

**SOUTH AYRSHIRE COMMUNITY PLANNING BOARD.**

Minutes of meeting in Town Buildings, New Bridge Street, Ayr,  
on 5th October 2011 at 2.00 p.m.

Present: **Board Members:**

**Diane Rawlinson**, Principal, Ayr College; **Fiona McQueen**, Executive Nurse Director, NHS Ayrshire and Arran; **Jim Burns**, External Relations Manager, Jobcentre Plus; **David Kiltie**, Maybole Community Council; **Jim Reid**, Director of Stakeholders and Networks, Scottish Enterprise; **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**, Chief Inspector, Area Commander, Strathclyde Fire and Rescue Service; **Neil Wylie**, Director of Finance & HR, Strathclyde Partnership for Transport; **Superintendent Dougie Robertson**, Strathclyde Police; and **Joe Lafferty**, Wallacetoun and Newton Regeneration Forum.

Apologies: **Martin Cheyne**, Chief Executive, Ayrshire Chamber of Commerce and Industry; **Etta Wright**, District Manager, Jobcentre Plus; **Ross Johnston**, Area Manager, Scottish Natural Heritage; **Jodie McCoy**, South Ayrshire Youth Forum; and **John Thomson**, Chief Superintendent, Divisional Commander, Strathclyde Police; 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; Valerie Stewart, Community Planning Co-ordinator; James Hall, Senior Local Planning Officer; and Eillen Wylie, Committee Administration Officer, South Ayrshire Council.

**Chair's remarks.**

The Chair advised that Etta Wright would be the new representative for Jobcentre Plus replacing Robert McKay and intimated that, as she was unable to attend this meeting, she was being represented by Jim Burns.

**1. Minutes of Community Planning Board.**

A Community Representative referred to Page 3, paragraph 3 of the previous Minutes pertaining to the Single Outcome Agreement and the ensuing discussion in respect of LO1 and clarified that, in relation to his comment regarding Ayr Secondary Schools doing particular work, he was referring to the Carrick area and therefore Girvan Academy as well as Carrick Academy should be incorporated within any work being undertaken.

**Decided:** that the Minutes of the Community Planning Board of 24th August 2011 (issued) were submitted and approved subject to the following amendment:-

- *similarly, if Ayr Secondary Schools were doing any work, could Carrick and Girvan Academies also be incorporated.*

## 2. **Matters Arising/Action Log.**

There was submitted an action log (issued) of September 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 24th August 2011.

### (1) **SPT Transport Outcomes Report 2011/12.**

A Community Representative referred to Page 6, paragraph 8 of the previous Minutes relating to the above and requested an update in relation to the issues which he had raised via the Board with regards to bus services in the Carrick area as no response had been provided from SPT.

The Director of Finance and HR, SPT and the Community Planning Co-ordinator commented that a response was currently being finalised and would be circulated to Members thereafter.

### (2) **Preventative Spend – Questionnaire to Community Planning Partnerships.**

The Chair referred to Page 5, paragraph 5 of the previous Minutes relating to the above and advised that further responses had been received from Partners and incorporated into the Community Planning Partnership response which had been submitted to the Scottish Government on 2nd September 2011.

### (3) **Forward Meeting dates for 2012.**

The Chair referred to Page 8, paragraph 13 of the previous Minutes relating to the above and confirmed that meeting dates for 2012 had since been circulated electronically to all Members of the Board.

**Decided:** to note the current position with matters arising from the previous Minutes and those actions contained within the action log.

## 3. **Local Development Plan.**

The Chair welcomed James Hall, Senior Local Planning Officer to the meeting who then proceeded to give a presentation on the Local Development Plan (LDP) and reported on how this Plan would be in line with the Council's Vision and other key documents and plans. He outlined the key topics within the LDP and commented on various stages of consultation during the development process of the LDP which was due for completion in four years time and updated every five years thereafter.

On behalf of the Area Manager, Scottish Natural Heritage who was unable to attend this meeting, the Community Planning Co-ordinator asked:- how would the South Ayrshire Plan support and reflect the priorities for South Ayrshire as identified by the Community Planning Partnership and contained within the Single Outcome Agreement; and what route was there for the CPP to influence the Plan's contents and the Senior Local Planning Officer made reference to that part of his presentation which focussed on linkages with other key documents and plans and that the Plan would attempt to balance all of the priorities of the SOA objectives.

