

SOUTH AYRSHIRE COMMUNITY PLANNING BOARD.

Minutes of meeting in County Buildings, Wellington Square, Ayr,
on 30th April 2014 at 2.00 p.m.

Present: **Board Members:**

Heather Dunk, Principal, Ayrshire College; **Hazel Henderson**, Consultant, Public Health, NHS Ayrshire and Arran; **David Kiltie**, Carrick Area Community Representative; **Henrietta Wright**, District Manager, Jobcentre Plus; **Joe Lafferty**, Kyle Area Community Representative; **Gillian MacDonald**, Chief Superintendent, Divisional Commander, 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; **Councillor Bill McIntosh**, Leader of South Ayrshire Council (*Chair*), **Councillor Douglas Campbell** and **Councillor John McDowall**; and **Allan Comrie**, Senior Transport Planner, Strathclyde Partnership for Transport.

Apologies: **Val Russell**, Chief Executive, Ayrshire Chamber of Commerce and Industry; **John Burns**, Chief Executive, NHS Ayrshire and Arran; **Hazel Mathieson**, Head of Operations, Skills Development Scotland; **Eileen Howat**, Chief Executive, South Ayrshire Council; South Ayrshire Youth Forum representative; and **Marie Oliver**, Chief Executive Officer, Voluntary Action South Ayrshire.

Others attending:

Claire Monaghan, Head of Policy, Community Planning and Public Affairs; **Valerie Stewart**, Community Planning Co-ordinator; and **Eillen Wyllie**, Committee Services Officer, South Ayrshire Council.

Geoff Huggins, Locations Director, and **Susan Gallacher**, Scottish Government; and **Richard Scothorne**, Consultant, Rocket Science.

Opening Remark's.

The Chair welcomed everyone to the meeting.

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 Community Planning Board.

The Minutes of the Community Planning Board of 12th February 2014 (issued) ([link attached](#)) were submitted and approved.

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

There was submitted an action log (issued) ([link attached](#)) of April 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 12th February 2014.

In relation to the previous Minutes in respect of the Police Scotland – Local Police Plan for South Ayrshire (Page 4, paragraph 9), the Carrick Area Community Representative commented that he was still seeking clarification in relation to some of the statistical data contained within that Plan. It was noted that this matter would be pursued later in the agenda during consideration of the South Ayrshire Local Policing Plan 2014-2017.

It was noted that those outstanding actions relating to Town Centre issues contained within the Action Plan were now in a position to be followed up and closed.

Decided:- to note the current position.

The Chief Superintendent, Divisional Commander, Police Scotland joined the meeting at this point.

4. **Review of Community Planning.**

The Chair, on behalf of the Board, welcomed Richard Scothorne, Consultant, Rocket Science to the meeting.

The Head of Policy, Community Planning and Public Affairs provided an update in relation to the review of community planning.

Thereon, the Consultant gave a presentation on what his organisation had been asked to do in terms of the review of community planning and what stage this was at, outlining why this was important and commented on the approach being undertaken and the next steps in the process. He further reported on the process for self evaluation and the opportunity for Board Member interviews and the timescales around these steps with a draft report being submitted to a Special meeting of the Community Planning Board on 10th June 2014.

A full discussion took place in relation to the added value from such a review and it was noted that this related to performance in terms of community planning. It was suggested that there might be scope for input from neighbouring Community Planning Partnerships given that some partner bodies sat on all three Boards. Clarification was sought in respect of the criteria for the projects and this was explained. The intention to gain feedback from some project service users was noted. Clarification was sought in relation to exit strategies and it was noted that each project had outlined these in the report submitted to the meeting on 20th November 2013. It was noted that links with LEADER were outwith the scope of the review. Clarification was sought as to how the Board's community representatives would participate in this review and the methods for selecting focus groups. It was noted that the SOA provided this direction. A discussion took place in relation to maximising opportunities via a collaborative approach and comments were also made in relation to the need for a community empowering approach to community planning.

Decided: having thanked Richard Scothorne for his informative and interesting presentation on the review of community planning, to note the next steps within the process and the a draft report would be submitted to the Special meeting of 10th June 2014 at 2.00 p.m.

5. Revised South Ayrshire Single Outcome Agreement (2013-2016).

There was submitted a report (issued) ([link attached](#)) of 11th April 2014 by the Head of Policy, Community Planning and Public Affairs seeking consideration of the revised Single Outcome Agreement (SOA) and advising of any required changes.

The Locations Director, Scottish Government confirmed that the Scottish Government had no further revisions to make to the draft SOA.

Clarification was sought as to whether the project information discussed at the previous item of the agenda would be completed in time to identify and review action for inclusion within the SOA. The Head of Policy, Community Planning and Public Affairs commented that the review was overdue and that there needed to be certainty for these projects with commitments made to these groups to be implemented by June 2014.

