

SOUTH AYRSHIRE COMMUNITY PLANNING BOARD.

Minutes of meeting in County Buildings, Wellington Square, Ayr,
on 28th November 2012 at 2.00 p.m.

Present: **Board Members:**

Jeanette McCulloch, Director of Curriculum, Ayr College; **John Burns**, Chief Executive, NHS Ayrshire and Arran; **Henrietta Wright**, District Manager, Jobcentre Plus; **Joe Lafferty**, Kyle Area Community Representative; **Ross Johnston**, Area Manager, Scottish Natural Heritage; **Pat McPhee**, Skills Development Scotland; **Councillor Bill McIntosh**, Leader of South Ayrshire Council (*Chair*), **Councillor Douglas Campbell**, **Councillor John McDowall**, and **David Anderson**, Chief Executive, South Ayrshire Council; **Hugh Kerr**, Area Commander, Strathclyde Fire and Rescue Service; **Carol Gilbert**, Strathclyde Partnership for Transport; **John Thomson**, Chief Superintendent, Divisional Commander, Strathclyde Police; and **Marie Oliver**, Manager, Voluntary Action South Ayrshire.

Apologies: **Diane Rawlinson**, Principal, Ayr College; **Val Russell**, Chief Executive, Ayrshire Chamber of Commerce and Industry; **David Kiltie**, Carrick Area Community Representative; **Jim Reid**, Director of Stakeholders and Networks, Scottish Enterprise; **Marlene Crawford**, Head of Operations, Skills Development Scotland; **Neil Wylie**, Director of Finance & HR, Strathclyde Partnership for Transport; and **Cameron Fong**, South Ayrshire Youth Forum.

Dr. Martin Cheyne, Chairman, NHS Ayrshire and Arran.

John Connaghan, Director of Workforce and Performance 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; Mark Hastings, Enterprise Manager (Chair of the Economic Partnership); Amanda Coulthard, Assistant Director Planning, NHS Ayrshire and Arran; and Eillen Wyllie, Committee Services Officer, South Ayrshire Council.

Opening Remarks.

The Chair welcomed everyone to the Board, following the pre-Board Theme Group Seminar presented by the Community Health Partnership.

1. Minutes of Community Planning Board.

The Minutes of the Community Planning Board of 29th August 2012 (issued) were submitted and approved.

2. Matters Arising/Action Log.

There was submitted an action log (issued) of November 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, 6th June and 29th August 2012.

Decided:- to note the current position with the action log and update.

3. **New Guidance for Community Planning Partnerships on Single Outcome Agreements.**

The Head of Policy, Performance and Communication advised that there had been a delay in the publication of the new Guidance for Community Planning Partnerships on Single Outcome Agreements from the Scottish Government with this now expected to be launched on 4th December 2012.

She proceeded to give a presentation outlining the main features expected within this guidance document by referring to:- the key documents providing the focus; the outline approach reflecting legislative and consultative processes as well as key national priorities, the local priorities and collaborative working with an emphasis on local outcomes; the timeframes for the development of a new Single Outcome Agreement; and the pivotal role of the Community Planning Implementation Group. She further advised that she would circulate the guidance as soon as this became available.

A full discussion took place and various questions and comments were raised by Members of the Board in relation to:- whether Government input would be required should tension arise between different organisational priorities; whether there would be scope for increased community representation on the Partnership; whether the Chair, or a representative, from the National Community Planning Group could be invited to attend a future meeting; the effectiveness of community engagement processes in terms of feedback and shaping service delivery; data collection and ways in which to obtain a body of evidence; the role of communities and capacity building opportunities; and customer survey feedback and feeding back to customers and communities.

The Head of Policy, Performance and Communication responded to the various points made and commented that multi-platform engagement mechanisms could be used for the new Agreement which would offer a range of opportunities for people to engage in relation to priorities and outcomes with a fuller community engagement framework to be developed thereafter. She also informed the Board that documents relating to Police and Fire Reforms would be circulated.

Decided: to note the approach being suggested in anticipation of the publication of the new Guidance for Community Planning Partnerships on Single Outcome Agreements by the Scottish Government and that, once published, these would be circulated to Partners as soon as possible thereafter.

4. **Proposed Priorities and Outcomes – Feedback from Community Conference.**

There was submitted a report (issued) of 15th November 2012 by the Head of Policy, Performance and Communication informing of the proposed priorities and the current high level outcomes for South Ayrshire as well as providing feedback from the Community Conference, attached as Appendix 1 of the report.

A concern was raised by a Member of the Board in relation to the 'Strengthening Communities' priority and safety aspects with regard to a lack of lighting on a particular walking route within the university campus.

