



**EAST AYRSHIRE COMMUNITY PLANNING
RESIDENTS' PANEL UPDATE**

Board Meeting: 8 March 2007

1. PURPOSE OF REPORT

1.1 To update the Community Planning Partnership (CPP) Board on developments in relation to the East Ayrshire Community Planning Residents' Panel.

2. EAST AYRSHIRE COMMUNITY PLANNING RESIDENTS' SURVEY AND PANEL

2.1 At the Core Partners' meeting held in April 2004, members endorsed proposals to carry out a range of activity in relation to joint community consultation and engagement. These comprise:

- commissioning a Community Planning Residents' Survey (four yearly), commencing 2005/06; the results of which were reported to the Board on 9 March 2006;
- establishing a representative Residents' Panel and geographic Focus Groups (utilised routinely; minimum twice per year);

2.3 As part of the Residents' Survey commission, Lowland Market Research recruited a Residents' Panel comprising a representative cross-section of East Ayrshire residents.

3. EAST AYRSHIRE COMMUNITY PLANNING RESIDENTS' PANEL PROFILE

3.1 At present, the Residents' Panel consists of six hundred members as profiled below:

Local Committee Areas	% of Panel Members
Northern	15%
Kilmarnock North	9%
Kilmarnock Central	17%
Kilmarnock South	10%
Irvine Valley	13%
Cumnock Area	28%
Doon Valley	8%

Gender	% of Panel Members
Male	42%
Female	58%

Data Zones	% of Panel Members
0-15%	13%
15-30%	21%
Outwith	66%

Ethnicity	% of Panel Members
Pakistani	0.2%

White	99.3%
Refused	0.5%
Age	% of Panel Members
18-24	7%
25-34	13%
35-44	18%
45-54	23%
55-59	13%
60-64	8%
65+	17%
Refused	1%

Disability	% of Panel Members
Yes	9%

4. PANEL MANAGEMENT

- 4.1 A multi-agency Consultation Steering Group meets on a quarterly basis, and considers consultation questions submitted by Community Planning Partner agencies.
- 4.2 In addition, Residents' Panel members have been invited to identify topics or issues for future consultation exercises.
- 4.3 The Consultation Steering Group has responsibility for planning and co-ordinating the programme of consultation with Panel members. The Community Planning and Partnership Unit manages the Residents' Panel process, with day-to-day activity being co-ordinated by the Consultation and Engagement Co-ordinator.
- 4.4 The Joint Officers' Group (JOG) acts as a Screening Group to endorse the programme of consultation.

5. RESIDENTS' PANEL CONSULTATIONS 2006

- 5.1 At the JOG meeting of 11 April 2006, a draft consultation timetable in respect of the Residents' Panel was considered and endorsed.
- 5.2 As previously reported to the CPP Board at its meeting on 14 December 2006, five consultation exercises have been progressed as follows:
- Community Planning Four-Yearly Review Process - 27% return
 - Smoking and Fire Safety Survey - 47% return
 - Local Transport Strategy Survey - 41% return
 - East Ayrshire Local Plan Alteration - 14% attendance
 - Strathclyde Police Public Consultation 2006 - 58% return.

- 5.3 Topics for future consultation include, Child Protection, Mental Health Review and Healthy Eating. A draft Residents' Panel Consultation Timetable for 2007 is attached for information at Appendix 1.

6. RESULTS AND FEEDBACK

- 6.1 The results of the Community Planning Four-Yearly Review have informed the preparation and development of the new Community Plan Action Plans.
- 6.2 Staff within NHS Ayrshire and Arran and Fire and Rescue have analysed and are currently considering the findings of the Smoking Ban, Cessation and Fire Safety questionnaire.
- 6.3 The results for the East Ayrshire Local Plan Alteration, Roads/Transportation Local Strategy and Strathclyde Police Public Consultation 2006 are currently being collated and analysed by the relevant Community Planning Partner agency.
- 6.4 Community Planning Partners will disseminate the consultation results throughout their relevant organisations and ensure that responses to consultations are used to inform future service delivery. In addition, all of the Panel results will be considered by the Community Planning JOG.
- 6.5 Consultation results will be made available to the public in a range of different formats, as deemed appropriate to the consultation exercise, as follows:
- Community Planning website
 - Residents' Panel Newsletter
 - Headlines Magazine
 - Federations of Community Groups
 - Local newspapers and press releases.
- 6.5 Currently, the Review of the Community Planning Aims and Aspirations Results, and the Smoking and Fire Safety Survey Results are available on the Community Planning website.
- 6.6 The first Residents' Panel Newsletter, also available via the Community Planning website, was circulated to Residents' Panel members in December 2006. The newsletters will feedback the consultation results, highlight how responses have informed service delivery, policy and strategy and outline future consultation topics. It is proposed that the newsletter will be distributed bi-annually.

