

**North Ayrshire Community Planning Partnership**

**Management Group**

**Minutes of Meeting held on 2 September 2009**

**In Attendance**

Sandra Bale, Policy Officer (Chief Executive's), North Ayrshire Council (**Chair**)  
 Councillor Tom Barr, North Ayrshire Council  
 Brian Cameron, Area Manager for Ayrshire, Skills Development Scotland  
 Olga Clayton, Chair, North Ayrshire Housing Partnership  
 Amanda Coulthard, Assistant Director of Planning, NHS Ayrshire and Arran  
 Billy Davidson, Strathclyde Fire and Rescue  
 Sarah Gilmour, Community Planning Officer, Strathclyde Partnership for Transport  
 Joy Love, Partnership and Stakeholder Manager, Scottish Enterprise  
 Superintendent Stephen McGrath, Strathclyde Police  
 Catherine Nelson, General Manager, Environment and Related Services, Property Services  
 Sandra Paterson, Head of Service (Social Services), North Ayrshire Council  
 Chief Inspector Stewart Rorrison, Chair of Safer North Ayrshire Partnership, Strathclyde Police  
 Michelle Sutherland, CHP Facilitator, NHS Ayrshire and Arran  
 Jan Ward, Head of Service (Educational Services), North Ayrshire Council

**Also in Attendance**

Justina Murray, Community Planning Co-ordinator (Chief Executive's Service), North Ayrshire Council, Anne Todd, Community Planning Officer (Chief Executive's Service) North Ayrshire Council  
 Sarah Watts, Choose Life Co-ordinator, (Social Services) North Ayrshire Council and  
 Paul Shiach, Committee Services Officer (Chief Executive's Service), North Ayrshire Council

**Apologies**

Alex Anderson, Economic Development Manager, Chair of North Ayrshire Economic & Learning Partnership, Jim Burns, External Relations Manager, Jobcentre Plus  
 Shirley Caine, Community Planning Assistant (Chief Executive's Service), North Ayrshire Council  
 Billy Thomson, Group Commander, Strathclyde Fire and Rescue

**1. Minutes of Meeting held on 15 July 2009**

The Minutes were approved.

**2. Matters Arising from Minutes**

Item 2 – Matters arising – Fairer North Ayrshire

Justina Murray advised that Andrew Hale, the Council's Health Improvement Officer, would visit the Skate Park in terms of the Healthy Living Agenda.

**2.1 Other Matters Arising – Town Centre Regeneration Fund Bids**

The Group received information relating to progress in terms of the Town Centre Regeneration. Letters dated 25 August 2009 to the Town Centre Regeneration Fund

Manager confirming North Ayrshire Community Planning Partnership's endorsement and support for the proposed bid submitted by North Ayrshire Council and acknowledgement of the proposed bid submitted by the St Columba's Experience to the Town Centre Regeneration Fund were circulated to the Group. Correspondence from Craft Town Scotland in relation to a bid for funding from West Kilbride Community Initiative Limited with regard to the Barony Church, the purchase and refurbishment of a retail unit and proposals for West Kilbride Village Hall was circulated together with Justina's proposed response on behalf of the CPP acknowledging the submission of the bid and supporting the proposals.

The Group noted the information and agreed to endorse the response regarding the bid by West Kilbride Community Initiative.

### **3. Single Outcome Agreement (SOA) Progress Report**

The Group received a report from Justina Murray, Community Planning Coordinator which included progress in relation to the following: -

- The formal signing of the SOA;
- Links with the Scottish Government;
- SOA Action Plan, and
- North Ayrshire Council SOA, 2008/09 Annual Report

The Group noted the information.

### **4. SOA Action Plan 2009/10 – Quarter 1 Performance Report**

The Group received a report from Anne Todd, Community Planning Officer providing information on the Quarter 1 Performance of the Single Outcome Agreement Action Plan for 2009/10.

The report made reference to the three documents within the SOA, i.e.

Part One - the Agreement

Part Two - Outcomes and Indicators, and

Part Three – the SOA Action Plan.

The report contained information on progress against each of the planned actions for Quarter 1 (1 April to 30 June 2009) and incorporated a traffic light system to reporting actions as under: -

- Green – on target/ahead of target/complete
- Amber – Slightly adrift of target
- Red – Significantly adrift of target
- Off Programme – Action is no longer part of the Service programme

In terms of the Action Plan, of the 204 actions identified, 184 (90%) had been coded Green, 17 (8%) were coded Amber and 3 (1%) coded Red.

Anne reminded Lead Officers that where there are other partners involved in an action, they should be consulted on progress.

Individual Officers answered questions from the Group on actions that were either coded Amber or Red, providing reasons and remedial actions where appropriate.

The Group noted the information.

