

SOUTH AYRSHIRE COMMUNITY PLANNING BOARD.

Minutes of meeting in County Buildings, Wellington Square, Ayr,
on 7th October 2009 at 2.30 p.m.

Present: **Board Members:**

Bill Hiddleston, Vice Principal, Ayr College; Allan Gunning, Executive Director, NHS Ayrshire and Arran; Martin Cheyne, Chief Executive, Ayrshire Chamber of Commerce and Industry; Jean Wilson, District Manager, Jobcentre Plus; David Kiltie, Maybole Community Council; Jim Reid, Director of Regional Support, Scottish Enterprise; Ross Johnston, Area Manager, Scottish Natural Heritage; Sally Hamill, Skills Development Scotland; Councillor Hugh Hunter, Leader of South Ayrshire Council (*Chair*), Councillor John McDowall, Councillor Nan McFarlane, and David Anderson, Chief Executive, South Ayrshire Council; Andrew Jarvie, South Ayrshire Youth Forum; Paul McClintock, Strathclyde Fire and Rescue Service; Pamela Millar, Director of HR and OD, Strathclyde Partnership for Transport; Superintendent John Hazlett, Strathclyde Police and Joe Lafferty, Wallacetoun and Newton Regeneration Forum.

Apologies: Diane Rawlinson, Principal, Ayr College; Wai-yin Hatton, Chief Executive, NHS Ayrshire and Arran; Jess Dunabie, Development Manager, Council for Voluntary Organisations; Brian Cameron, Manager, Skills Development Scotland; Paul Tanzilli, Area Commander, Strathclyde Fire and Rescue Service; and Bill Fitzpatrick, Chief Superintendent, Strathclyde Police.

Officers attending:

Claire Monaghan, Head of Policy, Performance and Communication; Peter Linton, Performance and Change Management Manager; Valerie Stewart, Community Planning Co-ordinator; Laura McCulloch, Youth Strategy Officer; and Eillen Wyllie, Committee Administration Officer, South Ayrshire Council.

1. Opening remarks.

The Chair

- (1) welcomed Martin Cheyne, Ayrshire Chamber of Commerce and Industry, Jean Wilson, Jobcentre Plus, Ross Johnston, Scottish Natural Heritage and Andrew Jarvie, South Ayrshire Youth Forum (accompanied by the Youth Strategy Officer) to their first meeting as new Board representatives; and
- (2) invited Andrew Jarvie to report on the work of the South Ayrshire Youth Forum who then proceeded to outline the activities of the Youth Forum.

2. Minutes of Community Planning Board.

The Minutes of the Community Planning Board of 18th August 2009 (issued) were submitted and approved.

3. South Ayrshire Single Outcome Agreement 2008/09 Progress Report.

There was submitted a report (issued) of October 2009 by the Head of Policy, Performance and Communication

- (1) informing of the Progress Report which had been submitted to the Scottish Government in September 2009 in relation to the Single Outcome Agreement (SOA) for 2008/09; and
- (2) advising
 - (a) that preparing the 2008/09 SOA had been a significant challenge because of the newness of the process and the very tight timetable which had been agreed for its completion and that it was recognised by Scottish Government that the South Ayrshire SOA was for one year and was an interim step towards the development of a CPP-led SOA for 2009/10 and beyond;
 - (b) that Appendix 1 of the report presented a summarised commentary on progress against the national outcomes together with information on the performance indicators associated with local outcomes contained in the SOA and that the narrative for each local outcome sought to give a commentary on the actions services had taken to deliver on the local outcomes, providing some evidence of achievements and making a connection with the recently agreed CPP SOA;
 - (c) that given the constraints associated with the development of this first SOA, progress against the outcomes had been reasonable, if mixed and that importantly, key outcomes from this one-year document had been taken on board by the Community Planning Partnership and included and developed in the 2009-12 Partnership SOA;
 - (d) that many factors could influence progress against both local and national outcomes and that the economic recession had affected progress whilst at the same time re-enforcing the need for continued effort in areas designed to support the local economy and vulnerable groups and individuals with all of this having been picked up by the Community Planning Partnership for 2009-12; and
 - (e) that one of the key lessons learnt from the first year SOA had been the need to ensure that outcomes were embedded in the commitments and activities of those organisations critical to delivering progress and that, in this respect, much effort had been directed through Community Planning Theme Groups over the summer months to ensure that local outcomes and associated performance indicators were all grounded in the plans and activities of the Partnership.

