

**EAST AYRSHIRE COMMUNITY PLANNING PARTNERSHIP BOARD**

**MINUTES OF MEETING HELD ON THURSDAY 15 DECEMBER 2005  
AT 1400 HOURS, IN THE GLEN CAOL SUITE, LOCHSIDE HOUSE HOTEL,  
NEW CUMNOCK**

**PRESENT:** Councillor William Menzies and John Clayton, Head of Corporate Development and Communication, East Ayrshire Council; Joyce Black, Senior Executive, Scottish Enterprise Ayrshire; Geoff Coleman, Community Planning Manager, NHS Ayrshire and Arran; Chief Inspector Douglas Robertson, Strathclyde Police; Jim Burns, Business Development Manager, Jobcentre Plus; Cathy Roarty, Lead Public Health Practitioner, Community Health Partnership; Charlie McGrattan, Area Commander, Strathclyde Fire and Rescue; John Walls, Community Planning Co-ordinator, Strathclyde Passenger Transport; Katie Chan, Social Justice Co-ordinator, Communities Scotland; and Coalfield Communities Federation Representatives: Jean Smith, Ronnie Hamilton and John Weir; North Federation Representatives: Jean Brown, Frank Dawson, Linda Thomson and James Miller; and Community Representatives from the wider Community: Jack Campbell and Maurice Ashbridge.

**ATTENDING:** Gwen Barker, Community Planning and Partnership Manager; Ann Robertson, Community Partnership and Regeneration Officer; Helen Sinclair, Community Planning Officer; Laurie Milwain, Partnership and Regeneration Team Leader; Kirstin Muir, Financial Services Manager; Robert Beaton, Administrative Officer, East Ayrshire Council; and Gemma Sim, Community Planning Officer, Strathclyde Fire and Rescue.

**APOLOGIES:** Linda Kenny, Director of Enterprise, Kilmarnock College; Coalfield Communities Federation Representative: Ian Smith; and Community Representatives: Eddie Torrance, and Gerry Cassidy.

**CHAIR:** Councillor William Menzies, Chair.

**CHAIR'S REMARKS**

1. The Chair intimated that Eddie Torrance, Community Representative, had recently suffered ill health and asked the Community Planning and Partnership Manager to pass on the best wishes of the Board.

**MINUTES OF PREVIOUS MEETING**

2. There were submitted (circulated) and approved as correct record, the Minutes of the East Ayrshire Community Planning Partnership Board held on 22 September 2005.

## MATTERS ARISING

### **3.1 Computer skills training and computer equipment for Community Representatives**

Noted that the installation programme of computer equipment was nearing completion and installations for Frank Dawson and Jean Brown were imminent. Further noted that an audit of Community Representatives' Information Communication Technology requirements would be carried out in the New Year by staff in the Community Planning and Partnership Unit.

### **3.2 Promotion of the Community Planning Partnership Board**

Noted that an article on the establishment of the new Community Planning Partnership had been submitted to the 'Glennie' Newsletter; featured in the final edition of the Better Neighbourhood Services Fund Newsletter; and included in a calendar circulated by the Housing Service to all Council tenants in East Ayrshire.

### **3.3 Ayrshire Key Fund Limited**

Noted that the final meeting of the Ayrshire Key Fund would be held on 22 December 2005.

### **3.4 East Ayrshire Residents' Survey**

Noted that the survey had been completed, the results were being examined; and the findings would be circulated to Board Members when finalised.

### **3.5 Disbursement of Coalfield Regeneration Funding**

Noted that the Chair had written, on behalf of the Board, to Malcolm Chisholm MSP, Minister for Communities, but had not received an adequate response. A further letter had been sent to the Minister, seeking clarification that East Ayrshire Coalfield Area had been allocated an appropriate share of available funding, the response to which is currently awaited.

### **PRESENTATION BY CHARLIE MCGRATTAN, AREA COMMANDER, STRATHCLYDE FIRE AND RESCUE**

4. The Board received a presentation by Charlie McGrattan, Area Commander, Strathclyde Fire and Rescue, on the recent review undertaken by Strathclyde Fire Brigade which resulted in the establishment of Strathclyde Fire and Rescue.

There then followed a full discussion, and a question and answer session.

The Chair thanked Charlie McGrattan for his presentation and requested, on behalf of the Board, that a copy of the PowerPoint presentation be circulated to Board Members for information.

**BUDGETARY CONTROL SUMMARY STATEMENT – COMMUNITY  
REGENERATION FUND AND RELATED PROGRAMMES TO  
13 NOVEMBER 2005 (PERIOD 8)**

5. There was submitted and endorsed a report dated 22 November 2005 (circulated) by the Executive Head of Finance, East Ayrshire Council, which advised of the current budgetary control position and projected outturn for the year 2005/06 for the services within the remit of the Community Planning Partnership Board, namely the Community Regeneration Fund, Community Voices Programme and Community Planning Challenge Fund for the period ended 13 November 2005 (period 8).

**FINANCE REPORT**

6. There was submitted a report dated 30 November 2005 (circulated) by the Community Planning and Partnership Manager which reported on a range of financial issues pertinent to the projects and initiatives supported by funding available from the Community Regeneration Fund and the Community Voices Programme. There was also submitted (tabled) a colour version of Appendix 2 which highlighted a number of projects for particular consideration by the Board.

