

**EAST AYRSHIRE COMMUNITY PLANNING PARTNERSHIP BOARD**

**MINUTES OF MEETING HELD ON THURSDAY 11 DECEMBER 2008 AT 1415 HOURS IN THE DOWER HOUSE, DEAN CASTLE, KILMARNOCK**

**PRESENT:** Councillor Douglas Reid; Wai-Yin Hatton, Chief Executive, NHS Ayrshire and Arran; Neil Francis, Director Innovation, Commercialisation and Industries Delivery, Scottish Enterprise; Superintendent Douglas Robertson, Strathclyde Police; Donald Harvey, Group Commander Community Safety, Strathclyde Fire and Rescue; Graham Piggott, Convener, East Ayrshire North Communities Federation; John Walls, Community Planning Officer, Strathclyde Partnership for Transport; Rita Miller, Chair of CHP Forum/Vice-Chair of NHS Ayrshire and Arran; Joe Hoolaghan, Senior Manager, Skills Development Scotland; and William Stafford, Executive Director of Neighbourhood Services, East Ayrshire Council.

**ATTENDING:** Gwen Barker, Community Planning and Partnership Manager; Helen Sinclair, Community Planning Officer; and Lynn Young, Administrative Officer, East Ayrshire Council.

**APOLOGIES:** Fiona Lees, Chief Executive, East Ayrshire Council; Elizabeth Morton, Depute Chief Executive/Executive Director of Corporate Support; Ian Smith, Chair, Coalfield Communities Federation; Chief Superintendent William Fitzpatrick, Divisional Commander, Strathclyde Police; Alan Murray, Community Planning Manager, Strathclyde Partnership for Transport; and Joe Gallagher, Area Commander, Strathclyde Fire and Rescue.

**CHAIR:** Councillor Douglas Reid, East Ayrshire Council.

**MINUTES OF PREVIOUS MEETING**

1. There were submitted and approved as a correct record, the Minutes of the meeting of the East Ayrshire Community Planning Partnership Board held on 18 September 2008 (circulated).

**MATTERS ARISING**

- 1.1 **Membership Update and Nomination of Community Planning Partnership Vice-Chair** – The Community Planning and Partnership Manager reported, and it was noted, that the update on the role and the operating framework for the Community Health Partnership would be available at the next meeting of the East Ayrshire Community Planning and Partnership Board.
- 1.2 **Proposals for the Allocation of Alcohol Resources from Ayrshire and Arran Alcohol and Drug Action Team** – The Community Planning and Partnership Manager reported, and it was noted, that all proposals as detailed in the report to the East Ayrshire Community Planning Partnership Board on 18 September 2008 had been approved and as a result, had secured £750,000 over the next 3 years.

## **CORRESPONDENCE: SCOTTISH SPCA.**

2. There was submitted a letter dated 20 October 2008 (circulated) by Scottish SPCA which requested that the Community Planning Partnership Board give consideration to supporting the proposal to amend the current legislation in terms of the sale of fireworks and when they can be used.

The Community Planning and Partnership Manager reported, and it was noted, that East Ayrshire Local Government Licensing Panel had discussed the amendments to the legislation by SPCA at its special meeting held on 13 November 2008 and had agreed to support the amendment of the existing legislation in relation to the sale and use of fireworks with a recommendation that the proposed restriction to hogmanay be amended to include a new year period of 31 December, and 1 and 2 January.

It was agreed:-

- (i) to support the amendment of existing legislation in relation to the sale and use of fireworks with the recommendation that the proposed restriction to hogmanay, be amended to include a new year period of 31 December, 1 and 2 January; and
- (ii) to remit to the Community Planning and Partnership Manager to respond to Scottish SPCA accordingly.

## **COMMUNITY PLANNING AND PARTNERSHIP SINGLE OUTCOME AGREEMENT**

3. There was submitted a report dated 25 November 2008 (circulated) by the Chief Executive of East Ayrshire Council which updated on a range of matters relating to the East Ayrshire Community Planning Partnership Single Outcome Agreement.

