

## North Ayrshire Community Planning Partnership

### Management Group

#### Minutes of meeting held on Wednesday 2<sup>nd</sup> December 2009

##### **Attendance**

Jan Ward, Head of Service (**Chair**), Educational Services, North Ayrshire Council  
Sarah Gilmour, Community Planning Officer, Strathclyde Partnership for Transport  
Billy Thomson, Group Commander, Strathclyde Fire and Rescue  
Amanda Coulthard, Assistant Director of Planning, NHS Ayrshire and Arran  
Michelle Sutherland, CHP Facilitator, NHS Ayrshire and Arran  
Councillor Tom Barr, Chair of North Ayrshire Environment Partnership, North Ayrshire Council  
Olga Clayton, Chair of North Ayrshire Housing Partnership, North Ayrshire Council  
Superintendent Jim Coubrough, Strathclyde Police  
Alex Anderson, Economic Development Manager, Chair of North Ayrshire Economic & Learning Partnership, North Ayrshire Council  
Catherine Nelson, General Manager, Environment and Related Services, Property Services

##### **Apologies**

Sandra Bale, Policy Officer, Chief Executive's, North Ayrshire Council  
Mary Cashmore, Principal Officer, Property Services, North Ayrshire Council  
Chief Inspector Stewart Rorrison, Chair of Safer North Ayrshire Partnership, Strathclyde Police  
Sandra Paterson, Head of Service, Social Services, North Ayrshire Council  
Joy Love, Partnership and Stakeholder Manager, Scottish Enterprise  
Jim Burns, External Relations Manager, Jobcentre Plus  
Brian Cameron, Area Manager, Skills Development Scotland  
Alan Murray, Head of Community Planning, Strathclyde Partnership for Transport

##### Also in attendance

Shirley Caine, Community Planning Assistant (Chief Executive's), North Ayrshire Council  
Justina Murray, Community Planning Co-ordinator (Chief Executive's), North Ayrshire Council  
Morna Rae, Community Planning Officer (Chief Executive's), North Ayrshire Council

Jan Ward welcomed everyone along to the meeting and advised that she would chair today's meeting in Sandra Bale's absence.

Jan then welcomed Morna Rae, Community Planning Officer along to the meeting.

#### **1. Minutes of the meeting held on 21 October**

The minutes of the last meeting were approved.

#### **2. Matters Arising from Minutes**

**Item 2** – Catherine Nelson advised that the healthy eating issues had been taken forward through the Health Improvement Officer, North Ayrshire Council and the Community Dietician, NHS Ayrshire and Arran, who visited the site. The Skate Park advised that they are not equipped to offer a wider range of food, and that they are

going to continue along the same way at the moment. The Skate Park advised that they are investigating the development of a larger facility and may be able to offer a wider range of food then.

**Item 5** – John McKnight, Justina Murray and Sandra Bale were still to meet to discuss this. This would be carried forward to the next meeting.

**ACTION: JUSTINA/SANDRA/JOHN MCKNIGHT**

**Item 7** – Justina advised that Sandra Paterson had noted that the project will be able to carry forward the funding, Justina agreed to clarify this further with Sandra.

**ACTION: JUSTINA / SANDRA**

**Item 11** – Alex Anderson advised that an email has been circulated to partners to ask for the information and he will report back to the January meeting.

**ACTION: ALEX**

Justina advised that the Management Group had endorsed an application from West Kilbride Community Initiative to the Scottish Government's Town Centre Regeneration Fund. West Kilbride had been successful in the application and had been awarded over £400,000. They had also been successful in bidding for £870,000 funding from Lottery Funding.

### **3. Single Outcome Agreement (SOA) – Correspondence on national development**

a. The Group received the correspondence from John Ewing, Director of Public Service Reform Directorate, Scottish Government.

The letter stated that the CPP do not need to complete another formal SOA, but now need to focus on delivery of the SOA.

