

EAST AYRSHIRE

COMMUNITY PLANNING PARTNERSHIP BOARD

MINUTES OF MEETING HELD ON THURSDAY 23 SEPTEMBER 2010 AT 1400 HOURS IN THE DOWER HOUSE, DEAN CASTLE, COUNTRY PARK, KILMARNOCK

PRESENT: Councillor Douglas Reid, Fiona Lees, Chief Executive, East Ayrshire Council; Wai-Yin Hatton, Chief Executive, NHS Ayrshire and Arran; Chief Superintendent William Fitzpatrick, Divisional Commander, Strathclyde Police; James Scott, Group Commander, Strathclyde Fire and Rescue; Ian Smith, Chair, Coalfield Communities Federation; Jean Brown, Convenor, East Ayrshire North Federation of Community Groups; Debbie MacKie, H.R. Operations Manager, Strathclyde Partnership for Transport; Rita Miller, Community Health Partnership, Brian Cameron, Skills Development Scotland and Heather Dunk, Principal, Kilmarnock College.

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

ALSO ATTENDING (Part meeting): John Binning, Strathclyde Partnership for Transport.

APOLOGY: Craig Cook, Area Commander, Strathclyde Fire and Rescue.

CHAIR: Wai-Yin Hatton, Chief Executive, NHS Ayrshire and Arran for Items 1 and 2 below and Councillor Douglas Reid, Chair thereafter.

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 24 June 2010 (circulated).

MATTERS ARISING

2. The Community Planning and Partnership Manager gave a verbal update on progress with the "Make it Kilmarnock" Team.

It was agreed to receive a presentation at the next meeting of the Community Planning Partnership Board.

Councillor Reid joined the meeting at this time and assumed the Chair.

STRATHCLYDE PARTNERSHIP FOR TRANSPORT OUTCOMES REPORT

3. The Board received a presentation from John Binning, Strathclyde Partnership for Transport on Transport Outcome Reports which covered:
 - SPT's role in Community Planning;
 - Transport's role;
 - SPT's core activities in East Ayrshire;

- SPT's Transport Outcome Reports; and
- Shared transport priorities.

The Chief Executive, East Ayrshire Council joined the meeting during the presentation and prior to discussion thereon.

The Board thanked John Binning for his presentation and he then left the meeting.

COMMUNITY PLAN FOUR-YEARLY REVIEW: STAGE 2

4. There was submitted a report dated 6 September 2010 (circulated) by the Chief Executive, East Ayrshire Council which provided an update on stage 2 of the Community Plan Four-Yearly Review.

It was agreed:

- (i) to note the progress in respect of stage 2 of the Community Plan Four-Yearly Review;
- (ii) to ensure the involvement of relevant staff in the development of the new Action Plans;
- (iii) to approve the proposal to convene a Chief Officers' Seminar in December 2010 to consider what shared commitments would be necessary for driving forward the strategic agenda over the period 2011/15;
- (iv) that a review of the Four-Yearly Review process be undertaken by officers at the appropriate time; and
- (v) otherwise to note the contents of the report.

COMMUNITY PLANNING ACTION PLAN AND SINGLE OUTCOME AGREEMENT ANNUAL PERFORMANCE REPORT 2009/10

5. There was submitted a report dated 16 September 2010 (circulated) by the Chief Executive, East Ayrshire Council which presented to the Community Planning Partnership Board for consideration and endorsement the consolidated annual performance report for 2009/10 in respect of the Community Plan Thematic Action Plans and East Ayrshire Community Planning Partnership Single Outcome Agreement (SOA).

It was agreed:

- (i) to note that the SOA Annual Performance Report on progress made in 2009/10 required to be submitted to the Scottish Government by 30 September 2010;
- (ii) to consider and endorse the consolidated Community Planning/SOA Annual Performance Report for 2009/10, subject to minor textual amendment;
- (iii) to note that further development of the SOA for implementation from 1 April 2011 would be taken forward in the context of the Community Planning Four-Yearly Review process;
- (iv) to receive a report back in respect of actions being taken to improve performance; and
- (v) otherwise to note the contents of the report.

Fiona Lees, advised that Derek Feeley, Scottish Government had been keen to attend today's Board meeting but that due to a recent change in job remit he was unable to attend. Derek however forwarded the following comments to the Board for their consideration:

"I would like to congratulate you on the draft of the annual report. I think that this does an outstanding job of capturing the real and sustained progress you are making. The way you have used hard measures combined with local improvement stories makes it a compelling document in my view. Well done".

COLLABORATING FOR OUTCOMES: PEER REVIEW

6. The Chief Executive, East Ayrshire Council, summarised verbally the background to and process involved in the collaborating for outcomes: Peer Review. Thereafter a detailed discussion took place.

It was agreed that the Board would receive a more detailed report back on any proposed action arising from the discussions of the Peer Review.

