

SOUTH AYRSHIRE COMMUNITY PLANNING BOARD.

Minutes of meeting in County Buildings, Wellington Square, Ayr,
on 29th November 2011 at 2.00 p.m.

Present: **Board Members:**

Jim Wilson, Director of Finance, Ayr College; **Martin Cheyne**, Chief Executive, Ayrshire Chamber of Commerce and Industry; **Amanda Coulthard**, Assistant Director Planning, NHS Ayrshire and Arran; **David Kiltie**, Maybole Community Council; **Joy Love**, Stakeholder and Partnership Manager, Scottish Enterprise; **Dorothy Simpson**, Scottish Natural Heritage; **Brian Cameron**, Area Manager, Skills Development Scotland; **Councillor Bill McIntosh**, Leader of South Ayrshire Council (*Chair*), **Councillor John McDowall**, **Councillor Nan McFarlane** and **David Anderson**, Chief Executive, South Ayrshire Council; **Hugh Kerr**, Area Commander, Strathclyde Fire and Rescue Service; **John Thomson**, Chief Superintendent, Divisional Commander, Strathclyde Police; and **Joe Lafferty**, Wallacetoun and Newton Regeneration Forum.

Apologies: **Diane Rawlinson**, Principal, Ayr College; **Fiona McQueen**, Executive Nurse Director, NHS Ayrshire and Arran; **Etta Wright**, District Manager, Jobcentre Plus; **Jim Reid**, Director of Stakeholders and Networks, Scottish Enterprise; **Ross Johnston**, Area Manager, Scottish Natural Heritage; **Jodie McCoy**, South Ayrshire Youth Forum; **Neil Wylie**, Director of Finance & HR, Strathclyde Partnership for Transport; and **Marie Oliver**, Manager, Voluntary Action South Ayrshire

John Connaghan, Director of NHS Delivery and Workforce, Scottish Government.

Others attending:

Claire Monaghan, Head of Policy, Performance and Communication; Kenny Leinster, Head of Community Care and Housing (Chair of Alcohol and Drug Partnership); Peter Linton, Performance and Change Management Manager; Valerie Stewart, Community Planning Co-ordinator; and Eillen Wyllie, Committee Administration Officer, South Ayrshire Council.

1. Minutes of Community Planning Board.

The Minutes of the Community Planning Board of 5th October 2011 (issued) were submitted and approved.

2. Matters Arising/Action Log.

There was submitted an action log (issued) of November 2011 outlining the current position and the progress being made with various issues which had emerged from the meetings on 6th October 2010, 15th June and 5th October 2011.

The Chair referred to the Minutes of 5th October 2011 and

- (1) to Page 4, paragraph 4 relating to performance recording and the use of indicators pertaining to community safety issues and advised that the recent edition of Bitesize had covered these concerns; and
- (2) to Page 5, paragraph 9 relating to the Community Conference and reported that around 170 delegates had attended and that, following a full analysis, feedback would be submitted to a future meeting of the Board.

Decided:- to note the current position.

3. South Ayrshire Community Plan.

The Head of Policy, Performance and Communication provided an update in relation to the development of a new South Ayrshire Community Plan which should reflect community direction and gave a presentation on the proposed implementation process for its production consisting of a workshop with Members, input from the Theme Groups and a public consultation exercise. She outlined where the current Plan sat in relation to other strategy documents and Elected Members' priorities and sought guidance from Members of the Board as to whether such key themes should be retained within the new Plan.

A full discussion took place in relation to the development of this Plan and various questions were raised in respect of:- the lifespan of the document; the status of the Council's 2020 vision document and its relevancy; whether there was a need for 'social benefit' to be included as this could attract resources; and the partnership working approach and the Head of Policy, Performance and Communication responded accordingly and advised that the intention would be for the Plan to be a long-term continuous document supplemented by an SOA type document setting out shorter term measures and that she would re-visit the 2020 document as part of the re-fresh.

The Chief Executive commented that the Plan would take cognisance of recommendations made in the Christie Commission report as more funding was likely to be channelled through Community Planning Partnerships.

