

North Ayrshire Community Planning Partnership

Compact Reference Group

Minutes of meeting held on Tuesday 18 August 2009

Attendance

Jim Nichols, Manager, CVS Arran
 Craig Crosthwaite, Development Worker, CVSna
 Ann Robertson, Community Representative, Neighbourhood Compact
 Clive Shephard, Representative, North Ayrshire Federation of Community Associations (NAFCA)
 John McKnight, Principal Officer, Community Learning and Development, North Ayrshire Council (**CHAIR**)
 Stephen McLaughlin, Manager, The Volunteer Centre North Ayrshire
 Gordon Jones, Local Authority Liaison Officer, Strathclyde Police

In attendance

Shirley Caine, Community Planning Assistant, North Ayrshire Council
 Justina Murray, Community Planning Co-ordinator, North Ayrshire Council
 Dianna Whyte, External Funding Officer, North Ayrshire Council
 Michele Sutherland, CHP Facilitator

Apologies

Carole Blair, Public Partnership Co-ordinator, NHS Ayrshire and Arran
 Alan Murray, Community Planning Manager, Strathclyde Partnership for Transport (SPT)

1. Welcome

John welcomed everyone along to the meeting and the above apologies were noted.

2. Minutes of meeting held on 26 May 2009

Justina noted that under 7a Quarterly Reporting to the Management Group, there should also be a date of 14th October for this group to report.

The minutes of the last meeting were approved.

2.1 Matters Arising

LSEP

Craig advised that at the last meeting of the LSEP there was discussion about expanding the LSEP membership, developing an action plan, and the publication of the support pipeline for referrals between agencies. This document will be launched in September 09 and Angus O'Henley, Economic Development, North Ayrshire Council is taking the lead on this. Procurement was also discussed at the meeting and it was noted that Council procurement processes are something that needs further clarification.

PPvote

Shirley advised that PPvote training dates had now been set and that she would email all CPP Groups to ask if anyone was interested in attending.

ACTON: SHIRLEY

DDA Works

Clive advised that he had been in touch with his contact regarding this, and will hopefully have something for the next meeting.

ACTON: CLIVE

Funding

John advised that he has met with Councillor McNamara since the last meeting and there has been support from him on the issue of funding options to go through committee. Councillor McNamara can update on this when he attend the meeting later.

ACTON: JOHN / CLLR MCNAMARA

Draft Communications Strategy

Justina advised that she has still to merge these documents together for submission to the Group. This would be done for the next meeting.

ACTON: JUSTINA

Jim raised an issue about other partners consultation approaches, e.g. development of Arran's' Policing Plan. Justina noted there are a number of partners involved in the CPP and they all have their own operational work to do and the Compact Communications Strategy should make a useful contribution to the mix that is already there.

Clive advised that as NAFCA is no longer a member of the CPP strategic groups there has been a problem with communication.

John suggested coming back to this item later in the agenda as this was discussed at the Management Group.

3. Proposal for North Ayrshire Funding Hub

Dianna Whyte, NAC External Funding Officer, and Justina Murray, Community Planning Coordinator submitted their report proposing a new North Ayrshire Funding Hub.

The report highlighted that external funders are getting steer from the government to link more closely with CPPs and SOAs. Also, North Ayrshire has been identified as a funding coldspot. Capacity-building within community organisations had been identified as an area for development. Also discussions had taken place with CLD regarding Garnock Valley and the possibility of using LEADER Funding.

Justina noted that there is no strategic approach to external funding in North Ayrshire and there is no one place where discussions take place regarding external funding. It was therefore proposed to establish North Ayrshire Funding Hub, which would bring together all funders to address this.

It is important that support is put in place to help communities to apply for funding. It was noted that links should be made with South and East Ayrshire. Dianna noted that there is also a lack on feedback from successful groups on funding they have received.

The Group agreed to the creation of a North Ayrshire Funding Hub. This would operate as a sub-group of the Compact Reference Group.

It was agreed that an initial meeting of interested parties be convened to take this forward. The following suggestions were made as to these interested parties:

- All Compact Reference Group reps
- Need to ensure geographical balance (e.g. urban and rural)
- Social enterprise and non-social enterprise
- Community Associations outwith NAFCA
- Tenant participation
- Children's services
- NHS Ayrshire and Arran

It was agreed that Dianna and Justina would draft a report with an initial list of interested parties, and circulate it to the group for comments, with a view to calling a meeting. It was also agreed to invite Dianna to join the Compact Reference Group.

ACTON: JUSTINA /DIANNA

4. Compact Action Plan 2009/10 – Q1 Progress Report

Members of the Group provided updates on Quarter 1 of the Compact Action Plan 2009/10, as at 30 June 2009.

John advised that David Mitchell had submitted his apologies to the Group, and it was not clear whether David would still be able to support the Compact. John advised that he would speak to David/CLD on this issue and report back to the Group.

ACTON: JOHN

It was suggested that if CLD have a ½ post to support the Compact this could be matched with LEADER funding.

The Group then provided updates to all the actions within the action plan.

