

SOUTH AYRSHIRE COMMUNITY PLANNING BOARD.

Minutes of meeting in County Buildings, Wellington Square, Ayr,
on 6th June 2012 at 2.00 p.m.

Present: **Board Members:**

Val Russell, Chief Executive, Ayrshire Chamber of Commerce and Industry; **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; **Councillor Bill McIntosh**, Leader of South Ayrshire Council (*Chair*), **Councillor John McDowall**, **Councillor Douglas Campbell** and **David Anderson**, Chief Executive, South Ayrshire Council; **John Thomson**, Chief Superintendent, Divisional Commander, Strathclyde Police; **Jodie Mackie**, South Ayrshire Youth Forum; **Hugh Kerr**, Area Commander, Strathclyde Fire and Rescue Service; **Marie Oliver**, Manager, Voluntary Action South Ayrshire; and **Joe Lafferty**, Kyle Area Community Representative.

Apologies: **John Burns**, Chief Executive, NHS Ayrshire and Arran; **David Kiltie**, Carrick Area Community Representative; **Diane Rawlinson**, Principal, Ayr College; **Pat McPhee**, Area Manager, Skills Development Scotland; and **Neil Wylie**, Director of Finance & HR, Strathclyde Partnership for Transport.

John Connaghan, Director of NHS Delivery and Workforce and South Ayrshire's Scottish Government Locations Director, Scottish Government.

Others attending:

Claire Monaghan, Head of Policy, Performance and Communication; Peter Linton, Performance and Change Management Manager; Valerie Stewart, Community Planning Co-ordinator; and Eillen Wylie, Committee Services Officer, South Ayrshire Council.

John Barrett, eHealth Project Manager, NHS Ayrshire and Arran for presentation at Agenda Item No. 3.

Chair's remarks.

The Chair welcomed everyone to the meeting and introduced and welcomed Councillor Douglas Campbell to his first meeting and John Barrett, eHealth Project Manager in attendance to give a presentation in relation to Electronic Information Sharing around Children and Young People.

1. Minutes of Community Planning Board.

The Minutes of the Community Planning Board of 22nd February 2012 (issued) were submitted and approved.

2. Matters Arising/Action Log.

There was submitted an action log (issued) of 6th June 2012 outlining the current position and the progress being made with various issues which had emerged from meetings on 6th October 2010 and 22nd February 2012.

Decided:- to note the current position.

3. Electronic Information Sharing Around Children and Young People..

There was submitted a report (issued) of 28th May 2012 by the Head of Policy, Performance and Communication

- (1) informing of a letter received from the Chair of the GIRFEC Programme Board within the Scottish Government, attached as Appendix 1 of the report and advising of the proposed business requirements in relation to information sharing systems as outlined in Appendix 2 of the report; and
- (2) advising of the new Ayrshare project, being developed by NHS Ayrshire and Arran and the three Ayrshire local authorities / Community Health Partnerships, which was seeking to facilitate electronic sharing of assessment information among health, education and social work services with a presentation being made to this meeting of the Panel.

Thereon, the Chair invited John Barrett from the eHealth Systems team to give a presentation in respect of electronic information sharing around children and young people.

Mr. Barrett proceeded to give a presentation in relation to the background to the proposals for an electronic sharing system of information across the three local authorities and the NHS and

- (a) gave an overview of the Ayrshare Programme Board which had examined local solutions for data sharing with the initial objective being to simplify, standardise and share system processes in line with the Getting it Right for Every Child document which promoted the wellbeing of children;
- (b) commented on the requirements of the Business Delivery Group and that work had been undertaken in terms of education, social work and health with modelling techniques explored for system development;
- (c) reported on the function of and access to the Central Secure Store as well as outlining the potential benefits including quicker actions; and
- (d) outlined the project plan which would commence with this Council following the building of the system and the testing, training and implementation processes.

Various questions and comments were raised by Members of the Board in relation to:- data protection issues concerning information sharing; costs associated with the development of the programme; whether the voluntary sector would be assisted with any associated costs; whether a child's personal plan would be on the system; the benefits of real time information; the management of central store information; communication links between services and whether other agencies or services could access the system; timescales; and cross boundary issues and Mr. Barrett responded accordingly.

Decided: having thanked Mr. Barrett for his interesting and informative presentation, to note the position regarding the proposed business requirements for electronic information sharing around children and young people and that an update on progress would be presented to a future meeting of the Board.

