

**SOUTH AYRSHIRE COMMUNITY PLANNING BOARD.**

Minutes of meeting in County Buildings, Wellington Square, Ayr,  
on 18th June 2014 at 2.00 p.m.

Present: **Board Members:**

**Heather Dunk**, Principal, Ayrshire College; **John Burns**, Chief Executive, NHS Ayrshire and Arran; **David Kiltie**, Carrick Area Community Representative; **William Ramsay**, Chief Inspector, Police Scotland; **Jim Reid**, Director of Stakeholders and Networks, Scottish Enterprise; **Jim Scott**, Area Manager (East, North and South Ayrshire), Scottish Fire and Rescue Service; **Ross Johnston**, Area Manager, Scottish Natural Heritage; **Pat McPhee**, Skills Development Scotland; **Councillor Bill McIntosh**, Leader of South Ayrshire Council (*Chair*), **Councillor Douglas Campbell** and **Councillor John McDowall**; **Eileen Howat**, Chief Executive, South Ayrshire Council; **Allan Comrie**, Senior Transport Planner, Strathclyde Partnership for Transport; and **Marie Oliver**, Chief Executive Officer, Voluntary Action South Ayrshire.

Apologies: **Val Russell**, Chief Executive, Ayrshire Chamber of Commerce and Industry; **Henrietta Wright**, District Manager, Jobcentre Plus; **Joe Lafferty**, Kyle Area Community Representative; **Gillian MacDonald**, Chief Superintendent, Divisional Commander, Police Scotland; and **Hazel Mathieson**, Head of Operations, Skills Development Scotland.

**Geoff Huggins**, Locations Director, Scottish Government; and **Dr. Martin Cheyne**, Chairman, NHS Ayrshire and Arran.

**Others attending:**

**Claire Monaghan**, Head of Policy, Community Planning and Public Affairs; **Valerie Stewart**, Community Planning Co-ordinator; **Hugh Carswell**, Head of Children's Services; **Gus Collins**, Community Engagement Manager; **Bill Gray**, Project Planning and Performance Manager; **Phil White**, CHP Facilitator; and **Eillen Wyllie**, Committee Services Officer, South Ayrshire Council.

**Opening Remarks.**

The Chair welcomed everyone to the meeting. He took the opportunity to congratulate Heather Dunk on receiving an OBE in the Queen's Birthday Honours List and also wished David Kiltie well in his forthcoming role as a Batonbearer in the Queen's Baton Relay as part of the ceremony leading up to the Commonwealth Games.

**1. Declarations 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 previous meeting.**

A Community Representative referred to Page 2, paragraph 4 of the previous Minutes and sought clarification regarding the point being made in relation to exit strategies. He conceded that all projects had reported to the Community Planning Partnership as to how they would address reductions in funding or funding being withdrawn but stated that these were not exit strategies.

**Decided:-** having noted the comments made regarding exit strategies, to approve the Minutes of the Community Planning Board of 30th April 2014 (issued) ([link attached](#)).

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

There was submitted an action log (issued) ([link attached](#)) of June 2014 outlining the current position and the progress being made with various issues which had emerged from meetings on 6th October 2010, 6th June 2012 and 30th April 2014.

**Decided:-** to note the current position.

**John Burns, Chief Executive, NHS Ayrshire and Arran joined the meeting at this point.**

## 4. **Review of Community Planning in South Ayrshire.**

Reference was made to the Minutes of 30th April 2014 (Page 2, paragraph 4) and the presentation by the Consultant from Rocket Science and the Head of Policy, Community Planning and Public Affairs

- (1) commented on the subsequent workshop session / Special meeting of the Board which had taken place on 10th June 2014 where the draft findings from Rocket Science were fully discussed in relation to the Review of Community Planning in South Ayrshire;
- (2) advised that, following this session, the final report produced by Rocket Science UK Ltd. had since been circulated to all Board Members; and
- (3) suggested that, in order to fully digest the findings and recommendations emerging from the review of community planning and to see how they resonated with the very recently published Community Empowerment Bill, that officers would undertake work during the summer recess period with a view to reporting back to Community Planning Partners thereafter.

