format for geographic transactions on the internet.	Spatial/location data
GeoJson 	GeoJSON is an open standard format for encoding collections of simple geographical features along with their nonspatial attributes using JavaScript Object Notation.	Spatial/location data

Creating a dataset will also include capturing metadata for every dataset. This is compulsory as no dataset will be published without metadata. A minimum metadata standard will be introduced at first with the intention to progress to a standard metadata format as the open data portal and the whole open data process matures. Those responsible for the data will also be responsible for ensuring corresponding metadata is current. Liaison between data administrators and the open data portal administrators will be ongoing to ensure metadata accompanying datasets is kept up to date. Information to comply with the Dublin Core metadata standard is shown below:

Dublin Core Requirement	Description
<i>Contributor</i>	An entity responsible for making contributions to the resource
<i>Coverage</i>	The spatial or temporal topic of the resource, the spatial applicability of resource, or the jurisdiction under which the resource is relevant
<i>Creator</i>	An entity primarily responsible for making the resource
<i>Date</i>	A point or period of time associated with an event in the lifecycle of the resource
<i>Description</i>	An account of resource
<i>Format</i>	The file format, physical medium, or dimensions of the resource
<i>Identifier</i>	An unambiguous reference to the resource within a given context
<i>Language</i>	A language of the resource
<i>Publisher</i>	An entity responsible for making the resource available
<i>Relation</i>	A related source
<i>Rights</i>	Information about rights held in and over the resource
<i>Source</i>	A related source from which the described resource is derived
<i>Subject</i>	The topic of the resource
<i>Title</i>	A name given to the resource
<i>Type</i>	The nature or genre of the resource

Another key requirement to creating a dataset will be the application of an open license. This is another compulsory requirement before a dataset is published. When applying an open licence thought must be given on what is hoped to be achieved by releasing the dataset. Requiring attribution will help promote Renfrewshire's open data initiative as consumers will have to link back to the original work. Share a-like restrictions will require users of the data to publish their work openly. This may deter commercial businesses and people who want to profit from their use of the data, resulting in reduced innovation and use. However, if a dataset about Renfrewshire has been derived elsewhere under a Share a-like licence than that dataset must be published under the same licence as the original data. Whilst it is possible to create a unique licence, guidance from Scottish Government is to use a standard re-usable licence as they provide greater recognition amongst users, increased interoperability due to the use of standard terms and increased user compliance.

Edit: When checking the quality of data and making any edits it must be remembered there is no such thing as perfect data and imperfections should not deter data release. Any limitations or caveats about the data should be made explicit. These will help any re-user to understand the limitations of the data. Re-users will have the opportunity to provide feedback on data quality and mistakes which will help improve the quality of the data.

Validate: The open data team will define and implement a robust set of processes or checks for all datasets to go through before they are published. These checks will include:

- Check legality and information governance rules of the data
- Verify source
- Identify relevant data owner
- Confirm responsibility for ongoing maintenance of dataset
- Check contextual metadata is completed to an acceptable standard
- Prepare as many open formats of the data as possible
- Check completeness and quality of the data
- Consider expected rate of change
- Validate machine readability
- Confirm any spatial elements are INSPIRE compliant
- Approval to publish

Publish: Validated datasets will be released and made available to the public on the acquired open data platform ensuring any limitations or caveats on the quality of data accompany the dataset. Appropriate data tagging, topic linking and updating of the information management catalogue will be applied. A check of the success of the release of datasets will be made and if and when required the release of data will be publicised.

Maintain: Keeping data current on the open data portal will be a challenge particularly as the number of published datasets grows. However there are some options that depending on the dataset and source will be considered and used including:

- Automated extract and upload when data changes at source – ideal solution.
- Schedule dataset extracts driven by the expected frequency of change at the source
- Notifications of data changes triggers a dataset extract.

Roles: The Data Analytics and Research team has been tasked with creating and implementing the council and partner's open data strategy in line with Scottish Government directives. Specific individual roles within this team will need to be defined after a portal platform is acquired and the process becomes more defined, but it is expected that those in the Data Analytics and Research team will require training and be involved with most of the data flow processes in the transformation and loading of datasets.

As already mentioned in the [Open Data Management](#) and [Broad Technical Architecture](#), the ICT and Information Governance teams as well as a proactive network of Open Data advocates representing partners and all service areas will be critical to the success of the strategy. Specific duties are still to be identified but it's envisaged the ICT team will be extracting datasets and the Information Management team will have more of an advisory/governance role while the advocates will be the conduit between partners, service area dataset owners, the Data Analytics and Research, ICT and Information Governance teams.

Cost of Opening Data

The bulk of open data about Renfrewshire will come from existing internal data held by the council and partners. Therefore apart from staff resources involved with preparation, releasing, updating and maintenance of data, costs are expected to be limited to generic costs such as:

- Platform software;
- Design and or build of platform;
- Web hosting of the portal;
- Training of staff;
- Additional visualisation tools;
- Ongoing support, maintenance and software updating of the portal; and
- Advertising and promotion of the portal e.g. conducting hackathon events.

The principal of open data is data which is available for free. This allows equal access to the data and allows it to be widely used and re-used. Any data which requires a fee to access cannot be considered true open data. Therefore recuperating costs for providing open data will not be an option.

However having an open data portal does provide a single access point to make other data available which may not necessarily be considered open data though in the vast majority of cases the data was captured or created using public funds and should be made accessible to all for re-use. Nevertheless, if considering charging for a specific dataset, entitlement to charge should be checked against existing access to information legislation. Whether the request for data is fulfilled will depend on the nature of the data and the request. This could possibly provide some limited revenue.

Platform Options

The open data portal will be a website, accessed independently or via the existing council or partner websites, where datasets can be uploaded and updated and the public can search for and download datasets. To ensure the long term sustainability of any chosen platform it will need to be consistent with the council and partner's IT and Digital Strategies and conform with the following principles:

- **Ease of use** – provide a simple, accessible and responsive interface to allow access from various devices such as PCs, tablets and mobile phones;
- **Secure** – be compliant with the Council's web security policies;
- **Employs open standards** – this removes access barriers and guarantees interoperability and integration to facilitate the reuse of data;
- **Scalable** – to future proof for increases in data volumes;
- **Cost effective** – using an open source system and software coupled with virtual machines reduces the licensing costs and increases the cost effectiveness of the platform.

