

North Ayrshire Community Planning Partnership

Management Group

Minutes of meeting held on 3 March 2010

Attendance

Jim Burns, External Relations Manager, Jobcentre Plus
Joy Love, Partnership and Stakeholder Manager, Scottish Enterprise
Councillor Tom Barr, Chair of North Ayrshire Environment Partnership, North Ayrshire Council
Alan Murray, Head of Community Planning, Strathclyde Partnership for Transport
Kate Whittaker, Environment Officer, Strathclyde Partnership for Transport
Joe Gribbon, Community Planning Officer, Strathclyde Partnership for Transport
Superintendent Jim Coubrough, Strathclyde Police
Billy Thomson, Group Commander, Strathclyde Fire and Rescue
Sandra Bale, Policy & Performance Officer, Chief Executive's Service **(Chair)**, North Ayrshire Council
Jim Leckie, Head of Service, Educational Services, North Ayrshire Council
Sandra Paterson, Head of Service, Social Services, North Ayrshire Council
Roseanne Neil, Performance Manager, NHS Ayrshire and Arran (For Amanda Coulthard)
Olga Clayton, Chair of North Ayrshire Housing Partnership, North Ayrshire Council

Also in attendance

Shirley Caine, Community Planning Assistant (Chief Executive's Service), North Ayrshire Council
Justina Murray, Community Planning Team Leader (Chief Executive's Service), North Ayrshire Council
Morna Rae, Community Planning Officer (Chief Executive's Service), North Ayrshire Council

Apologies

Amanda Coulthard, Assistant Director of Planning, NHS Ayrshire and Arran
Michelle Sutherland, CHP Facilitator, NHS Ayrshire and Arran
Brian Cameron, Area Manager for Ayrshire, Skills Development Scotland
Catherine Nelson, General Manager, Environment and Related Services, Property Services, North Ayrshire Council
Alex Anderson, Economic Development Manager, Chair of North Ayrshire Economic & Learning Partnership, North Ayrshire Council

Sandra welcomed everyone to the meeting and the above apologies were noted. Sandra advised that a representative South West Scotland Community Justice Authority could not attend the meeting today.

1. Minutes of Meeting held on 20 January 2010

The minutes of the last meeting were approved.

2. Matters Arising from Minutes

There were no matters arising that were not covered on the agenda.

3. South West Scotland Community Justice Authority (CJA)

This was deferred to the next meeting.

4. Final Draft Single Outcome Agreement (SOA) Action Plan 2010/11

The Group received the report from Justina Murray, Community Planning Team Leader, on the development of the new SOA Action Plan 2010/11 and were asked to check the actions for consistency for submission to CPP Board on 18 March.

Justina advised that at the last meeting the Group scrutinised all actions within the action plan. A revised draft, with a number of changes have been made, following the consultation period, as outlined within the report. Some changes will be longer term improvements to the SOA as a whole.

Justina advised that the Council's Internal Research Group has been tasked with reviewing the SOA Indicators.

The Group were asked to consider the comments from the Council's Corporate Management Team (CMT) with regard to Capital Projects. The CMT wished to include a number of Council Capital Projects and requested that partners consider including any of their capital projects.

Jim Leckie asked if partners were aware of the Scottish Future Trust. They are in the second phase of creating hubs around country which will have a tendered network of contractors. This aim of this project will be able to have combined sharing and purchasing of new builds with partners.

After discussion, it was agreed that rather than include individual capital projects, an action should be developed taking into account the work that Alex Anderson had undertaken to list all partners capital spend with a view to efficiencies savings and effectiveness of service delivery through possible co-location and joint procurement.

It was agreed that Justina Murray would speak to Alex Anderson and the Council's Chief Executive to develop this action. **ACTION: JUSTINA / ALEX**

Justina advised that the CMT's view on the supporting strategies and plans section would be to review this section entirely. One sentence should be inserted within the plan to say that all supporting strategies and plans would be listed on the CPP's website with hyperlinks to these. This would be developed over time.

Sandra Bale asked members of the Group to consider each action individually and decide if they are change or improvements or business as usual, and if they are measurable.

The Group scrutinised each action within the Plan. The CPP Team would make the changes suggested and partners were asked to feed back their changes/comments to the CPP Team by 10th March. **ACTION: JUSTINA / MORNA**

5. SOA Action Plan 2009/10 – Quarter 3 Performance Report

The Group received the Quarter 3 performance report from Morna Rae, Community Planning Officer, on the SOA Action Plan 2009/10.