It was noted that the projects supported by the Community Planning Programme would deliver across South Ayrshire. Clarification was sought as to whether these projects should be more localised and what would happen if the groups no longer fitted the requirements of the SOA. The Consultant commented on the findings to date in relation to the prioritisation of areas, none of which were inconsistent.

Following a request for data zone information, it was noted that this would be circulated.

Decided: having considered the SOA

- (1) to approve the revised Single Outcome Agreement for South Ayrshire;
- (2) to note the progress in relation to the improvement actions arising from the SOA Quality Assurance Process; and
- (3) to agree the interim proposed performance management arrangements subject to the completion of the review of community planning.

6. Development of Locality Planning in South Ayrshire.

There was submitted a report (issued) ([link attached](#)) of 15th April 2014 by the Head of Policy, Community Planning and Public Affairs seeking consideration of the draft proposals for the development of a locality based planning model for South Ayrshire, attached as an Appendix 1 of the report, as part of the developing arrangements for health and social care services in the area.

The Head of Policy, Community Planning and Public Affairs suggested that the consideration of this item also incorporated aspects of the next agenda item relating to the draft South Ayrshire Community Engagement Strategy.

Thereon, a full discussion took place in relation to locality planning which was central to the work of the Community Planning Partnership as well as community engagement. The Head of Policy, Community Planning and Public Affairs commented on the spectrum ways of undertaking community engagement and advised that the Council was developing a strategy for adoption which would soon be available for consultation.

The Locations Director commented on locality planning and its interaction with community empowerment and trying to achieve a seamless approach in this regard. It was noted that locality planning and targeted resources was a key priority for partners. It was suggested that, when developing a collaborative approach, cognisance should be given to the form of the language being utilised to enable public engagement to positive effect, rather than refer to a two tier model. The benefits of locality planning were recognised as a way of meeting the diverse needs of South Ayrshire communities and that the proposal to divide the authority into two localities should address these needs.

The Chair commented on the Health and Social Care Integration and added that this was taking shape and also tied in with the earlier comments made in relation to empowering communities. A general discussion took place in relation to the involvement of GPs within the Integration agenda and this was considered a helpful approach.

Decided: having considered the proposals for a locality planning model in South Ayrshire in relation to the delivery of other partner services, to note the information providing an update on the development of locality planning.

7. Draft South Ayrshire Community Engagement Strategy.

The Head of Policy, Community Planning and Public Affairs provided an update on the current position with the draft South Ayrshire Community Engagement Strategy discussed as part of the previous item on the agenda.

It was noted that the draft strategy would be submitted to a future Council meeting and subsequently presented to the Board in June 2014.

Decided: to note the current position with the draft South Ayrshire Community Engagement Strategy.

8. Moving towards a Prevention and Early Intervention Plan for South Ayrshire.

There was submitted a report (issued) ([link attached](#)) of 15th April 2014 by the Head of Policy, Community Planning and Public Affairs seeking consideration of the proposals for the development of a more strategic framework for the development of prevention and early intervention planning and approaches in South Ayrshire.

The Community Planning Co-ordinator outlined the key elements of developing a prevention / early intervention approach.

A discussion took place in relation to the use of resources and making the gradual shift to a prevention/intervention approach although some quick wins were highlighted. In relation to a longer term strategy, various partners commented on their respective organisations commitment to this area of work. A discussion took place in relation to transport infrastructures and the impact of this. A comment was made in respect of Health Impact Assessments and whether they played a major role in this regard and the Consultant, Public Health commented on public health input which would be further discussed with the Community Planning Co-ordinator. The Divisional Commander commented on a forthcoming meeting of Police Scotland which would provide the opportunity to feed into this Plan.

The Locations Director commented that this was a really challenging area however there was a need to see gains in public outcomes which might not save money but would result in better outcomes.

Decided: to agree the development of a more strategic partnership approach to the development of a long term prevention and intervention plan.

9. Theme Group Update Reports.

There was submitted a report (issued) ([link attached](#)) of 30th April 2014 by the Head of Policy, Community Planning and Public Affairs providing an update in relation to the work of the community planning theme groups.

The Head of Policy, Community Planning and Public Affairs commented on each of the themes. It was noted that the Theme Group evaluations, as part of the Review process discussed at the start of the Agenda, would provide opportunities to look at the relationship in both directions.

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

10. South Ayrshire Local Policing Plan 2014 - 2017.

There was submitted a report (issued) ([link attached](#)) of 3rd April 2014 by the Divisional Commander providing an update on progress being made with the development of the 2014 - 2017 Local Policing Plan for South Ayrshire.

The Divisional Commander referred to the Local Policing Plan and highlighted some key aspects of its content and how priorities had been identified as part of the process.

A Member of the Board commented that this was a positive document with clear objectives shared across the partnerships and it also demonstrated preventative work.

