

LIBERTON & GILMERTON

NEIGHBOURHOOD PARTNERSHIP



DRAFT NOT YET APPROVED BY GROUP

**MINUTES OF MEETING OF BURDIEHOUSE BURN VALLEY PARK
STEERING GROUP HELD ON THURSDAY 17TH APRIL 2008
AT 2.00PM IN THE PARTNERSHIP OFFICES, 13 NEWTOFT STREET**

PRESENT

Alan Bell	Project Coordinator
Scott Donkin	South Edinburgh Partnership Manager
Jessica Morgado	CEC Countryside Ranger Service
Charlie Cumming	Edinburgh and Lothian Greenspace Trust
Stuart Gash	South Edinburgh Resident
Margaret McIver	Better Burdiehouse Burn group
Gilbert Clark	Better Burdiehouse Burn group
Tom Brown	Better Burdiehouse Burn group
Tam Anderson	Liberton Community Council
Ian Henderson	South Edinburgh Resident
Ros Marshall	Liberton Nursery School teacher

1. APOLOGIES

Jenny Hargreaves	Senior Countryside Ranger Service
Mike Shields	CEC Community Parks Officer
Caroline Peacock	CEC Biodiversity Officer
Emma Aiken	South Edinburgh Resident

2 PURPOSE OF THE MEETING

- 2.1 This meeting has been called following the recent news of Alan Bell leaving the South Edinburgh Partnership on 18th April to take up employment with the City of Edinburgh Council. Alan will be working as Parks and Gardens Manager as of 22nd June.
- 2.2 This meeting is based around the paper circulated on the day and aimed to discuss how best to coordinate future activities and the developments contained in the soon to be completed management plan. The different options presented today have been proposed by the last Management Sub-group held on 10th April.

3 MANAGEMENT GROUP PROPOSALS

3.1 Steering Group:

3.1.1 **Option: Jessica Morgado, CEC Countryside Ranger to facilitate the group and support the Chair.** The group was concerned about the time commitment on Jessica's side for the project as she is also managing another site and is responsible for the volunteer remit in the Countryside Ranger Service. Alan highlighted the fact that the project has moved into a different phase now and should not require a full-time staff such as Alan who oversaw the demanding development and community engagement programmes at the start of the project. **The group agreed that Jessica will be the facilitator for both Management group and Steering group and that, if the need arises, that the Steering group looks for funding to employ a full-time project coordinator.**

3.1.2 **Option: Stuart Gash, Community Representative on the Management group, to act as interim Chair.** Gilbert raised the importance of having a politician in the group to add the element of power, influence and support when problems arise. He suggested contacting the different Councillors covering the park that are already showing interest in different things happening in the area and to invite them at the next Steering group meeting to discuss the Chair position. Charlie pointed out that CEC now works in a different way and will endeavour to work with community led groups than politicians. Alan and Scott agreed with Charlie and also mentioned the likelihood of politicians to send apologies too often and jeopardising the project. Charlie also commented that CEC did not increase their financial support when Donald Anderson was chairing the meetings and that the group should not underestimate the power held by a community group. Jessica added that Donald was very good at solving problems within CEC different departments at the time but now CEC is trying to resolve its internal management dysfunctions and problems and a new way of thinking and working in the groups is needed to achieve the aims set up by the Management plan. Stuart confirmed that he understood the priorities regarding the HLF funding deadlines in August and September and is committed to work towards those deadlines for the benefit of the project. **The group agreed for Stuart to take on the position of Interim Chair for both Management group and Steering group until the end of September and that the options to review the Chair be done after the end of September by inviting relevant Councillors at the next meeting.**