4. Statement of Ambition and Update Letter.

There was submitted a report (issued) of 24th May 2012 by the Head of Policy, Performance and Communication

- (1) advising of the progress being made by the Scottish Government and COSLA in relation to the joint Statement of Ambition in response to an on-going review of Community Planning and Single Outcome Agreements (SOA), as outlined in the Review and correspondence attached as appendices to the report, with the aim being that effective community planning arrangements would be at the core of public service reform;
- (2) informing that the Scottish Government and COSLA had now approved three core proposals for implementing the Statement of Ambition based on:- Strengthening duties on individual partners; placing formal requirements on Community Planning Partnerships (CPPs); and establishment of a joint group at national level; and
- (3) indicating that the reshaping of SOAs would require new guidance and this would be an early focus for new national oversight arrangements and highlighting that refreshed guidance was expected to be available in Autumn 2012 to inform a new set of SOAs in be in place for April 2013 with the Scottish Government continuing to work with CPPs on these plans through Location Directors.

The Head of Policy, Performance and Communication suggested that a workshop session be arranged for the next meeting of the Board to work through what the Statement of Ambition would mean to Community Planning in South Ayrshire and to progress the new Single Outcome Agreement.

A question was raised by a Member of the Board in reference to Paragraph 14 of the Statement in relation to opportunities for joint working and information sharing with CCPs across wider geographic areas outwith the three local authorities. Similarly, the Director of Stakeholders and Networks commented on a recent meeting of an Officers' Group established by the Scottish Government and COSLA when it was recognised that some Community Planning Partners were statutory and others not and that some Partners, such as Scottish Enterprise, have a regional and national dimension and have to consider how they reflected local geographies.

Decided:-

- (a) to note the joint letter relating to the Statement of Ambition and the intention to undertake work over the summer months on what the Statement, and the challenges facing community planning meant, in terms of maximising operational efficiency; and
- (b) to agree that a workshop session takes place at the next meeting of the Board to consider the Statement of Ambition and the development of the new SOA.

5. Addressing Child Poverty in South Ayrshire – Update.

There was submitted a report (issued) of 24th May 2012 by the Head of Policy, Performance and Communication providing an update on the progress being made in developing proposals to address child poverty in South Ayrshire and indicating that a further update would be submitted to the next meeting of the Board and

- (1) informing of the membership of the recently established Multi-agency Working Group with an initial scoping exercise in relation to current services having been conducted and when the Group agreed to develop a South Ayrshire Child Poverty Strategy based on the key principals within the National Strategy for Scotland focusing on:- maximising household income; and improving children's wellbeing and life chances;
- (2) advising of a forthcoming workshop which would explore suggestions of innovative proposals submitted by partners relating to what needed changing and how this could be achieved, using evidence based approaches; and
- (3) indicating that partners had embraced this challenge enthusiastically as there was a genuine appetite to address multigenerational poverty as well as recognising that a collective early intervention approach, based on evidence based practice, would be required to combine resources more effectively and to consider resource shifts.

The Manager of Voluntary Action South Ayrshire advised Partners of the availability of a training course informing of ways in which to maximise household income.

Various questions were raised by Members of the Board in relation to:- difficulties in maximising household income due to potential reductions; ways in which to promote wellbeing and life chances rather than stigmatising; difficulties faced by vulnerable people with form filling and Officers responded accordingly.

Decided:- to note the current position with addressing child poverty in South Ayrshire and the forthcoming workshop being held on 11th June 2012.

6. Consultation on the Integration of Adult Health and Social Care in Scotland.

There was submitted a report (issued) of 24th May 2012 by the Head of Policy, Performance and Communication

- (1) informing of the Scottish Government consultation currently underway in relation to the proposed integration of adult health and social care services;
- (2) advising of community planning related proposals as follows:-
 - (a) that Community Health Partnerships (in South Ayrshire, the Community Health Partnership sat within community planning structures) would be removed from the statute book and replaced with Health and Social Care Partnerships (HSCPs), equally responsible to formal committees of both the Local Authority and Health Board and that HSCP's would jointly report to Ministers via the Chief Executives of both organisations and each would cover one local authority area with a Jointly Accountable Officer being appointed;
 - (b) that a local Partnership Agreement between the Health Board and the Local Authority would establish services to be delivered and outcomes to be achieved, within the context of the nationally agreed outcomes;
 - (c) that the new HSCPs would integrate budgets for joint strategic commissioning and delivery of services to support national outcomes and that, as a minimum, integrated budgets would include expenditure on community health, adult social care services and some acute hospital spend;