There are essentially three options to obtain the platform:

1. Build own platform in house
2. Buy an existing platform
3. Use an existing open source platform

Option 1, build a platform in house is not the most efficient way to spend council or partner money and use resources particularly when there are several very good existing platforms available and in use by many UK government organisations. Buying an existing platform, option 2, is not the most cost effective way of procuring an open data platform and therefore option 3, using an existing open source platform, is the preferred option to procure the open data platform.

Some examples of candidate open source platforms used by other local authority areas are listed below and should be appraised for suitability:

- CKAN
- InstantAtlas
- Swirrl

Design and Build of Platform

While selecting the open data platform, consideration of the design and build will also need to be considered. Design and build could possibly be undertaken by partners, depending on the skill and expertise of those getting involved, or within the council, or by also working with one of the many service professional organisations listed in the government's digital market place website: www.digitalmarketplace.service.gov.uk/g-cloud

These service professional organisations have a successful track record of constructing, introducing and mentoring open data portals for local government authorities using a variety of open source data platforms.

TRAINING

Scottish Government has procured a supplier of open data courses which will be delivered across Scotland over 12 months from November 2015 at no cost to attendees. Unfortunately at this stage this training is only for public service organisations. The training consists of a 1 day introduction course and a 2 day extended course which includes all of the content from the 1 day course but extends the learning to help organisations implement the principles and practice of open data in line with the Scottish Government strategy. Dates and bookings to attend courses are at: www.scotopendata.eventbrite.co.uk

1 Day Introduction Course	2 Day Extended Course
Open Data – Introduction, context and commitment	All topics covered during 1 day intro course
Scottish Government Open Data Strategy 2015	Open Data Toolkit <ul style="list-style-type: none"> • Open Data manifesto & prioritisation strategy • Barrier identification * data compliance • Target setting & realising the benefits
The opportunity for the public sector in Scotland	Open Data Engagement <ul style="list-style-type: none"> • Creating compelling, shareable data stories • Introduction to data visualisations • Creating data communities & building digital literacy
Help, support and the Open Data Toolkit	Open Data Technologies looking at different options for the publication of Open Data
The business case: making the most of the benefits	
Engagement and Open Data	
Leading others into open data – leadership and cultural change	

There will of course be bespoke training or at least awareness sessions required for those participating or who have a role to play within the open data strategy to operate the open data portal acquired for Renfrewshire and on the data flow process from the data source to publishing as an open data set.

INITIAL ACTION PLAN

A table outlining the initial general actions to start the open data vision for Renfrewshire is shown below. No time limiting dates have been set other than the overall timeframe of publishing an initial open data publication plan by the end of 2015 and start publishing open data by January 2017. Some tasks will be ongoing past the publishing start date and some tasks that have no affect on the start may begin after as they are more pertinent to the ongoing use of the open data portal. Of particular note is an open data 'Enlightenment' event to be held in January 2016. Partners will be invited to find out more on the open data phenomenon and how they can get involved in Renfrewshire's open data activities and be part of an open data network for Renfrewshire. The initial plan includes building of a suitable application using Renfrewshire open data which will be used to demonstrate the potential benefits of open data to other partners and service areas within the council.

INITIAL ACTION PLAN		
Now - 2015	2016	2017 and future
<ul style="list-style-type: none"> • Get approval from CMT to progress OD in Renfrewshire • Raise OD awareness • Write initial OD strategy • Publish initial OD dataset publication plan as per SG guidance • Present initial OD strategy to CPP & CMT 	<ul style="list-style-type: none"> • Conduct OD 'Enlightenment' event • Establish Partnership OD advocates network • Identify potential skill & expertise contributors • Establish consumer requirements • Identify potential dataset providers • Establish roles for data flow process • Identify platform candidates • Agree & acquire platform • Identify training needs <ul style="list-style-type: none"> ○ Dataset owners ○ Advocates ○ Data Analytics & Research team ○ ICT • Agree look & feel and OD themes • Create & trial beta portal • Conduct Renfrewshire OD 'Hackathon' event <ul style="list-style-type: none"> ○ For web developers & programmers for apps • Identify & build a suitable app using open data • Review dataset publishing priorities • Review governance • Set future dataset targets • Release portal to the public 	<ul style="list-style-type: none"> • Regular publishing of OD • Embed 'open by default' culture • Monitor consumer usage • Monitor consumer feedback • Review dataset priorities & targets • Refine OD processes & governance • Enhance portal to include other functions e.g. create bespoke user dashboards, access to apps

Minute of Meeting Greener Renfrewshire Thematic Board

Date	Time	Venue
Monday, 09 November 2015	10:00	CMR 1, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

PRESENT

Councillors E Devine and Audrey Doig; O Reid, Lead Officer and Head of Public Protection; J Lynch, Head of Property; C Thorpe, Corporate Asset/Energy Manager, and S Marklow, Assistant Policy Manager (all Renfrewshire Council); I Cunningham, Engage Renfrewshire; A Fraser, FLAIR Representative; and J Wilby, Forum for Empowering Communities.

CHAIR

Councillor E Devine, Chair, presided.

IN ATTENDANCE

M Higginbotham, and C MacDonald (both Renfrewshire Council); and D Shannon, Forestry Commission Scotland.

APOLOGIES

S MacDougall and L Feely (both Renfrewshire Council); R Nimmo, Glasgow Airport; G Tarvit, Keep Scotland Beautiful; J Downie, Police Scotland; P Nelis, Scottish Fire and Rescue Service; J Binning, Strathclyde Partnership for Transport; J Still, Renfrewshire Community Health Partnership; C Roxburgh, West of Scotland University; and C Devine, Zero Waste Scotland.

DECLARATIONS OF INTEREST

There were no Declarations of Interest intimated.

1 MINUTE OF PREVIOUS MEETING

There was submitted the Minute of the meeting of the Greener Renfrewshire Thematic Board held on 31 August, 2015.

