

EAST AYRSHIRE COUNCIL

CABINET – 23 APRIL 2008

INTEGRATED SERVICE DELIVERY AND GOVERNANCE MODELLING PROJECT

SHARED SERVICES

JOINT WORKING IN AYRSHIRE

Report by the Depute Chief Executive/Executive Director of Corporate Support

1. INTRODUCTION

- 1.1 This report updates Members on the progress in relation to the Shared Services Agenda and the work undertaken on a Pan-Ayrshire basis in this respect.

2. TRANSFORMING PUBLIC SERVICES – THE NEXT PHASE OF REFORM

- 2.1 The three Ayrshire Councils have been addressing the challenge of Public Sector Reform by identifying changes which will transform service delivery in Ayrshire and make a real difference to users and communities. The work to date is building for the future by focusing on outcomes which improve efficiency and productivity, join up services across organisational boundaries and share best practice. These outcomes are supported by efficient and effective governance.

- 2.1 The work undertaken to date has been nationally acclaimed and is entirely consistent with the Scottish Government's drive for delivering transformational Shared Services across the Public Sector.

- 2.2 There has been a strong will within Ayrshire to push aside the barriers to effective service delivery while maintaining, or indeed, improving standards and to build on the already sound Community Planning structures in the area; in doing so, we have been successfully testing new ways of joining up service delivery to the benefit of East Ayrshire residents.

3. INTEGRATED SERVICE DELIVERY AND GOVERNANCE MODELLING PROJECT

- 3.1 As was reported to the former Policy and Resources Committee on 8 February 2006, 30 May 2006 and 23 November 2006, the then Scottish Executive, COSLA, SOLACE and the Improvement Service agreed to work together on the Integrated Service Delivery and Governance Modelling Project (ISDGM), the purpose of which was to investigate models of integrated service delivery and the implications for governance of any of these project models.

3.2 The three Ayrshire Councils participated positively in the ISDGM Project, and took the opportunity to examine a number of services already identified for further action through a Pan-Ayrshire Shared Services Group, with the support of then Scottish Executive colleagues. The first meeting of the group took place on 26 April 2006 and section 5 of the report gives further information on the work undertaken.

4. SHARED SERVICES

4.1 Applications were made to the Efficient Government Fund, and latterly to the Efficiency Reform Fund, for a pan Ayrshire ICT based project. The proposal, in its final iteration, sought to underpin and facilitate the broad range of joint-working initiatives already underway across the three Councils.

4.2 The funding bid was ultimately rejected by the National Shared Services Board, as a decision was made by them to take a more strategic approach and not to consider bids in isolation, but rather in the first instance, to set out a strategic operating framework, to ensure that any future projects maximise the best outcomes of pathfinder projects or add value to this strategic process.

4.3 East Ayrshire Council is now taking part in a national project which is currently underway, and details of which were reported to Cabinet on 26 March 2008 in the report 'National Shared Services Diagnostic Review'. The objective of this project is to identify opportunities for the sharing of front line and back office services across Council Departments, services and activities, with the objective of improving the efficiency and effectiveness of service delivery.

5. JOINT WORKING IN AYRSHIRE

5.1 The Pan-Ayrshire Group involving the Leaders and Chief Executives of North, South and East Ayrshire Councils, representatives of the former Scottish Enterprise Ayrshire, NHS Ayrshire and Arran, Strathclyde Police and Strathclyde Fire and Rescue together with relevant senior officers have continued to meet and have since identified services or parts of services which might be suitable for joint delivery and have directed further work on these.

5.2 Since its inception on 26 April 2006, the Pan Ayrshire Group has developed a work plan which has been kept under review and prioritised as required.

5.3 The services identified for action along with progress made to date within these areas is as follows:-

(i) Emergency Planning Service

The Council at its meeting on 7 December 2006, received a report on the development of proposals to provide a pan-Ayrshire Emergency Planning Service. This is the first Pan Authority and multi-agency team in Strathclyde and, indeed, Scotland.

The amalgamation of the service across the three Local Authorities in Ayrshire is seen as the initial phase of a wider collaboration involving Strathclyde Police and NHS Ayrshire and Arran and potentially Strathclyde Fire and Rescue, Scottish Ambulance and the Coastguard.

The proposed vision for the Pan Ayrshire Service is considered to be the delivery of first class integrated emergency planning and preparedness support service for the Local Authorities, Emergency Services, NHS and possibly others in due course.

This shared service is not principally aimed at achieving cost savings, but is seen as a more efficient and effective use of existing resources, future cost avoidance where possible, and the provision of a more cohesive and co-ordinated service across Ayrshire.

Relevant Senior Officers are currently progressing implementation of the Ayrshire Joint Emergency Planning Team, which is now operating as a 'virtual team' and will be co-located by August 2008 in premises at Prestwick Airport.

(ii) Building Standards

In respect of Building Standards, excellent progress has been made on the development of shared Building Standards Services across the three Ayrshire Councils.

