

SOUTH AYRSHIRE COMMUNITY PLANNING BOARD.

Minutes of meeting in County Buildings, Wellington Square, Ayr,
on 22nd February 2012 at 2.00 p.m.

Present: **Board Members:**

Val Russell, Chief Executive, Ayrshire Chamber of Commerce and Industry; **John Burns**, Chief Executive, NHS Ayrshire and Arran; **Jim Burns**, External Relations Manager, Jobcentre Plus; **David Kiltie**, Carrick Area Community Representative; **Sally Hamill**, Skills Development Scotland; **Joy Love**, Stakeholder and Partnership Manager, Scottish Enterprise; **Ross Johnston**, Area Manager, Scottish Natural Heritage; **Councillor Bill McIntosh**, Leader of South Ayrshire Council (*Chair*), **Councillor John McDowall**, **Councillor Nan McFarlane** and **David Anderson**, Chief Executive, South Ayrshire Council; **John Thomson**, Chief Superintendent, Divisional Commander, Strathclyde Police; **Neil Wylie**, Director of Finance & HR, Strathclyde Partnership for Transport; **Marie Oliver**, Manager, Voluntary Action South Ayrshire; and **Joe Lafferty**, Kyle Area Community Representative.

Apologies: **Diane Rawlinson**, Principal, Ayr College; **Etta Wright**, District Manager, Jobcentre Plus; **Jim Reid**, Director of Stakeholders and Networks, Scottish Enterprise; **Pat McPhee**, Area Manager, Skills Development Scotland; **Jodie McCoy**, South Ayrshire Youth Forum; and **Hugh Kerr**, Area Commander, Strathclyde Fire and Rescue Service;

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; Faye Murfet, Partnership Development Officer (NHS); and Eillen Wyllie, Committee Services Officer, South Ayrshire Council.

John Connaghan, Director of NHS Delivery and Workforce who is South Ayrshire's Scottish Government Locations Director; and Donna Bell, Scottish Government.

Chair's remarks.

The Chair

- (1) welcomed everyone to the meeting including two new members, Val Russell, representing Ayrshire Chamber of Commerce and Industry and John Burns, representing NHS Ayrshire and Arran;
- (2) advised that Pat McPhee would be the new representative for Skills Development Scotland, although represented by Sally Hamill on this occasion and that he would write to Brian Cameron, former representative thanking him for his input on the Board; and
- (3) referred to two additional items that had been circulated and advised that John Connaghan, Director of NHS Delivery and Workforce would introduce both matters and suggested that these be considered near the start of the Agenda.

1. Minutes of Community Planning Board.

The Minutes of the Community Planning Board of 29th November 2011 (issued) were submitted and approved.

2. Matters Arising/Action Log.

There was submitted an action log (issued) of February 2012 outlining the current position and the progress being made with various issues which had emerged from the meetings on 6th October 2010 and 29th November 2011.

Decided:- to note the current position.

The Board agreed to change the order of business as here and after minuted.

3. Feedback from Scottish Government on South Ayrshire's Single Outcome Agreement Annual Report.

The Scottish Government Locations Director introduced Donna Bell who had been involved in the review of South Ayrshire's Single Outcome Agreement Annual Review and he

- (1) provided feedback from the Scottish Government on the South Ayrshire report and advised that a significant amount of progress had been made in the pursuit of enhancing partnership working and Best Value;
- (2) commented on some SOA Themes and highlighted areas of progress in relation to children, young people and families; alcohol and drugs; safe and supported; and clean, attractive and sustainable as well as referring to some challenges and risks associated with the healthy and caring theme with regards to reducing diabetes and reducing hospital admissions; and
- (3) reported on the work required for the development of the next Single Outcome Agreement for September 2012 and how such a document could be turned into a living document for the future.

A full discussion took place in relation to the development of this Plan and various questions were raised in respect of:- whether any comparisons could be made with other Partnerships in terms of direction; Pan-Ayrshire working arrangements; and the most appropriate way to record performance and measure outcomes through the Agreement which accurately reflected progress and the Director of NHS Delivery and Workforce commented on Pan-Ayrshire working and on the requirement to adapt and amend as part of an ongoing process.

Decided: to thank the Locations Director for his feedback.