## **5. Report from CPP Strategic Partnership: North Ayrshire Housing Partnership**

The Group received a report from Olga Clayton, Chair of the North Ayrshire Housing Partnership, which included updates on areas of activity that contribute to implementation of the following outcomes in the SOA Action Plan: -

- Levels of homelessness have reduced
- Quality of Social Housing has improved
- Availability of affordable housing has improved

The report further advised the Group on other main areas of partner activity indicating that in terms of SOA (10a): -

- North Ayrshire Council and the Housing Investments for Arran group have commissioned a joint research project to identify potentially developable land within Forestry Commission Scotland ownership on the Isle of Arran;
- Strategic Housing Investment Plan guidance has been issued by the Scottish Government and a plan must be submitted to them by the end of November 2009;
- The North Ayrshire Housing Strategic Partnership will be invited to participate in the development of an itinerary for the Local Housing Strategy forum event in October 2009, and
- The development of a new Local Housing Strategy for 2010-2015 has commenced.

In terms of what is working well within the Partnership and outwith the Partnership, the report indicated that the Housing Support work, commissioned by Barnardo's, the Simon Community and Quarriers has assisted the Council to prevent homelessness by utilising services to prepare vulnerable tenants for independent living. Housing also work closely with the Registered Social Landlords (RSLs), private landlords and internal partners including Social Services and Finance to minimise the risk of homelessness for vulnerable tenants.

The Group noted the update report.

## **6. Fairer North Ayrshire**

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

The group received a Finance report by Justina Murray, Community Planning Co-ordinator indicating, in appendices to the report, the total amount spent to 31 July 2009.

The report indicated that a total of £1,596,418 had been spent, which included £250,000 ring-fenced for the early years initiative, and amounted to 26% of the funding available for 2009/2010. A further £316,064 is immediately committed taking the percentage to 30%.

Appendix 1 of the report provided information on current programmes and initiatives together with information on the budget and actual spend to 31 July 2009. Appendix 2 to the report contained details of proposals for unallocated funding.

In terms of unallocated funding (currently £299,583), the CPP previously agreed to distribute the unallocated funding to North Ayrshire's Future Jobs Fund programme and a small number of existing FNA initiatives where there is capacity to increase or improve their current activity if given a significant funding boost.

The report indicated that in terms of the Future Jobs Fund, North Ayrshire had been awarded £1.7 million by the Department of Work and Pensions to deliver the programme between October 2009 and March 2011. It was proposed to award £50,000 of the FNA unallocated funding to this programme to assist with costs not covered by the DWP funding.

In terms of existing FNA initiatives, following the identification of suitable existing initiatives in consultation with strategic lead officers, they were invited to submit proposals for the unallocated funding. A balance of £250,000 was available for immediate distribution, with further potential underspend already being identified.

The Group noted the current budget position, and agreed to (a) award £50,000 of unallocated funding from North Ayrshire's Future Jobs Fund programme, and (b) award £265,478 with immediate effect, to those existing FNA initiatives specified in Appendix Two to the report, with a further £45,000 to be awarded to the Playpark Improvements Initiative as soon as further resources become available.

**b. Fairer North Ayrshire Fund 2009/10 – Quarter 1 Monitoring Report**

The Group received the Quarter 1 monitoring report from Sandra Bale, Policy Officer, for all Fairer North Ayrshire initiatives.

Sandra advised that there were no major issues with any of the programmes, although there were some concerns about the non-submission of a few reports from the Lead Officers. She indicated that the financial report on More Choices, More Chances (NEET) was now available.

The Group noted the report.

**c. Forward Plan: Recommendations by CPP to North Ayrshire Council for 2010/11**

The Group received a draft report from Justina Murray, Community Planning Co-ordinator on the Forward Plan: Recommendations by CPP to North Ayrshire Council for 2010/11, and seeking approval of the funding recommendations for 2010/11 contained therein for submission to the Community Planning Partnership Board, and thereafter to North Ayrshire Council.

The report, in three Sections, detailed the following: -

- background and overview;
- assessment of programmes, and
- conclusion and recommendations,

along with 3 appendices as under: -

- Appendix 1: Employability – Summary of Initiatives
- Appendix 2: Single Outcome Agreement – Outcomes

- Appendix 3: Case Studies (to be added)

In addition, a submission by Impact Arts on the recommendation to end funding for the Fab Pad initiative was tabled, along with supporting documents. Jan Ward noted that there was no requirement for the Council or CPP to match fund Impact Arts' Inspiring Scotland funding, so FNA funding would not be required for this purpose. Olga Clayton added that the 10% budget savings required mean cuts to internal and external savings, and although Fab Pad has done some valuable work for some people, they have not achieved any better outcomes for tenants (as the NAC rate for retaining tenancies is 80% in any case). Olga stated that Fab Pad was not expected – or funded – to deal with the very specific needs mentioned in the report, and that other providers are expected – and funded – to deal with such high level needs.