FINANCE UPDATE

7. There was submitted a report dated 9 September 2010 (circulated) by the Executive Director of Finance and Corporate Support, East Ayrshire Council, which advised on a range of matters regarding finance in respect of the Fairer Scotland Fund (FSF) and the Community Planning Development Fund.

It was agreed:

- (i) to note the FSF actual spend at the end of Quarter 1 by key services/projects in 2010/11;
- (ii) to note that the FSF underspend would continue to be monitored to ensure full spend of resources by 31 March 2011;
- (iii) to note the allocation from the Small Project Development Fund; and
- (iv) otherwise to note the contents of the report.

COMMUNITY PLANNING UPDATE

8. There was submitted a report dated 16 September 2010 (circulated) by the Chief Executive, East Ayrshire Council, which provided an update on developments in relation to Community Planning.

It was agreed:

- (i) to note the progress against projected outputs in the Joint Officers' Group (JOG) Workplan 2010/11;
- (ii) to note the progress in respect of the Research, Information and Performance Group Workplan 2010/11;
- (iii) to consider the issues in respect of allocating resources in a Community Planning context and remit the JOG to identify a mechanism for stakeholders to consider and discuss the impact of funding decisions on other partners and future Community Planning activity;

- (iv) to endorse the proposal to commission the Resident's Survey 2011, including the refreshment of the Resident's Panel in the commission, and consider how the commission could be resourced on a partnership basis;
- (v) to endorse the proposals for the Community Planning Awards 2011;
- (vi) to consider how the Partnership could support the Provost in realising her aims for her chosen charity, Alzheimer Scotland, Action on Dementia, for 2010/11;
- (vii) to note the progress in respect of the independent evaluation of co-location within East Ayrshire and ensure the involvement of staff of Partner organisations in the evaluation, as appropriate;
- (viii) to consider the potential for a co-ordinated approach to accessing funding from the Scottish Government's Low Carbon Vehicle Procurement Support Scheme; and
- (ix) to receive a report outlining the governance arrangements and delivery framework for the Third Sector Interface to a future CPP Board meeting.

The Board agreed that in the future copies of the JOG and Research, Information and Performance Group's workplans would be updated on the members' pages of the Community Planning website rather than attached to Board papers.

COMMUNITY PLANNING STRUCTURES: TERMS OF REFERENCE

9. There was submitted a report dated 6 September 2010 (circulated) by the Chief Executive, East Ayrshire Council, which presented for consideration and endorsement the revised Terms of Reference for the CPP Board, the JOG and the Thematic Action Plan Working Groups.

It was agreed:

- (i) to consider and endorse the Terms of Reference for the CPP Board, the JOG and the Thematic Action Plan Working Groups as "fit for purpose" as we move forward into the final four years of the current Community Plan;
- (ii) to update the Community Planning Operating Arrangements document; and
- (iii) otherwise to note the contents of the report.

COMMUNITY PLANNING PARTNERSHIP - EUROPEAN SOCIAL FUND (ESF) PRIORITY 5 FUNDING APPLICATION 2011-2013

10. There was submitted a report dated 9 September 2010 (circulated) by the Depute Chief Executive, Executive Director of Neighbourhood Services, East Ayrshire Council which:

- (i) provided information relating to the next round of European Funding applications and the proposed bid under the auspices of the Community Planning Partnership;
- (ii) informed that it had been necessary within a very short timescale to prepare and submit a Stage 1 application by 20 August 2010, providing basic outlines of the proposed Community Planning Partnership application for ESF Priority 5 funding;

- (iii) informed that, following assessment, the Scottish Government confirmed on 6 September 2010 that the East Ayrshire Community Planning Partnership application could now proceed to the second stage of the process, which required a complete application to be submitted by no later than 12 noon on Friday 24 September 2010; and
- (iv) sought approval to proceed with the detailed Community Planning Partnership Stage 2 application to the Scottish Government for ESF Funding for the period 1 July 2011 to 30 June 2013.

It was agreed:

- (i) to note the action already taken to lodge an interest in Stage 1 of the Priority 5 bid;
- (ii) to confirm approval for East Ayrshire Council's Skills Development and Employability Service to proceed with the detailed Stage 2 ESF application on behalf of the Community Planning Partnership;
- (iii) to note the proposed partners included in the project; and
- (iv) otherwise to note the contents of the report.

FUTURE PRESENTATION AND DISCUSSION TOPICS

11. It was noted that the following topics would be presented to the Board for consideration, at a date to be determined:
- Alcohol and Drugs Partnership Update/Strategy;
 - Older People/Vulnerable Adults;
 - Shared Services Update;
 - Community Health Partnership Presentation;
 - Youth United; and
 - National Legacy Commonwealth Games.

DATE OF NEXT MEETING

12. The next Board meeting will be held on Thursday 16 December 2010 at 1400 hours in the Dower House, Dean Castle Country Park, Kilmarnock.

The meeting terminated at 1520 hours.