

EAST AYRSHIRE COMMUNITY PLANNING PARTNERSHIP BOARD

**MINUTES OF MEETING HELD ON THURSDAY 6 MARCH 2008 AT 1400 HOURS IN
THE GLENCAIRN ROOM, DOWER HOUSE, DEAN CASTLE, KILMARNOCK**

PRESENT: Councillor Iain Linton and Elizabeth Morton, Depute Chief Executive/Executive Director of Corporate Support, East Ayrshire Council; Paul Ardin, Interim Community Health Partnership Director, NHS Ayrshire and Arran; Professor Gordon Wilson, Chair, East Ayrshire Community Health Partnership; Jim Reid, Director Business, Skills and Place, Scottish Enterprise Ayrshire; Chief Superintendent Hamish Cormack Divisional Commander, Strathclyde Police; Hugh Kerr, Group Commander 'B', Strathclyde Fire and Rescue; Alan Murray, Community Planning Manager, Strathclyde Partnership for Transport and Ian Smith, Chair, Coalfield Communities Federation.

ATTENDING: Gwen Barker, Community Planning and Partnership Manager; and Robert Beaton, Administrative Officer, East Ayrshire Council.

ALSO ATTENDING: Carol Fisher, Assistant Director of Planning and Geoff Coleman, Community Planning Manager, NHS Ayrshire and Arran.

APOLOGIES: Councillor Douglas Reid and Fiona Lees, Chief Executive, East Ayrshire Council and Frank Waters, Area Commander, Strathclyde Fire and Rescue and Graham Piggott, Chair, East Ayrshire North Communities Federation.

CHAIR: Councillor Iain Linton, East Ayrshire Council.

WELCOME AND INTRODUCTIONS

1. The Chair welcomed everyone to the meeting and invited those present to introduce themselves.

**CORRESPONDENCE: COMMUNITY PLANNING CONFERENCE – NOVEMBER 2007 –
FOLLOW UP**

- 2.1 There was submitted and noted a letter dated January 2008 (circulated) from John Swinney, MSP, Cabinet Secretary for Finance and Sustainable Growth to all conference attendees which set out key points by the Scottish Government in relation to Community Planning Partnerships.

**CORRESPONDENCE: COMMUNITIES SCOTLAND'S MEMBERSHIP OF COMMUNITY
PARTNERSHIP BOARD**

- 2.2 There was submitted and noted a letter dated 18 February 2008 (circulated) from Roger Popplewell, Area Director advising that due to changes nationally Communities Scotland would cease to be a member of East Ayrshire Community Planning Partnership as of 1 April 2008.

MINUTES OF PREVIOUS MEETING

3. There were submitted (circulated) and approved as a correct record, the Minutes of the final meeting of the East Ayrshire Community Planning Partnership Board held on 13 December 2007.

MINUTES OF EAST AYRSHIRE COMMUNITY PLANNING CORE PARTNERS' GROUP

4. There were submitted (circulated) and approved as a correct record, the Minutes of the final meeting on the East Ayrshire Community Planning Core Partners' Group held on 11 December 2007.

MATTERS ARISING

- 4.1 Local Community Planning Arrangements (Item 4)** – The Community Planning and Partnership Manager reported, and it was noted, that training for Officers supporting the Local Community Planning Forums was held week beginning 11 February 2008; and a ‘Working Together, Learning Together’ event would be held on 1 and 3 April 2008 in the Park Hotel, Kilmarnock for all Community Representatives, Elected Members and Officers of all four Local Community Planning Forums in East Ayrshire. A good ‘turn out’ from Core Partners was requested.
- 4.2 Partnership Assessment Framework (PAF) (Item 7)** – The Community Planning and Partnership Manager reported, and it was noted, that the PAF was currently being piloted with the Improving Community Safety working group and that a further report on the PAF would be considered by the Joint Officers’ Group at their meeting in May 2008.
- 4.3 Community Planning European Funding Bid (Item 10)** – The Community Planning and Partnership and Manager reported, and it was noted, that the outcome of the Community Planning Partnership’s European Funding bid was expected on either the 18 and 19 March 2008.
- 4.4 Data Sharing Protocol (Item 17)** – The Community Planning and Partnership Manager reported, and it was noted, that the matter would be considered by the Joint Officers’ Group on 31 March 2008.

EAST AYRSHIRE COMMUNITY PLANNING PARTNERSHIP: PROPOSED OPERATING ARRANGEMENTS

- 5.** There was submitted a report dated 19 February 2008 (circulated) by the Chief Executive, East Ayrshire Council which presented, for consideration and endorsement, the proposed operating arrangements for the Community Planning Partnership processes. There was also circulated at the meeting, a copy of a proposed Community Planning Partnership Structure chart.

