

SOUTH AYRSHIRE COMMUNITY PLANNING BOARD.

Minutes of meeting in County Buildings, Wellington Square, Ayr,
on 6th February 2013 at 2.00 p.m.

Present: **Board Members:**

Jeanette McCulloch, Director of Curriculum, Ayr College; **John Burns**, Chief Executive, NHS Ayrshire and Arran; **David Kiltie**, Carrick Area Community Representative; **John Reid**, District Operations Manager, Jobcentre Plus; **Joe Lafferty**, Kyle Area Community Representative; **Jim Reid**, Director of Stakeholders and Networks, Scottish Enterprise; **Ross Johnston**, Area Manager, Scottish Natural Heritage; **Marlene Crawford**, Head of Operations, Skills Development Scotland; **Councillor Bill McIntosh**, Leader of South Ayrshire Council (*Chair*), **Councillor Douglas Campbell**, **Councillor John McDowall**, South Ayrshire Council; **Cameron Fong**, South Ayrshire Youth Forum; **Hugh Kerr**, Area Commander, Strathclyde Fire and Rescue Service; **Allan Comrie**, Senior Transport Planner, Strathclyde Partnership for Transport; and **Neil Kerr**, Chief Inspector, Strathclyde Police.

Apologies: **John Muir**, Interim Principal, Ayr College; **Val Russell**, Chief Executive, Ayrshire Chamber of Commerce and Industry; **Henrietta Wright**, District Manager, Jobcentre Plus; **David Anderson**, Chief Executive, South Ayrshire Council; **John Thomson**, Chief Superintendent, Divisional Commander, Strathclyde Police; and **Marie Oliver**, Manager, Voluntary Action South Ayrshire.

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

Others attending:

Claire Monaghan, Head of Policy, Community Planning and Public Affairs; Kenny Leinster, Head of Community Care and Housing; Hugh Carswell, Head of Children's Services; Peter Linton, Performance and Change Management Manager; Billy Phillips, Revenue and Benefits Manager; Alan Clifford, Welfare Reforms Manager, Department of Work and Pensions; Valerie Stewart, Community Planning Co-ordinator; Faye Murfet, South Ayrshire ADP Co-ordinator; Laura Kerr, Youth Strategy Officer; and Eillen Wyllie, Committee Services Officer, South Ayrshire Council.

1. Declaration of Interest

There were no declarations of interest by Members of the Board in terms of the Board's Standing Order No.10.

2. Minutes of Community Planning Board.

The Minutes of the Community Planning Board of 28th November 2012 (issued) were submitted and approved.

3. 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 28th November 2012.

A Member of the Board enquired into the possible dates of the forthcoming multimember ward community engagement events and the Head of Policy, Community Planning and Public Affairs provided an update on these events.

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

4. Welfare Reform.

The Chair welcomed Billy Phillips, the Revenue and Benefits Manager of the Council and Alan Clifford, the Welfare Reforms Manager of the Department of Work and Pensions to the meeting to give a presentation on the implications of Welfare Reform.

Thereon, both Officers respectively gave a presentation in relation to forthcoming changes in terms of:- the Welfare Reform Act; the benefit cap after 2013; the reduction in housing benefit due to property size; universal credit; Council Tax reductions; the Single Fraud Investigation Service; Personal Independence Payments; the Scottish Welfare Fund and working together with Partners.

Various questions were raised by Members of the Board in relation to:- communicating with the public on the potential impact of the Reforms; the level of support prior to reaching a crisis situation; new occupancy rules, homeless and re-housing issues and mutual exchange schemes; distribution of the welfare fund and how would this be prioritised; whether there was adequate staff to resource the new system; the migration of claims from October 2013; change of conditions; assisting with IT/Broadband accessibility issues; encouraging people into work and the timeframe between leaving the benefits system and the need to pay full rent; and how would people be advised of the funds. Various Officers responded accordingly on the matters raised and the Chair suggested that Members of the Board should contact either Officer if further information was required on any aspect of Welfare Reform. It was also suggested that Welfare Reform Meetings could be arranged and that Board Members would be welcome to attend.