Decided:- to note the current position in the development of a new South Ayrshire Community Plan and that a draft Plan would feature as an agenda item at the next meeting of the Board.

4. Proposed Community Planning Programme 2012/13

There was submitted a report (issued) of 10th November 2011 by the Head of Policy, Performance and Communication

- (1) proposing a Community Planning Programme for 2012/13 as contained in Appendix 1 of the report which detailed:-
 - the main outputs and achievements of each service for the previous financial year 2010/11, based on their annual reports;
 - the current allocation to each service for 2011/12;
 - the requested allocation for 2012/13; and
 - the recommendations for each service;

- (2) highlighting that Appendix 2 of the report contained more detailed information about each individual service;
- (3) informing that each organisation had detailed what would happen to their services if the Community Planning funds were reduced or terminated and the potential effect this would have on service users and outcomes; and
- (4) intimating
 - (a) that in 2011/12, the overall allocation had been £1,451,796 and that to fund the same projects as last year and increase the funds of STEP, the Domain Youth Project and Care and Share as requested, would require £1,457,903 to be allocated; and
 - (b) that, if the additional request from Ailsa Horizons and VASA were to be included, the total funding required for 2012-13 would be £1,521,420.

The Head of Policy, Performance and Communication referred to each of the projects outlined in Appendix 1 of the report and highlighted the funding requests being made for 2012-13.

Thereon, a discussion took place in relation to each project when a community representative suggested that the Domain Youth Centre might be eligible for charity status and the Head of Policy, Performance and Communication commented that this could be discussed with the group.

A community representative raised concerns in relation to the debt services review and how this might affect the North Ayr Resource Centre which currently provided a service for the whole community and the Head of Policy, Performance and Communication informed that this could be considered as part of the review process.

Thereafter, a full discussion took place in relation to specific projects and their current and proposed level of funding and when it was suggested that a greater emphasis be placed on sport rather than art when considering the Arts and Sports Programme. It was proposed that further information relating to outcomes with the Arts and Sports Programme would be circulated via email to allow Board Members to come to a decision on potential reductions in funding and the re-allocation of these funds to meet the requests for increased allocations elsewhere.

Councillor McDowall declared an interest at that part of the meeting pertaining to the funding request for Ailsa Horizons Ltd. since he was a Director of this Organisation and he left the meeting at that point, the time being 2.45 p.m.

Thereon, the Board considered the funding request from Ailsa Horizons Ltd. and a discussion took place in relation to:- the proposal to increase the funding to this Project and the requirement for extra funding; whether a reduced level of service had been provided in previous years; LEADER funding; monitoring; building this into the project's plans and delivery; an exit strategy and self-funding issues.

Councillor McDowall rejoined the meeting at this point.

A community representative asked when projects would be informed of the outcome as there could be redundancy issues and the Chief Executive outlined the next steps within the process, stating that further work would be required to finalise the budget and suggested that, following discussions with the Head of Policy, Performance and Communication, an email would be circulated to Members of the Board for a decision on some of the funding requests with these hopefully being resolved in December.

Decided: to agree

- (i) subject to further information being circulated to Members to allow a decision to be made on possible reductions in funding allocations for the Arts and Sports Programme, otherwise the recommendations made in relation to the proposals for the Community Planning Programme for 2012/13;
- (ii) the additional recommended amounts for STEP, the Domain Youth Project, Care and Share and VASA as contained within the Appendix to the report;
- (iii) that, in principle, Ailsa Horizons Ltd. be awarded £97,875.00; and
- (iv) that, following final decisions made by Members of the Board on those remaining projects, these recommendations be submitted to the next meeting of the Council at its meeting of 15th December 2011 for its consideration.

5. **Reshaping Care for Older People.**

There was submitted a joint report (issued) of 22nd November 2011 by the Joint Chairs of the South Ayrshire Adult Officer Locality Group

- (1) outlining the progress being made in the development of the Reshaping Care for Older People Programme as detailed within the Appendix to the report; and
- (2) advising
 - (a) of further information in relation to the development of the Joint Commissioning Plan for 2012-21; and
 - (b) of the future arrangements and allocations over the next three years.