7. PUBLICITY

- 7.1 The Community Planning Partners have ensured the Residents' Panel has been widely publicised as follows:
- Report presented to Local Committees in May 2006
 - Article in the Spring 2006 Edition of the Glennie newsletter
 - Presentation to Better Governance for Older People group – June 2006
 - Quick Word About Community Planning, Corporate Induction – June 2006
 - Article in the Autumn 2006 Edition of the Glennie newsletter
 - Quick Word About Community Planning and Partnership Unit – August 2006

- Included in presentation to Older People's Conference - September 2006
- Article in the November 2006 Edition of Headlines Magazine
- Included in presentation to Action Plan Working Group seminar – November 2006
- Communicated to Coalfield and North Communities Federations
- Community Planning website.

8. PANEL REFRESHMENT

- 8.1 In order to ensure the panel membership continues to be representative, the Core Partners' Group has agreed that an external research company be commissioned to undertake a Panel refreshment exercise during summer 2007.
- 8.2 The commissioned work will include the design and print of recruitment questionnaires, administration of a postal survey, face-to-face recruitment and database construction.
- 8.3 In addition, Partners have agreed that a panel refreshment/recruitment exercise be carried out every 18 months thereafter.

9. JOINT ANNUAL COMMUNITY ENGAGEMENT PLAN

- 9.1 In an attempt to rationalise consultation and engagement and to inform the public and Community Planning Partners of planned consultation, a joint annual community engagement plan will be prepared.
- 9.2 To co-ordinate this activity, Core Partners have agreed to nominate individuals to inform Dawn Watson, the Community Planning and Partnership Unit's Consultation and Engagement Co-ordinator, (dawn.watson2@east-ayrshire.gov.uk), of any consultation and engagement exercises planned by their agency in 2007.
- 9.3 The joint community engagement plan will be made available on the Community Planning website and will be updated on a quarterly basis by the Consultation and Engagement Co-ordinator.

10. RECOMMENDATIONS

- 10.1 The Community Planning Partnership Board is asked to:
- i) note the activity in respect of the Community Planning Residents' Panel;
 - ii) note that the first Residents' Panel refreshment exercise will take place during summer 2007 and every 18 months, thereafter;
 - iii) note the progress in respect of the development of a joint annual community engagement plan and that Core Partners have agreed to advise Dawn Watson, Consultation and Engagement Co-ordinator, of any planned consultation and engagement exercises for 2007; and
 - iv) otherwise, note the content of the report.

Gwen Barker
Community Planning and Partnership Manager
19 February 2007

EAST AYRSHIRE COMMUNITY PLANNING COMMUNITY PLANNING

DRAFT RESIDENTS' PANEL CONSULTATION TIMETABLE – 2007

	Topic	Consultation Method	Lead Responsibility	Link to Community Plan and Thematic Action Plans
March 2007	Child Protection	Information and questionnaire	Child Protection Consultation Working Group Martin Donachy	
June 2007	Disability Strategy – to be confirmed	Focus Groups – to be confirmed	East Ayrshire Council – to be confirmed	
September 2007	Mental Health Review, Nutrition and Breast Feeding	Postal and on-line questionnaire	NHS Ayrshire and Arran Elaine McClure	Link to Improving Health and Improving Community Safety themes.
December 2007	Training and Employment Survey	Postal and on-line questionnaire	Scottish Enterprise Ayrshire Maryse McMaster	Link to Improving Opportunities and Promoting Community Learning themes.