Decided: to note the information contained within the report and its appendix which would inform the planning process for the new Single Outcome Agreement.

5. South Ayrshire Single Outcome Agreement Annual Report (2011/12) – Final Draft.

There was submitted a report (issued) of 12th November 2012 by the Head of Policy, Performance and Communication

- (1) inviting final comments from Members in relation to the draft Single Outcome Agreement (SOA) Annual Report 2011/12 attached as Appendix 1 of the report and reporting that this final draft contained contextual and performance information from all theme groups to the current date;
- (2) informing that the Council's Corporate and Community Planning Standing Scrutiny Panel had considered this report at its meeting on 15th November 2012 and that the Council would also consider the Agreement at its meeting on 29th November 2012 prior to submission to the Scottish Government; and
- (3) reminding Members that it had previously been agreed to extend the current SOA for a further year to end March 2013 in light of the new SOA guidance expected from the Scottish Government in the forthcoming weeks with a new SOA being expected to be in place by 1st April 2013.

The Head of Policy, Performance and Communication circulated a copy of the comments made by the Corporate and Community Planning Standing Scrutiny Panel in relation to the Agreement.

Following a full discussion, Members of the Board made comments in relation to:- the interpretation of various data pertaining to service outcomes and proactive approaches being undertaken; how would this information be portrayed to communities; and ways in which to engage with hard to reach sections of the community to obtain feedback with an offer that the Wallacetown and Newton Regeneration Forum could assist in this regard. The Head of Policy, Performance and Communication responded to the various issues raised and commented on engagement processes with the reconfigured South Ayrshire 1000 Panel and also on ways in which targeted work was undertaken with specific groups of service users to gain feedback.

Decided:-

- (a) to endorse the information in the report and the final draft Single Outcome Agreement Annual Report for 2011/12;
- (b) to note that as the partner with statutory responsibility, South Ayrshire Council would consider this report at its meeting on 29th November 2012; and
- (c) to submit the report to the Scottish Government with the incorporation of final comments.

6. South Ayrshire Economic Development Strategy 2013 - 2023.

There was submitted a report (issued) of 19th November 2012 by the Chair of the Economic Development Partnership

- (1) inviting Members to endorse, in principle, the new South Ayrshire Economic Development Strategy (2013 – 2023), as attached as Appendix 1 of the report, subject to alignment with a new Single Outcome Agreement being developed for South Ayrshire; and

- (2) informing of the development of two-year action plans with subsidiary performance measures which would be used to manage specific actions and outputs that would drive toward the ten-year outcomes.

Various comments were made in relation to rural issues and the SPT representative commented that SPT would assist with the new 'connectivity' priority. The Chief Executive (SAC) suggested that the Ayrshire Economic Partnership presentation recently made to Ayrshire MSPs could be circulated to Members of the Board for information.

Decided: to endorse the South Ayrshire Economic Development Strategy (2013 – 2023), in principle, subject to alignment with a new Single Outcome Agreement being developed for South Ayrshire.

7. **Proposed Community Planning Programme 2013/14.**

There was submitted a report (issued) of 14th November 2012 by the Head of Policy, Performance and Communication

- (1) seeking approval of the recommendations made in relation to the proposed Community Planning Programme for 2013/14 as outlined in the appendices to the report which contained information on service allocations and provision;
- (2) advising that each organisation had also been asked to state 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
- (3) reporting
 - (a) that, in 2012/13, the overall allocation was £1,451,420 and informing that, excluding the amount mainstreamed (£192,240), the total recommended allocation for 2013/14 was £1,236,600 a reduction of £22,580 on a like for like basis; and
 - (b) that three of the projects had requested increased allocations.

Questions were raised by Members of the Board in relation to:- whether project staff could be informed of any interim funding decisions prior to 31st December 2012; and the flexibility of the fund to respond to new priorities and the Head of Policy, Performance and Communication responded accordingly and confirmed that she would write to organisations to outline timeframes regarding the budget exercise.

Decided: having noted that the Community Planning Programme would be reviewed following the agreement of a new Single Outcome Agreement, to approve:-

- (i) the recommendations made in relation to the proposals for 2013-14;
- (ii) the recommendations in relation to funding at current levels for 2011-2012 for those services which had requested increased allocations; and
- (iii) that these recommendations would now be submitted to the Council as part of its budget setting exercise.

8. **Theme Group Update Reports.**

There was submitted a report (issued) of 14th November 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 Chief Executive (SAC) commented that the Safe Ayr Shore project had been long leeted for the COSLA Excellence Awards.