DECIDED: That the Minute be approved.

2 ROLLING ACTION LOG

The Rolling Action Log was submitted for approval.

DECIDED: That the Rolling Action Log be approved.

3 PROGRESS AGAINST TARGETS AND PROPOSED REVISIONS TO SINGLE OUTCOME AGREEMENT

A report was submitted by the Head of Public Protection relative to further proposed revisions to the Single Outcome Agreement which were detailed within the report.

Discussion took place on the impact measure "% of the vehicle fleet which uses alternative fuels, such as electricity". The Board agreed that a report be submitted to the next meeting relative to the wider use of electric vehicles by SPT.

DECIDED:

(a) That the proposed changes to the Greener Renfrewshire element of the Single Outcome Agreement as detailed within the report be agreed;

(b) That the performance against impact measures highlighted within the report be noted;

(c) That the performance measures being used to support delivery of the headline indicators included in the Greener Renfrewshire element of the Single Outcome Agreement be agreed: and

(d) That it be agreed that a report be submitted to the next meeting of the Board relative to the wider use of electric vehicles by SPT.

4 CARBON MANAGEMENT PLAN

C Thorpe gave a presentation relative to an update on the Carbon Management Plan.

The presentation highlighted the drivers for the plan; outlined the aims, targets incentives, compliance and progress to date. Details of current projects and the benefits

of creating a fuel supply chain were outlined.

DECIDED: That the presentation be noted.

5 GREENER TRANSPORT SUB-GROUP UPDATE ON PROGRESS

A report was submitted by the Greener Transport Sub-Group relative to the progress made by the Sub-Group in achieving the high level priorities of the Board. The Minute of the meeting held on 22 September, 2015 was attached as an appendix.

DECIDED: That the report be noted.

6 SPOTLIGHT ON FORESTRY COMMISSION

A presentation was given by D Shannon relative to the work carried out by the Forestry Commission.

The presentation outlined the management structure of Forestry Commission Scotland and the area that it covered. The work being undertaken on the Forest Estate and the plans and strategies in place was highlighted.

DECIDED: That the presentation be noted.

7 VACANT AND DERELICT LAND DATABASE

S Marklow gave a presentation on the Vacant and Derelict Land database which was developed in order to establish a completed GIS layer to put on Local View which highlighted land identified for vacant, business and industrial use. Members were given a demonstration of the database and were advised that the database would be kept up-to-date with vacant land that could be identified for stalled spaces.

DECIDED: That Sharton be thanked for the hard work and creativity in producing the database and the contents of the presentation be noted.

8 OVERVIEW OF INITIATIVES AND GOOD PRACTICE EXAMPLES

There was submitted a report by the Head of Public Protection which provided an overview of recent developments, initiatives and funding streams made available to Community Planning Partnerships in Scotland.

DECIDED: That the report be noted.

9 STALLED SPACES SCOTLAND

A report was submitted by the Head of Public Protection updating members on the Stalled Spaces Scotland applications. The report advised that five applications for funding had been considered at the last Greener Renfrewshire Thematic Board meeting. Three of these applications had been approved and the Board, awarded £6,307 of funding:

- Reaching Older Adults in Renfrewshire (ROAR), West End Paisley: £2,400 awarded;
- Loud n Proud, Paisley: £2,007 awarded;
- West End Community Council, Paisley: £1,900 awarded

The application from I Am Me Scotland had been approved by the Greener Renfrewshire Thematic Board for £2,000 for a filming project on a derelict mill site in the Johnstone area however Architecture & Design Scotland had added a number of conditions to this application which were currently being addressed with the applicant prior to the release of the funds. A fifth application from West College Scotland was declined as it was felt that the project was not focused on a stalled space and more partnership working with the local community was required for it to be successful.

A further 3 applications were seeking funding totalling £7,136:-

- Renfrewshire Development Trust;
- Kilbarchan Community Council; and
- Environmental Training Trust.

After discussion, the Lead Officer asked that the stalled spaces applications be approved in principle with final details of level of award and content to be remitted to Lead Office and Convener. It was agreed that that details would be confirmed at next meeting together with information on further award applications received.

The report advised that representatives from Engage Renfrewshire and Renfrewshire Council were currently in the process of discussing applications from five community groups and would continue to work with them in the completion of their applications.

DECIDED:

(a) That the applications be approved in principle with final details of level of award and content to be remitted to Lead Office and Convener and the details to be submitted to the next meeting together with information on further award applications received;

(b) That the report be noted.

10 DATE OF NEXT MEETING

The Clerk advised that the next meeting of the Greener Renfrewshire Thematic Board would take place on Monday 1 February, 2015 at 10am.

DECIDED: That the information be noted.

Minute of Meeting Jobs & the Economy Thematic Board

Date	Time	Venue
Monday, 16 November 2015	10:00	CMR 1, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

PRESENT

Councillors R Glen; and B Lawson (Renfrewshire Council); B Davidson, Renfrewshire Chamber of Commerce; S Graham, Engage; I McLean, Forum for Empowering Communities; M Crearie; A Morrison; and R Cooper (all Renfrewshire Council); N Shields and S Frew (both Scottish Enterprise); M Gilligan, Skills Development Scotland; J Binning, Strathclyde Partnership for Transport; M Dunn, University of the West of Scotland; and A Dick, West College Scotland.

CHAIR

Councillor R Glen presided.

IN ATTENDANCE

J Ballantyne, DWP; S Varu and T Stewart (both Paisley First); Y Farquhar and C MacDonald (both Renfrewshire Council).

APOLOGIES

L Hammell, DWP; R Nimmo, Glasgow Airport; S Clocherty and H Cunningham (both Health & Social Care Partnership); and J Downie, Police Scotland.

DECLARATION OF INTEREST

There were no Declarations of Interest intimated prior to commencement of the meeting.

1 **MINUTE OF PREVIOUS MEETING**

There was submitted the Minute of the meeting of the Jobs & the Economy Thematic Board held on 9 September, 2015.

DECIDED: That the Minute be approved.