Various other questions were raised by Members of the Board in relation to:- National Planning Guidelines and major changes being undertaken; the need for community council consultations and how this would be undertaken; health issues and potential hazards for residents living beside ports and whether local perception could influence the Plan with regards to the expansion of ports; whether community benefit clauses could be built into policies dealing with planning applications; and whether communities had received feedback from previously made comments and the Senior Local Planning Officer responded accordingly. He particularly advised of the consultation process which had been undertaken with the 'Main Issues' report, an earlier stage of the LDP process, and that further opportunities would be available. He also added that an outcomes report had been produced and circulated to those who had previously submitted comments.

A discussion took place in relation to community benefit clauses and the Chief Executive suggested that this could be an area for further development by the Board as it could provide training opportunities and the Principal commented on the need to support construction trainees who were now part way through their training programme.

**Decided:** having thanked the Senior Local Planning Officer for his presentation, to note the current position and process with the Local Development Plan and that further work would be undertaken in relation to community benefit clauses.

#### **4. South Ayrshire Single Outcome Agreement 2010/11 – Final Draft Annual Report.**

There was submitted a report (issued) of 20th September 2011 by the Head of Policy, Performance and Communication

- (1) seeking the Board's endorsement of the final draft of the Single Outcome Agreement Annual Report for 2010-2011 for submission to the Scottish Government;
- (2) advising that, following the previous meeting of 24th August 2011, the document had been updated to reflect the comments which had been made;
- (3) informing that the percentage of indicators meeting or exceeding target, where data was available, was 54% compared to 70% in the previous year with many of these indicators showing amber which was within a 5% margin of the target and outlining that currently there was no data available for five indicators; and
- (4) indicating
  - (a) that under the Board's governance arrangements, the report had also been considered by the Council's Corporate and Community Planning Standing Scrutiny Panel at its meeting on 22nd September 2011 with a number of matters raised, together with the responses received to date from Partners, summarised in Appendix 2 of the report and, where relevant, this information would be included in the SOA Annual Report before transmission to the Scottish Government; and
  - (b) that this report would also be considered at the meeting of the Council on 6th October 2011 prior to being submitted to the Scottish Government.

The Head of Policy, Performance and Communication commented that during the various meetings which had considered the draft, a great deal of discussion related to the necessity of measuring outcomes and intimated that this approach would be the focus for the next Single Outcome Agreement.

A Community Representative raised a question with regard to the response to a comment made at the Standing Scrutiny Panel when disappointment had been expressed that only four out of the fourteen indicators had been met in relation to community safety issues and the Head of Policy, Performance and Communication expanded on the response which had been provided at that particular meeting. A discussion took place in respect of this set of data when Councillor McFarlane and Superintendent Robertson commented on the difficulties in translating the relevant information into indicators resulting in the figures being distorted as, in fact, positive progress had been made with community safety issues. The Head of Policy, Performance and Communication suggested that this was an issue that the next SOA would address and that the forthcoming edition of Bitesize would also simply the explanation relating to this data as well as provide some good news stories.

The Director of NHS Delivery and Workforce commented on LO9 pertaining to health related matters with South Ayrshire performing better than the Scottish overall position in specific instances and highlighted that the outcome of certain indicators could, therefore, be presented as green rather than amber. The Head of Policy, Performance and Communication commented on the use of the indicators provided at the onset.

**Decided:**

- (i) to endorse the information contained within the report and the final draft Single Outcome Agreement Annual Report for 2010/11; and
- (ii) to agree that this document be submitted to the Scottish Government.

**5. Troon Community Engagement Event.**

The Head of Policy, Performance and Communication

- (1) reported on the outcome of the recent Community Engagement event which had taken place on Thursday, 29th September 2011 in Troon;
- (2) outlined the format which included an afternoon drop-in session with 'market stalls' providing an opportunity for networking between different agencies and members of the public and a formal evening session with a focus on discussing themes identified as concerning the local community and commented on attendance levels at both parts of the day;
- (3) advised that similar formats would be undertaken for the event in Maybole, taking place that day and Girvan arranged for 10th October 2011; and
- (4) intimated that, following completion of these three events, an analysis of the feedback would be undertaken with an evaluation reported to a future meeting of the Board.

