

**EAST AYRSHIRE**

**COMMUNITY PLANNING PARTNERSHIP BOARD**

**MINUTES OF MEETING HELD ON THURSDAY 30 APRIL 2009 AT 1405 HOURS IN MEETING ROOM 1, COUNCIL HEADQUARTERS, LONDON ROAD, KILMARNOCK**

**PRESENT:** Councillor Douglas Reid; Fiona Lees, Chief Executive, East Ayrshire Council; Wai-Yin Hatton, Chief Executive, NHS Ayrshire and Arran; Neil Francis, Director of Innovation, Commercialisation and Industries Delivery, Scottish Enterprise; Superintendent Douglas Robertson, Strathclyde Police; Graham Piggott, Convenor, East Ayrshire North Communities Federation; Ian Smith, Chair, Coalfield Communities Federation; Alan Murray, Community Planning Manager, Strathclyde Partnership for Transport; Rita Miller, Chair of CHP Forum/ Vice Chair of NHS Ayrshire and Arran; Joe Hoolaghan, Skills Development Scotland; Katie Kelly, East Ayrshire CHP Facilitator; Susan Taylor, Head of Service: Children and Families and Criminal Justice (part meeting); and Councillor Drew Filson, Chair of East Ayrshire Community Health Partnership (part meeting).

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

**APOLOGIES:** Elizabeth Morton, Depute Chief Executive/ Executive Director of Corporate Support; and Chief Superintendent William Fitzpatrick, Divisional Commander, Strathclyde police

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

**CHAIRS REMARKS**

1. The Chair welcomed Councillor Drew Filson, Chair, East Ayrshire Community Health Partnership; Katie Kelly, Community Health Partnership Facilitator and Susan Taylor, Head of Service: Children and Families and Criminal Justice to the meeting. Thereafter, the Chair at his discretion, advised that he intended to determine Agenda Item 6, Corporate Parenting Update after Agenda Item 2, the Minutes of the Meeting held on 11 December 2008.

**MINUTES OF PREVIOUS MEETING**

2. There were submitted and approved as a correct record, the Minutes of the meeting of East Ayrshire Community Planning and Partnership Board held on 11 December 2008 (circulated).

**MATTERS ARISING**

- 2.1 **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 NHS Ayrshire and Arran had identified an underspend in their 2008/09 alcohol funding and had written to each of the three Community Planning Partnerships seeking bids to utilise a one off allocation of £30,000 per partnership. From an East Ayrshire perspective a funding bid to support the Venture Trust has been submitted to NHS Ayrshire and Arran for consideration.

**CORPORATE PARENTING UPDATE**

3. There was submitted a report dated 16 April 2009 (circulated) by the Head of Service: Children and Families and Criminal Justice, East Ayrshire Council, which provided a

summary of current activity relating to Corporate Parenting following the successful seminar held in Shortlees Community Centre on 10 February 2009 and which set out key actions for the Community Planning Board to take forward.

It was agreed:

- (i) to note the outcomes from the successful Corporate Parenting Seminars;
- (ii) to approve the actions set out in Section 5 of the Report;
- (iii) that the actions detailed at Section 5 of Report are built into the overarching action plan;
- (iv) that an update report on progress with the implementation of the action plan be reported in 6 months time;
- (v) that the Community Health Partnership Facilitator report to the CHP Locality Group on the issue of Community Planning Partners offering direct support into skillseeker placements and work shadowing, and report back to the Board accordingly; and
- (vi) otherwise, to note the contents of the report.

#### **EAST AYRSHIRE COMMUNITY HEALTH PARTNERSHIP – PRESENTATION BY KATIE KELLY, COMMUNITY HEALTH PARTNERSHIP FACILITATOR**

4. Members of the Community Planning Partnership Board received a presentation by Katie Kelly, Community Health Partnership Facilitator on “Working Together to Improve Health and Wellbeing in East Ayrshire”.

Members of the Community Planning Partnership Board then had the opportunity to ask questions of Katie. Thereafter, the Chair thanked Katie for an interesting and informative presentation.

Councillor Filson left the meeting at this point.