Following discussion, it was agreed: -

- (i) to note the declared underspend of £30,000 by East Ayrshire Works and agree to re-allocate resources to fund the package of projects as detailed within the report;
- (ii) to allocate £7,450 from the 2005/06 Challenge Fund budget as detailed within the report;
- (iii) to note the allocations made from the Small Project Development Fund as detailed within the report;
- (iv) to approve the proposed funding package in respect of Community Regeneration Fund/Community Voices Programme resources in 2006/07 as detailed within the report;
- (v) to consider proposals at the next meeting of the Board in respect of Community Regeneration Fund/Community Voices Programme allocations in 2007/08, which are linked to local Community Planning priorities;
- (vi) to note the commitment to review and rationalise financial processes;
- (vii) to note the recommendations made on behalf of the Board to Strathclyde European Partnership;
- (viii) to note that there was an opportunity for Board members to submit proposals to the Community Planning and Partnership Manager for projects under £2,000, which could be funded from the Small Project Development Fund between December 2005 and March 2006; and
- (ix) otherwise, note the content of the report.

**REGENERATION OUTCOME AGREEMENT UPDATE**

7. There was submitted a report dated 30 November 2005 (circulated) by the Community Planning and Partnership Manager which provided an update on the Regeneration Outcome Agreement.

Following discussion, it was agreed: -

- (i) to note that detailed guidance in respect of the National Performance Management Framework had recently been issued by Communities Scotland for the current financial year;
- (ii) to note the Mid-year Stock Take convened by Communities Scotland and the actions arising from the discussion as detailed in the report;
- (iii) to note that Communities Scotland had commissioned an independent equalities assessment of each Regeneration Outcome Agreement and that the results had recently been received by the Community Planning Partnership;
- (iv) to note the intention of the Community Planning Joint Officers' Group to write to Communities Scotland advising that the Equalities agenda in East Ayrshire sits within the wider Community Planning arrangements rather than as a core part of the ROA;
- (v) to note that a meeting had been arranged with representatives of Communities Scotland to consider future Community Regeneration Fund allocations, in particular, in respect of resources available in 2007/08;
- (vi) to endorse the additional issues identified at Section 5.3 of report for the 'communities in decline'; and
- (vii) otherwise, note the content of the report.

#### **FORMAT OF FUTURE BOARD MEETINGS**

8. There was submitted a report dated 29 November 2005 (circulated) by the Community Planning and Partnership Manager which advised of progress in respect of the review of the existing format of Community Planning Partnership Board meetings.

Following discussion, it was agreed:-

- (i) to endorse the proposals arising from the Short-term Working Group and to trial these at the next Board meeting on 9 March 2006;
- (ii) that Board Members participate in a one-day workshop on 'roles and responsibilities', if considered appropriate;
- (iii) to approve the proposed nomination from the Coalfields Regeneration Trust for its local representative to sit as a member of the Community Planning Partnership Board;
- (iv) that the Administrative Officer arranges for all papers tabled at Board meetings to be issued to Board Members who are unable to attend any future meetings;
- (v) to request that the Community Planning and Partnership Manager considers preparing a newsletter to reflect the views and activity of the Board, which can be distributed to assist Community Representatives reporting back to their respective organisations on decisions taken by the Board; and
- (vi) otherwise, note the content of the report.

## **REVIEW OF COMMUNITY PLANNING STRUCTURES**

9. There was submitted a report dated 23 November 2005 (circulated) by the Community Planning and Partnership Manager which advised of proposals to review the Community Planning structures.

Following discussion, it was agreed: -

- (i) to note the commitment by Core Partners to review the Community Planning structures;
- (ii) to note the pending review of the Community Plan and associated Action Plans;
- (iii) to receive further papers on the above two items to ensure full participation in the review process; and
- (iv) otherwise, note the content of report.

## **EAST AYRSHIRE PARTNERSHIP ASSESSMENT SCORECARD**

10. There was submitted a report dated 29 November 2005 (circulated) by the Community Planning and Partnership Manager which updated on progress in relation to the East Ayrshire Partnership Assessment Scorecard and proposals for implementation.

Following discussion, it was agreed: -

- (i) to note the progress in relation to the Partnership Assessment Scorecard and the proposals for its implementation;
- (ii) to note that the two Federations of Community Groups agreed to participate in the Partnership Assessment Scorecard process; and
- (iii) otherwise, note the content of report.

## **COMMUNITY REGENERATION FUND PROJECT PERFORMANCE REPORT**

11. There was submitted a report dated 29 November 2005 (circulated) by the Community Planning and Partnership Manager which advised of progress made by projects in meeting their agreed targets for 2005/06. There was also circulated (tabled) Appendix 1: Community Regeneration Fund Programme of Projects - Progress Towards Targets 2005/06.

Following discussion, it was agreed:-

- (i) to note the findings of the Community Regeneration Fund project review process;
- (ii) to note the progress made by the projects against their agreed set targets for 2005/06; and
- (iii) otherwise, note the content of report.

## **STAFFING REPORT**

12. There was submitted a report dated 29 November 2005 (circulated) by the Community Planning and Partnership Manager which advised of the revisions to the staffing structure of the Community Planning and Partnership Unit approved

by East Ayrshire Council's Corporate Governance Committee on 29 September 2005.

Following discussion, it was agreed:-

- (i) to note the approved revisions to the staffing structure of the Community Planning and Partnership Unit as detailed in the report;
- (ii) to note that the Corporate Governance Committee had agreed to consider further options and proposals regarding the future mix of temporary/permanent positions in the Unit;
- (iii) to acknowledge the support of the Head of Corporate Development and Communication in respect of securing the new staffing structure for the Community Planning and Partnership Unit; and
- (iv) otherwise, note the content of the report.

### **DATE OF NEXT MEETING**

13. The Chair advised that the next meeting would be held on Thursday 9 March 2006 in the Main Meeting Room, Council Headquarters, London Road, Kilmarnock.

Meeting terminated at 1600 hours.