2 **ROLLING ACTION LOG**

The Rolling Action Log was submitted for approval.

DECIDED: That the Rolling Action Log be approved.

3 **PAISLEY FIRST**

S Varu and T Stewart delivered a presentation relating to Paisley First - Paisley's Business Improvement District (BID). S Varu advised that the BID was established to revitalise the town centre and strengthen the town's business environment and was dedicated to improving Paisley town centre by encouraging residents, visitors and businesses to think Paisley First.

The presentation outlined the concept of a Business Improvement District and highlighted the work currently being undertaken. The marketing strategy was summarised and T Stewart gave a "Chairman's perspective" of the BID and what Paisley First was trying to achieve.

DECIDED: That the presentation be noted.

4 **REVISIONS TO THE SINGLE OUTCOME AGREEMENT**

A report was submitted by the Director of Development & Housing Services relevant to revisions to the Single Outcome Agreement.

The report indicated that at a meeting of this Thematic Board held on 12 December 2014, members discussed the implications of new major projects and the impact upon the Board's targets and outcomes. It was noted that the range of targets set for the Board had been significantly exceeded and as a result there was a need to further develop the Jobs and Economy element of the Single Outcome Agreement. A short term officer working group had been established to review the relevant impact measures and the final version and details of the amendments were contained within the report.

A Morrison advised that within Table 2 measures three and four had been derived from taking into account the following factors:

- general growth in rail passengers in city regions;
- calculating the likely additional passengers and services once the Airport Access Project was in place (10 year target); and
- likely enhancement of train services via Gilmour Street over time to other destinations

The board agreed that a footnote be added to Table 2 within the report detailing where the baseline figures had derived from.

DECIDED:

- (a) That it be agreed that a footnote be added to Table 2 within the the report detailing where the baseline figures for measures three and four had derived from: and
- (b) That the revisions to the Single Outcome Agreement as detailed within the report be agreed.

5 ENTERPRISE RENFREWSHIRE FORUM AND GLOBAL ENTREPRENEURSHIP WEEK

R Cooper submitted a report relative to the establishment of the Enterprise Renfrewshire Forum and the plans for Global Entrepreneurship Week.

The report advised that as part of the increased focus on entrepreneurship within the Invest in Renfrewshire programme a new local Enterprising Renfrewshire forum had been established to promote Enterprise and Self Employment across the area. The Forum would co-ordinate and influence local partnership working and aimed to be one of the biggest Scottish contributors to Global Entrepreneurship Week which would run during November 2015.

DECIDED:

- (a) That the Board note the establishment of the Enterprising Renfrewshire Forum and the plans across Renfrewshire for Global Entrepreneurship Week; and
- (b) That Board Members advise the Lead Officer of any additional events that could be included as part of Renfrewshire's contribution to Global Entrepreneurship week.

6 WEST REGION DEVELOPING YOUNG WORKFORCE GROUP

A verbal update was given by Allan Dick, WCS relative to the establishment of the West Region Developing Young Workforce Group.

He intimated that one of the key recommendations from the Wood Commission report was the establishment of Regional Invest in Young People Groups. The three year plan had been agreed and funded by the Scottish Government.

Allan advised that the Group had now been established and West College Scotland were host employers. The next steps for the Group were outlined and it was intimated that regular updates would be submitted to the Board.

DECIDED:

- (a) That regular updates relative to the West Region Developing Young Workforce Group would be submitted to the Board; and
- (b) That the update be noted.

7 SUPPORTING 50+ INTO WORK

R Cooper gave a presentation relative to the provision of services available to local residents aged 50+ to support them into employment. Reference was made during the presentation to the number of Job Seeker Allowances claimants within various age categories; the reductions achieved in each category of claimants over the previous three year period; short and long term unemployment trends for those aged 50+; and current local service provision to support those aged 50+ into employment together with details of new services available from January 2016. It was highlighted that it was also proposed to identify a 50+ champion to promote the service, increase targets and re-align budgets.

DECIDED: That the information provided be noted.

8 PAISLEY TOWN CENTRE - REGENERATION UPDATE

There was submitted a report by the Director of Development & Housing Services relative to the regeneration of Paisley Town Centre.

The report provided a summary of the various regeneration activities currently being taken forward, and included progress on the Paisley Heritage Asset Strategy, City of Culture and City Deal. The report advised that a number of key milestones had been reached: the Outline Business Case for the Paisley Museum redevelopment was nearing completion; the City of Culture bid was formally launched on 13th / 14th November; and Strategic Business Cases had been progressed for all 3 of the Renfrewshire City Deal projects.

DECIDED: That the report be noted.

9 RENFREWSHIRE CHAMBER OF COMMERCE UPDATE

A verbal update was given by Bob Davidson, Chief Executive of Renfrewshire Chamber of Commerce on the recent activities of the Chamber.

DECIDED: That the verbal update be noted.

10 LABOUR MARKET

There was submitted a newsletter by Economic Development which provided an overview of employment activity and economic development in Renfrewshire at the end of October 2015.

The newsletter illustrated the Renfrewshire labour market position and advised how Renfrewshire fared in comparison to the rest of the country. It also included a brief summary of the progress made to date by the Council's Invest in Renfrewshire Programme and Business Gateway Programme and provided information on wider economic development activity across Renfrewshire.

DECIDED: That the newsletter be noted.

DRAFT

Minute of Meeting Children & Young People Thematic Board

Date	Time	Venue
Tuesday, 17 November 2015	12:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

PLEASE NOTE THAT THIS WAS A JOINT MEETING WITH THE JOBS & THE ECONOMY THEMATIC BOARD

PRESENT

Councillor McCartin (Renfrewshire Council); L O'Brien, Barnardos; K Miller, Engage Renfrewshire; F MacKay and H Cunningham (both Health & Social Care Partnership); N Burns, Police Scotland; J Melrose, Renfrewshire Children's Panel; P MacLeod, D Amos, D Hawthorn, J Trainer, G McKinlay, S Bell, and S Glasgow (all Renfrewshire Council); L King, Scottish Children's Reporter Administration; P Nelis, Scottish Fire and Rescue Services; M Gilligan, Skills Development Scotland; M Dunn, University of the West of Scotland; and A Dick, West College Scotland.

