

EAST AYRSHIRE COMMUNITY PLANNING PARTNERSHIP BOARD

**MINUTES OF MEETING HELD ON THURSDAY 23 JUNE 2005 AT 1400 HOURS
IN THE FORMER COUNCIL CHAMBERS, COUNCIL OFFICES, LUGAR**

PRESENT: Councillor William Menzies and Elizabeth Morton, Depute Chief Executive/Executive Director of Corporate Support (Ex-Officio), East Ayrshire Council; Mary-Grace Burinski, Health Promotion Manager, NHS Ayrshire and Arran; Chief Inspector Douglas Robertson, Strathclyde Police; Ann McManus, Support Services Manager, Ayr College East; Linda Kenny, Director of Enterprise, Kilmarnock College; Jim Burns, Business Development Manager, Jobcentre Plus; June Lawrie, Development Worker, Council of Voluntary Organisations (East Ayrshire); Cathy Roarty, Lead Public Health Practitioner, Community Health Partnership; Donald Harvey, Divisional Officer, Strathclyde Fire and Rescue; John Walls, Community Planning Co-ordinator, Strathclyde Passenger Transport; Katie Chan, Social Justice Co-ordinator, Communities Scotland; and Community Representatives: Matt Donnelly, Gerard Cassidy, Jimmy Miller, Linda Thomson, Graham Piggott, Maurice Ashbridge, Kenneth Stewart, Edward Torrance, Jack Campbell, Alex Torrance, Jean Smith, Ronnie Hamilton, John Weir and Ian Smith.

ATTENDING: Gwen Barker, Community Planning and Partnership Manager; Ann Robertson, Community Partnership and Regeneration Officer; Laurie Milwain, Social Inclusion Team Leader; Colin Hastings, Senior Accountant; and Robert Beaton, Administrative Officer, East Ayrshire Council.

APOLOGY: Joyce Black, Senior Executive, Scottish Enterprise Ayrshire.

CHAIR: Councillor William Menzies, Chair.

CHAIR'S REMARKS

1. The Chair welcomed East Ayrshire Community Planning Partnership Board Members to the first meeting and advised that agreement had been reached at the Special East Ayrshire North Social Inclusion Initiative, held earlier on the same day, to dissolve the North Board.

**ARRANGEMENTS FOR THE CONDUCT OF MEETINGS AND DECISION MAKING
FOR THE COMMUNITY PLANNING PARTNERSHIP**

2. There was submitted a report dated 9 June 2005 (circulated) by the Community Planning and Partnership Manager which proposed a range of operating procedures in relation to the conduct of meetings and decision making in respect of the Community Planning Partnership.

Following discussion, it was agreed:-

- (i) to request that the Coalfield Communities Federation and North Communities Federation write to the Community Planning and Partnership Manager with confirmation of their nominations to the new Community Planning Partnership and the Community Planning Core Partners' Group;
- (ii) to remit the Community Planning and Partnership Manager to make appropriate arrangements to secure the appointment of Community Representatives from the wider community to the Community Planning Partnership;

- (iii) to endorse the proposed operating procedures and protocols presented at Appendix I to the report;
- (iv) to adopt the Constitution as attached at Appendix II to the report;
- (v) that Board Members participate in the planned programme of 'Working Together Learning Together' sessions during the Summer and Autumn of 2005, and to extend an invitation to North and Coalfield Communities Federation Representatives to attend;
- (vi) to remit the Community Planning and Partnership Manager to consider the appropriateness of having a 'Working Together Learning Together' session on 'Absentee Landlords'; and
- (vi) otherwise, to note the content of the report.

MINUTES OF PREVIOUS MEETINGS

- 3.1** There were submitted (circulated) and approved as a correct record, the Minutes of the East Ayrshire Coalfield Area Social Inclusion Partnership Board held on 10 March 2005.
- 3.2** There were submitted (circulated) and approved as a correct record, the Minutes of the East Ayrshire North Social Inclusion Initiative and Coalfield Area Social Inclusion Partnership Joint Board held on 18 May 2005.

MATTERS ARISING

4.1 East Ayrshire Coalfield Area Social Inclusion Partnership Board – 10 March 2005 - SIP Publication Scheme

Noted that the Community Planning and Partnership Manager would report to the next Board meeting on 22 September 2005 of the requirements placed on the Community Planning and Partnership Board by the Freedom of Information (Scotland) Act 2002, including, if appropriate, the development of an Approved Publication Scheme.