4. **Review of Community Planning and Single Outcome Agreements – Request for Board Input.**

There was submitted correspondence (issued) of February 2012 by the Locations Director

- (1) advising of a review of community planning and single outcome agreements being conducted jointly with the Scottish Government and Local Governments with a review group having been formed to undertake this task;
- (2) highlighting the Terms of Reference for this Group, attached to the letter, which aimed to identify how community planning could be made more effective and enable new Single Outcome Agreements between the Scottish Government and Community Planning Partnerships to be agreed as quickly as possible after the Local Government Elections in May 2012; and
- (3) outlining the challenging timescales with feedback from a list of questions required from Community Planning practitioners before 24th February 2012 on the following:-
 - what are the prerequisites for effective Community Planning?
 - what are the key changes in the operating context for Community Planning?
 - how should Community Planning change to support wider public service reform, both short and longer-term?
 - how should SOAs change?
 - what are the prerequisites for effective performance management which drives improvement in a Community Planning context?
 - how should external scrutiny change?

Thereon, the Head of Policy, Performance and Communication advised that these questions had been presented to generate an initial discussion to obtain a sense, rather than a detailed analysis, of Community Planning with a Partnership response required by Friday, 24th February 2012 and informing thereafter that a dialogue would take place with Central Government following the Local Elections on 3rd May 2012.

A full discussion took place when Members of the Board raised points relating to:- ways in which to translate a strategic document into operational practice at a community level; interconnecting themes; disparity between the Partnership and the public's perception and how could this be managed; the effective framework for resources which needed funds from Partners; the North Ayr pilot which could be replicated throughout other parts of South Ayrshire; a community driven approach to Community Planning should be a given; measure/evaluate in real time; whether a few priorities be selected and rigorously followed through; meeting out in the communities; commitments made by Partners in terms of vision needed to be implemented; and the need to interact across (Partner) boundaries rather than being restrained (within the Council).

In summary, the Head of Policy, Performance and Communication suggested a response which would capture that Community Planning should be practical and be undertaken in measurable steps with an operational focus that should be visible to the people within South Ayrshire.

The Locations Director apologised for the short timescales and advised that Partners should not feel constrained by the set questions as there was the opportunity to provide additional comments they felt relevant.

Decided:- having heard the Chair suggest that any other feedback should be forwarded to the Head of Policy, Performance and Communication prior to Friday, 24th February 2012, that the feedback would take the form of the discussion of this meeting.

5. South Ayrshire Community Plan – Proposed Draft Outcomes.

There was submitted a report (issued) of 6th February 2012 by the Head of Policy, Performance and Communication providing an update on the progress being made in developing the new Community Plan and inviting any further input from Members of the Board as well as presenting the initial outcomes emerging from workshops which:-

- (1) recognised that strategic outcomes would be underpinned by general values/principles, namely:-
 - equality;
 - engagement and consultation;
 - inclusivity; and
 - sustainability; and
- (2) identified a number of cross-cutting issues and it was felt that these should be seen as underpinning all strategic outcomes, as follows:-
 - early intervention;
 - preventative spend; and
 - asset based approaches;
- (3) highlighted the need for further discussion with regard to the positioning of child protection and reducing carbon emissions within the Plan as it progressed;
- (4) suggested that the current encapsulating statement "*Our partnership is ambitious, forward looking and responsive and delivers high quality services to meet the needs of our people*" was still relevant and useful; and
- (5) confirmed that the output from the voluntary sector workshops in many ways mirrored that identified by the Community Planning Theme Groups.

A full discussion took place in relation to the development of this Plan and various comments were made in respect of:- involving the community in the construction and measurement of the Plan; how to take account of the differences in communities; the use of meaningful, plain English; the difficulties of addressing inequalities and poverty and the reduction of carbon emissions; reaching out to communities to bring them on board; and the need to create a sense of priority possibly via three key themes and progress against which could be broken down into shorter term milestones.

Decided:- to note the current position in the development of a new South Ayrshire Community Plan and the next steps in developing the Plan particularly with respect to child protection and sustainability and carbon emission outcomes.

6. Child Poverty in South Ayrshire.

There was submitted a report (issued) of 13th February 2012 by the Head of Policy, Performance and Communication

- (1) providing information on the latest child poverty statistics, as outlined in the recently published document '*End Child Poverty – Child Poverty Map of the United Kingdom*', attached as Appendix 1 of the report and requesting that work be undertaken to review what further steps could be taken as a Partnership to work towards eradicating child poverty in South Ayrshire;
- (2) advising that this report provided a localised map of child poverty in the United Kingdom based on tax credit data available in Mid 2011 and although this was not a direct measure of the number of children living in poverty, it was the closest to an equivalent measure available of local levels of child poverty with the figures presented in the report based on children living in families' in receipt of out of work benefits or in-work tax credits and where reported household income was less than 60% of median income; and
- (3) advising that in South Ayrshire, 19% of children lived in poverty, however, this picture varied from ward to ward as detailed within the report.