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

5. There was submitted a report dated 16 April 2009 (circulated) by the Chief Executive, East Ayrshire Council which updated on the range of matters relating to the East Ayrshire Community Planning Partnership Single Outcome Agreement; and a response to commentary on the Single Outcome Agreement received from the Scottish Government (circulated at the meeting) in relation to the East Ayrshire Community Planning Partnership Single Outcome Agreement 2008-2011 (SOA): updated 26 February 2009.

It was agreed:

- (i) to note that the updated East Ayrshire Community Planning Partnership Single Outcome Agreement 2008-2011 had been submitted to the Scottish Government for consideration and the overall process for sign off;
- (ii) to note that the Improvement Service had confirmed that it would prepare an interim report for consideration by the Scottish Government and that no further information would be required from individual Councils/ CPPs in this regard;
- (iii) to note the activity contained within the interim report (appendix 1);
- (iv) to note the work streams taken forward at a national level to further support CPPs, and note the advice note on Equalities and Strategic Environmental Assessments in relation to Single Outcome Agreements;

- (v) that a full report on the planned performance reporting framework be submitted to the next meeting of the Board;
- (vi) to agree the response to Derek Feeley, Scottish Government Lead Director;
- (vii) to remit the Community Planning and Partnership Manager to co-ordinate an update presentation/report to the next Board meeting on the economic climate; and
- (viii) to receive further update reports, as required.

### **ALCOHOL AND DRUGS DELIVERY REFORM**

6. There was submitted a report dated 20 April 2009 (circulated) by the Depute Chief Executive/ Executive Director of Corporate Support, East Ayrshire Council which presented for consideration proposals for reviewing and reforming alcohol and drugs planning structures.

It was agreed:

- (i) to approve the establishment of an East Ayrshire Alcohol and Drugs Partnership;
- (ii) that reporting structures for the Alcohol and Drugs Partnership be aligned with the local Community Planning structures through the Community Health Partnership;
- (iii) to remit to the relevant officers to ensure effective implementation; and
- (iv) otherwise, to note the contents of the report.

### **REVIEW OF DECISION MAKING STRUCTURES ONE YEAR ON**

7. There was submitted a report dated 16 April 2009 (circulated) by the Depute Chief Executive/ Executive Director of Corporate Support which provided an opportunity to consider the Review of Decision Making Structures one year on, and which presented the Local Community Planning Forums evaluation for 2008/2009.

The Community Planning and Partnership Manager advised that following consultation with the Principals of both Ayr College and Kilmarnock College, that, subject to Board approval, the Principal of Kilmarnock College would represent both establishments at future meetings of the Community Planning and Partnership Board.

It was agreed:

- (i) to note the Board's comments that one year on, the revised Community Planning Decision Making Structures, including the Local Community Planning Forums, remained fit for purpose;
- (ii) to note the positive outcome of the evaluation of the Local Community Planning Forums in 2008/2009 and the Forward Plan for the Forums in 2009/2010;
- (iii) to ensure that the effective participation of Officers from their agencies at Forum meetings, as appropriate;
- (iv) to agree that the Principal of Kilmarnock College be invited to attend future Community Planning and Partnership Board meetings, representing both Ayr College and Kilmarnock College, and to remit to the Community Planning and Partnership Manager to approach the Principal with a view to widening the remit to include higher and further education; and

- (v) otherwise, to note the contents of the report.

### **AUDIT OF BEST VALUE AND COMMUNITY PLANNING – BEST VALUE 2**

8. There was submitted a report dated 20 April 2009 (circulated) by the Chief Executive, East Ayrshire Council, which informed of the progress made by the Accounts Commission and Audit Scotland in their development of an audit framework in relation to the next generation of Best Value and Community Planning Audits (Best Value 2); and of the decision of the accounts Commission to select East Ayrshire as a 'pathfinder' for the Best Value 2 Programme.

It was agreed:

- (i) to note the changes to the audit approach that will be taken by the Accounts Commission;
- (ii) to welcome the fact that East Ayrshire has been selected as a pathfinder Council for Best Value 2 and to participate in the Audit process during 2009;
- (iii) to receive further update reports as necessary; and
- (iv) otherwise, to note the contents of the report.

### **FAIRER SCOTLAND FUND FINANCIAL UPDATE**

9. There was submitted a report dated 21 April 2009 (circulated) by the Depute Chief Executive/ Executive Director of Corporate Support, East Ayrshire Council, which advised on a range of matters regarding the Fairer Scotland Fund (FSF) and the Community Planning Challenge Fund.