CHAIR

Councillor R Glen presided.

IN ATTENDANCE

Y Farquhar, C MacDonald and A Conboy (both Renfrewshire Council).

APOLOGIES

Councillors Henry and Bibby (both Renfrewshire Council); F McBride, Children 1st; D Leese, Health & Social Care Partnership; A Lowe, Renfrewshire Child Protection Committee; E McLean, Renfrewshire Council; R Deucher, University of the West of Scotland; and S Graham, West College Scotland.

DECLARATIONS OF INTEREST

There were no declarations of interest intimated prior to commencement of the meeting.

1 CHILDREN & YOUNG PEOPLE ENGAGEMENT EVENT

A report was submitted by the Alastair Ewan, Youth Services Manager, Renfrewshire Council relative to the Children & Young People Youth Engagement Event which took place on 31 August, 2015 at Gleniffer High School.

Children's Services facilitated a youth engagement event with young people from Gleniffer High School enabling them to meet Board members and for the senior pupils to identify various issues and prepare presentations to share with the Board. The young people were supported to express their views and explore, in discussion with Board members, possible ideas and solutions to combat those concerns.

Key themes included youth voice, health and wellbeing, jobs and training, employment, access to community facilities, social isolation and impact of poverty. The students were advised that the Board would look at the points raised; develop an action plan; and respond to the students within two weeks. A summary of the issues identified were compiled, action points were developed and these were passed back to the students. A summary of the issues identified and action points were set out within the report.

The report noted that the feedback from young people who participated in this event was very positive and they recommended that similar opportunities be offered to young people across Renfrewshire in the future.

DECIDED: That the report be noted.

2 WOOD COMMISSION REPORT

A presentation was given by Ruth Cooper, Economic Development Manager, Renfrewshire Council relevant to the Wood Commission Report and Developing Scotland's Young Workforce.

The presentation outlined the background to the Commission's Report; highlighted International Best Practice; and summarised the findings, recommendations, key themes and milestones. The presentation also outlined the collaborative and partnership work that had been undertaken to progress the recommendations as well as how the results would be measured.

Discussion took place on the work being undertaken by the Skills for Success Group. The Board agreed that a joint action plan should be developed by the Skills for Success Group and that the Joint Action Plan should become a central part of their actions.

DECIDED:

(a) That it be agreed that a joint meeting of the Children and Young People and Jobs and Economy Thematic Boards be held annually;

- (b) That progress be reported and reviewed across the 39 recommendations of the Wood Report;
- (c) That it be agreed that a January conference/ workshop be held each year to facilitate wider collaboration, networking, sharing good practice and highlighting targets, funding, new initiatives and progress;
- (d) That it be noted that the first conference will take place in January 2016 and a report on the event submitted to the next meetings of the Jobs & the Economy and Children & Young People Thematic Boards; and
- (e) That it be agreed that the Skills for Success Group develop a joint Children & Young People and Jobs & the Economy action plan relative to the Wood report with feedback being given to both Thematic Boards at a future meeting.

2(a) **SCOTLAND'S YOUNG WORKFORCE**

A presentation was given by Allan Dick, West College Scotland relative to the West Region Developing Young Workforce Group.

The presentation outlined the strategy; key milestones; progress to date; and highlighted employer engagement. It was noted that one of the key recommendations from the Wood Commission report was the establishment of Regional Invest in Young People Groups. The three year plan had been agreed and funded by the Scottish Government.

Allan advised that the West Region Group was in the process of being established with West College Scotland acting as host employers and the next steps for the Group were outlined.

The Board agreed that once the Group was established they would be invited to attend both the Children & Young People Thematic Board and the Jobs & the Economy Thematic Board to talk through their plans.

DECIDED:

- (a) That it be agreed that the West Regional Developing Young Workforce Group, once established, be invited to attend both the Children & Young People Thematic Board and the Jobs & the Economy Thematic Board to talk through their plans; and
- (b) That the presentation be noted.

3 **SCHOOL LEAVER DESTINATION REPORT AND IMPROVING OUTCOMES FOR YOUNG PEOPLE**

Maurice Gilligan, Area Manager West, Skills Development Scotland (SDS) gave a verbal update on the School Leaver Destination Report and the SDS report "Participation Measure for 16 – 19 Year Olds in Scotland". The report was published on 27 August 2015 and reported on the learning, training and work activity of 16-19 year olds in Scotland.

He advised that a new Participation Measure for 16 - 19 year olds had been developed to provide a more comprehensive and detailed understanding of the activities young

people were taking part in. The information was based on activity for 16 -19 year olds rather than just school leavers, who only account for a quarter of the 16 - 19 year old population.

The Participation Measure was developed in partnership with the Scottish Government to improve the quality of information currently available and focus resources and policies to help young people make a successful transition towards employment. He advised that the data gathered would inform policy planning and allow stakeholders and local authorities to improve their service delivery. It would also help provide a more tailored service for young people.

The new measure showed that the proportion of 16 -19 year olds participating in education, training or employment was 87.6%. The highest participation rate was amongst 16 year olds at 95.6% with the vast majority being school pupils (82.5%). The lowest participation rate was amongst 19 year olds at 77.8%, although some of this difference was due to some data being unavailable for 19 year olds. It was noted that this should improve in future years with further development of the statistical information.

Until the new Participation Measure was fully embedded, school leaver data would continue to be used in Scotland Performs. SDS would continue to provide Scottish Government with data on school leaver destinations at the initial and follow up stage and this data would be extracted from the CSS shared data set.

It was intimated that the next publication of initial school leaver destinations by SDS would be in December 2015 with the National Statistics being published in June 2016. However, as part of the development of the participation measure SDS would consult stakeholders about their continued role in publishing the initial destination statistics in the context of the increased number of organisations publishing similar information.

DECIDED: That the verbal update be noted.