As raised at the beginning of the meeting under matters arising, clarification was sought in relation to the breakdown of statistical data in Appendix A and whether these category groupings provided a clear indication of problems affecting communities. The Divisional Commander responded and commented on professional as well as community input and on the broader context with these judgements supported by evidence on how these issues should be best tackled.

General comments were made in relation to:- growing concerns associated with cyber crime and how was this being addressed; support for adult protection which appeared within the Plan; and ongoing joint work around bullying and sexual harassment to educate young people on how to deal with these types of incidents.

Decided: to endorse the Local Policing Plan for submission to the meeting of South Ayrshire Council on 15th May 2014 for its consideration.

11. Draft Local Fire and Rescue Plan for South Ayrshire 2014-2017.

There was submitted a report (issued) ([link attached](#)) of 10th April 2014 by the Area Manager informing of the progress being made with the draft local fire and rescue plan for South Ayrshire for the period 2014-17.

The Area Manager referred to the Local Fire and Rescue Plan and highlighted some key aspects of its content and how this was an inward / outward looking plan which focused on the SOA with a significant emphasis on preventative work and continuous improvement based on the priorities and key objectives. He advised that positive feedback had been received from the Elected Members who had participated in the recently held briefing.

Decided: to endorse the Local Fire and Rescue Plan for submission to the meeting of South Ayrshire Council on 15th May 2014 for its consideration.

Councillor McIntosh and the Director of Stakeholders and Networks left the meeting at this point, the time being 3.50 p.m.

12. Community Planning Funds – Finance Report.

There was submitted a report (issued) ([link attached](#)) of 10th April 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 31st March 2014.

Decided: to note the information contained within the report.

13. South Ayrshire Integrated Children's Service Plan (2013 – 2018).

There was submitted a joint report (issued) ([link attached](#)) of 10th April 2014 by the Chair of the Officer Locality Group for Children's Services informing of the production of 'Getting it Right for South Ayrshire's Children and Young People 2013 – 2018' which was the Integrated Children's Service Plan for children and families in South Ayrshire.

Decided:- to note the information contained within the 'Getting it Right for South Ayrshire's Children and Young people Integrated Children's Service Plan 2013-2018.

14. Future Model for Community Justice in Scotland - Consultation.

Reference was made to the previous Minutes of 12th February 2014 in relation to the South West Scotland Community Justice Authority Area Plan 2014 – 2017 and redesign of Community Justice (Page 4, paragraph 10) and there was submitted a report (issued) ([link attached](#)) of 10th April 2014 by the Head of Policy, Community Planning and Public Affairs informing of the current consultation in relation to the proposed future model for community justice in Scotland.

The Head of Policy, Community Planning and Public Affairs provided an update and commented that the consultation was currently out for comment and that the duties and functions would transfer to the Community Planning Partnership.

She further added that the Council was compiling its response and input from partner organisations was welcome. If different views from that of the Council were submitted from partners, then there was scope for a community planning response to be submitted.

Following discussion, it was noted that the Council's draft response would be circulated to partners for comment and that any contributions would form the basis of a joint community planning partnership response.

Decided: that the Council's draft response would be circulated to partners for comment and that any contributions would form the basis of a joint community planning partnership response to be submitted prior to the Scottish Government deadline of 2nd July 2014.

Councillor Douglas Campbell left the meeting at this point, the time being 3.55 p.m.

15. Any other business.

(1) Commonwealth Games.

The Head of Policy, Community Planning and Public Affairs commented on the partnership arrangements of the multi group currently focusing on

- (a) the Queen's Baton Relay which was travelling through South Ayrshire on 20th June 2014; and
- (b) the training camp.

A discussion took place in relation to transport logistics within South Ayrshire for those travelling in and out to the various Games' locations and how these would be interconnected and managed within the context of the wider infrastructure.

The Locations Director commented on a forthcoming meeting that he would be attending the next day and that he would raise these issues and provide feedback to the Head of Policy, Community Planning and Public Affairs who would then be able to report these to the forthcoming planning meeting for detailed discussion and subsequent action.

Decided: to note the current position.

Councillor John McDowall left the meeting at this point, the time being 4.00 p.m.

(2) Forthcoming events.

The Head of Policy, Community Planning and Public Affairs commented on forthcoming events relating to the Sustainability Partnership and the Alcohol and Drugs Partnership.

A Member of the Board advised of the 'Feeding Britain' initiative and how this could be linked to the partnership.

Decided: to note that the Community Planning Co-ordinator would circulate information regarding forthcoming events relating to the sustainability Partnership and the Alcohol and Drug Partnership.

16. Date of next meeting.

Decided: to note

- (1) that, as mentioned earlier, a Special Meeting of the Board will take place on Tuesday, 10th June 2014 at 2.00 p.m. to consider the findings from the review of community planning; and
- (2) that the next scheduled meeting would take place on Wednesday, 18th June 2014 at 2.00 p.m. in the Maybole Room, County Buildings, Ayr.

The meeting ended at 4.05 p.m.