- (d) that legislation would put in place a duty on statutory partners to deliver nationally agreed outcome measures in relation to adult health and social care, and to be held jointly and equally accountable for such which was a departure from current separate performance management arrangements and proposing that the nationally agreed outcomes for adult health and social care should be included within all local Single Outcome Agreements as these were regarded as the mechanism via which CPPs agreed local strategic priorities; and
 - (e) that, in South Ayrshire, Children's Services also currently sat under the auspices of the Community Health Partnership and reported to the Community Planning Board and indicating that as health and social care integration developed, consideration would need to be given as to where these services should sit with budgets being integrated into a new HSCP as well; and
- (3) outlining local consultation processes which had been implemented and requesting that Board Members were being asked to copy any responses, which they make individually in relation to the consultation, to the Council and to NHS Ayrshire and Arran.

The Head of Policy, Performance and Communication commented that since this consultation was a significant reform, the deadline of 31st July 2012 for responses had been revised and would now be 11th September 2012 and also provided an update on the consultation processes with Partners.

The Nursing Executive Director advised that the NHS Board would be discussing critical governance and legislative frameworks at its meeting at the end of June 2012 and commented on whether 2013 was an achievable date.

Decided: to note the current position with the consultation on the integration of Adult Health and Social Care in Scotland.

7. **South Ayrshire Community Plan - Update.**

There was submitted a report (issued) of 24th May 2012 by the Head of Policy, Performance and Communication advising of the progress being made in relation to the development of the new Community Plan for South Ayrshire and

- (1) reporting that a recent Special Meeting of the Community Planning Implementation Group gave consideration to the main challenges identified for South Ayrshire in the preceding year as follows:-
 - Alcohol misuse;
 - Developing the local economy and creating jobs;
 - Addressing the impacts of climate change;
 - Multiple deprivation;
 - Health inequalities;
 - Developing services for an ageing population; and
 - Early interventions for children and family; and
- (2) informing that work had since progressed to continue to develop a more focused set of high level outcomes for the Community Plan and currently the following were developing as possible contenders for public consultation:-

- South Ayrshire has a strong, vibrant, diverse and sustainable economy;
- People in South Ayrshire are skilled, confident and successful in accessing employment;
- Our children and young people in South Ayrshire have the best possible life chances;
- People in South Ayrshire are safe, enjoy the best possible health and are able to maintain their independence throughout their lives; and
- South Ayrshire is clean, attractive and committed to sustainability.

A Member of the Board commented that reference to community safety should be included and the Head of Policy, Performance and Communication responded that this issue could be encapsulated within the statement outlined above relating to '*People in South Ayrshire are safe.....!*'.

Decided:- to note the current position with the development of the new South Ayrshire Community Plan with the intention to undertake public consultation in Autumn 2012 on the proposed set of high level outcomes.

8. Community Planning Partnership Risk Register.

There was submitted a report (issued) of 24th May 2012 by the Head of Policy, Performance and Communication advising of the progress being made in relation to the Community Planning Risk Register and related mitigations with an update report drawn from the system attached as Appendix 1 to the report which included a number of proposed changes to the due dates along with reasons.

A comment was made by a Member of the Board in respect of the direction of risk and the Head of Policy, Performance and Communication suggested that when the new Single Outcome Agreement was being developed a review of the current risk register would also be considered.

Decided:- to note the updated Risk Register and mitigations and to approve the changes to the due dates for a number of these mitigations and to review the current high level risks in light of the changing partnership relationships.

9. Community Planning Board Standing Orders.

Reference was made to the Minutes of 15th June 2011 (Page 6, paragraph 10) and there was submitted a report (issued) of 25th May 2012 by the Head of Policy, Performance and Communication

- (1) providing members with the current version of the Standing Orders of the Community Planning Board, as part of the annual review process, attached as Appendix 1 of the report;
- (2) advising that no changes were currently required to these Standing Orders but that once a new Community Plan and Single Outcome Agreement had been agreed by the Partnership, there might be possible changes to the structure and governance of community planning in South Ayrshire; and
- (3) proposing that any further review of Standing Orders should take place at that point in time.

Various comments were made by Members of the Board in relation to some discrepancies with the membership details and the Community Planning Co-ordinator indicated that she would amend and re-circulate the Standing Orders to Members.

