

North Ayrshire Community Planning Partnership**CPP Board****Minutes of meeting held on Thursday, 15th September 2011****Present****North Ayrshire Council**Councillor Alex Gallagher (**Chair**)

Elma Murray, Chief Executive

Councillor John Ferguson

Councillor Jean Highgate

NHS Ayrshire and Arran

Wai-yin Hatton, Chief Executive

David Price, Non Executive Director

Strathclyde Police

Superintendent Dougie Robertson,

Chief Inspector Roddy Newbigging

Jobcentre Plus

Etta Wright, District Manager for West of Scotland

Irvine Bay Regeneration Company

Omar Elmi, Commercial Director

Scottish Government

Graeme Dickson, Director of Primary and Community Care

Scottish Enterprise

Jim Reid, Stakeholders and Networks Director

Strathclyde Fire and Rescue

Hugh Kerr, Area Commander

Strathclyde Partnership for Transport

Neil Wylie, Director of Finance

Third Sector Interface

Stephen McLaughlin, Chief Executive, The Ayrshire Community Trust (TACT)

Also in Attendance

Jim Montgomery, General Manager (Policy and Service Reform) North Ayrshire Council

Carol Kirk, Corporate Director (Education and Skills), North Ayrshire Council

Iona Colvin, Corporate Director (Social Services and Health), North Ayrshire Council

Sandra Bale, Policy and Performance Officer, North Ayrshire Council

Morna Rae, Community Planning Officer, North Ayrshire Council

Lesley Jeffery, Community Planning Assistant, North Ayrshire Council

Apologies for Absence

Councillor David O'Neill, North Ayrshire Council
Councillor Willie Gibson, North Ayrshire Council
Marlene McGlynn, Head of Operations, Skills Development Scotland
Divisional Commander John Thomson, Strathclyde Police
Patrick Wiggins, Irvine Bay Urban Regeneration Co

1. Welcome and Apologies

Councillor Gallagher welcomed everyone to the meeting, including Lena Wilson from Scottish Enterprise and Jane O'Donnell and Mark McAteer from the Improvement Service and apologies were noted.

2. Scottish Enterprise

Lena Wilson, Chief Executive, Scottish Enterprise addressed the Board to provide an update on the work of the Scottish Enterprise including an insight into the Scottish economy, the opportunities available and how it relates to North Ayrshire. She advised that Scottish Enterprise continues to focus on the local economy and have retained their local offices. The Scottish economy had been doing well, bucking the national trend (with the exception of last month), with a decrease in unemployment, albeit not in North Ayrshire.

The Chief Executive, North Ayrshire Council indicated that unemployment in North Ayrshire is significantly higher and the gap between North Ayrshire and the Scottish average was widening; the TUC also recently identified North Ayrshire as the 4th worst employment area in the country both of which Lena said we should be using this exposure to our advantage.

Lena advised that the renewables industry will result in 35,000 jobs and £11Bn over the next ten years and North Ayrshire could play a leading role in this. Scottish Enterprise have identified 600 companies across Scotland with the capability to transition into renewables. Jim Reid agreed to confirm how many of these companies are based in North Ayrshire. There are also opportunities in engineering, maintenance and off-shore developments.

Jim Reid

Lena referred to the Ayrshire-wide tourism strategy and expressed the view in relation to the assets we have in the area and that North Ayrshire is underperforming in attracting golf, sailing and cycling opportunities.

Lena advised that Scottish Enterprise's focus is on growth and not on subsidies. Scottish Enterprise are working with 38 companies in North Ayrshire including GSK (assistance with planning, research and development, innovation and development). Their Scottish Manufacturing Advisory Service also work with companies to make or save money and provide advice on reducing costs, etc.

£4M Regional Selective Assistance has also been provided to companies in North Ayrshire which has provided 140 jobs and safeguarded 125.

Lena added that Scottish Enterprise may need to look at economic development differently and consider venture capital to increase investment as companies are finding it difficult to borrow from banks so Scottish Enterprise are not able to co-invest.

Lena finished by stating that partners needed to work together and make the best use of our economic opportunities. Questions were then taken.