The Pan-Ayrshire Group received an annual monitoring report from AYRSHARE (Ayrshire Building Standards Managers) at their March 2008 meeting which highlighted a full range of joint working across over a dozen areas including:

- Joint training - in relation to Licensing (Scotland) 2005 joint training meetings were organised for both Licensing and Building Standards Managers, and several other training events have taken place covering common training needs
- Pan-Ayrshire Customer Charter
- A single unified approach to "Letters of Comfort" scheme is being considered
- Process benchmarking – a standardised set of key performance indicators have been agreed and will be monitored during 2008/09.
- Fast tracking – a uniform fast tracking policy for Building Warrants is being introduced within East, North and South Ayrshire Councils' Building Standards Services

(iii) **Trading Standards**

Within Trading Standards regular all Ayrshire meetings have taken place to promote training and provide a Forum to plan future joint work. The Pan-Ayrshire Group received the report 'Trading Standards Across Ayrshire' at its meeting on 15 December 2006, and agreed that seven proposals contained in the report would be taken forward with immediate effect (phase 1) and a business case analysis for a further six proposals should be prepared (phase 2).

There has been considerable progress in relation to phase 1 of the proposals in the following areas:

- joint authorisation – the working group for this project identified a number of cross-boundary issues and has developed draft protocol and a memorandum of understanding covering these issues.
- consumer complaints visits – a protocol has been developed for reciprocal arrangements for consumer complaint visits
- joint databases – the three Trading Standards Services use the same software system and the working group identified that the main advantage of a shared database would be information concerning traders across Ayrshire
- Emergency Plan for Animal Disease – a single approach to Ayrshire Emergency Plan for Animal Disease has been developed and an Officer within East Ayrshire Council has been designated as the person who should co-ordinate arrangements on behalf of the three Ayrshire authorities when dealing with the other West of Scotland authorities who are stakeholders in the anthrax incinerator scheme.
- joint testing equipment – it was agreed that shared use would reduce the need for each individual authority to replace equipment or purchase new equipment. It was agreed that shared costs was a possibility, but solid information on what equipment was currently held and used had to be established.

(iv) **Environmental Health**

A widely known initiative adopted by the Ayrshire Authorities is the Ayrshire Anti-Social Behaviour Noise Service which works out of hours and is staffed by Environmental Health Officers seconded from the respective Councils. In 2006, the remit of the unit was expanded to cover noise complaints of a non-domestic nature. It is recognised as an excellent example of integrated and shared service delivery.

There has been progress within Environmental Health in a range of other areas including:

- public health enforcement – introduction of streamlined protocol on public health nuisance enforcement
- private water supply – joint working to share workload in introducing new complex and comprehensive legislation
- joint training, which has included a workforce transport seminar and a training course on private water supplies
- sharing of food sampling equipment, and training staff for cross border surveillance and monitoring
- vehicle emission testing – sharing equipment and undertaking joint monitoring projects
- Dog Warden Service – shared use of kennelling and veterinary facilities to provide flexibility to Councils
- Pest Control – identifying joint training programmes and examining joint procurement of pest control supplies and equipment to reduce charges.

(v) **Roads**

Across the Roads Services, a working group has been investigating areas within Roads Asset Management, joint procurement and purchasing of vehicles, sharing of best practice and the development of an Ayrshire Transport Model.

The three transport managers from the Ayrshire Council's, NHS Ayrshire and Arran and the Scottish Ambulance Service have continued with a programme of joint procurement.

Within the area of roads maintenance, a jet patcher, a specialist vehicle mounted with apparatus for repairing potholes, was jointly purchased by North and East Ayrshire Councils and is in operation. There is scope for further joint procurement initiatives and potential areas will be investigated.

(vi) **Strategic Planning and Transportation**

The Ayrshire Councils have seen considerable benefit from the provision of a Joint Planning Team, both in terms of Efficient Government and the management of scarce human and financial resources. Originally intended only to prepare the Strategic Joint Structure Plan, the work of the Joint Planning Team has expanded to include support for many aspects of the planning process with a Pan-Ayrshire dimension. The work is highly regarded externally and has been at the forefront of new ideas and initiatives nationally. The loss of the need to prepare a strategy document, will allow for further

development of a shared agenda and will allow Councils additional access to a specialist skills base which individually could not be supported. Importantly there are key strategic actions to be promoted within the Joint Structure Plan that can have major implications for the broader regeneration of Ayrshire.

Officers are now looking at a revised scheme of governance, a Minute of Agreement, a renaming of the Joint Team, a detailed work programme and a further report will be submitted to the pan-Ayrshire Group in due course.

(vii) **Co-location**

The most significant and high profile of our joint initiatives is where within each Council area, we co-locate services with Community Planning Partners. Many such projects are already established, while others are in the planning stages. Details of these initiatives are provided in Appendix 1.

East Ayrshire has been at the forefront of delivering joint premises initiatives where staff from a range of public sector agencies are co-located and working effectively together under one roof. These one stop shop facilities provide seamless access to public services within local communities and offer staff a base from which to provide services which are truly fully integrated.