A member suggested that, in relation to Community Representatives appointed at the annual conference, it might be useful to have a member elected for one year and another for two years to ensure continuity and the Head of Policy, Performance and Communication indicated that this could be considered as part of the review of Standing Orders in light of the Statement of Ambition.

Decided:- to note

- (a) the information contained within the report; and
- (b) the intention to review Standing Orders as the operational effectiveness of the Community Planning Board was considered in the coming months, in light of the Statement of Ambition.

10. Theme Group Update Reports.

There was submitted a report (issued) of 24th May 2012 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 – Children's Services;
- the Community Safety Partnership;
- the Economic Development Partnership; and
- the Sustainability Partnership.

The Head of Policy, Performance and Communication referred to the Theme Group reporting and commented:- that the falls prevention programme in shelter housing had won an accolade; on the progress of the Family Nurse Partnerships; and on the merge of Workforce Plus and MCMC to form the new South Ayrshire Employability Partnership. She also commented on the ongoing work to develop the Single Outcome Agreement which would give full visibility to Theme Groups.

Chief Superintendent Thomson commented on the successful impact on current policing resources in terms of the 52% decrease in fatal serious road accidents within South Ayrshire over the past three year period.

Decided:- to note the current position with the Theme Groups.

11. Scottish Enterprise Local Report.

There was submitted a report (issued) of May 2012 by the Director of Stakeholder and Networks informing of Scottish Enterprise's activities impacting the South Ayrshire local Authority area as detailed in the appendix to the report and indicating that, as a single national organisation, Scottish Enterprise delivered projects and services at national and local level.

The Director of Stakeholder and Networks commented on the range of activity across Scotland as well as South Ayrshire activity and advised that all other twenty-six reports were available for Members to access, if interested and the Head of Policy, Performance and Communication commented on the useful links embedded within the document.

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

12. Community Planning Funds – Finance report.

There was submitted a report (issued) of 23rd May 2012 by the Head of Policy, Performance and Communication providing an update of the current financial position in relation to community planning funds and

- (1) outlining the total expenditure to 31st March 2012 from the £75,000 allocation for 2011/12 to the Community Development Fund;
- (2) highlighting that a further £75,000 had been allocated to the Fund Programme for the new financial year 2012/13 with the first round of applications having been considered by the Funding Appraisal Group on 8th May 2012; and
- (3) reporting that two applications had been approved totalling £15,259 with decisions pending in relation to a further two applications.

Decided: to note the information contained within the report.

13. Community Conference 2012.

Decided:- having heard the Head of Policy, Performance and Communication advise that a draft programme for the Community Conference for 2012 was currently being devised, to note the current position.

14. Alcohol Misuse and Drug Misuse Funding – Allocations and Planning and Reporting Arrangements for 2012-15.

There was submitted a report (issued) of June 2012 by the Chair of the Alcohol and Drug Partnership (ADP) informing

- (1) of the details of the Scottish Government Alcohol Misuse and Drug Misuse Funding allocations for NHS Ayrshire and Arran with funding of £752,260 for alcohol misuse and £364,488 for drug misuse funding for South Ayrshire;
- (2) of the guidance for ADPs on planning and reporting arrangements for 2012-15 which had been divided onto two parts as follows:-
 - (a) that the ADP Delivery Plan (2012-15), which reflected the goals of the ADP Strategy should be submitted by end of May 2012, with annual updates submitted by end of March 2013 and end of March 2014; and
 - (b) that the ADP Annual Report, which reflected the activity in the previous year and progress towards achieving the outcomes detailed in the Delivery Plan, should be submitted by end of June 2012, June 2013, June 2014 and June 2015;

- (3) informing that the ADP proposed to submit the ADP Delivery Plan as a draft document subject to ADP approval at its meeting of 13th June 2012 and CPP approval thereafter; and
- (4) that the ADP proposed to submit the Annual Report as an ADP endorsed document subject to CPP approval.

Decided: to note the information contained within the report.

15. Any Other Business.

(1) Olympic Torch.

Decided: having heard the Chair advise that the Olympic Torch relay would be passing through South Ayrshire on Friday, 8th June 2012 and inform that invitations had been circulated to Partners for the Ambassadors' event, to note the update.

(2) Ayr Recovery Walk.

Decided: having heard the Chair advise of the forthcoming Ayr Recovery walk, to note the update.

16. Date of Next Meeting.

Decided: to note that the next scheduled meeting would take place on Wednesday, 29th August 2012 at 2.00 p.m. within the Maybole Room.

The meeting ended at 3.10 p.m.