4.2 East Ayrshire North Social Inclusion Initiative and Coalfield Area Social Inclusion Partnership Joint Board - 18 May 2005

Noted that the Young Person's Alcohol Information Project will be incorporated into future Project Performance Reporting arrangements; and in relation to the draft North Social Inclusion Initiative Annual Report for 2004/2005, that this was currently being printed and would be circulated as widely as possible by the Community Planning and Partnership Manager.

FINAL OUTTURN SUMMARY STATEMENT - 2004/05 FOR THE EAST AYRSHIRE COALFIELD AREA SOCIAL INCLUSION PARTNERSHIP TO 31 MARCH 2005 AND BUDGETARY CONTROL SUMMARY STATEMENT - COMMUNITY REGENERATION FUND AND RELATED PROGRAMMES TO 29 MAY 2005 (PERIOD 2)

- 5.** There was submitted a report dated 9 June 2005 (circulated) by the Executive Head of Finance, East Ayrshire Council, together with a revised copy of the report with the Appendices correctly printed (circulated); which advised of the final outturn for the year 2004/05 for services within the remit of East Ayrshire Coalfield Area Social

Inclusion Partnership as at 31 March 2005; and the current budgetary control position and projected outturn for the year 2005/06 for the services within the remit of the Community Planning Partnership, namely the Community Regeneration Fund, Community Voices Programme and Community Planning Challenge Fund, for the period ended 29 May 2005 (Period 2).

Following discussion, it was agreed:-

- (i) to note and endorse the content of the report; and
- (ii) to request the Community Planning and Partnership Manager to consider the roll-out of computer skills training and upgrading of computer equipment for Community Representatives, with any expenditure being met from the Community Voices Budget.

SIP PROJECT PERFORMANCE REPORT 2004/2005

6. There was submitted a report dated 9 June 2005 (circulated) by the Community Planning and Partnership Manager which advised of progress made by East Ayrshire Coalfield Area Social Inclusion Partnership Projects in meeting their final agreed target position for 2004/05.

Following discussion, it was agreed:-

- (i) to note the progress and achievement made by the Projects against their final targets for 2004/05; and
- (ii) otherwise, to note the contents of the report.

ANNUAL REPORT 2004/2005

7. There was submitted a report dated 9 June 2005 (circulated) by the Community Planning and Partnership Manager which sought the Board's endorsement of East Ayrshire Coalfield Area Social Inclusion Partnership's 2004/05 Annual Report, due to be submitted to Communities Scotland by 30 June 2005.

Following discussion, it was agreed:-

- (i) to endorse the 2004/05 Annual Report, subject to minor textual changes, for submission to Communities Scotland by 30 June 2005;
- (ii) to remit the Community Planning and Partnership Manager to commission the production of the Annual Report in an interesting and attractive format, which can be widely circulated within the Coalfield Area;
- (iii) to note that the Coalfield SIP had been a success story; and that the Community Planning and Partnership Manager would consider an appropriate press release to promote the establishment of the Community Planning Partnership once the Regeneration Outcome Agreement had been signed off by Communities Scotland; and
- (iv) otherwise, to note the contents of the report.

REGENERATION OUTCOME AGREEMENT UPDATE

8. There was submitted a report dated 9 June 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 the issues raised by the Scottish Executive and Communities Scotland in respect of East Ayrshire's revised Regeneration Outcome Agreement, which was submitted for consideration in May 2005;
- (ii) to note the further actions progressed by Community Planning Partners to address the issues raised in respect of targeting areas outwith the worst 15% data zones identified by the SIMDO4;
- (iii) to note the issues raised in respect of the inclusion of the targeted communities, namely Hurlford, Newmilns and Rankinston and Sinclairston;
- (iv) to note the recommendations regarding the targeting issue, which have been made to the Minister for Communities by Communities Scotland;
- (v) to note that the Community Planning and Partnership Manager would undertake an exercise during the Summer to identify if there was any slippage from the 2005/06 spending plan;
- (vi) to strongly support the need to improve the Kilmarnock/Barrhead/Glasgow railway line as a matter of priority and to request that the Community Planning and Partnership Manager channel the views of the Partnership to Strathclyde Passenger Transport and other appropriate bodies; and
- (viii) otherwise, to note the contents of the report.

COMMUNITY REGENERATION FUND/COMMUNITY VOICES PROGRAMME STANDARD TERMS AND CONDITIONS

9. There was submitted a report dated 9 June 2005 (circulated) by the Community Planning and Partnership Manager which provided a summary of the Community Regeneration Fund and Community Voices Programme Standard Terms and Conditions of Grant.