Various questions were raised by Members of the Board in relation to:- support to senior forums; the proposed use of the two Community minibuses and how would this fit with Carrick Transport; joint equipment services and arrangements with Cordia; Ayrshire-wide falls and the need for discussions with GP practices with regards to hospital admissions, particularly over the weekend; the Change Fund; and support for Carrick Centre equipment and the Head of Community Care and Housing and the Assistant Director Planning responded accordingly and commented on the strategic approach being undertaken and the ways in which to identify gaps.

Decided:- to note the contents of the report and

- (i) to endorse the progress as outlined within section 4 of the report;
- (ii) to endorse the work commenced in relation to the Joint Commissioning Strategy, as detailed in section 5 of the report; and
- (iii) to agree to receive future detail in respect of the Change Fund Guidance for 2012/13 and to remit the Community Health Partnership Committee to continue work to develop the Joint Commissioning Strategy for Older People, as agreed at a previous meeting of the Board.

6. **Theme Group Update Reports.**

There was submitted a report (issued) of 8th November 2011 by the Head of Policy, Performance and Communication providing Theme Group updates in line with new reporting arrangements as outlined below:-

- the Alcohol and Drug Partnership;
- the Community Health Partnership – Adult Services;
- the Community Health Partnership - Officer Locality Group for Children and Young People;
- the Community Safety Partnership;
- Economic Development Partnership; and
- the Sustainability Partnership.

The Head of Policy, Performance and Communication commented on the current format of Theme Group presentations prior to the meeting of the Board and ascertained if Members were satisfied with this ongoing arrangement. The Chief Superintendent commented on the Seminar which had taken place prior to this meeting by the Community Safety Partnership and provided some feedback in relation to community safety issues, the impact on services and on crime reduction measures and that he would provide regular updates in this regard.

Decided:- to note the information contained within the update reports.

7. **Variation in order of business.**

The Board agreed to vary the order of business as hereinafter minuted.

8. **ADP Response to the Alcohol (Minimum Pricing) (Scotland) Bill.**

There was submitted a report (issued) of 26th November 2011 by the Chair of the South Ayrshire Alcohol and Drug Partnership (ADP)

- (1) requesting that Members should consider and endorse the draft response from the ADP in relation to the Alcohol (Minimum Pricing) (Scotland) Bill, attached as Appendix II of the report, which was due by 12th December 2011 to the Scottish Parliament; and
- (2) advising that this was in response to a call for written evidence in relation to the new Bill which had been circulated on 1st November 2011 by the Parliament's Health and Sport Committee.

Various comments were made in relation to:- the part played by alcohol in criminal activity; the role of supermarkets and whether additional income could be channelled into health services; price comparisons from previous years and whether an overall approach to tackling alcohol misuse should be adopted. On this note, the Chair commented that this was only one element of an overall package of measures.

Decided:- to endorse the response from the South Ayrshire Alcohol and Drug Partnership in support of the proposed Alcohol (Minimum Pricing) (Scotland) Bill as outlined in the appendix to the report.

The Scottish Natural Heritage representative left the meeting at this point due to a prior engagement.

9. Pilot Community Engagement Events.

Reference was made to the Minutes of 15th June (Page 8, paragraph 15) and 5th October 2011 (Page 4, paragraph 5) and there was submitted a report (issued) of 8th November 2011 by the Head of Policy, Performance and Communication updating the Board with regard to the recent Pilot Community Engagement events and highlighting

- (1) that, overall, the three events had been well received by those who had attended (some 328 people) albeit that, relative to the effort involved in staging the events, attendances could have been better;
- (2) that, in addition to those who attended the afternoon and evening sessions, survey work had also been undertaken amongst young people at Marr College and in the Carrick area through Facebook and online surveys;
- (3) that local groups and partnership agencies had highlighted the value of the networking opportunity provided by the informal afternoon session as well as the chance to respond to individual requests for information and services;
- (4) that, the Council, through its Community Engagement Officer, had captured the background and detail of the three pilot events using the VOICE (Visioning Outcomes in Community Engagement) software and indicating that some de-briefing of those involved in the recent events had already taken place with the intention being to complete the remainder before the year-end; and
- (5) that, as part of the evaluation process, it was intended to engage further with both the Troon Community Council and the Carrick Community Council Forum over the outcomes of the first pilot events and to use feedback from this, together with other feedback, to inform a further more detailed report to the February meeting of the Board and, at that time, it was envisaged that the Board would be asked to consider a way forward for the remaining round of pilot events.