(viii) **Hub Initiative**

Hub is an initiative being developed by the Scottish Government and Partnerships UK to facilitate a strategic long-term programmed approach to the procurement of community based developments through joint venture arrangements.

The hub model involves the setting up of a national delivery vehicle – hub Scotland, which will be responsible for programme implementation and delivery. The national hub company will be wholly owned by Scottish Ministers but managed through a joint venture between the Scottish Executive and Partnerships UK.

At a local level, hub companies will be set up as Corporate Joint Ventures between local sponsors (Health Boards and Local Authorities), hub Scotland and a private sector partner selected through open competitive EU procurement procedures. The proposed arrangements are that Scotland will be divided into five local companies, covering defined geographical territories. Two territories are to be selected to act as pathfinders for the process, each progressing two projects over the next 3 years.

This initiative is still in the development stages, however, given our successes locally, we would not wish necessarily to be constrained by an alternative mechanism which appears to bring with it no more benefit than is currently available to us through our commitment to shared premises and shared services. The national position will require to be monitored before a definitive position is taken, and in this respect, further reports on the progress made will be presented to Cabinet as and when information is available.

(ix) **Education**

The Directors of Education in the 3 Ayrshire Councils have been progressing the priorities which were identified by the Pan-Ayrshire Group, namely; -

- Curriculum Development – A Steering Group has been established and will meet to consider shared developments relating to A Curriculum for Excellence. Associated Schools Groups (ASGs) in the three authorities has met regularly to share good practice. In session 2007/08, the three authorities considered the development of joint language immersion visits, residential film making activities and technology based language approaches. Joint programmes of primary and secondary CPD and induction for foreign language assistants are already underway. The three authorities are considering moving towards a standard timetable structure in secondary schools in order to facilitate curriculum flexibility and links with Further Education colleges;
- CPD for Teachers – a joint Critical Skills training programme, a joint Project Leadership Programme, a joint training programme leading to the Post Graduate Certificate in Primary Physical Education, a joint Leadership Conference, joint delivery of aspects of the Scottish Qualification for Headship programme, a joint Chartered Teacher Network and a programme of joint Secondary Principal Teacher Conferences have all been progressed;
- Additional Support for Learning – An Additional Support for Learning Officers Group has been established and meets on a regular basis to take forward issues of mutual concern. A network comprising all special schools in the three authorities has now been formally established. Generic staff training courses have been organised in dyslexia, autism and other relevant areas. Consistent policy and procedures for the PRESCAT process and for implementing the Additional Support for Learning Act have been agreed. Plans are in place to share existing good practice in provision for visual impairment and for young people on the autistic spectrum. A joint approach to Ayrshire & Arran Health Board regarding the costs for speech and language therapy has resulted in revised costs. A robust service level agreement which is consistent across the three authorities has been established for speech and language therapy, following joint negotiation with Ayrshire & Arran Health Board. Principal Psychologists of East and North Ayrshire have met to identify areas for joint activity. Significant joint work has taken place in relation to the development of the Integrated Assessment Framework across the three authorities;
- Arts in Education – An application to the Scottish Arts Council for a joint project – Youth Music Action Zone, Ayrshire was made. Arts Officers in the three authorities have co-ordinated responses to the Culture (Scotland) Bill in relation to cultural planning and cultural entitlements. The Future Museum project is a partnership between the

three Ayrshire Councils, Dumfries and Galloway Council and the independent museums of the south west of Scotland; and

- Enterprise in Education – A joint working group produced recommendations for provision of work experience. These were considered and resulted in a joint agreement with Ayrshire Chamber of Commerce using the Gateway WorkIT work experience system. A draft Work Experience Contract was developed with the Ayrshire Chamber of Commerce and the three Ayrshires and has been discussed with Legal Services in each authority. The contract will be finalised in the near future. A Pan-Ayrshire Client Liaison Group, also involving Careers Scotland, has been established. This practitioners group reviews developments in skills and careers planning across the three authorities. The Ayrshire Chamber of Commerce has now taken on the role of managing for the three Ayrshires the aspects of work previously undertaken by Careers Scotland.

Opportunities for shared services have also been identified in Early Years, the More Choices: More Chances Strategy and Integrated Children's Services Training. The three Authorities are continuing to explore new opportunities for shared services as these emerge.

(x) **Fostering**

Good progress continues to be made to identify opportunities for increased collaboration on the provision of fostering services. The key areas where further collaborative work is being undertaken is in the following areas:-

- Recruitment – Joint advertising and campaigning will offer the opportunity, on an all Ayrshire basis for sharing of costs, the avoidance of competition and the improved co-ordination of responses. Therefore, a scoping exercise is being carried out which will analyse the outcome of individual campaigns to give clearer conclusions in this area.
- Commissioning – Currently all three Local Authorities are pursuing different arrangements in providing external foster placements. All three are at different stages of the process of developing commissioning and procurement arrangements. There is still work ongoing to continue to explore pan-Ayrshire collaborative work between commissioning staff.
- Therapeutically Supported Placements – Further work on locally based therapeutically supported placements is being taken forward by a multi-agency group involving representatives from Social Work, Education and Health.
- Training – Joint training exists across a range of areas including carers development, staff development and training of the multi-agencies

representatives who comprise the Fostering and Adoption Panels across Ayrshire and good progress continues to be made in this area.