Following discussion, it was agreed:-

- (i) to endorse the proposed operating arrangements for Community Planning Partnership processes as detailed within the report, subject to amending paragraph 1.1 to read ‘Strathclyde Partnership for Transport’;
- (ii) that it was acceptable for each Board Member to nominate on their behalf a substitute representative to attend board meetings and that the Community Planning and Partnership Manager be advised timeously;
- (iii) to amend the Terms of Reference at paragraph 4.1 to provide an effective performance management regime and ensure effective spend in relation to Community Planning funding streams;
- (iv) that the Joint Officers’ Group be requested to review the membership of the Thematic Plan Action Plan Working Groups;
- (v) to appoint Hamish Cormack, Divisional Commander, Strathclyde Police as Vice-Chair of the Board; and
- (vi) otherwise, note the content of the report.

Ian Smith requested that the Board consider making comments on the First Periodical Review of Scottish Parliament Boundaries as the review had implications for East Ayrshire.

Following discussion, it was agreed to note that it was more appropriate for East Ayrshire Council to consider making a response on the Boundary Review and the Chair advised that a special Council meeting would take place on 13 March 2008 to consider the implications for East Ayrshire.

MIND YOUR HEALTH STRATEGY

6. The Board received a presentation delivered by Carol Fisher, Assistant Director of Planning, NHS Ayrshire and Arran.

Following the presentation, Carol Fisher and Geoff Coleman responded to a number of questions from Board Members and a copy of the slides was circulated at the meeting for information. Hamish Cormack, Divisional Commander agreed to enhance the Police input to the 'Mind Your Health' Working Group. Thereafter, the Chair thanked Carol Fisher and Geoff Coleman for the informative presentation and both subsequently left the meeting.

SINGLE OUTCOME AGREEMENT

7. There was submitted a report dated 13 February 2008 (circulated) by the Chief Executive, East Ayrshire Council which updated on progress in respect of the development of a Single Outcome Agreement for East Ayrshire.

Following discussion, it was agreed:-

- (i) to note the progress in respect of the development of the Single Outcome Agreement;
- (ii) to ensure continued staff involvement as required to produce the draft East Ayrshire Single Outcome Agreement by 31 March 2008;
- (iii) that the Board remit the Community Planning Joint Officers' Group to consider and sign off the draft Single Outcome Agreement by 31 March 2008 to allow for submission to the Scottish Government; and
- (iv) to receive further update reports.

FAIRER SCOTLAND FUND

8. There was submitted a report dated 4 March 2008 (circulated) by the Chief Executive, East Ayrshire Council which advised of the creation, by the Scottish Government, of the Fairer Scotland Fund designed to tackle poverty and deprivation across Scotland.

Following discussion, it was agreed:-

- (i) to note the creation of the new Fairer Scotland Fund;
- (ii) to allocate one quarter of existing initiatives' 2008/09 budget requirements to ensure continuity;
- (iii) to meet the balances for the 'flagship projects', as detailed at the Appendix to the report;
- (iv) to convene a special Board meeting to consider future allocations;
- (v) that the Council act as the Grant Recipient for the Fairer Scotland Fund and, as a consequence, that the day to day monitoring of the Fairer Scotland Fund would be undertaken by the Community Planning and Partnership Unit;
- (vi) to receive further update reports;
- (vii) to approve, in principle, support for the East Ayrshire North Communities Federation to secure a three year lease for premises in Titchfield Street,

- Kilmarnock, subject to consultation with the Community Planning and Partnership Manager and that the Community Planning and Partnership Manager advise the Federation accordingly; and
- (viii) to note that Strathclyde Police had submitted a bid under the Fairer Scotland Fund for improved Community Policing resources to be deployed across East Ayrshire according to operational requirements and that a Campus Police Officer for St Joseph's Secondary PPP facility had also been included in the funding bid.

Arising from discussion of the Community Policing proposals, Ian Smith requested that Strathclyde Police submit an article to the Glennie Newspaper and it was noted that Hamish Cormack, Division Commander, Strathclyde Police would progress this matter.

Ian Smith was concerned that households on lower incomes were paying a high differential for their energy costs by using pre-payment meters compared to those on direct debit. It was noted that the former Community Planning Partnership Board has previously written to the Office of Gas and Electricity Markets (UK Regulator) highlighting the fuel poverty issues and that the Eliminating Poverty Action Plan contains actions to address fuel poverty.

'KNOCKROON' DEVELOPMENT: ENQUIRY BY DESIGN

9. The Community Planning and Partnership Manager reported, and it was noted, that the latest stage in the development of a new village at Knockroon, between Cumnock and Auchinleck, was an Enquiry by Design, which was held on week commencing 25 February 2008 and built on previous work carried out in November 2007 by the Prince's Foundation. It was noted that various workshops were held with Stakeholders on Community, Tourism and Infrastructure to help influence the final masterplan for the development. It was further noted that the Prince's Foundation had also secured funding to prepare a wider masterplan which would include the communities of Mauchline, Cumnock, Auchinleck and New Cumnock.

The Community Planning and Partnership Manager concluded that the Dumfries House and Knockroon Village development presented a number of opportunities for tourism, local employment and regeneration of Auchinleck and Cumnock Town Centres.

Having noted the updates, the Board agreed that Dumfries House and Knockroon Village development would become a standing agenda item for future meetings and the Board also expressed its thanks to the Community Planning and Partnership Manager and her team for providing support to the very successful Enquiry by Design event.