A full discussion took place and a Member of the Board suggested that, rather than delegate this to officers, the Board could take an immediate view on the key recommendations contained within the final report. It was, however, generally felt that more time was required to consider these recommendations in detail and that the establishment of an officer group could be the mechanism to undertake this task with a view to feeding back accordingly to partners as soon as possible after Recess at which point the Board could fully consider these recommendations. In terms of officer representation, it was noted that the Council's Chief Executive would identify appropriate officers to evaluate the implications of the recommendations. Partner organisations would be asked to participate in this work.

**Decided:** to agree that officers would consider, in more detail, the recommendations contained within the final report produced by Rocket Science UK Ltd. and that their findings would be submitted to a meeting of the Board post-Recess.

## **5. Locality Planning and Community Engagement in South Ayrshire.**

There was submitted a report (issued) (**link attached**) of 9th June 2014 by the Head of Policy, Community Planning and Public Affairs outlining the progress being made in relation to proposals for locality planning and community engagement in South Ayrshire.

The Community Engagement Manager gave a presentation in relation to the Council's draft consultation document 'A Strategic Approach to Community Engagement: A Framework for Good Practice' and highlighted the various modes of engagement ranging from providing information to undertaking broad-based engagement. He added that the consultation process for the community engagement framework was taking place in tandem with the locality planning consultation exercise with a series of sessions organised over the forthcoming weeks within various areas throughout South Ayrshire.

Thereafter, the Project Planning and Performance Manager gave a presentation in relation to the South Ayrshire Health and Social Care Partnership and

- (1) highlighted the work being undertaken in relation to integration with locality planning forming a key element of this work and, on this basis, Officers were developing this work further with a view to adopting such an approach across the community planning partnership;
- (2) provided an update in respect of the Shadow Integration Board established on 1st April 2014, with the Integration Joint Board coming into force on 1st April 2015, and outlined its core membership, integration principles and remit; and
- (3) commented that Officers were recommending six localities and twenty-four neighbourhoods with the intention being that the Council and NHS Ayrshire and Arran would have integrated budgets focusing on a bottom-up approach to service planning and delivery based on national and local outcomes for health and social care to co-produce services to best suit the needs of the communities within South Ayrshire.

A full discussion took place in relation to locality planning and community engagement processes. Clarification was sought in relation to some of the proposed clusters for locality planning as well as the number of identified neighbourhoods. It was noted that these proposals were currently out for consultation and would be reported back to the Shadow Integration Board. A community representative Board Member raised concerns regarding what he considered as short notice for the series of forthcoming consultation events as well as the role of community councils in this regard.

In terms of the suggested Ayr North locality contained within the locality planning document, a comment was made by a Board Member as to the perceived negative tone of the wording associated with this locality around deprivation etc. The Project Planning and Performance Manager informed that the intention was to reflect the needs of this locality as well as the requirement for service planning to address the inequalities being faced in this area. It was noted, however, that the Project Planning and Performance Manager would review the wording of the report to clarify this position.

Following a comment regarding the process of engaging with communities and individuals and what the key drivers for locality planning were, it was noted that the Health and Social Care integration was driven by legislation and that the Community Planning Partnership was being driven by the Empowerment Bill. In terms of locality planning, the role of GPs was also recognised as a key component. The Project Planning and Performance Manager and the CHP Facilitator explained the purpose for, and the various methods of, engagement with GPs. It was noted that a joint consultation with communities had been considered as being the best approach going forward.

The Chair referred to the previous item on the agenda and suggested that officers could also look at the feedback gained from the consultation events.

A Member of the Board raised concerns in relation to the formation of the proposed localities since the locality issues for community planning purposes could differ from the locality issues concerned with the Health and Social Care agenda. He suggested that perhaps the Community Planning framework should have established localities in the first instance with the Health and Social Care integration then feeding into the process thereafter. The Head of Policy, Community Planning and Public Affairs suggested that the same localities should be used for both community planning and health and social care integration and confirmed that officers would take cognisance of all of this information as part of the review.

In terms of this approach, a community representative Board Member expressed his ongoing concerns and stressed that he did not think that this was the correct way forward.