The Chief Executive, NHS Ayrshire and Arran (NHS) asked if Lena could suggest opportunities for the NHS for growth. Lena responded that she thought that their best route would be transitional medicine and drug development or a lab to bed project. Many drugs are now reaching the end of their patents and our health record makes it a good test market.

The Chief Executive, North Ayrshire Council advised that the Council are working closely with Jobcentre Plus, Dept of Work and Pensions and Skills Development Scotland but also need inward investment. They have met twice with Anne McCall of SDI and SDI are now actively promoting the features of Riverside Business Park and that with the help from SDI, work is also ongoing with small businesses filling global niche markets.

23,000 jobs are need to bring North Ayrshire up to the Scottish average for job density and the Council is currently writing to Ministers making specific requests about what the area needs to improve job opportunities. Lena said she would offer any assistance that she was able to in this regard and suggested that the Council also needed to encourage people to work outwith the area and not just within North Ayrshire.

The Chair thanked Lena for her very informative presentation.

3. Partnership Health Check

Jane O'Donnell and Mark McAteer from the Improvement Service gave a presentation on the Partnership Health Check in which the Board agreed at a previous meeting they would participate.

Jane said that the pilot areas had been successful, that they continue to receive ongoing support and it is hoped that the result will be a library of good practice which can be used throughout Scotland.

Following the presentation it was confirmed that the outcome of the Integrated Resource Framework would be considered and that the audit of the Community Health Partnership would also be taken into account.

There was concern that allowing two weeks for completion of the survey form was quite a short timescale and how to ensure all members reponded. Jane said they would send reminders to those members who had not responded within the time given but that the two-week timescale was only a suggestion and that the Board could agree their own timescale. Once the survey has been analysed a facilitated session for the Board will be arranged.

The Chief Executive, NAC said that the timing worked out well as work is currently ongoing on next year's Single Outcome Agreement and the Partnership Healthcheck could feed into it.

Following discussion the CPP Board agreed that it should commit to completing the form within two weeks.

**Lesley
Jeffery**

4. Minutes of Previous Meeting

The Minute of the previous meeting on 16th June 2011 was accepted.

5. Action Note – 16th June 2011

Item 11: Irvine Bay Urban Regeneration Company now supply information which forms part of the North Ayrshire Council Economic Situation report. Jim Reid, Scottish Enterprise, confirmed that he has provided information at a North Ayrshire level in the Scottish Enterprise report.

Item 12: Carol Kirk confirmed there are 79 community jobs fund places being made available, the majority of which will be available to the 16-18 age group. There are 25 current vacancies and it is expected that 79 will be achieved by the end of March 2012.

All other actions have been progressed.

6. SOA Annual Report 2010/11

The General Manager, North Ayrshire Council presented the report for approval by the Board.

The report is structured around the three community planning priorities and the long term trend of 61% of indicators improving is positive. The report also includes details and case studies of work which is being done to affect the SOA outcomes and highlights factors which can affect progress including the current economic situation and the move to focus on preventative spend which was agreed by the Board in December 2010.

The report confirms the significant progress that has been made in Community Safety and the challenges North Ayrshire still faces in Tackling Health Inequalities and Tackling Worklessness

The Chair, Councillor Gallagher, stated that the report has already been submitted to the Council's Executive who were concerned about the lack of data for health indicators and asked if the right data was being used.

There was discussion about what each organisation was able to do on their own to affect indicators and it was agreed that there is a need to look at all the indicators, particularly to obtain short term trends, which may highlight programmes which are not working in the future. Graeme Dickson, Scottish Government added that a number of other CPPs were reducing their indicators and choosing those which demonstrate multi-agency working.

The Chief Executive, NHS agreed to look again at the data supplied for health indicators which may also require input from other partners; it was also agreed that the date when the information will be available should be included.

Roddy Newbigging, Director of Community Safety said that the Safer North Ayrshire Partnership (SNAP) had considered their priorities and agreed the indicators. These are now monitored quarterly and partners can then direct resources into under-achieving areas if required. The Chief Executive, NAC agreed that there had been good work in Community Safety and a performance

**Wai-yin
Hatton**

**Morna
Rae**

trail can be seen. The audit of Community Health Partnerships will help for tackling health inequalities and the Council has recently agreed to create an Economic Regeneration Board for which most partners will be invited to provide a representative and which is hoped will improve performance on tackling worklessness.