(xi) **Non Domestic Rates**

Work is ongoing by officers in developing a shared Non Domestic Rates Service for Ayrshire which includes the delivery of a new common system. A full report is expected at the next meeting of the pan-Ayrshire Group.

(xii) **Human Resources**

As a result of Joint Working, two Pan-Ayrshire contracts have been agreed between the three Councils in respect of Occupational Health and Media Advertising. The contracts commenced in the Spring and Summer of 2007 respectively.

The three Councils and NHS Ayrshire and Arran have collaborated to let a single contract for the provision of pre-retirement courses to replace the current arrangements of four separate contracting arrangements. The partner organisations have agreed to host the courses on a rotation basis with shared access to each organisation. In respect of first aid courses, information is being gathered across the three Councils following which it is intended to let a single contract for the three Councils and subject to the pilot evaluation outcome which NHS Ayrshire and Arran are currently piloting with a single provider, there may be a further partner in the single contract.

Discussions are currently ongoing with Skills Development Scotland with a view to identifying areas where there is scope to consider a single training contract for vocational training.

A National Recruitment Portal has been developed through CoSLA and the Improvement Service and this will be implemented within the Council following the formal launch later this Spring.

(xiii) **Internal Audit**

Three areas of joint activity were identified, namely, a review of Absence Management, a review of Energy Management, and a review of Internet and E-mail Policies.

In respect of Absence Management, East Ayrshire Council's Internal Audit Section, acting as lead Council, carried out a cross boundary assignment involving the three Ayrshire Councils and NHS Ayrshire and Arran. The purpose of the assignment was to compare and contrast the Management Absence Strategies of the Ayrshire Partners, with a view to sharing knowledge and best practice, in order to strengthen arrangements. Thereafter an audit report was produced in August 2007. The outcome of this assignment was an improvement agenda detailing 13 improvement actions.

In respect of Energy Management, North Ayrshire Council's Internal Audit Section, acting as lead Council for the three Ayrshire Councils, carried out a cross boundary assignment. The purpose of the assignment was to compare and contrast the Energy Management Strategies of the three Ayrshire Councils with a view to sharing knowledge and best practice. Thereafter an audit report was produced in September 2007. The outcome of this assignment was an improvement agenda highlighting nine areas for improvement action.

Finally, with regard to the review of Internet and E-mail Policies, the exercise was led by South Ayrshire Council who produced a best practice checklist. East Ayrshire Council's acceptable use policies show over 80% compliance with the checklist, with a score of 40 out of 48. In most of the 8 points short of full compliance, the shortfall is covered either by other documentation or by acceptable EAC policy decisions. The only significant action point arising is for management to continue to develop guidance and procedures for dealing with investigation of suspected policy breaches.

The Council's Internal Audit section also carried out local compliance testing and found that sound assurance of effective control could be gained from the evidence gathered.

(xiv) **Records Management**

An Ayrshire Records Management Group was established in 2007. The Group has carried out an electronic records survey to establish the use and management for electronic records and systems currently operating within each Council. The Group has used the results of the survey to develop business guidance for effective management of electronic records.

The Group has also looked at potential for shared storage across Councils. The Group established that each Council currently has capacity until at least 2008 but there is no facility at present to share accommodation. Each Council has, therefore, been asked to monitor and report on the records management storage needs for an analysis of future needs with a view to potential collaboration of storage either informally or on a more formal basis.

The Group has also asked Estates/Property Managers in each of the Councils to meet and consider shared accommodation should a collaborative approach be agreed for future requirements.

- 5.4** Since the Group's first meeting (which was held in April 2006), there has been considerable work undertaken on other services or parts of services where joint service delivery has been tested/held pending meantime, and these are shown in Appendix 2 to this report.
- 5.5** Appendix 3 details the portfolio of Ayrshire joint working arrangements of which there were 130 at March 2007, covering a full range of service delivery.

6. LEGAL/POLICY IMPLICATIONS

- 6.1** The proposals meet with the Council's stated position of participating in and working jointly with partners.

7. FINANCIAL IMPLICATIONS

- 7.1** An important element of the Shared Services Agenda and the work undertaken on a Pan-Ayrshire basis is that it contributes to ensuring that high quality services are delivered by transforming service delivery and making a real difference to users and communities. Joint services will, therefore, result in more effective and efficient use of resources and in some cases lead to a reduction in costs

8. COMMUNITY PLANNING IMPLICATIONS

- 8.1** The proposals aim to produce more effective and efficient services which support the aims and aspirations of the Community Plan and its themes.