The letter was noted.

b. The Group received correspondence from David Hume, SOLACE: Andrew Goudie, Scottish Government; and Rory Mair, CoSLA, on the publication of the new Menu of Local Outcome indicators.

The second letter noted that there are several indicators which have been added to cover outcome areas not previously addressed. Justina advised that Morna has been looking at the implications of the new menu. The SOA Leads within the Council will meet to discuss how to take this forward. Justina advised that she may bring together the partnership SOA Leads for one meeting to further discuss this.

Justina agreed to keep the group informed.

**ACTION: JUSTINA**

### **4. SOA Action Plan 2009/10 – Quarter 2 Performance Report**

The Group received the SOA Action Plan Quarter 2 performance report from Morna Rae, Community Planning Officer.

Progress against each of the 204 actions within the SOA Action Plan 2009/10 for the period to 30 September 2009 is listed in Appendix 1.

Morna advised that 94% of the actions are coded green and the remaining 6% are either red or amber.

Jan asked if any partners with actions coded amber or red had any comments to make.

Olga Clayton advised that she thought that action under 10b that was red shouldn't be and she would look into this and report back.

**ACTION: OLGA**

Alex Anderson advised that the action under 1c that is amber, is only amber because of a timing issue. Alex noted that the overall action should read more that action should me more about improvements to factory stock, not just Council owned stock.

**5. Development of SOA Action Plan for 2010-11**

The Group received the report on the development of the SOA Action Plan for 2010/11 from Morna Rae, Community Planning Officer.

At the Management Group meeting of 21 October it was agreed to task the Strategic Partnerships and Community Health Partnership with development of the SOA Acton Plan 2010/11. This Group has the responsibility for developing the SOA Action Plan 2010/11 for the Board outcomes as outlined within the report.

Jan proposed that Group break into two groups to discuss outcomes 15a-15c and the possible actions which would help to achieve the. It was noted that this section of the SOA Action Plan for this year was driven by the Council, but we need to reflect partnership actions more.

It was noted that completed actions would be removed from the plan.

There was some discussion on what this Group could achieve by setting actions when discussions were taking place at Chief Executive level to identify priorities for North Ayrshire. It was noted that suggestions from today's session would be fed back to the Board for their comment after the next Management Group meeting in January 2010.

The Group broke into two groups to discuss proposed actions for 2010/11.

It was agreed that Justina and Morna would pull together the information gathered today and report back to the Group in January.

**ACTION: JUSTINA/MORNA**

**6. Report from CPP Strategic Partnership – Economic and Learning Partnership**

The Group received the report from Alex Anderson, Chair of the North Ayrshire Economic and Learning Partnership.

Alex's report provided detailed information on:

- The number of people that had been registered with the employability programme and their destinations
- The Future Jobs Fund
- MCMC

- Jobcentre Plus
- Business Gateway
- URC
- Tourism
- LSEP
- North Ayrshire Interface
- Financial Inclusion
- European Funding

The report also highlighted best practice and the many areas that are working well as well as some points to note.

Alex noted that there had been some difficulty in making contact with minority groups. Amanda Coulthard advised that a presentation had been made to East Ayrshire CPP from Magda Nieradko from the Regional Equality Council on this issue. Justina advised she has contact details and will pass them to Alex.

**ACTION: JUSTINA**

Olga Clayton suggested that Alex to speak to Paul Chow the Council's Ethnic Minority Worker or Alex Adrain, Housing, North Ayrshire.

**ACTION: ALEX**

Alex then reported that the Dear Mr Burns event was very successful.

Olga suggested that an event take place to promote the ongoing work regarding community benefit clauses. This event could highlight good practice and also give further information on this to partners.

There was some discussion on the college places available for young people. It was noted that there would not be as many places available this year for the winter leavers. Jan advised that Education had seen a drop in the number of young people leaving school at 16, the statutory leaving age and a rise in the number that have left and gone on to higher education.

The Group thanked Alex for his report.