A question was raised in relation to providing comparative information on attendance levels and Facebook usage and the Performance and Change Management Manager reported of the intention to feedback this type of information to the next meeting of the Board along with the feedback from the Conference.

Decided:-

- (a) to note the progress with the pilot community engagement events; and
- (b) to agree that a further report covering the next round of engagement events be submitted to the next meeting of the Board.

10. Community Development Fund Applications.

There was submitted a report (issued) of 8th November 2011 by the Head of Policy, Performance and Communication

- (1) informing of the recommendations made by the Funding Appraisal Group in relation to two applications for over £10,000 from the Community Development Fund and highlighting that this Group had delegated authority to approve any application under £10,000 but for any application greater than that, it was required to make recommendations to the Board for its consideration, as set out in the criteria attached as Appendix 1 of the report previously approved by the Board on 25th August 2010;

- (2) outlining that the total allocation to the Community Development Fund for the current financial year was £75,000 and that, after two rounds, £23,250 had been allocated with a third round of applications having been considered by the Appraisal Group on 9th November 2011 when three applications had been approved with decisions on a further four deferred, pending further information; and
- (3) advising
 - (a) of two applications, one for Rural Skills Feasibility Study requesting £11,850 and the other one for 'And Beyond' requesting £17,052, as further detailed within the appendices to the report; and
 - (b) that, following consideration, the Funding Appraisal Group concluded that they could not recommend supporting the Rural Skills Feasibility Study for the reasons outlined within the report.

The Head of Policy, Performance and Communication advised that the Appraisal Group would explore further the application from the Rural Skills Feasibility Study with regards to areas of duplication and the Area Manager commented that Skills Development Scotland would be in favour of supporting this application as there was a knowledge gap in rural skills that this study could assist with.

Decided: to approve the proposals contained within the report in relation to the Community Development Fund with the Rural Skills Feasibility Study awarded £11,850 and 'And Beyond' awarded £17,052.

11. Audit Scotland Report – The Role of Community Planning Partnerships in Economic Development.

There was submitted a report (issued) of 8th November 2011 by the Head of Policy, Performance and Communication

- (1) advising that Audit Scotland had recently undertaken its Audit of the role of Community Planning Partnerships in Economic Development, contained in Appendix 1 of the report;
- (2) intimating that the main aims of the Audit had been to assess whether Community Planning Partnerships had made a difference to local communities and, as Partnerships cover a wide range of activity, the Audit focused on examining their contribution to economic development;
- (3) reporting that four key messages had been incorporated into the report together with a number of recommendations, as outlined in paragraph 4 of the report;
- (4) informing that this report had been discussed at the Community Planning Implementation Group meeting of 8th November 2011 where it had been agreed
 - (a) that many of the key messages and recommendations could be taken on board by the Economic Development Partnership in the development of its new strategy; and
 - (b) to improve governance, reporting and performance management mechanisms; and

- (5) highlighting that many of the key messages and recommendations could equally well be applied to other themes and governance structures within the Community Planning Partnership and should be considered in the development of the new Community Plan and Single Outcome Agreement.

A community representative commented that the Audit report was difficult to read and a question was raised by a Member of the Board in relation to how economics could be taken forward and the Stakeholder and Partnership Manager advised that a new South Ayrshire economic development strategy was currently being developed.

Decided:-

- (i) to note the information contained in the report;
- (ii) to request that the Economic Development Partnership consider the key messages and recommendations in more detail and report back to a future meeting of the Board as to how these could be effectively applied to improve governance, reporting and performance management mechanisms; and
- (iii) to apply the key messages and recommendations to other themes and governance structures and, in particular, to the development of the new Community Plan and Single Outcome Agreement.