The Chief Executive, NAC added that an email has been received from NHS Ayrshire and Arran providing some additional information for inclusion into the report.

The CPP Board agreed that the CPP Team can amend the report prior to submission to the Scottish Government and circulate final version to Board members.

**Morna
Rae**

7. SOA Q1 Progress Report

The report outlines the progress so far in the SOA and highlights actions and sub-actions which are adrift of target. The Board was asked to remove one action and two sub-actions as there has been little progress made. The Chair, Councillor Gallagher, said that this report had also been submitted to the Council's Executive and they had agreed that the actions could be removed.

Graeme Dickson, Scottish Government added that one of the sub actions related to Integrated Resource Framework (IRF) which is funded by the Scottish Government. The Project Board has expressed concern regarding the lack of progress and will be making a request for the project be put back on track or that assurances are given that we are working towards it.

The CPP Board agreed that the action and sub-actions could be removed.

**Morna
Rae**

8. Ministerial Visit

Sandra Bale, Policy and Performance Officer, North Ayrshire Council reported that the Minister for Local Government and Planning wished to make a visit to the area. It has been suggested that she visit the Pennyburn area in Kilwinning to see the work of the Multi-Agency Problem Solving Group which is part of Community Safety. The Minister also wanted to meet with Community Council representatives however, as there are no community council representatives on the Board it has been suggested that she meet with the Third Sector Interface representative who is a member of the Board, Stephen McLaughlin, Chief Executive of The Ayrshire Community Trust.

The visit has been arranged for **Tuesday, 4th October** and partners are invited to meet with the minister over lunch between 1.15pm and 2.30pm.

Sandra Bale also stated that it is the practice to request biographical details on partners for the Minister.

The CPP Board agreed to participate and that partners could send substitutes if considered appropriate.

9. SPT – Transport Outcomes Report – 2011/12

Neil Wylie, Director of Finance, SPT presented the report. The report outlines what SPT are responsible for and the improvements which have been made and

are continuing to be made in North Ayrshire and how these relate to the SOA outcomes.

10. Community Health Partnership (CHP)

David Price, Non-Executive Director, NHS presented the report (in the absence of Councillor David O'Neill) and highlighted the following:

- Local Operational Teams (LOTS) for Older people which are multi-agency groups focussed on early intervention are working well;
- Integrated Care and Enablement Service (ICES) is funded by the Change Fund and staff for the integrated team should be recruited by October 2011;
- Dementia Support: also funded by the Change Fund to support care homes, patients, staff and carers and staff will be recruited by October 2011;
- The ADP strategy has been approved and an Obesity strategy will be developed which fits well with our priority of prevention.

David Price also provided information on the recent Corporate Parenting Action Plan training event which both he and the Chief Executive of NHS Ayrshire and Arran attended. This was very informative and will now be progressed with the CHP. The Chief Executive, NAC added that there is a similar event by "Who Cares Scotland" being held for elected members on 26th October.

The CPP Board agreed that the section of the report "What needs to improve" should be completed in the future.

**Sandra
Bale**

11. Prevention and Health Inequalities

Iona Colvin, Corporate Director (Social Services and Health) presented the report outlining the outcome of the recent Child and Public Protection Chief Officers Away Day on how we shift from a reactionary approach to one of early intervention and prevention and the barriers that need to be tackled to achieve this including the issue that the expenditure by one organisation will be savings to another organisation.

Noted.

The Chief Executive, NHS added that she thought the day was very productive and that a number of actions have now been agreed and will be taken forward.

The questionnaire on Preventative Spending which has been completed by the Chief Officers Group on behalf of the Board is attached to the report as an Appendix.

12. Commission on Future Delivery of Public Services

Jim Montgomery, General Manager, NAC presented the report and stated that the Christie Commission viewed the CPP as part of the solution to reform of public services.