Various questions were raised by Members of the Board in relation to:- when these figures had been produced; whether the welfare reform would impact on these figures; whether a further breakdown of data for South Ayrshire could be provided; and whether further information in respect of households where some adults were working and some not was available and the Head of Policy, Performance and Communication advised that she would obtain clarification in respect of the data and advise Members accordingly.

Decided: to note the latest child poverty statistics and agree that the Implementation Group take forward a piece of work to review on-going work and to identify what further steps and collaborative work was required to address child poverty in South Ayrshire with a report to be submitted to the next meeting on 6th June 2012.

7. Reshaping Care for Older People: South Ayrshire Change Fund Submission 2012/13.

There was submitted a report (issued) of 17th February 2012 by the Chair of the Community Health Partnership

- (1) presenting the final draft submission of the Change Fund Plan, for endorsement, as submitted by the South Ayrshire Community Health Partnership to the Scottish Government on 17th February 2012 as detailed in the Appendix to the report; and
- (2) advising that the Change Fund Plan provided information in relation to the local partnership arrangements, use of the 2011/12 Change Fund, performance progress, finance details, support for carers, lessons learned, etc. together with the proposed use of the £2.16m budget for 2012/13.

The Locations Director asked questions in relation to:- the recording of information, on a technical issue, of 'bed days'; and the elements of the re-ablement roll-out of £492,000 and the Chief Executive, NHS Ayrshire and Arran and the Head of Community Care and Housing responded respectively.

Decided:- to endorse the Change Fund Plan submitted to the Scottish Government on 17th February 2012.

8. Proposed Allocation of Ring-fenced Alcohol Misuse and Drug Misuse Funds 2012/13.

There was submitted a report (issued) of 14th February 2012 by the Chair of South Ayrshire Alcohol and Drug Partnership seeking endorsement for the proposed ring-fenced Alcohol Misuse and Drug Misuse allocation for 2012/13 as outlined in tables 1 and 2 of the report.

The Head of Community Care and Housing referred to the proposed funding allocations for service delivery aimed at recovery and prevention associated with alcohol misuse and drug misuse as detailed in Appendix 1 of the report (tabled) and commented on the work undertaken by the Partnership Development Worker in this regard.

A discussion took place in relation to alcohol misuse and drug misuse and the impact in terms of health and crime and when Chief Superintendent Thomson provided some statistical data on criminal activity whereby alcohol was the main catalyst and gave an update on various initiatives being undertaken.

Various questions were made by Members of the Board in respect of some of the proposed allocations relating to:- the small amount allocated to Alcohol Related Brain Damage with an increase in young people being affected; and the specialist midwives services and the achievements attainable with the small allocation of funding and the Head of Community Care and Housing commented on the difficult balance between prevention and aftercare and informed of key intervention points such as midwives.

Decided:- to endorse the 'in principle' allocations for the Ring-fenced budget for Alcohol Misuse and Drug Misuse funding submitted by Members of the Alcohol and Drug Partnership.

9. Community Planning Funds – Finance Report.

There was submitted a report (issued) of 2nd February 2012 by the Head of Policy, Performance and Communication

- (1) advising of the current financial position in relation to community planning funds;
- (2) reporting that a request had been received from Carrick Community Councils' Forum for £4,250 to continue the New Media Worker's post to June 2012 in order to complete the project and undertake some extra work; and
- (3) informing that the Funding Appraisal Group were recommending this allocation but since £9,750 had already been granted to the project, a further allocation would take the total allocation to £14,000 exceeding the limit to which the funding group had delegated authority.

A question was raised by a Member of the Panel in relation to whether extending the engagement had further implications and the Performance and Change Management Manager indicated that the original timetable had now been extended and it was therefore desirable to extend the period of engagement but that any further investment in this work would be based on the assessment of the outcome of the pilot project which would be reported to the Community Planning Board at a later date.

Decided:-

- (a) to note the information contained within the report; and
- (b) to approve the recommendation made by the Funding Appraisal Group in relation to the additional funding requested from the Community Development Fund by Carrick Community Councils' Forum amounting to £4,250.

10. Community Engagement Update.

There was submitted a report (issued) of 6th February 2012 by the Head of Policy, Performance and Communication

- (1) providing an update on the pilot community engagement work and seeking agreement to the arrangements for the second phase of the pilot focussing on the emerging Community Plan and suggesting a South Ayrshire wide consultation with specific tailoring of events for Troon, Maybole and Girvan building on the work already conducted in these three areas; and
- (2) recommending that due to the forthcoming Local Government Elections on 3rd May 2012, rather than the second round taking place six months after the first round, that the process be slightly delayed.