12. Community Planning Funds – Finance report.

There was submitted a report (issued) of 8th November 2011 by the Head of Policy, Performance and Communication providing an update of the current financial position in relation to community planning funds and informing that of the £75,000 allocation, funding of £35,750 had been allocated to seven organisations with further information awaited in relation to four applications totalling £12,200 and decisions in relation to a further two applications, totalling £28,902 were to be made by the Board (subsequently approved earlier at this meeting) as outlined within the report.

Decided: to note the information contained within the report.

13. Whole Systems Approach in Dealing with Young People Who Offend.

There was submitted a report (issued) of 8th November 2011 by the Head of Policy, Performance and Communication

- (1) informing of a letter of 28th September 2011 received from the Scottish Government in relation to the Whole Systems Approach in dealing with young people involved in offending, as contained in Appendix 1 of the report; and
- (2) advising
 - (a) that the Whole Systems Approach to addressing the issues of young people who offend, involved implementing a streamlined and consistent assessment, as well as decision making processes for young people who offend, ensuring that they receive the right help at the right time; and
 - (b) that the main objective of the Whole System Approach was to work with all relevant partners, to put in place early interventions and community based alternatives to prosecution and possible custody.

Decided: having heard the Chief Superintendent comment favourably on this approach, to note the information contained within the report.

14. **Electric Vehicle Procurement Scheme.**

There was submitted a report (issued) of 8th November 2011 by the Head of Policy, Performance and Communication

- (1) reporting that £112,097 had been allocated to this Partnership for 2011/12 through the Electric Vehicle Procurement Scheme to purchase charging points and electric vehicles;
- (2) advising that Members of this Board had been given the opportunity to put forward proposals for the allocation of these funds but only South Ayrshire Council had expressed an interest; and
- (3) informing that a proposal to purchase a Fast Charger Point and an electric car had therefore been submitted to the Energy Saving Trust as outlined in Appendix 2 of the report.

The Head of Policy, Performance and Communication provided an update and advised that an additional £8,000 had been awarded to the Council.

Decided:- to note the information contained within the report.

15. **Any Other Business.**

(1) **Forthcoming Events.**

Decided: having heard the Chair, to note

- (a) that the deadline for nominations to VASA for the Volunteer Awards was 10th December 2011 with the awards ceremony taking place on 6th February 2012; and
- (b) that a Youth Unemployment Summit was taking place on 8th December 2011 at Ayr College.

(2) **Rural Action Planning Project.**

The Head of Policy, Performance and Communication provided an update in relation to this Project which involved LEADER funding and informed of ongoing discussions with the three Ayrshire Authorities with the intention being that South Ayrshire Council could be the lead authority although North Ayrshire Council had still to make a decision in relation to this matter and that she would be in a position to report the outcome at the next meeting of the Board.

A question was raised by a Member of the Board in relation to the position if North Ayrshire Council decided to opt out and the Head of Policy, Performance and Communication advised that South Ayrshire Council would only take on the lead role if all three Ayrshire Authorities were participating.

A community representative provided further information with regard to LEADER funding and the timeframes involved and reported that the Leader Action Group might not be able to wait until February 2012 to ascertain if South Ayrshire Council were taking the lead role and the Head of Policy, Performance and Communication advised that this matter would be accelerated as soon as possible.

Decided: having noted that this matter would be accelerated as soon as possible, to support this project in principle in the meantime.

(3) Ayrshire Chamber of Commerce and Industry.

Decided: having heard Martin Cheyne, Chief Executive of the Ayrshire Chamber of Commerce and Industry intimate his resignation from the Board, the Chair, on behalf of the Board, wished him well and thanked him for his worthwhile contribution to Community Planning.

16. Date of Next Meeting.

Decided: to note that the next scheduled meeting would take place on Wednesday, 22nd February 2012 at 2.00 p.m. within the Maybole Room.

The meeting ended at 4.00 p.m.