Decided:- having heard the Chair thank both Officers for their interesting and informative presentation, to note the current position with Welfare Reform and that the presentations would be circulated to Members of the Board which included the contact details of both Officers.

5. South Ayrshire Single Outcome Agreement – Draft Framework.

There was submitted a report (issued) of 23rd January 2013 by the Head of Policy, Community Planning and Public Affairs

- (1) outlining the progress on the guidance for new Single Outcome Agreements (SOA) published by the Scottish Government and COSLA on 4th December 2012 and previously circulated to Board Members;
- (2) informing of the proposed arrangements for developing a South Ayrshire SOA which would require to be submitted to the Scottish Government by 1st April 2013 for agreement by 28th June 2013, following a period of discussion;

- (3) advising that Appendix 1 of the report outlined a diagram which sought to link the draft Council priorities to the Scottish Government key priorities (economic recovery and growth; employment; early years; health inequalities and physical activity; outcomes for older people; and safer and stronger communities and reducing offending) and to map these to any current or draft strategies or plans developed via the Community Planning Partnership;
- (4) indicating that the Community Planning Theme Groups had been asked to identify potential short, medium and longer term outcomes in relation to the key SOA priorities and to consider a set of indicators and targets which would be used to measure progress with the intention being to incorporate these into the SOA once the exercise had been completed; and
- (5) advising that a public engagement and consultation exercise in relation to the proposed priorities and outcomes would be undertaken from mid February and would inform the development of the new SOA and seeking partner endorsement and support for the engagement and consultations events.

The Head of Policy, Community Planning and Public Affairs reported on the current position with the development of the draft material and that a final draft would be submitted to the next meeting of the Board on 27th March 2013 and presented to a meeting of the Council thereafter. She also advised that Geoff Huggins had replaced John Connaghan as the Locations Director for this Board.

Various comments were made in relation to:- the introduction of the new SOA and the opportunity for partner input; self evaluation processes; and cross boundary working to improve outcomes and how would this be reflected. The Head of Policy, Community Planning and Public Affairs responded accordingly and advised of the opportunities for Board Members to comment on the draft document and that a SOA workshop would also be organised in due course.

Decided:

- (a) to note the key elements in the new SOA Guidance; and
- (b) to agree to the proposed process, timescale and outline framework for the new South Ayrshire SOA.

6. Consultations: Draft Strategic Police Plan and Fire and Rescue Framework.

There was submitted a report (issued) of 23rd January 2013 by the Head of Policy, Community Planning and Public Affairs informing of the current national consultations in relation to the draft Strategic Police Plan and the Fire and Rescue Framework for Scotland 2013.

The Head of Policy, Community Planning and Public Affairs suggested that the order of the strategic priorities be changed in relation to the policing document.

The Chief Inspector and the Area Commander (N&S Ayrshire) gave updates on the Police and Fire local plans respectively and the Chief Inspector also provided a crime update and referred to some statistical data which would be circulated to Board Members for their interest.

Having had a Member of the Board enquire as to when the local plans would be circulated, the Head of Policy, Community Planning and Public Affairs advised that both local plans would be submitted to the next meeting of the Board.

Decided:- to note the information contained in the report and appendices and that any comments on the consultation documents be forwarded to the Head of Policy, Community Planning and Public Affairs and factored into the consultation response which would incorporate the suggestion that the order of the strategic priorities be changed in relation to the policing document.

7. **Early Years Collaborative.**

There was submitted a report (issued) of 22nd January 2013 by the Head of Children's Services