9. RISK MANAGEMENT IMPLICATIONS

- 9.1** There are no risk management implications arising from this report.

10. CONCLUSION

- 10.1** In furtherance of the Shared Services agenda the Pan-Ayrshire Group comprising the three Councils' Leaders and Chief Executives and representative of NHS Ayrshire and Arran, the former Scottish Enterprise Ayrshire, Strathclyde Police and Strathclyde Fire and Rescue continue to pursue those areas of activity identified above and other joint working arrangements within Ayrshire, building on the already sound basis which currently exist.

11. RECOMMENDATIONS

- 11.1** It is recommended that Cabinet:-

- (i) endorses the steps taken and proposed to date, in respect of joint working arrangements Pan-Ayrshire;
- (ii) agrees that the Depute Chief Executive/Executive Director of Corporate Support and other relevant officers report back to Cabinet annually on progress made; and
- (iii) otherwise, to note the contents of the report.

Elizabeth Morton
Depute Chief Executive/Executive Director of Corporate Support
11 April 2008
JMcG/KS

BACKGROUND PAPERS

- (i) Various reports to the Joint Shared Services meetings.

Any person wishing further information on this report should contact Elizabeth Morton, Depute Chief Executive/Executive Director of Corporate Support, Tel (01563) 576002.

Implementation Officer: Elizabeth Morton, Depute Chief Executive/Executive Director of Corporate Support

APPENDIX 1

Dalmellington Area Centre

The Dalmellington Area Centre was the first of its kind in Scotland and has been recognised as the benchmark against which integrated public service provision is judged.

East Ayrshire joined with a range of agencies, including NHS Ayrshire and Arran through the Scottish Executive's Primary and Community Care Premises modernisation Programme, Strathclyde Police, Strathclyde European Partnership, Scottish Enterprise Ayrshire and the East Ayrshire Coalfield Social Inclusion Partnership in a true working partnership to provide highly accessible public services to residents in an area of identified need, all under one roof.

This development combines a comprehensive range of primary care services including GPs and dentists through an integrated single door approach with all local housing, social work and community education services, the local police station, high quality ICT support and training facilities as well as electronic service links to other government departments.

The success of the approach taken by project partners in the creation of the Dalmellington Centre has been recognised through the winning of a number of prizes and accolades. In 2002, it won the OPM prize for Public Management, the NHS Estates 'Building Better Healthcare Award 2002 and the Health Service Journal Management Award 2002.

Currently, consideration is being given to relocating the local library within Dalmellington Area Centre.

Drongan Resource Centre

The Drongan Resource Centre followed close on the heels of the Dalmellington initiative and was opened in 2002. The centre accommodates the local police station, the Council's local office, together with two GP practices and a team base for the local mental health service staff.

Rankinston Health Clinic

The Rankinston Community Education Centre provided a makeshift surgery for visiting GPs. Whilst the location of the building was central within this small community, the facilities left considerable room for improvement. Ongoing partnership working identified the opportunity to site a modular building owned by NHS Ayrshire and Arran adjacent to the existing community centre on land owned by the Council and a local farmer.

This new facility cost around £115,000 and now provides built accommodation for GP's, practice nurses, other visiting health services and is an excellent example of what can be achieved by agencies joining together to make a significant local impact for a relatively modest investment.

There is an expression of interest from NHS Ayrshire and Arran to provide more permanent GP surgery facilities by building an extension on the Community Centre owned by East Ayrshire Council and this is currently being considered by East Ayrshire Co-Location Project Board.

Crosshouse Resource Centre

A site within Council ownership has been identified for the facility and a Design Team has been appointed to progress the implementation of this latest partnership development. The new build development will incorporate a Medical Centre, Council Local Office, Library and Learning Centre.

The new facility will be built on a site which already incorporates Crosshouse Nursery and Crosshouse Community Centre, creating a community campus.

North West Kilmarnock Area Centre

The North West Kilmarnock Area Centre is the most ambitious co-location development in Ayrshire to date. The Centre has been identified as one of two hubs for the provision of health care services in East Ayrshire and brings together a raft of core primary care services with Council services.

The initiative goes a step further in meeting the needs of the community by co-locating a comprehensive mental health service, a nursery and family centre, social day care for older people and a community health café and fitness suite. The centre also provides a new 'teach and treat' dental facility and is at the forefront of implementing the Scottish Executive's policy of shifting the balance of care from hospitals closer to communities by providing out-patient services.

Following a recent visit by John Swinney MSP, Cabinet Secretary for Finance and Sustainable Growth, he praised the Centre as being the model which all public services should strive to achieve.

New Cumnock

East Ayrshire Council is currently in discussion with NHS Ayrshire and Arran on the possibility of a new build project in New Cumnock, which may incorporate health facilities, a community centre, library and council local office.

Development options for this facility need further consideration as unlike previous partnership projects, this development may involve a private developer constructing the building and leasing it back to partners involved in this innovative initiative.