Minute of Meeting Children & Young People Thematic Board

Date	Time	Venue
Tuesday, 17 November 2015	13:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

PRESENT

Councillor E McCartin (Renfrewshire Council); L O'Brien, Barnardos; K Miller, Engage Renfrewshire; F MacKay, Health & Social Care Partnership; N Burns, Police Scotland; J Melrose, Renfrewshire Children's Panel; P MacLeod, D Amos, D Hawthorn, J Trainer, G McKinlay, S Bell and S Glasgow (all Renfrewshire Council); L King, Scottish Children's Reporter Administration; S Frew, Scottish Enterprise; P Nelis, Scottish Fire and Rescue Services; M Gilligan, Skills Development Scotland; M Dunn, University of the West of Scotland; and A Dick, West College Scotland.

CHAIR

In the absence of Councillor Henry Peter Macleod chaired the meeting.

IN ATTENDANCE

Y Farquhar, C MacDonald and A Conboy (all Renfrewshire Council).

APOLOGIES

Councillors Henry and Bibby (both Renfrewshire Council); F McBride, Children 1st; D Leese, Health & Social Care Partnership; A Lowe, Renfrewshire Child Protection Committee; E McLean, Renfrewshire Council; R Deucher, University of the West of Scotland; and S Graham, West College Scotland.

DECLARATIONS OF INTEREST

There were no declarations of interest intimated prior to commencement of the meeting.

ORDER OF BUSINESS

The Chair intimated that he proposed to alter the order of business to facilitate the conduct of the meeting by considering item 4 of the agenda before item 3.

1 MINUTE OF PREVIOUS MEETING

There was submitted the Minute of the meeting of the Children & Young People Thematic Board held on 31 August, 2015.

DECIDED: That the Minute be approved.

2 ROLLING ACTION LOG

The Rolling Action Log was submitted for approval.

DECIDED: That the Rolling Action Log be approved.

SEDERUNT

Peter Macleod left the meeting and David Amos took the Chair.

3 RENFREWSHIRE CARER'S STRATEGY 2013-16

A report was submitted by the Senior Officer (GIRFEC), Renfrewshire Council relative to Renfrewshire Carer's Strategy 2013-16.

The Carers' Strategy, which was approved by Social Work, Health & Well-being Policy Board in May 2013, detailed the priorities and outcomes identified by local unpaid carers, and the actions for Renfrewshire Council, Renfrewshire Health and Social Care Partnership and Renfrewshire Carers Centre to support carers in continuing in their caring role. The Strategy acknowledged the significant role adult, young adult and young carers played in supporting people and recognised carers as partners in the delivery of care.

The report advised that a Young Carers Strategy Group had been established to focus on the implementation of the actions from the Carers Strategy as detailed in Appendix 1 to the report and the Carers (Scotland) Bill, which covered a range of areas relating to supporting carers including a number of new duties and requirements in relation to young carers was detailed in Appendix 2 to the report.

Members of the Young Carers and Young Adults Carers Forum delivered a presentation to members relative to young carers and the impact of caring. They highlighted the Young Carers Projects and what it meant to them and spoke candidly about their experiences and the life-changing benefits of being involved with the Carers Centre.

DECIDED:

- (a) That the progress in the young carers action plan be noted;
- (b) That the information related to the Carers (Scotland) Bill be noted; and
- (c) That the issues raised in the presentation by the Carers Centre and the Young Carers Forum be noted.

4 CHILDREN & YOUNG PEOPLE ENGAGEMENT EVENT

A report was submitted by Alastair Ewan, Youth Services Manager, Renfrewshire Council relative to the Children & Young People Youth Engagement Event which took place on 31 August, 2015 at Gleniffer High School.

Children's Services facilitated a youth engagement event with young people from Gleniffer High School enabling them to meet Board members and for the senior pupils to identify various issues and prepare presentations to share with the Board. The young people were supported to express their views and explore, in discussion with Board members, possible ideas and solutions to combat those concerns.

Key themes included youth voice, health and wellbeing, jobs and training, employment, access to community facilities, social isolation and impact of poverty. The students were advised that the Board would look at the points raised; develop an action plan; and respond to the students within two weeks. A summary of the issues identified were compiled, action points were developed and these were passed back to the students. A summary of the issues identified and action points were set out within the report.

The report noted that the feedback from young people who participated in this event was very positive and they recommended that similar opportunities be offered to young people across Renfrewshire in the future.

DECIDED: That the report be noted.

5 PERMANENCE AND CARE EXCELLENCE (PACE)

A report was submitted by D Hawthorn, Head of Service, Children's Services, Renfrewshire Council relative to the Permanence and Care Excellence (PaCE) programme.

The report advised that significant progress has been made with changes to the local permanence system in order to improve outcomes for children and their families. There was a high level of motivation and energy from staff supporting the programme to sustain this level of positive change.

DECIDED: That the progress of the PaCE programme within Renfrewshire be noted.

6 INTEGRATED CHILDREN'S SERVICES IMPROVEMENT PLAN - OUTCOME 2

A report was submitted by the Director of Children's Services relative to a progress report on the Integrated Children's Services improvement plan.

The progress made against each individual action was detailed in Appendix 1 to the report and key areas of progress were highlighted at Section 4 of the report.

DECIDED: That the key areas of progress as detailed within the report be noted.

DRAFT

Minute of Meeting Forum for Empowering Communities

Date	Time	Venue
Tuesday, 17 November 2015	16:00	Engage Renfrewshire, 1 Falcon Crescent, Paisley, PA3 1NS

PRESENT

A McNiven, Engage Renfrewshire; S Cruickshank, Renfrewshire Access Panel; J Cram, Renfrewshire Health & Social Care Partnership; and S McLellan, RAMH.

CHAIR

Alan McNiven presided.

IN ATTENDANCE

I Cunningham, S Graham, K Miller and S Miller (all Engage Renfrewshire); and A McNaughton and C MacDonald (both Renfrewshire Council).

APOLOGIES

Lynne O'Brien, Barnardos; K Taylor, Citizens Advice Bureau; J Wilby, Paisley West & Central Community Council; and I McLean, FLAIR.

DECLARATIONS OF INTEREST

There were no declarations of interest intimated prior to commencement of the meeting.