'COMMUNITY PLANNING PLEDGE' ON ALCOHOL AND DRUGS

10. There was submitted a report dated 21 February 2008 by the Chief Executive, East Ayrshire Council which presented, for consideration and endorsement, the 'Community Planning Pledge' on alcohol and drugs.

Following discussion, it was agreed:-

- (i) to endorse the 'Community Planning Pledge' attached as an Appendix to the report, subject to amending the pledge to include a statement on enforcement;
- (ii) to note the activity in relation to developing an action plan detailing actions to address the priorities in 'Community Planning Pledge';

- (iii) that the Board consider funding sources to resource this work;
- (iv) that opportunities to build closer working relationships with the Ayrshire Drug and Alcohol Team be explored and that the Community Planning and Partnership Manager progress this matter; and
- (v) otherwise, note the content of the report.

**REPORTS FOR NOTING, AGREEMENT AND IMPLEMENTATION
COMMUNITY REGENERATION FUND AND RELATED PROGRAMMES: 2007/08
BUDGETARY CONTROL SUMMARY STATEMENT TO 10 FEBRUARY 2008**

11. There was submitted and noted a report dated 20 February 2008 (circulated) by the Executive Head of Finance and Asset Management, East Ayrshire Council which advised of the current budgetary control position and projected outturn for the year 2007/08 for the services within the remit of the Community Planning Partnership, namely the Community Regeneration Fund, Community Voices Programme and the Community Planning Challenge Fund, for the period ended 10 February 2008.

COMMUNITY PLANNING UPDATE AND JOG WORKPLAN 2007/08

12. There was submitted a report dated 21 February 2008 (circulated) by the Chief Executive, East Ayrshire Council which updated on developments in relation to Community Planning. Following discussion, it was agreed:-
- (i) to note progress to 29 February 2008 in respect of the JOG Workplan 2007/08;
 - (ii) to review the Risk Register and identify current risk;
 - (iii) to note progress in respect of the Research, Information and Performance Group and the Consultation Steering Group Workplans 2007/08;
 - (iv) to note the outcome of the evaluation of the Residents' Panel;
 - (v) to note the progress in respect of Local Community Planning and associated support and development programmes;
 - (vi) to note that the Partnership Assessment Scorecard (PAS) exercise would be implemented from 1 March 2008 and Core Partners agreed to participate in the exercise;
 - (vii) to note that an evaluation of the PAS would be implemented following assessment of the PAS 2008 exercise;
 - (viii) to note the arrangements for the 5th Community Plan Action Plan Annual Performance Reports by 11 April 2008;
 - (ix) to nominate appropriate officer representatives to participate in the short-term working group to be established to organise the planned Community Planning Awards ceremony; and
 - (x) otherwise, note the content of the report.

TRANSPORT SEMINAR

13. There was submitted a report dated 21 February 2008 (circulated) by John Walls, Chair, Short Term Working Group, Strathclyde Partnership for Transport which presented for approval proposals for the planned Transport Seminar scheduled for May 2008, the aim of which is to identify positive transport related actions, which will enhance the delivery of the Community Plan's objectives.

Following discussion, it was agreed:-

- (i) to approve the planned approach to the seminar as set out in the report and at Appendix I;
- (ii) that Core Partners identify an appropriate Chair for the event and advise the Community Planning and Partnership Manager accordingly; and
- (iii) otherwise, note the content of the report.

COMMUNITY PLANNING RESIDENTS' SURVEY

14. There was submitted report dated 18 February 2008 (circulated) by the Chief Executive, East Ayrshire Council which provided an update in respect of the Joint East Ayrshire Community Planning Residents' Survey, presented for consideration and endorsement the revised question set and sought agreement on how the Survey would be funded. Following discussion, it was agreed:-

- (i) to endorse the revised Residents' Survey question set;
- (ii) to note the timetable in relation to commissioning the new Residents' Survey 2008;
- (iii) to request that the Community Planning and Partnership Manager write to Core Partners seeking contributions for funding in respect of the Residents' Survey 2008; and
- (iv) otherwise, note the content of the report.

END OF TERM OF OFFICE OF EAST AYRSHIRE COMMUNITY HEALTH PARTNERSHIP REPRESENTATIVE

15. The Board noted that this would be the last meeting which Professor Gordon Wilson would attend as his term of office with the East Ayrshire Community Health Partnership terminates on 31 March 2008. All Board Members thanked him for his support and wished him well for the future.

SCOTTISH ENTERPRISE AYRSHIRE REPRESENTATION

16. Jim Reid, Director Business, Skills and Place, Scottish Enterprise Ayrshire advised that due to the Scottish Government review of the Scottish Enterprise Network, Scottish Enterprise Ayrshire would be reviewing its representation on the Board beyond 31 March 2008 and would advise the Board accordingly of its nominations.

DATE OF NEXT MEETING

17. Special Board meeting – To be confirmed.

- 17.1 It was agreed that the next meeting would take place on Thursday 26 June 2008 at 1400 hours in the Glencairn Room, Dower House, Dean Castle, Kilmarnock.

Meeting terminated at 1545 hours.