Following discussion, it was agreed:-

- (i) to note the formal offer of Community Regeneration Fund and Community Voices Programme grant for the period 2005/06, and indicative allocations for 2006/07 and 2007/08 made to East Ayrshire Community Planning Partnership;
- (ii) to accept the offer of Community Regeneration Fund and Community Voices Programme grants, and apply the standard terms and conditions attached to the respective funding;
- (iii) to note that the Community Regeneration Fund and Community Voices Programme grants allocated in each financial year are restricted to expenditure within that year;
- (iv) to note the development of a national Performance Monitoring Framework to ensure consistency and performance measurement in respect of the Regeneration Outcome Agreement;
- (v) to note the roles and responsibilities of the grant recipient and the Community Planning Partnership as detailed within Appendix 1 to the report;
- (vi) to note the responsibility of individual Board Members to identify any financial or non-financial interests that they may have in any item of business

considered by the Community Planning Partnership and to ensure that their interest is recorded in the Register of Interests; and

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

FINANCE REPORT

10. There was submitted a report dated 9 June 2005 (circulated) by the Community Planning 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.

Following discussion, it was agreed:-

- (i) to note that Communities Scotland had confirmed Community Regeneration Funding for 2005/06 for existing SIP/BNSF projects and approved the new projects as detailed within the report;
- (ii) to note that the confirmation of Community Regeneration Funding for 2005/06 effectively removed the requirement from East Ayrshire Council to “underwrite” the Community Regeneration Fund;
- (iii) to note that arrangements are being made to provide support and guidance in respect of an appropriate exit strategy for Bellsbank Women’s Project (Men’s Health Initiative) and the Children’s Holiday Project;
- (iv) to note the recommendations made on behalf of the Coalfield Area SIP/CPP to Strathclyde European Partnership, and to delegate responsibility for making recommendations to Strathclyde European Partnership on the Community Planning and Partnership’s behalf to the Community Planning and Partnership Manager;
- (v) to endorse the continued participation in the Ayrshire Key Fund and approve an indicative allocation of £50,000 support for a Phase 2 application to Strathclyde European Partnership from Ayrshire Key Fund Limited, subject to Regeneration Outcome Agreement “sign-off”;
- (vi) to confirm the continued appointment of Ian Smith, Coalfield Communities Federation, to the Ayrshire Key Fund, for the time being, and that the Community Planning Partnership review representation at the next meeting on 22 September 2005; and
- (vii) otherwise, to note the contents of the report.

EAST AYRSHIRE COMMUNITY PLANNING PROCESS `YEAR 2` 2004/05 ANNUAL PERFORMANCE REPORT AND ACTION PLAN MID-TERM REVIEW PROCESS

11. There was submitted a report dated 9 June 2005 (circulated) by the Community Planning and Partnership Manager which presented the `Year 2`, 2004/05 Annual Performance Report for Community Planning in East Ayrshire and a summary of the mid-term review of the six associated Action Plans.

Following discussion, it was agreed:-

- (i) to note the progress made in respect of implementing Community Planning within East Ayrshire;

- (ii) to note and endorse the `Year 2' 2004/05 Annual Performance Report;
- (iii) to note and endorse the mid-term Review Process to allow for ongoing action in 2005/06 and beyond; and
- (iv) otherwise, to note the contents of the report.

FORWARD PLANNER OF FUTURE MEETINGS

12. There was submitted (circulated) and it was agreed to approve the undernoted dates for future meetings:-

<u>DATE</u>	<u>TIME</u>	<u>VENUE</u>
Thursday 22 September 2005	1400 hours	Dean Suite, Park Hotel, Kilmarnock
Thursday 15 December 2005		Former Council Chambers, Council Offices, Lugar
Thursday 9 March 2006		Dean Suite, Park Hotel, Kilmarnock

ALCOHOL FIGURES RELATING TO UNDER 18S

13. Cathy Roarty, Lead Public Health Practitioner, advised that, following a request at the North Social Inclusion Initiative and Coalfield Area SIP Joint Board on 3 February 2005, she had obtained statistical information from the Alcohol Development Worker, NHS Ayrshire and Arran. Following discussion, it was agreed that the information be circulated with the Minutes of this meeting and that the Community Planning and Partnership Manager consider incorporating the potential issues raised by the alcohol statistics into the 'Working Together Learning Together' programme.

The meeting terminated at 1525 hours.