- (1) informing of the collaborative approach to Early Years being rolled out across Scotland and advising that the Scottish Government wished to work collectively with Community Planning Partnerships (CPPs) to agree and develop the following:-
 - clear aims, with a sense of 'how much' and 'by when' CPPs thought they could improve;
 - a clear change package – what CPPs collectively did and how they would know if it was working; and
 - real time data which would help CPPs understand their improvement;
- (2) intimating that a pan Ayrshire approach would be developed in relation to Early Years Collaborative with a South Ayrshire focus being delivered through an Away Team of around twenty people who would participate in six Learning Events through 2013 and a wider Home Team which would be tasked to deliver change;
- (3) advising that the learning from the highly successful Scottish Patient Safety programme indicated that local oversight and coordination was necessary for success and proposing that an Executive Champion for the programme of work at CPP level should be identified and that in addition there would be a need to put in place a programme manager who would have oversight of the EYC programme and a data manager who would support the programme;
- (4) highlighting that the Children's Services Officers' Locality Group had agreed to recommend that two Executive Champions be appointed (South Ayrshire and NHS Ayrshire and Arran) and informing that the Assistant Director of Planning (NHS Ayrshire and Arran) would assume the role of Data Manager across the three Ayrshire CPPs; and
- (5) reporting
 - (a) that CPPs were being asked to think beyond specific roles, to disrespect boundaries, to work together coherently and consistently, to change the way that they worked and have the ambition to make a difference;
 - (b) that two workstreams had been put in place and were contained in Annexes A and B of the report; and

- (c) that a number of Learning Sessions had been organised in order to draw partnerships together to build on the work they were currently doing, to develop a clearer understanding about the application of improvement methodology and to share learning about effective early years practice and evidence based interventions.

Various comments were made by Members of the Board in relation to:- partnership working and the excellent work being undertaken by voluntary organisations engaging with 'hard to reach' children; and the Getting It Right for Every Child (GIRFEC) strategy and its relationship with the collaborative approach. In this regard, the Head of Children's Services advised of opportunities to scale up projects that would effectively lead to the reduction of inequalities and commented that the Early Years Collaborative was a methodology of delivery which came under the GIRFEC umbrella.

Decided:-

- (i) to note the information contained in the report and its appendices;
- (ii) to participate in the Early Years Collaborative and endorse this approach; and
- (iii) that Hugh Carswell, Head of Children's Services and Joanne Sharp, NHS Ayrshire and Arran be appointed as Executive Champions for the South Ayrshire programme.

8. Early Years Change Fund.

There was submitted a report (issued) of 22nd January 2013 by the Head of Children's Services

- (1) informing of the request from Scottish Government to Community Planning Partnerships (CPPs) to develop a report by 30th June 2013 on the local operation of the Early Years Change Fund (EYCF) to date;
- (2) advising that CPPs were seen as key to the delivery of the change programme and new SOAs would be expected to have a focus on early years as a key priority and indicating that CPPs would be asked to:-
- engage with communities to agree a joint vision across partnerships, assess local need and aspirations and agree shared Early Years priorities;
 - consider the funding identified for the Early Years Change Fund and reach agreement about how those resources would support those priorities and improve outcomes and results;
 - consider how the totality of partnership financial resources could support locally agreed priorities and agree how these could be better applied to achieve improved outcomes and results, demonstrating a shift towards preventative spending at a local level;
 - consider and agree how their collective workforce was skilled and deployed to achieve improved outcomes and results;
 - consider how community assets could be mobilised to improve outcomes and results; and

- mobilise community resources as public services alone could not progress transformation change; and
- (3) highlighting that a total of £52.25 million had been allocated by the Scottish Government to the EYCF from 2012-13 to 2015-16 and the allocations for South Ayrshire were as follows:-

2012-13	2013-14	2014-15
£382,670	£664,998	£950,620

Decided:-

- (a) to note the information contained within the report;
- (b) that the Children's Services Officers' Locality Group be tasked with progressing the proposals in the Early Years Change Fund Guidance; and
- (c) that the Head of Children's Services would prepare a draft report for consideration at the Community Planning Board meeting of 12th June 2013.

9. Reshaping Care for Older People: Draft Ten Year Vision for Joint Services.

There was submitted a report (issued) of January 2013 by the Chair of the Community Health Partnership – Adult Services seeking approval of the draft 'Ten Year Vision for Joint Services – Reshaping Care for Older People' and the continuous engagement process for seeking the views of service users, families, carers, staff and the wider public as outlined within the report.

The Head of Community Care and Housing advised of the key objective being to shift the balance of care for older people from an acute to a community setting and commented that the submission date for the Plan was 28th February 2013.

Decided:- to approve the draft Ten Year Vision for Joint Services – Reshaping Care for Older People and the continuous engagement process.