The Head of Policy, Performance and Communication reported that South Ayrshire Council, at its meeting that morning, had approved the Single Outcome Agreement 2008/09 Annual Report for forward submission to the Scottish Government.

Allan Gunning referred to some of the data and associated commentary within the Appendix and asked whether comments relating to positive figures for the South Ayrshire area could be included and the Performance and Change Management Manager reported on the use of the restrictive template, however, he would update the descriptions accordingly to reflect this.

Various questions were raised by a Member of the Board in relation to LO2 and the comparisons presented, particularly relating to Maybole and on dog fouling issues and the Head of Policy, Performance and Communication reported that dog fouling issues were continuing to be addressed and the Performance and Change Management Manager would obtain detailed information relating to the Maybole rating and forward this to the Member concerned.

Decided: to note the information contained within the South Ayrshire Single Outcome Agreement progress report as outlined in Appendix 1 of the report.

4. **Single Outcome Agreement Performance Management and Reporting.**

There was submitted a report (issued) of October 2009 by the Community Planning Co-ordinator

- (1) informing of the recommendations that had been made by the Community Planning Implementation Group in relation to performance management and reporting of the Single Outcome Agreement (SOA);
- (2) advising that the main mechanism for reporting SOA progress to the Board would be the secondary level action plans being developed by the Theme Groups and highlighting that attached as Appendices to the report were the current SOA Action Plans for:-
 - clean, attractive and sustainable;
 - safe and supported;
 - children, young people and families; and
 - prosperous, learning and achieving;
- (3) highlighting that the Council had proposed the following criteria for reporting in relation to its Improvement Agenda and intimating that the Community Planning Partnership could consider adopting this approach as follows:-
 - **Green:** Good progress being made and in line with delivery timescale, no significant issues or risks emerging;
 - **Amber:** Some element of delivery proving difficult or a new issue or risk had emerged which might impede delivery or which should otherwise be highlighted; and
 - **Red:** Delivery against a timescale unlikely to be met and/or a significant new issue or risk had emerged which required to be addressed; and
- (4) recommending, in relation to developing a single IT platform for reporting, that the Council could contact NHS Ayrshire and Arran, in the early stages of developing new performance management software, and also SPT which was about to roll out its Interplan System.

Various questions were raised by Members of the Board in relation to:- the reporting mechanisms for the Scottish Government and the proposed Traffic Lights System for Community Planning; whether there were any proposals for eco churches and on the local development plan; the possible risks associated with the colour coding approach and the necessary checks required; the resource implications relating to the IT platform; what action would be taken to fill gaps; and poor representation within certain Indicators and emerging gaps.

The Community Planning Co-ordinator advised that she would circulate information relating to eco churches to Members of the Board.

The Head of Policy, Performance and Communication reported that the Performance Management Sub-Group would address any issues relating to costs associated with the IT platform to ascertain if this would represent value for money.

A full discussion took place in relation to the various issues raised and when officers advised:-

- that the intention would be for the Theme Groups to highlight any potential issues relating to the colour coding and alert the Board accordingly;
- of ways in which to explore gaps by using baselines and survey data information with two completed action plans due to be submitted to the next meeting of the Board; and
- that the coded system would support, not drive, Performance Management.

Decided:

- (a) to approve the adoption of the Traffic Light Exception Reporting system for the SOA and the criteria as outlined within the report; and
- (b) that further dialogue should take place with community planning partners in relation to the development of a common IT platform for performance management.

5. Fairer Scotland Fund.

The Head of Policy, Performance and Communication

- (1) provided an update on the Fairer Scotland Fund and commented on the projects that would no longer be funded;
- (2) advised that the Council, at its meeting earlier today, had approved the proposed organisational changes; and
- (3) reported that nine employees from these projects would enter the Council's Managing Change programme for potential re-deployment.

Decided: to note the current position in relation to the Fairer Scotland Fund.

6. Progress Report from the Community Planning Implementation Group.

There was submitted a report (issued) of September 2009 by the Community Planning Co-ordinator

- (1) informing of the progress being made in relation to a number of current community planning issues; and
- (2) advising that the Community Planning Implementation Group had continued to take the lead in progressing a number of tasks and pieces of work remitted by the Community Planning Board, as follows:-
 - the Community Planning Risk Register;
 - the Future Resourcing of Community Planning;
 - the Membership of the Community Planning Board;
 - the Community Engagement Structures;
 - the Development of the Community Action Plan; and
 - Communication.