ORDER OF BUSINESS

A McNiven advised that Item 4 had been deferred to the next meeting of the Forum.

1 MINUTE OF PREVIOUS MEETING

There was submitted the Minute of the meeting of the Renfrewshire Forum for Empowering Communities held on 1 September, 2015.

Under reference to Item 3 – Digital Strategy, it was noted that a meeting was due to take place with D Webb on Digital Strategy on 7 December, 2015. S Cruickshank advised that the Access Panel had offered the use of JAWS Software, a screen reader developed for computer users whose vision loss prevents them from seeing screen content, to beta test the new Council website.

DECIDED: That the Minute be approved.

2 ROLLING ACTION LOG

The Rolling Action Log was submitted for approval.

DECIDED:

(a) That actions RF.10.09.13(4) and RF.27.01.15(4) be removed from the action log as both actions were now complete: and

(b) That the updated Rolling Action Log be approved.

3 COMMUNITY COUNCIL ELECTION UPDATE

A report was submitted by the Director of Finance & Resources relative to an update on the Community Council elections.

The report advised that 21 community councils had been established until 2019 following the four-yearly elections held throughout Renfrewshire to return members. It was noted that a total of 308 residents were now members of their local community councils and of these, 122 were new members engaged in representing their communities for the first time.

It was noted that an exercise had been carried out to determine the diversity of Community Council membership and a copy of the analysis of the data would be passed to Engage Renfrewshire.

DECIDED:

(a) That an analysis of the data from the equalities monitoring form would be passed to Engage Renfrewshire; and

(b) That the report be noted.

4 **RENFREWSHIRE FORUM FOR COMMUNITIES DEVELOPMENT DAY, 30 SEPTEMBER, 2015**

A report was submitted by the Chair of Renfrewshire Forum for Empowering Communities relative to the development session held for members in the Tannahill Centre, Paisley on 30 September, 2015.

Forum members agreed at the Development day that they valued participation in the Forum, considered that good progress had been made since the Forum was established in May 2013 and saw a significant role for the Forum in addressing emerging issues within the context of the Community Planning Partnership. The Community Planning outcomes that the Forum was responsible for and the Mission Statement agreed by the Forum in May 2013 were considered to have continued relevance for the future. Forum members also identified a set of core issues to be addressed, but recognised that contribution to the outcomes of the other Thematic Boards should also be developed. Proposals for progressing this work and developing a revised Action Plan were identified.

DECIDED:

- (a) That the key points from discussion at the Development Day on 30 September, 2015 as outlined within the report be agreed;
- (b) That the list of core items for Forum business identified within the report be agreed;
- (c) That it be agreed that the Forum invite members of other Boards to a development session to discuss the contribution of the Forum to other thematic agendas;
- (d) That the approach to development of the Forum Action Plan as outlined within the report be agreed; and
- (e) That it be agreed that the Forum Members originally co-opted for the duration of the Advice Services review confirm that they wish to retain their place on the Forum, following the conclusion of the review.

5 **TACKLING POVERTY IN RENFREWSHIRE**

The Chair of the Forum for Empowering Communities gave a verbal update relative to the progress of the Tackling Poverty Commission strategy. A copy of the "Tackling Poverty Strategy 2015/17" booklet which was published by Renfrewshire Council on 20 October, 2015 was circulated to Members.

He intimated that the Tackling Poverty Steering Group had discussed how to measure and evaluate the evidence from the action plan. The Forum for Empowering Communities had been asked to look at how to measure and evaluate the success arising from the action plan.

Discussion took place on how to measure attitudes, perceptions and information on qualitative evidence. The Chair intimated that if anyone had any research or approaches that would help to achieve the outcomes then they should share it with the group.

DECIDED: That the report be noted.

6 CITY OF CULTURE 2021

The Chair of the Forum for Empowering Communities gave a verbal update relative to the stakeholder and media launch of the Paisley City of Culture 2021 bid which took place on 13 November, 2015 in Paisley Town Centre. He intimated that the public launch event, scheduled to be held on 14 November, 2015, had been postponed as a mark of respect for those who had died in the Paris terrorist attacks.

The Board were advised that Jean Cameron, the Project Director Paisley 2021 City of Culture, was keen to meet with Forum Members to discuss the need to formulate a distinctively Paisley vision statement and the desirability of engaging with the local community in its development. She had also intimated her desire to hold localised events with the help of the Forum.

DECIDED: That the update be noted.

7 COMMUNITY EMPOWERMENT (SCOTLAND) ACT 2105

A report was submitted by the Chair of Renfrewshire Forum for Empowering Communities relevant to an update on activities relating to the Community Empowerment (Scotland) Act 2015.

The report advised that a presentation by the Scottish Government on the Community Empowerment Act would be given at the Renfrewshire Community Planning Partnership Board meeting on 9 December, 2015 which would provide the Partnership Board with an overview of the content of the Act. It was noted that information from the presentation would be reported back to the next meeting the Forum on 27 January 2015.

It was noted that a wider asset transfer conference for third sector organisations in Renfrewshire would be organised early in 2016. It was intended that this conference would inform local organisations about the implications of the Community Empowerment Act and help shape dialogue with Public sector partners.

The report also intimated that the Scottish Community Development Centre had published a briefing paper on the Act which was attached as an appendix to the report.

DECIDED:

(a) That it be noted that the Scottish Government would make a presentation on the Community Empowerment (Scotland) Act 2015 to the Community Planning Partnership Board meeting on 9 December, 2015 and information from the presentation would be reported back to the next meeting of the Forum on 27 January, 2015;

(b) That it be noted that Engage Renfrewshire would organise an event around transfer of assets early in 2016, following the publication of Scottish Government Guidance on the Community Empowerment (Scotland) Act; and

(c) That the publication of advice on the Community Development (Scotland) Act by the Scottish Community Development Centre be noted.

8 **WIDENING OPPORTUNITIES FOR SCHOOL WORK EXPERIENCE PLACEMENTS**

A verbal update was given by the Chair of the Forum for Empowering Communities relative to issues of concern surrounding young people with disabilities in schools and colleges and the barriers to appropriate work placement opportunities.