Stewarton

The new community facility in Stewarton will replace the Institute Hall and Town House and include a new Local Office, Police, Social Services, Housing Services and Library. The project is nearing completion, and is expected to be finished in summer 2008.

Patna

The Council is currently also in discussions with NHS Ayrshire and Arran with a view to facilitating their procurement of new health facilities in Patna by the release of Council-owned land for this purpose. The development would bring into a community campus, the Health Centre and possibly a Pharmacy, Dental Surgery, Podiatry Services, Community Health Partnership facilities, the primary school, community centre, Council local office, Library and sports hall. The sale of land concluded on 31 March 2008, and the new facility is scheduled for completion in November 2009.

Shortlees

A scoping study for a co-location facility for the community is currently being considered by the East Ayrshire Co-Location Project Board.

Fenwick

Provision of a new health facility for the community is progressing with a portion of land being reserved for NHS Ayrshire and Arran on land owned by East Ayrshire Council.

APPENDIX 2

ELECTIONS 2007 – Two All-Ayrshire conferences were arranged in March 2007 in Kilmarnock and Ayr for interested individuals and parties in order to promote the 2007 Elections. The Conferences also aimed to develop media contacts with local press.

JOINT CLEANING INITIATIVE – Proposals were looked at to create a centralised cleaning and disinfecting facility for an Aids and Adaptations equipment to serve the needs of all three Ayrshire Councils and NHS Ayrshire and Arran. However, there were barriers to this proposal in terms of increased pressure on store staff, transferral of large amounts of equipment between varies stores and the additional transportation costs which would be required, and also additional costs associated with a centralised facility.

THE PARENTING HANDBOOK – “The Parenting Handbook” was produced following a joint venture by the Child Protection Committees of South, North and East Ayrshire. The booklet offers ideas and information to help parents in raising their children in Ayrshire and Arran. As well as highlighting ideas to make raising children less stressful and more rewarding, it also lists some warning signs of particular difficulties and offers helpful tips and useful contacts for both national and local organisations.

REGISTRATION SERVICES – Following proposals at a national level on the introduction of a single registration district for the whole of Scotland in 2007, this area would be looked at if nessasary, in the future.

SENSORY IMPAIRMENT – The Community Planning Joint Officers Group have progressed the joint commissioning of a range of communications systems for people with a sensory impairment.

SPORT AND LEISURE – Options were considered for Trust management of Sports and Leisure Services across Ayrshire. The pan-Ayrshire Group noted that established Leisure Trust’s work effectively and no further consideration of the expansion to include additional facilities be investigated meantime.

PAYROLL – Officers looked at opportunities for joint working in this area in relation to a shared payroll service. However, this was an area which would not be a priority and would be looked at if necessary in the future.

APPENDIX 3

Code:

1. EAC, NAC, SAC
2. 1 or 2 of Ayrshire Councils
3. Council(s) with other Agencies

Education/Social Work

- Additional Support Needs Assessment Group (1, 3 NHSAA)
- Ayrshire Educational Trust (1, 3 - Sheriff Court, Glasgow University, Strathclyde University, EIS, Workers' Educational Association and South Agricultural College)
- Ayrshire Music Festival (1)
- Ayrshire Special Games (1, 3 - NHSAA)
- Childcare Partnership (1, 3 - NHSAA)
- Child Protection Training (1)
- Childcare and Recreation Information Services (1)
- Children's Services Planning (1, 3 - NHSAA, Police, SCRA)
- CHLASP (1, 3 - NHSAA)
- CPD for Teachers (1)
- Educational Audiology (1, 3 - NHSAA)
- Fit Ayrshire Babies (1, 3 - NHSAA)
- Grange Academy for Deaf Children (1)
- Hearing Impairment Peripatetic Service (1)
- Integrated Assessment Framework (1, 3 - NHSAA)
- Partners in Excellence : Modern Language Programme (2, 3 - EAC, NAC, Argyll & Bute)
- SEEMIS (1, 3 - ex-Strathclyde authorities)
- Speech and Language Therapy (1, 3 - NHSAA)
- Technicians' Services (1)
- Towerlands Primary School for Hearing Impaired Primary Pupils (1)
- West of Scotland CPCs (1, 3 - ex- Strathclyde authorities + Dumfries and Galloway)
- HALL 4 Steering Group (1, 3 - NHSAA)

Social Services

- Ayrshire & Arran Drugs Action Team (1, 3 - NHSAA, HM Prison Kilmarnock, Procurator Fiscal, Scottish Drugs Forum, Alcohol Focus Scotland)
- Ayrshire Domestic Abuse Training Consortium (1, 3 - NHSAA, Women's Aid, Victim Support)
- Ayrshire Mental Health Implementation Group (1, 3 - NHSAA)
- Ayrshire Panel of Social Work Complaints Review Committee Members (1)
- Changing Children's Services Funding Groups (1, 2 - NHSAA)