Having heard the Performance and Change Management Manager advise that the web link regarding VOICE should now be available, various questions were raised by Members of the Board in relation to:- reaching communities and the use of technologies to inform of real time events; ways in which to prevent communication fatigue by combining/adopting a single approach to events; the use of the Tenants' newsletter to align events; and concerns with the delay in the availability of information via VOICE and the Performance and Change Management Manager responded accordingly.

Decided:- to note the feedback from the first round of engagement and to agree to the second round being focused on the emerging Community Plan and to a South Ayrshire wide consultation with specific tailoring of events for Troon, Maybole and Girvan.

11. Theme Group Update Reports.

There was submitted a report (issued) of 8th February 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 – Adults and Older People;
- the Community Health Partnership - Children and Young People;
- the Community Safety Partnership;
- Economic Development Partnership; and
- the Sustainability Partnership.

The Head of Policy, Performance and Communication ascertained whether Members of the Board were content with continuing with the current Theme Group reporting formats supplemented by seminars prior to each Board meeting.

Thereafter, a full discussion took place when comments were made in relation to:- the Community Safety Partnership and that an award had been won with Strathclyde Fire and Rescue; the Falls Prevention Strategy within the Community Health Partnership and ways in which information was being recorded to see if a pattern was forming; and the provision of sand and grit during icy and snowy weather when Councillor McFarlane and the Head of Community Care and Housing advised of an emergency mechanism in place and also the use of grit hoppers in this regard.

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

12. LEADER Funding Application.

There was submitted a report (issued) of 6th February 2012 by the Head of Policy, Performance and Communication informing that approval was being sought from the Council's Leadership Panel for South Ayrshire to be the lead authority for a Pan Ayrshire funding application to LEADER for action plans to be developed across around twenty-one rural communities throughout Ayrshire thereby capacity building in those communities and helping inform the content of the next LEADER programme.

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

13. Police and Fire Reform Pathfinder.

There was submitted a report (issued) of 6th February 2012 by the Head of Policy, Performance and Communication informing Members that agreement was being sought from the Council's Leadership Panel for South Ayrshire Council to put itself forward to become a Pathfinder as part of the preparations being put in place for a single Scottish Police and single Scottish Fire and Rescue Service.

The Chair advised of a forthcoming meeting in relation to an initial Police and Reform Pathfinder meeting and the Chief Superintendent provided an update on representation from Strathclyde Police.

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

14. South Ayrshire 1000 Panel.

There was submitted a report (issued) of 8th February 2012 by the Head of Policy, Performance and Communication informing of the progress being made to date in relation to the refreshment and roll-out of the South Ayrshire 1000 Panel.

Decided: to note the information contained within the report.

15. Community Conference 2011.

There was submitted a report (issued) of 6th February 2012 by the Head of Policy, Performance and Communication advising of the main issues arising from the Community Conference held in October 2011 and begin the process of preparing for the Community Conference in 2012.

Decided:-

- (1) to note the report from the 2011 Conference and the intention to circulate that widely; and
- (2) to agree the proposed way forward on developing the programme for the 2012 Conference.

16. Olympic Torch.

The Head of Policy, Performance and Communication advised of the arrangements being made for the Olympic Torch relay through South Ayrshire and informed of Partnership and media/tourism opportunities and the involvement of young people and communities and highlighted two proposed stops being Turnberry and the Burns Museum.

Decided: to note the update.

17. Any Other Business.**(1) Youth Unemployment Summit.**

The Chair advised that the Youth Unemployment Summit had taken place on 17th February 2012 and the Skills Development Scotland representative indicated that a report would be produced in due course.

Decided: to note the position.

(2) Community Impact.

Decided: having heard the Chief Superintendent in relation to high tariff offenders and his meeting with the Procurator Fiscal, to note that he would report to a future meeting in relation to community impact issues.

(3) Cancer – Stages of Survival.

Decided: having heard the Locations Director, to note that a leaflet would be produced for information and circulation for the next meeting of the Board in relation to cancer survival stages.

(4) Retail and Marketing of High Energy Drinks.

A Member of the Board raised concerns in relation to the retail and marketing of high energy drinks and the harmful effects on young people and the Locations Director suggested that this be explored via the Public Health Division.

Decided: to note the position.

18. Date of Next Meeting.

Decided: to note that the next scheduled meeting would take place on Wednesday, 6th June 2012 at 2.00 p.m. within the Maybole Room.

The meeting ended at 4.05 p.m.