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

9. **Supporting Improved Performance and Accountability of Community Planning Partnerships.**

There was submitted a report (issued) of 14th November 2012 by the Head of Policy, Performance and Communication informing of the approach currently being undertaken by Audit Scotland in auditing Community Planning partnerships and outcomes as attached in the Appendix 1 of the report which highlighted four key themes for the audit as follows:-

- impact and outcomes;
- strategic direction;
- governance and accountability; and
- performance management and use of resources.

Decided: to note the information contained within the report and its appendix.

10. **Commonwealth Games 2014.**

The Head of Policy, Performance and Communication commented on the forthcoming Commonwealth Games in 2014 being held in Glasgow and suggested a co-ordinated approach building on the success of the Olympic Games 2012.

A discussion took place in relation to:- ways in which the Board could support volunteers residing outwith Glasgow to participate in the event; and how to take forward the Olympic model and the Chief Executive (SAC) suggested that he would discuss such matters with the Council's Head of Enterprise, Leisure and Events.

Decided: to note that the Chief Executive would discuss how activity in relation to the Commonwealth Games 2014 could be co-ordinated with the Council's Head of Enterprise, Leisure and Events.

11. Homecoming 2014.

Decided: in the absence of the Carrick Area Community Representative, who had been unable to attend this meeting, to note that this matter would be considered at a later date, if required.

12. Rural Kyle Forum.

Decided: in the absence of the Carrick Area Community Representative and having heard the Head of Policy, Performance and Communication comment on the formation of the Rural Kyle Forum with opportunities to engage with this Group, to note the position.

13. Community Planning Funds – Finance Report.

There was submitted a report (issued) of 8th November 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 actual expenditure against budget to 31st October 2012 for each of the services supported by the Community Planning Programme as detailed in Appendix 1 of the report;
- (2) highlighting that £75,000 had been allocated to the Fund Programme for financial year 2012/13 with three rounds of applications totalling £59,659 having been allocated as detailed within the report with further funding of £10,750 agreed in principle, leaving a remainder of £4,591; and
- (3) reporting that the final deadline for applications in this financial year would be 28th January 2013.

Decided: to note the information contained within the report.

14. Regional Outcome Agreement – Ayrshire Colleges.

There was submitted a report (issued) of 16th November 2012 by the Ayr College Principal informing of the Regional Outcome Agreement which had been negotiated by the three colleges in the Ayrshire Region – Ayr College, Kilmarnock College and James Watt College (North Ayrshire Campuses) with the Scottish Funding Council as outlined within the Appendix to the report.

The Director of Curriculum commented on the current consultation process and advised of a forthcoming engagement event on 11th December 2012.

Decided: to note the information contained within the report.

15. Scottish Enterprise – Local Activity Report.

There was submitted a report (issued) of 15th November 2012 by the Director of Stakeholders and Networks informing of Scottish Enterprise's activities impacting Scotland and the South Ayrshire Local Authority area during the period April – September 2012 as outlined in the Appendix to the report.

Decided: to note the information contained within the report.

16. Research Project – Climate Change and Community Planning.

There was submitted a report (issued) of 12th November 2012 by the Chair of the Sustainability Partnership informing of a pilot research project being undertaken through the Sustainability Partnership relating to climate change and requesting participation of all partners, in particular all Board level partners, with the purpose and scope of the research attached as Appendix 1 of the report.

The Chair of the Sustainability Partnership commented that this was the first pilot of its kind in Scotland and asked Partners to send a delegate to the forthcoming workshop.

Decided: to make arrangements for a suitable officer from respective organisations to be represented at the workshop on 5th December 2012.

17. Any Other Business.

(1) RecoveryAyr.

Decided: having heard the Chair advise of a forthcoming Christmas Fayre and Pantomime being held by RecoveryAyr on Thursday, 13th December 2012 in Ayr Town Hall, to note that a poster would be circulated to advertise this event.

(2) Lifetime Achievement Awards.

The Kyle Area Community Representative took the opportunity to thank Members for the Lifetime Achievement Award that both he and the Carrick Area Community Representative had recently been given.

Decided: to note the position.

18. Community Planning Board Meeting Dates for 2013.

Decided: to note the following timetable of dates (including the date of next meeting) for 2013 at 2.00 p.m. within County Buildings:-

Wednesday, 6th February 2013;
 Wednesday, 27th March 2013;
 Wednesday, 12th June 2013;
 Wednesday, 28th August 2013;
 Wednesday, 9th October 2013; and
 Wednesday, 20th November 2013.

The meeting ended at 3.25 p.m.