S Cruickshank advised that PVG checks were also required for jobs which involved working with protected young adults and this in turn limited the number of work placements available.

After further discussion it was agreed that the issue of barriers to appropriate work placement opportunities for young people with disabilities would be raised with the Children & Young People Thematic Board and the Forum would look at third sector employment engagement strategies for young people with disabilities and collate a list of organisations that could provide work placements for disabled young people.

DECIDED:

- (a) That it be agreed that the issue of barriers to appropriate work placement opportunities for young people with disabilities be raised with the Children & Young People Thematic Board; and
- (b) That it be agreed that the Forum look at third sector employment engagement strategies and collate a list of organisations that could provide work placements for disabled young people.

9 **UPDATE FROM THEMATIC BOARDS**

Feedback reports from the members who had been present at the various Thematic Boards were submitted in respect of

- Greener Renfrewshire Thematic Board
- Jobs & the Economy Thematic Board
- Safer & Stronger Renfrewshire Thematic Board
- Children & Young People Thematic Board; and
- Community Care Health & Wellbeing Thematic Board

DECIDED: To note the feedback provided in the reports.

Minute of Meeting Community Care, Health & Wellbeing Thematic Board

Date	Time	Venue
Thursday, 19 November 2015	14:00	Tweedie Hall, Ardlamont Square, Linwood, PA3 3DE

PRESENT

Councillor I McMillan, Renfrewshire Council; D Reid, Renfrewshire ADP; D Leese and F MacKay (both Health & Social Care Partnership); J McKellar, Renfrew Leisure Limited; Dr A Van der Lee, GP Representative; I Beattie and R Robertson (both Renfrewshire Council).

CHAIR

Councillor McMillan presided.

IN ATTENDANCE

P Henderson, RAMH; and C MacDonald and G Allison (both Renfrewshire Council).

APOLOGIES

Councillor M Brown (Renfrewshire Council); S McDonald, Active Communities; J Ferrie, Engage Renfrewshire; S McLellan, Forum for Empowering Our Communities; D Goodman, Renfrewshire Carers; L McIntyre and L Muirhead (both Renfrewshire Council); R Telfer, Scottish Care; P Nelis, Scottish Fire and Rescue Service; C Walker, C Burling and H Cunningham (all Health & Social Care Partnership); and A Cumberland, West College Scotland.

DECLARATIONS OF INTEREST

There were no declarations of interest intimated prior to commencement of the meeting.

ORDER OF BUSINESS

Councillor McMillan advised that Item 9 had been deferred to the next meeting of the Forum.

1 MINUTE OF PREVIOUS MEETING

There was submitted the Minute of the meeting of the Community Care, Health & Wellbeing Thematic Board held on 8 September, 2015.

DECIDED: That the Minute be approved.

2 ROLLING ACTION LOG

The Rolling Action Log was submitted for approval.

DECIDED:

(a) That action CCH&WB.04.09.14(7) be removed from the action log as this action was now complete: and

(b) That the updated Rolling Action Log be approved.

3 SOCIAL PRESCRIBING/COMMUNITY LINK WORKERS - HOW WE ACHIEVE IT

A presentation was given by P Henderson, RAMH, relative to the Community Connectors project.

The presentation outlined why the project was developed; highlighted the statistics; detailed the partner organisations who were involved; and summarised the benefits.

DECIDED: That the presentation be noted.

4 SYRIAN REFUGEES

R Roisin gave a verbal update on the arrival of the Syrian Refugees in Renfrewshire.

She advised that 35 refugees had so far settled in accommodation in Renfrewshire and were happy, content and keen to get their children into schools and to start looking for employment. She advised that officers from Renfrewshire Council had been actively working with partners to put into place the arrangements required to support the refugees. This involved housing, health, education, benefits and advice agencies, translation services, social care and police amongst others.

DECIDED: That the verbal update be noted.

5 REDUCING HEALTH INEQUALITIES

F MacKay gave an update on reducing health inequalities; improving life expectancy; and how we can improve health and narrow the equalities gap.

It was noted that there were clear overlaps between health inequality and poverty and the Board agreed that contact be made with the Tackling Poverty team to look at the extent

to which inequality was synonymous with tackling poverty within Renfrewshire.

DECIDED:

(a) That it be agreed that contact be made with the Tackling Poverty team to look at the extent to which inequality was synonymous with tackling poverty within Renfrewshire.

(b) That the report be noted.

6 RENFREWSHIRE LEISURE UPDATE

A verbal update was given by J McKellar, Chief Executive, Renfrewshire Leisure relative to the progress of the Trust in delivering cultural and leisure services.

She advised that from 1 July 2015 Renfrewshire Leisure took on the management of assets such as Town Halls, Libraries, Museums and Paisley Arts Centre along with Sports Development, Active Schools functions and playing fields and as of 1 December 2015 the company would operate the community halls and bowling greens previously operated by Renfrewshire Council.

She also spoke about the management of new assets; the progress of a new local action plan; the development of existing and new programmes; and the objectives of the Trust being aligned with the Council and Partner objectives.

Footfall patterns were discussed and it was agreed that a report would be submitted to a future Board which analysed footfall patterns across Renfrewshire Leisure Centres according to postcode dataset.

DECIDED:

(a) That a report be submitted to a future Board which analysed footfall patterns across Renfrewshire Leisure Centres according to postcode dataset: and

(b) That the update be noted.

7 CARERS FORUM MEETING

Councillor McMillan and F MacKay gave a verbal report relative to their attendance at the Carers Forum which was held on Friday 13 November, 2015, at the Renfrewshire Carers Centre to hear what issues there were for carers and what could help them in their caring role.

They advised that the meeting was well attended and very informative with the first item on the agenda being an update on the Carers Bill and explaining the National Eligibility Criteria Framework being proposed by the National Carers Organisations which generated interesting discussion.

DECIDED: That the update be noted.

8 INTEGRATION FUND UPDATE

A verbal update was given by R Robertson relative to the progress of the Integration Fund and an update on the four projects which were being funded by the Integrated Care Fund.

DECIDED: That the update be noted.

DRAFT