## **7. Mid Year Review of Strategic Partnerships**

The Group received the report on the mid-year review of the Strategic Partnership by Justina Murray, Community Planning Co-ordinator.

Justina advised that she had prepared this report after meeting with the Chairs of the four Strategic Partnerships. Justina noted that this report is her interpretation of the meeting with Chairs and that the Chairs have not had an opportunity to review the report.

Justina asked the Group for their view on item (g) which was the Board tasking the Management Group and the Management Group reporting into the Board.

After discussion it was noted that the CPP doesn't have a recognised profile with the public, and that this area should be focused on. This would promote the CPP.

The report and recommendations were noted.

**ACTION: CPP TEAM**

## 8. Fairer North Ayrshire

### a. Fairer North Ayrshire Fund 2009/10 – Finance Report

The Group received the finance report for month ending 31 October 2009 from Justina Murray, Community Planning Co-ordinator.

Justina advised that spend is largely on track, although an amount of underspend is emerging. Justina asked the Group for their views on how to take forward allocating the underspend.

Amanda Coulthard left the meeting at this point.

Alex Anderson suggested that discussions take place with the Environment Partnership to see if they had any proposals. These proposals could possibly tie to the Future Jobs Fund.

Olga Clayton suggested the West Kilbride Furniture Recycling Project, as they have already approached Housing for funding.

Justina noted that only current FNA Initiatives could be funded but noted the comments.

It was agreed to circulate underspend proposal forms to all initiatives to be considered at the next meeting on 20 January 2010. **ACTION: JUSTINA**

Superintendent Jim Coubrough advised the Group that he was proposing to change the provision of additional policing. At the moment the 4 additional Police Officers are based in the Saltcoats area. Jim is proposing this team are now moved to wherever there is problem as identified by either the Police, the Community or the Multi Agency Tasking Group. Jim had briefed Elected Members last month on the fact that not all of the datazones within the most deprived 15% of datazones have the highest crime rates. It is proposed that these extra Police Officers will move to the areas within North Ayrshire that have been identified as requiring assistance. This would maximise the impact of the funding that has been allocated from the CPP.

Olga Clayton advised that this would tie in with the review of the Community Wardens service, further information on which would go through the Safer North Ayrshire Partnership.

Catherine Nelson left the meeting at this point.

Justina asked if partners approved this change in the Additional Policing programme.

The proposal from Strathclyde Police was approved. **ACTION: JUSTINA**

### b. Fairer North Ayrshire Fund 2009/10 – Quarter 2 Monitoring Report

The Group received the Fairer North Ayrshire Fund Quarter 2 monitoring report from Sandra Bale, Policy Officer on Fairer North Ayrshire Initiatives.

Justina advised, on Sandra's behalf, that the CCTV finance report had now been received

The report was noted.

## **9. Communications – Preparations for Community Planning Week 2010**

The Group received the report on preparations from Community Planning Week 2010 by Morna Rae, Community Planning Officer.

The purpose of CP Week is to increase public awareness of the CPP. The report highlighted the events that took place throughout the week, which highlighted partnership working in action and the lessons learned from the evaluation.

A report will be submitted to each strategic partnership to begin planning for CP Week 2010.

Alex noted that 2010 is the year of biodiversity and suggested that the Environment Partnership do something to tie into this.

Councillor Barr, Chair of the Environment Partnership advised the Group that although the Environment Partnership would take part in CP Week 2010, they are planning to tie into other events already a happening in North Ayrshire in 2010. This is to try to reach a wider audience.

An updated report will be submitted to a future meeting.

**ACTION: JUSTINA**

## **10. Urgent Items**

There were no urgent items

## **11. Future Agenda Items**

There were no future agenda items.

## **12. Date of next meeting**

This has been agreed as 20 January 2009.

Justina, on behalf of the CPP and the Management Group, thanked Jan Ward for her contribution to the Group over the past 5 years and wished her a long and happy retirement.