10. Proposed Allocation of Alcohol Misuse and Drug Misuse Funds 2013/14.

There was submitted a report (issued) of 22nd January 2013 by the Chair of the Alcohol and Drug Partnership

- (1) seeking endorsement of the proposed ring fenced alcohol misuse and drug misuse allocations for 2013/14; and
- (2) advising of the proposed funding allocations for 2013/14 which included predicated slippage from 2012/13 as follows:-
 - (a) Table 1 of the report provided a summary of the total Alcohol Misuse funding allocation of £807,292 available for 2013/14; and
 - (b) Table 2 of the report provided a summary of the total Drug Misuse funding allocation of £364,488 available for 2013/14.

The Head of Community Care and Housing referred to the appendices (tabled) and commented on the proposed funding allocations for treatment and recovery support services and for communication, engagement and workforce development. The Head of Policy, Community Planning and Public Affairs commented on the need for further discussion in relation to linkages with general performance management reporting.

A Member of the Board asked a question in relation to the tender approach being undertaken and the Head of Community Care and Housing explained the tender process. It was noted that, following request, the tabled appendices would be emailed to Members of the Board in due course by the Community Planning Co-ordinator.

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

11. Proposed Community Planning Programme 2013-2014.

There was submitted a report (issued) of 23rd January 2013 by the Head of Policy, Community Planning and Public Affairs

- (1) seeking approval for final allocations in relation to the proposed Community Planning Programme for 2013-14;
- (2) advising
 - (a) that a draft programme for 2013-14 had been considered by the Board at its meeting on 28th November 2012;
 - (b) that the Council had considered the proposed Community Planning Programme allocations as part of its budget setting process on 18th December 2012 and asked that, in light of reductions in public sector funding, the overall funding line for community planning should be reduced by £50,000 which was equivalent to 3.96%; and
 - (c) that as a number of projects had already proactively offered up savings in excess of 3.96%, the reductions in funding on other projects was proposed to be in order of around 3.2%;
- (3) informing that all projects had been informed of the proposed budget reductions on 21st December 2012 and that one project, Care and Share, had advised that the proposed reduction would undermine their ability to fund two posts therefore recommending that the Care and Share projects continued to be funded at their current level for 2013/14; and
- (4) reporting that discussions with the Arts and Sports Programme Manager had established that the programme for 2013/14 could be reduced by a further £1,000 thereby freeing up funds to maintain the current level of funding for the Care and Share projects.

Various comments were made by Members of the Board in relation to the timeframes for informing voluntary organisations of their respective allocations and it was noted that reassurances would be provided to the groups via email as soon as possible followed by formal written notification of the funding allocations.

Decided: to approve the amendments to the Community Planning Programme allocations as detailed in Table 1 at paragraph 4.1 of the report.

12. Community Planning Funds – Finance Report.

There was submitted a report (issued) of 23rd January 2013 by the Head of Policy, Community Planning and Public Affairs providing an update of the current financial position in relation to community planning funds and informing that of the £75,000 allocated to the Community Development Fund Programme, a total of £59,659 had been allocated and a further funding of £10,750 had been agreed in principle, leaving a remaining balance of £4,591 with the final deadline for applications for this financial year being 28th January 2013.

A Member of the Board raised a question in relation to whether any funding applications had been submitted by the deadline of 28th January 2013 and the Community Planning Co-ordinator commented that the position with any remaining funds would be considered at the next meeting of the Board.

Decided: to note the information contained within the report.

13. Resilient Communities.

The Carrick Area Community Representative commented on the civil emergency contingency and how to make resilient communities whereby all communities developed plans which then moved up the way. He suggested that it should be a common approach then processed down the way so that any peculiarities could be completed at the community level.

Decided: to note the position.

14. Any Other Business - Alcohol and Drug Partnership Event.

Decided: having heard the Chair comment on the forthcoming half day seminar on the cost of alcohol to society, to note that the invitation to the Cost of Alcohol event on 1st March 2013 would be re-circulated.

15. Date of Next Meeting.

Decided: to note that the next scheduled meeting would take place on Wednesday, 27th March 2013 at 2.00 p.m. within the Maybole Room when consideration would be given to the Single Outcome Agreement.

The meeting ended at 3.55 p.m.