- Criminal Justice Authority (1, 3 - Dumfries & Galloway)
- Health & Homelessness Group (1, 3 - NHSAA)
- Joint Futures (1, 3 - NHSAA)
- Learning Disability Retraction Programme (1, 3 - NHSAA)
- Learning Network (1, 3 - NHS)
- Scottish Criminal Justice Information System Integration (1, 3 - Ex-Strathclyde Councils, Police, Courts)

Community Services

- Access Projects (1)
- Alcohol Authenticity Project (1)
- Ayrshire and Dumfries and Galloway Home Energy Project Group (1, 3 - Dumfries and Galloway Council)
- Ayrshire Archives (1)
- Ayrshire Joint Strategic Waste Management Group (1)
- Ayrshire Local Biodiversity Action Plan (1, 3 - SNH, SEPA, SWT, SAC (Auchinruive), FC, FWAG, AJSPT, East Ayrshire Woodlands, Ayrshire Rivers Trust)
- Ayrshire Waste Management Advisory Group (1)
- Cemeteries Advisory Group (1)
- Crafts Development Project (1, 3 - *The Scottish Arts Council, Argyll and the Islands Enterprise*)
- Elements of Change Project (2 - *EAC, NAC, Scottish Arts Council, National Lottery, Argyll and the Islands Enterprise*)
- Emergency Planning Mutual Support (1, 3 - *ex Strathclyde Councils, NHSAA, Police, Fire and Rescue and Coastguard*)
- Environmental Services Officer Group (1, 3 - *Inverclyde*)
- Fuel Poverty Group (1, 3 - *Residential Social Landlords, South West Scotland Energy Agency*)
- Future Museum (1, 3 - *Dumfries & Galloway, independent museums*)
- Grounds Maintenance Advisory Group (1)
- Library Forum (1, 3 - *Ayrshire Archive, National Library of Scotland, Paisley University, NHSAA, Scottish Agricultural, James Watt, Kilmarnock and Ayr Colleges*)
- Local Workplace Advisory Group (1, 3 - *NHS Safe & Healthy Working*)
- National Waste Strategy (1)
- NHS Environmental Health Officer Group (1, 3 - *NHSAA, State Veterinary Service, Meat Hygiene Service, SEPA*)
- NHS Outbreak Control Team (1, 3 - *NHSAA*)
- Out of Hours Noise Monitoring Service (1)
- Pan-Ayrshire Joint Emergency Planning Team (//)
- Pandemic Influenza Planning (1, 3 - *NHSAA*)
- Pedometer Walking Project (2, 3 - *EAC, NHSAA*)
- Private Water Supplies Working Group (1, 3 - *Inverclyde*)
- Recreation Partnership Project (2, 3 - *EAC, NHSAA*)
- River Ayr Walk (1, 3 - *Minerals Trust, Scottish Coal, UK Coal, SEA, Scottish Natural Heritage, Scottish Wildlife Trust*)
- Rough Sleepers Initiative (1, 3 - *NHSAA*)
- SEPA/LA Liaison Group on Contaminated Land (1, 3 - *SEPA*)
- Shellfish Toxin Monitoring Programme (2 - *NAC and SAC*)
- Trading Standards Officer Group (1, 3 - *ex Strathclyde Councils*)
- Universal Resource Sharing Application (1, 3 - *Paisley University, National Library of Scotland, NHSAA, West Lothian and East Renfrewshire Councils, the Scottish Library Information Council*)
- Vehicle Emission Monitoring Group (3 - *Vehicle Operator Services Agency, Police*)
- Waste Management Strategy (1, 3 - *Dumfries & Galloway, SEA*)
- Women's Football Development (1, 3 - *Kilmarnock Football Club and the Scottish Football Association*)

Planning, Economic Development and Transportation

- A76 Working Group (2, 3 - EAC, Dumfries & Galloway Council)
- A77 Safety Group (2, 3 - Dumfries and Galloway, Police, Amey, West Sound Radio)
- Access to Healthcare Group (1, 3 - NHSAA, SPT, Stagecoach)
- Ayrshire and Arran Tourism Partnership (1, 3 - SEA, VisitScotland, Federation of Small Businesses, Ayrshire Chamber of Commerce and Industry, Chamber Tourism Forum, Private Sector)
- Ayrshire Chamber Tourism Forum (3 - SEA, Ayrshire Chamber of Commerce and Industry and private sector)
- Ayrshire Economic Forum (Glasgow Prestwick Airport, Ayrshire Colleges, Federation of Small Businesses, Ayrshire Chamber of Commerce and Industry, Paisley University, STUC, SEA, Private Sector, VisitScotland)
- Ayrshire Transport Group (1)
- Ayrshire Transport Model (1, 3 - SPT)
- Business Gateway International Trade (Ayrshire) (3 - SEA)
- Irvine – Kilmarnock PTF Bid – Quality Bus Corridor (2, 3 - EAC, NAC and Scottish Executive)
- Joint Structure Plan and Transportation Team (1)
- Joint Traffic Signal Maintenance Contract (1, 3 - East Renfrewshire and Inverclyde)
- Roads Development Guidelines (1)
- Roads Repairs and Gritting – Mutual Aid/Assistance (1, 3 - East Renfrewshire)
- Roads Working Group (1, 3 - ex Strathclyde Councils)
- SCOTS (1, 3 - all Councils)
- Strathclyde Partnership for Transport (1, 3 - ex Strathclyde Councils, SPT staff)
- Strathclyde Safety Camera Initiative (1, 3 - Police, ex Strathclyde Councils)
- West of Scotland Loan Fund (1, 3 - ex Strathclyde Councils)
- West of Scotland Road Safety Partnership (1, 3 - ex Strathclyde Councils)