The CPP Board agreed a) to endorse its findings and recommendations as being consistent with the objectives of the Community Planning Partnership; b) to

reaffirm its commitment to working with citizens, communities and partner public service agencies to improve outcomes for local people; c) that the Community Engagement Reference Group be tasked with (i) working on the development of a clear programme of community engagement to advise and inform the CPP on their joint priorities; and (ii) producing proposals on how to further develop the CPP to actively pursue Christie's recommendations of CPP working at local/community level; and d) that a facilitated session be arranged for the CPP Board led by the Improvement Service on the development of the next phase of the Single Outcome Agreement.

The CPP Board further agreed that the facilitated session could be extended to the SMT and any other relevant groups and not limited to CPP Board members.

**Sandra
Bale**

13. Items for Information

a. Economic Situation Reports

The Chief Executive, NAC stated that Irvine Bay Urban Regeneration Co and the Council still needed to do further work on indicators which would be included but that some additional narrative has been inserted at the start of the NAC report to provide additional context.

Furthermore, additional information has now been received from Skills Development Scotland and copies are available.

Jim Reid, Scottish Enterprise said that the economic situation reports were helpful and the information contained in each organisation's report may be beneficial to others. He hopes to be able to break down more information specific to North Ayrshire and is working with the Council's Economic Development team on this.

The Board discussed the varying formats of the reports and that some contain details which are not relevant.

The CPP Board agreed that the headings which were previously agreed by the CPP Board in September 2009 should be used and that a template report would be issued for completion in future.

**ALL/
Lesley
Jeffery**

b. Performance Management Strategy

Submitted for information only.

c. SOA 2012

Submitted for information only.

d. CPP Chairs' Reports

Economic and Learning Partnership

Carol Kirk, Chair, Economic and Learning Partnership provided a report on the work of the Partnership which concentrated on youth unemployment. She added that there may be a refocus of this in the future as there will be some duplication with the remits of this group and that of the Economic Development and Regeneration Strategy Board.

Safer North Ayrshire Partnership

Roddy Newbigging, Chair, Safer North Ayrshire Partnership also provided a report on the work of the Safer North Ayrshire Partnership. He highlighted that the focus of the group has changed slightly and drew attention to the most recent success of the Multi-Agency Problem Solving Group across the area over the summer tackling Anti-Social Behaviour which saw a reduction in reports of ASB behaviour of 8.9%; youth disorder of 3.2% and drinking in public of 15.1%.

Community Engagement Reference Group

Sandra Bale, Policy and Performance Officer, NAC presented the report. The Community Engagement Strategy is in progress and consultation with partner agencies and the community will be undertaken. Also, referred to at Item 12 the group will be asked to develop community engagement and partnership working at a local / community level.

14. Urgent Items

There is a seminar being held on 22nd September on developing parenting support in the Council Chambers at 12 noon which members were invited to attend.

15. Future Agenda Items

There were no future agenda items discussed.

16. Date of Next Meeting

The next meeting will take place on Thursday, **8th December 2011** at **10.30am** in the **Council Chambers**.

The meeting closed at 12.50pm.

CPP Action Note (from Minute of 15th September 2011)



Minute Item	Action Required	Responsibility	Checklist for next Meeting ✓
2.	Of the 600 companies identified by Scottish Enterprise with the capability to transition into renewable, Jim Reid to confirm how many of these are in North Ayrshire	Jim Reid	
3.	Improvement Service facilitated session to be arranged for Partnership Health check	Lesley Jeffery	✓ 3 rd November 11
6.	NHS data for SOA to be examined	Wai Yin Hatton	
6.	Where information is not yet available for SOA; date of when it will be available is to be included in report.	Morna Rae	
6.	SOA report to be amended and submitted to Scottish Government. Report also to be forwarded to Board for information.	Morna Rae	
7.	SOA sub-actions which are adrift of target are to be removed. Graeme Dickson to confirm that removing the sub-action relating to IRF is agreeable to the Scottish Government.	Morna Rae Graeme Dickson	
10.	CHP Chair to be asked to complete "What needs to be improved" section of his report in future.	Sandra Bale	
13.	All members to complete Economic Situation Report using previously agreed template	ALL Lesley Jeffery	

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