The Group agreed that the recommendations as contained within the report be submitted to the CPP Board.

## **7. Choose Life – Training and Awareness-raising**

The Group received a report from Sarah Watts, Choose Life Co-ordinator, Social Services, seeking consideration on how to roll out Suicide Prevention Training across partners and work towards creating “suicide alert” organisations.

Sarah advised the Group on the background, national and local context, the current position and implications.

The report also outlined proposals to achieve “suicide alert” organisations as follows: -

- That the current practice in targeting Suicide Prevention training at teams and organisations in a more strategic way, be rolled out across all partners;
- That the Choose Life manager develop a plan with each partner and/or teams within those services where they can achieve maximum awareness and training among staff;
- That each partner consider nominating someone from their organisation to become a trainer and contribute jointly to the development of a “suicide alert” Community Planning Partnership, and
- That the CPP partnership continues to support and provide resources through the Choose Life partnership for a co-ordinated approach to training and multi-agency delivery.

In terms of implications, a more strategic and combined approach to the delivery of suicide prevention training would enhance each partner's ability to prevent suicide and tackle the surrounding issues.

The Group agreed that contact details of relevant officers within each partner organisation be submitted to Sarah and that these be contacted by her to establish which organisations will pursue the initiative.

## **8. People's Panel – Thematic Survey 2009/10**

Anne Todd, Community Planning Officer sought views on the proposed topic on the impact of the economic downturn for the next thematic survey.

The Group agreed that (a) the economic downturn form the general theme for the People's Panel, and (b) the partners, including the Strategic Partnerships, be consulted on the specific questions which will form the survey.

**9. Update on Scottish Government proposals for a new “interface” between CPPs and the Third Sector**

The Group received a report from Justina Murray, Community Planning Co-ordinator on progress in North Ayrshire in implementing Scottish Government proposals for a new “interface” between CPP's and the Third Sector.

In January 2009, the Scottish Government Third Sector Division announced its intention to develop an interface between CPP's and the strategic third sector in each local authority area which would replace existing arrangements across Scotland of multiple Councils for Voluntary Services and Volunteer Centres in each area. In this regard, 3 organisations in North Ayrshire, the Volunteer Centre North Ayrshire, CVSna and Arran CVS have been attempting to reach agreement between themselves on the best arrangement for this “interface” locally, however no such agreement had meantime been reached.

The three boards have now formally agreed their own positions and their managers are working on a joint framework to take to the Boards for agreement, which will attempt to agree a single position.

Justina advised that this report will now be submitted to the CPP Board on 10 September 2009 for a decision with regard to identifying the desired outcomes from a CPP perspective of a single interface between the CPP and the strategic third sector.

The Group agreed (a) to note progress to date in North Ayrshire in implementing the Scottish Government's proposals; and (b) that Group members should discuss with their own Board members prior to the Board meeting.

**10. “Introduction to Community Planning “ Course (Pilot)**

The Group received a report from Anne Todd, Community Planning Officer on the piloting of the “Introduction to Community Planning “ Course, as previously agreed at the Management Group meeting on 15 April 2009. The piloting of the course is an action in the SOA Action Plan 2009/10 under the local outcomes 15c Partnership working has improved.

The Group was advised that since April, further discussions have taken place between the CPP Team and the Council's Human Resource Service and NHS's Organisational Development to consider the structure and content of the course. A more detailed outline has been produced by the CPP team as contained in an appendix to the report.

The Group agreed to approve (a) the content of the course, (b) the nomination of Michele Sutherland, Jan Ward, Laura Cook, Sandra Paterson and Alan Murray as facilitators and (c) seek nominations from the partners identifying participants.

**11. Board Meeting, 10 September 2009**

The Group considered the current agenda items for the September Board meeting:

- (a) SOA Action Plan Q1 report
- (b) FNA Forward plan recommendations
- (c) Report by CPP Economic and Learning Partnership
- (d) Future Jobs Fund – further report from June meeting
- (e) Partners’ responses to the economic downturn
- (f) Legacy of 2014 Commonwealth Games
- (g) Corporate Parenting Strategy and Action Plan
- (h) North Ayrshire Alcohol and Drugs Partnership
- (i) Local Development Plan
- (j) NAC SOA Annual Report 2008/09 – for information

Sarah Gilmour, SPT advised that Neil Wylie would provide information on the transport legacy in terms of the Commonwealth Games.

Noted.

**12. Urgent items**

There were no urgent items.

**13. Future Agenda Items**

The Group was advised that a report by Sandra Paterson on issues raised by the Community Justice Authority would be submitted to a future meeting

**14. Date of next meeting**

It was agreed, due to the October school holiday, to alter the date of the next meeting to Wednesday 21 October 2009 at 2.00 p.m. in Committee Room 2, Cunninghame House, Irvine.

The Meeting ended at 4.20 p.m.