Cross/Support Services

- All Ayrshire approved List of Contractors – Health and Safety Vetting Programme (1)
- Ayrshire Race Equality Partnership (1, 3 - NHSAA, Police, Procurator Fiscal)
- Community Planning Partnership (3 partnerships - 2, 3 - NHSAA, Police, Fire, Communities Scotland, SEA, SPT)
- Efficiency and Reform Fund Bid – ICT (1, 3 - NHSAA)
- Efficient Government Fund - Dialogue Youth (1, 3 - all Councils)
- Efficient Government Fund Bid Roads Asset Management (1, 3 - all Councils, Scottish Executive)
- Efficient Government Fund Projects – Citizen Account (2, 3 - EAC, NAC,, Inverclyde and Renfrewshire Councils)
- Joint Ayrshire Group (1, 3 - SEA, NHSAA, Police)
- Media Advertising (1)
- National Data Sharing Project (1, 3 - NHSAA, Police, Voluntary and Private Sectors)
- Procurement
 - 'Kerbsider' recycling vehicles (1)
 - Approved Construction Materials (1)
 - Authorities Buying Consortium (1, 3 - ex Strathclyde Councils)
 - Ayrshire Standing List of Contractors (1)
 - Disposal of IT Equipment (1)
 - Electricity for street lighting (1)

- Hire of Plant/Vehicles (1)
- NESI – Joint Purchasing : Roadworks (1, 3 - South Lanarkshire, East Renfrewshire and Inverclyde Councils)
- Road Salt (1)
- Roads surface dressing (1)
- Shared use of jetpatcher (2 - EAC, NAC)
- Supply of Vehicle Parts (1)
- Tyres (1)
- Vehicle Maintenance (2, 3 - EAC, NHSAA)
- West of Scotland Weather Centre provider (1, 3)
- Wheelie Bins (1, 3)
- Recruitment Systems (1)
- Scottish Road Maintenance Condition Survey (1, 3 - all Councils)
- Skills Training Units and Vocational Training (1, 3 - SEA)
- Training and Development (1, 3 - NHSAA)

Internal Audit

- Absence Management (1)
- Energy Management (1)
- Internet Use/controls (1)

Joint Boards

- East ayrshire Community Health Partnership Committee (1, 3 - NHSAA, Voluntary Sector, Community Federations)
- Fire and Rescue (1, 3 - ex Strathclyde Councils, Fire and Rescue)
- Police (1, 3 - Ex Strathclyde Councils and Police)
- Strathclyde Transport Authority (1, 3 -ex Strathclyde Councils, SPT, Network Rail and First ScotRail)
- Valuation (1, 3 - Assessor)

Co-location Projects with NHS

- Dalmellington (2, 3 - EAC, NHSAA, Police)
- Drongan (2, 3 - EAC, NHSAA, Police)
- Rankinston (2, 3 - EAC, NHSAA)
- North West Kilmarnock (2, 3 - EAC, NHSAA, Glasgow University)
- Crosshouse (2, 3 - EAC, NHSAA)
- Stewarton (2, 3 - EAC, Police)
- New Cumnock (in discussion) (2, 3 - EAC, NHSAA)
- Patna (in discussion) (2, 3 - EAC, NHSAA)
- Saltcoats (2, 3 - NAC, NHSAA)
- Largs (2, 3 - NAC, NHSAA)
- Millport (2, 3 - NAC, NHSAA)
- Irvine (in discussion) (2, 3 - NAC, NHSAA)
- Kilwinning (in discussion) (2, 3 - NAC, NHSAA)
- Kilbirnie (in discussion) (2, 3 - NHSAA)
- 3 Towns Healthy Living Centre (2, 3 - NAC, NHSAA)
- Girvan (2, 3 - SAC, NHSAA)
- Kincaidston, Ayr (2, 3 - SAC, NHSAA)

- Ayr Resource Centre (in discussion) (2, 3 - SAC, NHSAA)
- Mossblown (in discussion) (2, 3 - SAC, NHSAA)
- Ayr OT Store (in discussion) (2, 3 - SAC, NHSAA)
- Ayr 60-bed Care Unit (2, 3 - SAC, NHSAA)

Elizabeth Morton

Depute Chief Executive/Executive Director of Corporate Support
East Ayrshire Council