Michele Sutherland joined the meeting at this point. It was agreed to discuss Agenda item 6 next.

5. Partners' reporting templates

The Group received partners' reporting templates including information on contribution to the Single Outcome Agreement (SOA) Outcomes 11a and 11b, and other relevant activity.

John asked if everyone was happy with the template. It was agreed to reword the template into plain English.

ACTON: JUSTINA

The templates were noted from:

- Arran Council for Voluntary Service
- CVS North Ayrshire
- Strathclyde Partnership for Transport
- Strathclyde Police
- Community Learning and Development
- North Ayrshire Federation of Community Associations
- Volunteer Centre North Ayrshire

John advised that the Compact Reference Group report to the Management Group had been well received. At the Management Group meeting SPT and Alex Anderson, Economic Development had noted the good work of the LSEP and the potential role of the Group. John will use these reporting templates to pull together information for the next report to the Management Group in October.

6. South Ayrshire 'Working Together' Website

The Group received the report from Michelle Sutherland, North Ayrshire CHP Facilitator, on behalf of South Ayrshire Community Health Partnership (CHP), to support a pan-Ayrshire 'Working Together' website.

Michele advised that she is the new CHP Facilitator for the North Ayrshire. The CHP changed at the start of the year to a more partnership approach to health improvement. The CHP is a joint NHS and local authority structure, which reports to both the Ayrshire and Arran NHS Board and to North Ayrshire Council structures.

As outlined within the report the Working Together Group website was set up by South Ayrshire CHP 2 years ago. The website has now expanded and is used by both NHS Ayrshire and Arran and members of the public.

Michele advised that South Ayrshire CHP are considering whether the website should be developed to be Ayrshire wide, rather than focussing on South Ayrshire. The website can be used to share information and provide signposting to local and national websites. Michele asked the Compact members if this is something that they would be interested in.

Michele advised that there would be a cost involved for the maintenance of the website. There are 3 options:-

- Maintenance of the website by South Ayrshire CHP for Ayrshire wide use (£4,600)
- (Staff to be training on Web Springer software to maintain the website themselves) £900
- External IT company to maintain the website (£1,600)

The Group agreed that the website would be a good thing for them to use, and it also useful that this is a pan Ayrshire approach. This would be something that they would be interested in pursuing, as this would be beneficial for all partners.

It was agreed that the Group would further discuss this item at the meeting on 29 September and feed back to Michele. Michele agreed to forward any further information to the group in the meantime.

ACTION: MICHELE / ALL

7. North Ayrshire Council – Communities Portfolio

Cllr Peter McNamara was unable to attend the meeting to discuss his Communities Portfolio, and his potential contribution as a 'champion' for the North Ayrshire Compact.

This item was deferred to the next meeting.

ACTION: SHIRLEY

8. AOB

Justina advised that Carole Blair has asked the Group if they would like to promote their work in the PPF Update. Justina would prepare a statement for Carole.

ACTON: JUSTINA

Stephen advised that the Volunteer Centre website has been revamped and there is now a section for minutes of Compact Reference Group.

John advised that CLD are preparing for their first Learning Communities Inspection, which is expected to take place in the near future. This inspection will focus on a school catchment area in North Ayrshire. The CLD Team are starting the self-evaluation template exercise. John advised partners that they will as in previous years be invited along to this new style of inspection, which will look at CLD partnership activity in a smaller community area.

9. Date of Next meeting

This was agreed as Tuesday 29 September 2009, 10am, Michael Lynch Centre

AGENDA ITEM 2.1

Minute Item	Action required	Responsibility	Checklist for next meeting ✓
2.1	<u>PPvote</u> Email CPP Groups re PPvote training sessions	Shirley	✓ Done
2.1	<u>DDA Works</u> Report to next meeting on list of DDA Works	Clive	Clive to update at meeting
2.1	<u>Funding</u> Report to the group on the proposal of funding notions to go to committee	John / Cllr McNamara	John to update at meeting
2.1	<u>Draft Communications Strategy</u> Merge the two current drafts together for discussions at next meeting	Justina	✓ Done – on agenda
3.	<u>North Ayrshire Funding Hub</u> Draft report with list of potential members for discussion at next meeting	Justina / Dianne Whyte	Still to progress at 23.9.09
4.	<u>Compact Action Plan</u> Clarify which member of CLD staff will support the Compact Reference Group	John	John to update at meeting
5.	<u>Partners' Reporting Template</u> Reword template to make more plain English	Justina	✓ Done
6.	<u>Working Together Website</u> Discuss proposals from Michele Sutherland on the Ayrshire wide use of the Working Together Website at the next meeting (add to agenda)	All / Shirley	✓ Item added to Agenda
7.	<u>Communities Portfolio</u> Arrange for Cllr McNamara to attend next meeting to discuss	Shirley	✓ Cllr McNamara has confirmed his attendance
8.	Prepare statement of the work of the Compact for Carole Blair, PPF Coordinator	Justina	Not completed within timescale – Justina to contact Carole to arrange another input