It was agreed:

- (i) to note the requirement to submit the FSF Annual Expenditure Return for 2008/2009 to the Scottish Government by 30 April 2009;
- (ii) to note the FSF actual spend in the 2008/2009 financial year and to endorse the underspend identified for carry forward in 2009/10;
- (iii) to approve the proposals in respect of the Information Analyst post at paragraph 3.2 and 3.3 of the report;
- (iv) to approve the proposals at paragraph 3.5 of the report to match fund from the unallocated balance in the 2009/2010 FSF budget to expand the "Wheels2Work" initiative in the north of East Ayrshire;
- (v) to note the allocations from the Small Project Development Fund;
- (vi) to note the financial allocation from the Challenge Fund to enhance fuel poverty activity;
- (vii) to remit to the Community Planning and Partnership Manager to write to both the UK Government and the Scottish Government in relation to fuel poverty, in particular on the costs associated with pre-payment fuel meters; and
- (viii) otherwise, to note the comments of the report

### **COMMUNITY PLANNING UPDATE AND JOINT OFFICERS GROUP WORK PLAN 2009/2010**

10. There was submitted a report dated 16 April 2009 (circulated) by the Depute Chief Executive/ Executive Director of Corporate Support which updated on developments in relation to Community Planning.

It was agreed:

- (i) to re-format the East Ayrshire Community Plan risk register to include progress on the risks identified, and to include as a priority the current economic climate;
- (ii) that the proposed key issues, as detailed in the report, be included in the Joint Officers' Group Workplan 2009/10;
- (iii) to note the endorsement of the new Action Plans and the Mid-Term Review of the Improving Community Safety by the Joint Officers Group, as remitted by the Community Planning Partnership Board for implementation by 1 April 2009;
- (iv) to note the submission of the Community Plan Action Plan Annual Performance Reports, which detail progress against projected outputs for 2008/2009 for the existing 6 Action Plans, and that a consolidated Annual Performance Report would be prepared to allow reporting to the Council's Cabinet and Partner Boards, as appropriate;
- (v) to note that the Partnership Assessment Scorecard (PAS) exercise for 2009 would be implemented week commencing 20 April 2009 and to participate in the exercise; and
- (vi) otherwise, to note the contents of the report.

#### **LOCAL CREDIT UNIONS – POTENTIAL FOR MERGER**

11. There was submitted a report dated 16 April 2009 (circulated) by the Service Manager, Performance and Development, East Ayrshire Council, which advised of discussions held with and between Cumnock and Doon Valley Credit Union and East Ayrshire Credit Union in order to consider and explore the potential for these organisations to merge; and which reported the outcomes of these discussions accordingly.

It was agreed:

- (i) to note the position in relation to the merger as detailed in the report;
- (ii) to remit the matter to the Financial Inclusion Sub Group to keep the possibility of merger under review; and
- (iii) otherwise, to note the contents of the report.

#### **ANY OTHER COMPETENT BUSINESS**

12. **Adaptation: Thriving in Times of Change – a Discussion Document drafted by Cambridge Leadership Associates**

There was submitted information (circulated at the meeting) in relation to Adaptation: Thriving in Times of Change – a Discussion Document drafted by Cambridge Leadership Associates (CLA) for the Community Partner organisations of South West Scotland.

The Community Planning and Partnership Manager advised, and it was noted, that the draft discussion document was intended to engage the thinking on all sides in a shared development process, and that it had emerged from preliminary conversations with the Chief Executive for South Ayrshire Council in connection with the need to develop the skills and practices required to deliver public value at the convergence of the Single Outcome Agreement and Community Planning Partnerships.

The initial feeling of the Board was that Community Planning in East Ayrshire was well developed and this type of programme was not necessary at this point, due to the range of local initiatives that have already taken place. Members also felt that it was more appropriate to develop training programmes tailored to the needs of the local partnership. To allow for full consideration of the proposal by Board members, it was agreed to submit comments on the discussion document to the Community Planning and Partnership Manager, no later than Friday 8 May 2009.

#### **DATE OF NEXT MEETING**

- 13.** The next board meeting will be held on Thursday 30 July 2009 at 1400 hours, with the proposed venue of the Burns Monument Centre, Kilmarnock.

The meeting terminated at 1555 hours.