It was agreed:-

- (i) to note the confirmed timescales agreed with the Scottish Government regarding the next phase of Single Outcome Agreements, which included guidance and reporting timescales for the 2008/2009 Single Outcome Agreement and the signing off of the 2009/2010 Single Outcome Agreement;
- (ii) to note the work streams to be taken forward by the national high level steering group to address issues in relation to governance, accountability and performance management;
- (iii) to note the agreed approach by the high level steering group in respect of the “asks” included in the 2008 Single Outcome Agreements, and that the Scottish Government Directors would advise of the response in respect of the matter;
- (iv) to note that Derek Feeley, Director Healthcare Policy and Strategy, had been appointed as East Ayrshire Scottish Government Director;
- (v) that agreement on the Single Outcome Agreements be obtained via email and agreement by NHS Ayrshire and Arran be delegated to the Community Health Partnership;
- (vi) to give consideration to the current economic climate within the Single Outcome Agreement; and

- (vii) to receive further update reports, as required.

#### **COMMUNITY PLANNING UPDATE AND AWARDS CEREMONY**

- 4. There was submitted a report dated 26 November 2008 (circulated) by the Depute Chief Executive/Executive Director of Corporate Support, East Ayrshire Council, which updated on developments in relation to community planning.

It was agreed:-

- (i) to review the risk register and identify any current risks, and submit to the Community Planning and Partnership Manager if required;
- (ii) to note progress to 21 November 2008 in respect of the JOG Workplan for 2008/2009;
- (iii) to note that the third round of the Local Community Planning Forums had been convened and were considered to be a success;
- (iv) to approve the proposed changes to the rate of expenses for Community Representatives participating on Local Community Planning Forums, as detailed in paragraphs 4.8 and 4.9 of the report, and to the proposed alignment of expenses as detailed in paragraph 4.10 of the report;
- (v) to note the progress in respect of the Community Planning Awards Ceremony and to the agreement of the Community Planning Partnership Board Members to secure sponsorship for the event;
- (vi) to note that JOG and the Chairs of the Federations of Community Groups would act as a judging panel for the Community Planning Awards Ceremony, to which a special meeting will be convened week commencing 19 January 2009;
- (vii) to note the progress made in respect of implementing the Partnership Assessment Framework in relation to reviewing partnerships/working groups under the theme of community safety and to ensure the effective implementation of the PAF;
- (viii) to note the recommendations arising from the independent evaluation of the Carers Centre;
- (ix) that a meeting be convened by Social Services with NHS Ayrshire and Arran colleagues and representatives of the Carers Centre, to review the recommendations in the evaluation report, and to report back to the Community Planning and Partnership Board on an appropriate way forward;
- (x) to hold the Community Planning Partnership Seminar to consider the implications of "These are our Bairns" from a East Ayrshire perspective on Tuesday 10 February 2009; and
- (xi) otherwise, to note the content of the report.

#### **COMMUNITY PLAN ACTION PLAN MIDTERM REVIEW**

- 5. There was submitted a report dated 25 November 2008 (circulated) by the Depute Chief Executive/Executive Director of Corporate Support, East Ayrshire Council which updated on progress in relation to the Community Plan Action Plan Mid Term Review.

The Community Planning and Partnership Manager reported and it was noted that the Lead Officer for Improving Health and Wellbeing was likely to be Katie Kelly, the new Community Health Partnership Facilitator, as apposed to Grace Moore, Associate Director of Health Promotion and Equalities, NHS Ayrshire and Arran as detailed in the report.

It was agreed:-

- (i) to note the nominated Lead Officers in respect of the Community Plan thematic Action Plans from 1 April 2009;
- (ii) to note the progress in respect of the Community Action Plan Mid Term Review;
- (iii) that the revised action plans be emailed to all members of the Community Planning Partnership Board for agreement and sign off;
- (iv) to note that, similar to the arrangements for the sign off of the SOA, NHS Ayrshire and Arran agreed to delegate the sign off of the thematic action plans to the Community Health Partnership; and
- (v) otherwise, to note the contents of the report.

#### **DELIVERY REFORM AGENDA – THE FUTURE OF ALCOHOL AND DRUG ACTION TEAMS**

6. It was agreed to note that an updated report would be presented to a future meeting of the Community Planning Partnership Board.