A discussion took place in relation to:- attendance levels; positive contributions made to date; and whether the term 'community engagement' accurately reflected the purpose of the event; and the Head of Policy, Performance and Communication took the opportunity to comment on the welcome involvement of both Troon Community Council and Carrick Community Council Forum within the process.

**Decided:** to note the initial outcome of the Troon event and that, following conclusion of the community engagement pilot exercises, an evaluation would be undertaken with the findings reported to a future meeting of the Board.

**The Executive Nurse Director joined the meeting at this point.**

## 6. 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 and

- (1) commented on the process for developing the next set of themes which would require further discussion by the Board as well as ways in which to engage with the Youth Forum and the Theme Groups in this regard; and
- (2) advised that the overarching approach undertaken would inform the development of the next Single Outcome Agreement and commented on the forthcoming Local Government Elections in May 2012.

**Decided:** to note the current position and that the development of a new South Ayrshire Community Plan would be discussed as a substantive item at the next meeting of the Board on 30th November 2011.

## 7. Community Planning Funds – Finance report.

There was submitted a report (issued) of 15th September 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 £23,250 had been allocated to five organisations, as outlined within the report, which left a balance of £51,750.

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

## 8. Proposed Self Assessment Process for South Ayrshire Community Health Partnership.

There was submitted a report (issued) of 20th August 2011 by the Chair of the Community Health Partnership

- (1) informing of the proposed process for conducting a self assessment of the Community Health Partnership as outlined within the report and its Appendix;
- (2) indicating that the self-assessment process would be principally carried out through a 'survey monkey' questionnaire which a full range of stakeholders would be asked to complete including the Members of the Community Health Partnership's Committee, Forum and Officer Locality Groups and Members of the Community Planning Board and Implementation Groups; and
- (3) advising that the outcome would subsequently be reported to future meetings of the Community Health Partnership Committee and the Community Planning Board.

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

## 9. Community Conference 2011.

The Community Planning Co-ordinator provided an update on the Conference arrangements and commented

- (1) that around eighty people had registered for the event to date;

- (2) that young people from the secondary schools would be assisting as facilitators at Theme Group discussions and that the mirrored Theme Groups were now established and VASA would be delivering an interactive plenary session on the day as part of the programme;
- (3) that five topic based networking rooms had been set aside focussing on:- funding; Community Assets; Training; IT; and Community Transport; and
- (4) on the format of the programme comprising of the opportunity for 'real positive outcomes/stories' as well as feedback from the pilot community engagement exercise to be heard in addition to a question and answer session.

**Decided:** to note the current position with the arrangements for the forthcoming Conference taking place on Friday, 28th October 2011.

#### **10. Supporting Capacity Building in Community Planning Partnerships – Update.**

There was submitted a report (issued) of 20th September 2011 by the Head of Policy, Performance and Communication informing of the update from the Improvement Service on its project to build capacity within Community Planning Partnerships via a flexible approach to self-evaluation as outlined in Appendix 1 of the report.

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

#### **11. Any other competent business.**

##### **(1) Theme Group presentations.**

The Chair commented on the Theme Group presentation which had taken place prior to commencement of this meeting in respect of the Community Health Partnership (Adult Services and Children's Services) and highlighted that, in general, he found these seminars worthwhile and hoped Members of the Board did so as well.

**Decided:** to note the position.

##### **(2) Bus Routes from Maybole/Girvan.**

**Decided:** having heard the Community Representative refer to the discussion at the start of this meeting and the Action Log with regards to the above and ask when this information would be available, to note that it would be circulated as soon as possible and that, meantime, the Director of Finance and HR would liaise with the community representative on this matter at the close of the meeting.

#### **12. Date of Next Meeting.**

**Decided:** to note that the next scheduled meeting would take place on Wednesday, 30th November 2011 at 2.00 p.m. within the Maybole Room.

The meeting ended at 3.05 p.m.