The Community Planning Co-ordinator referred to each of the areas listed above and

- (a) commented on the contributions to community planning core costs for 2009/10 with £5,000 from SPT and £5,000 from Skills Development Scotland and also advised of a potential offer of funding of up to £15,000 from Workforce Plus;
- (b) thanked both Community representatives for their assistance in developing proposals for new Community Engagement structures; and
- (c) circulated the first edition of the Community Planning "Bitesize" newsletter.

The Chief Executive spoke further on funding requirements and advised that following a meeting with the Head of Policy, Performance and Communication, he would contact partners within the next few weeks.

Jim Reid reported on previous funding from Scottish Enterprise for South Ayrshire 1000 and asked where South Ayrshire 1000 fitted within Community Engagement and the Chief Executive indicated that this was currently being explored and would be reported to a future meeting of the Board.

Decided: to note the contents of the report.

7. 2014 Commonwealth Games, Glasgow – Opportunities for Ayrshire and Arran Partners.

There was submitted a report (issued) of October 2009 by the Chief Executive, NHS Ayrshire and Arran

- (1) informing of the preparations for the development of a legacy for Scotland following the 2014 Commonwealth Games;
- (2) advising
 - (a) that on 9th November 2007, it had been announced that Glasgow would be the host city for the 2014 Commonwealth Games.
 - (b) that on 1st September 2009, the Scottish Government had published a detailed plan setting out the aims for a legacy for Scotland following the Commonwealth Games in 2014 with this plan comprising of a series of related programmes such as sport and education;
 - (c) that at the heart of the plan was a legacy programme, provisionally called the CommonHealth Programme;
 - (d) that this programme would be a unique vehicle which could support and drive transformational change and improvement in Scotland's health with this programme commencing prior to the games and seeking to build on other major events leading up to and being hosted at the time of the games, such as the Ryder Cup;
 - (e) that the concept of a mutual NHS featured strongly in the plan with a key aim that sought to enable people to set their own short and long term goals for health;
 - (f) that on 1st June 2009, the Minister for Public Health and Sport hosted a meeting with senior staff from Public Health in Scotland to commence planning and consider key activities for inclusion in the programme; and

- (g) that the key to success in this programme was the need to involve and engage people from the outset, harnessing their ideas, encouraging volunteering for health improvement and segmenting the target groups through adopting a social marketing approach to focus activities;
- (3) detailing
- (a) NHS Ayrshire and Arran draft proposals on how it could contribute to the legacy, as attached in Appendix 1 of the report; and
- (b) the contents of a paper submitted by the Chief Executive of NHS Ayrshire and Arran to stimulate discussion on how local businesses could contribute to and benefit from the Glasgow Commonwealth Games 2014; and
- (4) concluding that one of the key success factors of the London and Glasgow bids was that both Games were intended to leave a "legacy" in the local communities beyond the life-span of the respective Games with local businesses being encouraged to contribute to the legacy as part of their corporate social responsibility so that local communities could benefit under the five headings of the Scottish Government's objectives.

Allan Gunning provided an update on this matter and advised that this had also been discussed at the Community Planning Board meetings in East and North Ayrshire.

A full discussion took place in relation to this matter and on the wide variety of possible opportunities and the Chief Executive suggested that he would be happy to co-ordinate information sharing across the partnership and Ross Johnston informed of the Environmental 2014 Legacy Group and suggested that a representative from this organisation could give a presentation to a future meeting of the Board.

Decided: that the Chief Executive would co-ordinate the sharing of information across the partnership to take this initiative forward.

8. Response to the Economic Situation.

There was submitted a report (issued) of September 2009 by the Chief Executive, NHS Ayrshire and Arran informing of the steps being taken by NHS Ayrshire and Arran in response to the current economic downturn in the respect of the following:-

- supporting businesses and stimulating the economy;
- managing the effects on individuals, families and communities;
- preparing for economic recovery; and
- managing the effect on services.

Decided: to note the information contained within the report and that this matter would be further discussed as part of the next item on the Agenda.