**Decided:** having recorded the concerns expressed by the community representative Board Member regarding the approach being taken in relation to this matter, to note

- (a) the information contained in the report and provided ; and
- (b) that the locality planning, in the context of community planning, would form part of the consideration of the next steps on the review of governance arrangements for the Partnership and would report back accordingly to a future meeting of the Board.

6. **The Future Model for Community Justice in Scotland – Draft Consultation Response.**

There was submitted a report (issued) (**link attached**) of 3rd June 2014 by the Head of Children's Services informing of the draft response to the consultation on the Future Model of Community Justice in Scotland (as contained in Annexes A and B of the report).

Clarification was sought as to why there were shared concerns regarding the national body. The Head of Children's Services explained that a number of national organisations considered that there were no clear lines of accountability when moving away from the local context to the national with these concerns reflected within the draft response.

**Decided:** to agree that any further comments that the Board wished to incorporate into the South Ayrshire Community Planning Partnership response should be submitted to the Community Planning Co-ordinator by 27th June 2014.

7. **Update on Ayrshire College Support for the South Ayrshire Community Planning Partnership, August 2013 to May 2014.**

There was submitted a report (issued) (**link attached**) of June 2014 by the Principal, Ayrshire College providing an update on how Ayrshire College had been supporting the Single Outcome Agreement since August 2013 and informing that this was not exhaustive as there were other mechanisms for measuring success against outcomes at a more detailed level.

The Principal referred to various activities within the report and how this aligned with some of the priorities of the Single Outcome Agreement. A discussion took place in relation to the various examples of good partnership working. In response to a question, the Principle further commented that much of this activity would have happened in any case but that the partnership had facilitated some of the work as well as providing an understanding of the value of the contribution. It was recognised that the community planning partnership had driven the agenda for the College with maximised output for the monies available.

The Principal also referred to the Ayrshire College Outcome Agreement for 2014-17 (tabled) and provided an overview of its content. She invited comments from Members and also indicated that the draft Strategic Plan would be out soon for consultation and that she would circulate this to Members.

**Decided:** to note the progress.

8. **Theme Group Update Reports.**

There was submitted a report (issued) (**link attached**) of 6th June 2014 by the Head of Policy, Community Planning and Public Affairs providing updates in relation to the work of the community planning theme groups.

The Head of Policy, Community Planning and Public Affairs commented that the Health and Social Care agenda might affect the operation of two or three of these theme groups. Also, it was recognised that the self-evaluation process would assist with how these groups fed into the structure following the review of community planning discussed earlier in the agenda.

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

**9. Community Planning Funds – Finance Report.**

There was submitted a report (issued) (**link attached**) of 9th June 2014 by the Head of Policy, Community Planning and Public Affairs providing an update on the financial position in relation to community planning funds for the year to 5th June 2014.

Clarification was sought as to why some services had received half their allocation at this point and the Community Planning Co-ordinator clarified that the smaller projects received half their allocation to ensure sufficient cash flows.

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

**10. South Ayrshire Single Outcome Agreement Improvement Actions - Update.**

There was submitted a report (issued) (**link attached**) of June 2014 by the Head of Policy, Community Planning and Public Affairs providing an update in relation to the Single Outcome Agreement (SOA) improvement actions identified as part of the SOA Quality Assurance process.

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

**11. Ayrshire College Regional Outcome Agreement.**

**Decided:** to note that this document was tabled and discussed during Agenda Item No. 7.

**12. Any other business.**

**(1) Low Carbon Vehicles.**

**Decided:** having heard the Head of Policy, Community Planning and Public Affairs comment on a third phase of funding of £62,000 for the purchase and installation of low carbon vehicle charging infrastructure, to note that this funding was being transferred to the Ayrshire Roads Alliance.

**(2) Queen's Baton Relay - Commonwealth Games.**

**Decided:** having heard the Head of Policy, Community Planning and Public Affairs thank all partners for their assistance in relation to the Queen's Baton Relay which was travelling through South Ayrshire on 20th June 2014 commencing at 8.10 a.m., to note the position.

**13. Date of next meeting.**

**Decided:** to note that dates for future meetings would be circulated in due course.

The meeting ended at 3.30 p.m.