#### **FAIRER SCOTLAND FUND AND RELATED PROGRAMMES: FINANCE AND PERFORMANCE REPORT 2008/2009**

7. There was submitted a report dated 26 November 2008 (circulated) by the Depute Chief Executive/Executive Director of Corporate Support, East Ayrshire Council, which advised on a range of matters regarding finance and performance in respect of the Fairer Scotland Fund (FSF) and the Community Planning Challenge Fund for the period 1 April to 30 September 2008.

The Community Planning and Partnership Manager advised that previously, there had been separate reports for the finance and performance elements in respect of the Fairer Scotland Fund and related programmes, and advised that it was her intention that in the future, joint finance and performance reports would be produced for the July and November meetings of the Community Planning Partnership Board in a similar format to that presented at today's board meeting. The remaining board meetings would consider an updated finance report.

The Executive Director of Neighbourhood Services, East Ayrshire Council, advised that it may be appropriate for members of the Community Planning Partnership Board to visit the new CCTV Risk Management Centre at East Ayrshire Council Headquarters, London Road, Kilmarnock.

It was agreed:-

- (i) to note the submission of the FSF mid year expenditure return to the Scottish Government on 31 October 2008;
- (ii) to note the forecast annual spend for 2008/2009;

- (iii) to note the performance information provided by the projects and initiatives funded under the Fairer Scotland Programme to reflect activity over the first six months of the financial year;
- (iv) to approve the new reporting format, which consolidates financial and performance reporting on a bi-annual basis;
- (v) to note the allocations from the Small Project Development Fund;
- (vi) to approve the financial allocation from the Challenge Fund to support the initiatives as identified at paragraphs 5.2 and 5.3 of the report;
- (vii) to remit to the Community Planning and Partnership Manager in consultation with the Chair, to utilise the remaining balance of the challenge fund to enhance fuel poverty activity;
- (viii) to remit to the Executive Director of Neighbourhood Services, East Ayrshire Council, to arrange a visit to the CCTV Risk Management Centre following the next meeting of the Community Planning Partnership Board; and
- (ix) otherwise, to note the content of the report.

#### **ALCOHOL AND DRUGS PLEDGE REPORT**

8. There was submitted a report dated 25 November 2008 (circulated) by the Depute Chief Executive /Executive Director of Corporate Support, East Ayrshire Council, which updated on the progress in relation to the Community Planning Alcohol and Drugs Pledge.

It was agreed:-

- (i) to note the ongoing work being carried out as part the Community Planning Pledge;
- (ii) to give further consideration to actions to be progressed in 2009/2010; and
- (iii) otherwise, to note the contents of the report.

#### **“MIND YOUR HEALTH” – OUTCOME FROM NHS AYRSHIRE AND ARRAN BOARD MEETING OF 19 NOVEMBER 2008**

9. There was submitted a report dated 24 November 2008 (circulated) by the Director of Mental Health Services, NHS Ayrshire and Arran, which advised of the outcomes from the NHS Ayrshire and Arran Board meeting of 19 November 2008 in respect of the “Mind your Health” review.

It was agreed:-

- (i) to note the outcome of the NHS Ayrshire and Arran Board meeting of 19 November 2008 in respect of the “Mind Your Health” review; and
- (ii) otherwise, note the content of the report.

#### **TRANSPORT UPDATE**

10. There was submitted and noted a report dated 25 November 2008 (circulated) by the Head of Planning, Strathclyde Partnership for Transport, which informed on the progress made in relation to the transport related actions identified as a result of a transport seminar of 13 May 2008.

### **MEETING SCHEDULE FOR 2009**

11. There was submitted and agreed dates for the 2009 meetings of the Community Planning Partnership Board.

### **DATE OF NEXT MEETING**

12. The next Board meeting will be held on Thursday 30 April 2009 at 1400 hours in Council Headquarters, London Road, Kilmarnock.

\* Please note that following the meeting on Thursday 30 April 2009, members of the Community Planning Partnership Board will visit the CCTV Risk Management Centre at the Council Headquarters, London Road, Kilmarnock.

The meeting terminated at 1450 hours.