9. Public Sector Finances: Opportunities for the Community Planning Partnership.

The Chief Executive, South Ayrshire Council gave a presentation in relation to Public Sector Finances and, from a South Ayrshire Council perspective, commented on the financial challenges; the economic outlook; the impact on Local Government; the key issues; the options for 2010/11; the way forward and the key steps; and What does this mean for Community Planning?

A full discussion took place in relation to various aspects of the presentation, particularly in respect of:- the need to engage in a broader conversation and how this could be undertaken; the eight ward based Community Conversations and community engagement; public expectations; a series of ongoing reviews within health; leisure activities and young people; and options for taking forward the Shared Services Agenda.

The Chair

- (1) invited Partners to submit a statement of what their organisation is doing in response to the economic downturn and public sector finances; and
- (2) asked the Chief Executive to explore the potential of young people participating in the Theme Groups.

Decided: to thank the Chief Executive for his interesting and informative presentation and to note that further discussions would take place and that Partners should submit their statements to the Community Planning Co-ordinator.

10. **Declaration of interest.**

Martin Cheyne declared an interest in the following item of business and withdrew from the meeting during its consideration as he was Chair of the Ayrshire Council on Alcohol.

11. **Proposed Allocation of Alcohol Misuse Funds.**

There was submitted a report (issued) of 30th September 2009 by the Chairperson of the Alcohol and Drug Partnership (ADP)

- (1) seeking approval for the allocation of £4,400 of alcohol misuse funds and informing that these three proposals had been approved by the ADP at its meeting on 22nd September 2009, as summarised below and further outlined in Appendix 1 of the report:-

Service/Project Title	Brief Summary	Total Funding required for 2009/10 and 2010/11
Ayrshire Council on Alcohol (ACA) – Information Booklet	To develop an Information Booklet for anyone concerned with another persons drinking	£1,000;
Specialist Providers and Referrers Seminar	To host 2 x half day seminars. where Providers present what their services offer, how staff can refer in and what the expectations are on both sides	£1,000; and
Care ‘n’ Share and a wee bit more! A Training & Employability Project	To develop a new project to help provide Care and Share members with pathways into training and/or employment. The lead partner on this project is STEP (Skills Towards Employment Project).	£2,400; and

- (2) informing that a total of £1,982 of funding remained unallocated and proposals for the 3rd Sector Services would be submitted to the next ADP Meeting on 11th November 2009.

Decided: to endorse the proposals agreed by the Alcohol and Drug Partnership.

12. Rural Area Initiatives.

There was submitted a report (issued) of September 2009 by the Community Planning Co-ordinator informing of a number of new initiatives in relation to rural issues in Scotland, including information with regard to a new co-ordination service for the Scottish National Rural Network and an invitation to join a network being established to tackle poverty and deprivation in rural areas and advising of the Workforce Plus – Rural Employability Network.

Ross Johnston advised of £7.5m funding for rural priorities and indicated that some of this funding was still available and would be transferring to the Ayrshire Leader Group.

Decided:

- (1) to note the information contained within the report; and
- (2) that the Community Planning Co-ordinator would attend the Tackling Rural Poverty Network until such time as the appropriate Theme Group had chosen a representative.

13. Any other business – Equality and Human Rights Commission.

The Community Planning Co-ordinator reported that the new Equality and Human Rights Commission wanted to visit South Ayrshire and meet the partners/organisations prior to March 2010 to inform of its core agenda.

Decided: that the Community Planning Co-ordinator would co-ordinate a suitable date in the New Year for a representative from the Equality and Human Rights Commission to visit partners.

14. Schedule of Meetings for 2010.

There was submitted a report (issued) of October 2009 by the Community Planning Co-ordinator informing of the dates for the Community Planning Partnership Board Meetings for 2010 taking place at 2.00 p.m. in the County Hall, Ayr, as follows:-

Wednesday, 3rd February 2010;
 Wednesday, 24th March 2010;
 Wednesday, 19th May 2010;
 Wednesday, 25th August 2010;
 Wednesday, 6th October 2010; and
 Wednesday, 24th November 2010.

Decided: to note the schedule of meetings for 2010.

15. Date of Next Meeting.

Decided: to note that the next scheduled meeting would take place on Wednesday, 25th November 2009 at 2.00 p.m. in the County Hall, County Buildings, Wellington Square, Ayr.

The meeting ended at 4.10 p.m.