- 3.1.3 **Option: Administrative support to be provided by SEP Support Team.** Details of the ways SEP Support Team can assist the groups will be finalised by Scott and Jessica shortly. At the moment, SEP Support Team will help printing and distributing relevant papers produced by Jessica. The SEP meeting room will also be available to use for the next 6 months as long as the booking is arranged with the SEP staff. **The Steering group agreed and welcomed the help provided by the SEP Support Team.**
- 3.1.4 **Option: The Steering group to meet 3/year.** Tam Anderson questioned the reasons behind the need to change the frequency of the Management group meetings and feared that a gap of 2 months might be too long and can jeopardise the whole project. Alan answered that the project has now moved into a new phase and that the day-to-day management of the park will be run by CEC staff, with Jessica as a facilitator, and a Management Plan approved by the Steering group and CEC as a frame work to achieve long-term aims for the park. The other reason is to balance the workload in Jessica's side. A grand total of 6 meetings a year is a reasonable and workable option and has already been approved by Jenny Hargreaves, Senior Countryside Ranger. Alan said that the main objective for the group will be the implementation of the Management Plan and should be manageable on a part-time basis. Charlie and Jessica added that monthly management group meetings do not allow enough time for progressing the different projects and more flexibility was called for at this stage. **The group agreed to try the new frequency of both the Steering group and Management group meetings.**
- 3.1.5 **Option: Review the membership of the Steering group.** The group will review this point after the end of September.
- 3.2 **Management Group:**
- 3.2.1 **Option: Jessica Morgado to facilitate the Management group and support Chair. Refer to 3.1.1.**
- 3.2.2 **Option: Stuart Gash to chair the Management group. Refer to 3.1.2.**
- 3.2.3 **Option: Administrative support provided by Jessica Morgado. Refer to 3.1.3.**
- 3.2.4 **Option: The Management group to meet every 2 months. Refer to 3.1.4.**

4 UPDATE ON HERITAGE LOTTERY FUND PROJECT PLANNING GRANT

- 4.1 **Management plan:** Scott advised the group that the Management Plan should be agreed by CEC but also by the Liberton / Gilmerton Neighbourhood Partnership. The group also felt that it was now time for the final draft of the Management Plan be circulated and that the discussion of any comments / enquiries be the subject of a specific item at the next Steering group meeting's agenda. **Scott will be sending CD copies to members of the Steering group and a paper copy will be send to those who requested it. Jessica will draft a letter to go with it.**

ACTION: SCOTT AND JESSICA

5 DATE OF THE NEXT MEETING

- 5.1 Thursday 15th May 2008 @ 2pm, at the SEP offices, 13 Newtoft Street.

I will be unable to attend the next Neighbourhood Partnership meeting on the 21st May but I would like to make the following points.

- 1) I believe that far too much time is being spent on discussion of the small project grant. If we look at the minutes of the last meeting we see that 2 ½ pages of minutes are taken up with the small project fund and just over three for the rest of business I find this quite bizarre. I would have thought that that the meeting should concentrate on the Workplan, the Fairer Scotland Fund and the Sub Groups – this is the crux of the NP business. The South Edinburgh Partnership team provide comprehensive minutes of all the sub groups' meetings. How is the Board to know what is going on in its name; whether the direction is correct; or whether sufficient progress is being made, if the minutes are noted without being explored in even the most cursory manner? As I have suggested previously the small projects should be delegated to a sub group of the NP and decided at the local level and brought to the Board for ratification –
- 2) I think it is inappropriate that council employees are able to make representation at NP meetings as occurred at the April meeting. I did not have papers or prior notice that this would occur and felt totally unprepared... If everyone in the area who requested/required funding made representation we would be at the meeting all night. This kind of action gives an unfair advantage and should be discouraged.
- 3) I do not believe that the minutes reflect what was agreed at the meeting. My recollection (and that of others I have discussed this with) is that the NP would review the balance of funds left from year 07/08. Any balance would be allocated to the summer programme along with a contribution from 08/09 funding to a maximum of £15k. It was not agreed of an incremental award of £23k. It should be noted that this fund is for all organisations in the NP area and this amount to a council run initiative is unacceptable. If this had been decided at the local level, or if we had had prior knowledge of the representation, I do not believe it would have been approved even to £15k. We can not have rules for the council and rules for the community groups.

Wilma Nelson (Voluntary Sector Representative) 12th May 2008