Morna advised that there was a small error in the report. Under agenda item 2) Progress the percentage of green actions should read 90% down from 94% in Q2.

Sandra Bale asked the Group if they were happy with exception reporting in the future. It was agreed that only red and amber actions would be reported the Group in the future.

ACTION: MORNA

Roseanne asked for clarification on the amber action which just said “year end activity planned.” Justina/Morna would ask the lead officer for more information on the reason for the project being amber.

There was some discussion on the self assessment type of reporting by lead officers, as RAG status can be against timescales, budgets etc.

Partners asked for some clarification of the explanations given within the report. The CPP Team would take this forward.

ACTION: JUSTINA / MORNA

6. SOA Prioritisation Process

Justina Murray advised that, as outlined within the SOA, it is clear that that economic development, health inequalities and educational attainment are key priorities for North Ayrshire. However, there is no prioritising of these key priorities.

Graeme Dickson, North Ayrshire’s Lead SOA Director at the Scottish Government, has suggested that the CPP may wish to consider prioritising its SOA around the Scottish Government’s 4 national policy priorities, which are:

- Early years (Early Years Framework)
- Inequalities in health (Equally Well)
- Tackling poverty and deprivation (Achieving our Potential)
- Economic recovery (Economic Recovery Plan).

Justina also advised that a process is already underway, led by the Council’s Internal Research Group (and involving partners from NHS Ayrshire and Arran and Strathclyde Police) to review the existing set of SOA Indicators. This is in light of the publication of the new national Menu of Local Outcome Indicators by the Improvement Service.

Justina suggested that it could be a useful project for the CPP to carry out this year, particularly since the SOA aims to better channel resources. Justina asked partners for their comments.

There was some discussion on the pros and cons of carrying out this exercise. Some of the issues raised were:

- What is the reason for this prioritisation and what difference would it make?
- Is the purpose of this to realign budgets?
- How would partners identify funding that is free to reallocate?
- It could be difficult to identify priorities as they are all interlinked
- What about priorities such as health inequalities and climate change?

- Can the SIMD09 be used for this exercise?
- All partners have their own priorities and objectives already set and cannot change these
- Some partners felt that the 4 national priorities did not relate to the service which they provide, so they would be unable to contribute to these
- How do the priorities and objectives which the Scottish Government sets for partners tie in their their 4 national priorities?

Jim Burns, Jobcentre Plus noted that he felt that if there are any particular issues/problems his organisation had, he could bring this to the Partnership's attention and ask for assistance from partners.

It was agreed that Justina would prepare a report to the CPP Board on the purpose of this exercise taking into account the above priorities. **ACTION: JUSTINA**

7. Report from CPP Strategic Partnership – North Ayrshire Housing Partnership

The Group received the report from Olga Clayton, Chair of North Ayrshire Housing Partnership.

Olga advised that Housing have been notified the budget for the Affordable Housing Project has been reduced from £4.6m to £4.1m. This means that the whole programme will need to be reworked.

Olga then advised that with regard to the work on reduced the levels of homelessness, North Ayrshire have made really good progress. The Scottish Government want to roll the North Ayrshire model out to other local authorities.

The report was noted.

8. Adaptive Leadership for Community Planning

The Group received a verbal update from Sandra Bale, Policy and Performance Officer, and Morna Rae, Community Planning Officer, on the CPP adaptive leadership training on 15-16 February. The Group received a list of partners that had attended the programme on 15 and 16 February.

Sandra advised that a group work session had just taken place prior to this meeting with some of the participants. Sandra noted that there is a mix of people attending the training between those who had volunteered and those who were nominated. This was evident in terms of participation at the training and is maybe something to look at in the future.

Further work will take place on this and updates will be given to the Management Group on progress.

9. Pilot of Community Planning Level 2 Course (Developing your partnership working skills)

The Group received a copy of draft course outline for comment and feedback.

Morna Rae advised that this Course follows on from the successful Level 1 Course that took place last year. 3 dates have been set for the Level 1 Course for 2010.

The Group noted the proposed Level 2 Course outline.

10. Fairer North Ayrshire Fund 2009/10

a. Fairer North Ayrshire Fund 2009/10 – Quarter 3 Monitoring Report

The Group received the Quarter 3 monitoring report from Sandra Bale, Policy Officer, for all Fairer North Ayrshire initiatives.

Sandra advised that she had tried to highlight where some targets appear unlikely to be met. Sandra noted that at this stage of the Fairer North Ayrshire Fund there is a limit to what can be done as this is near the end of the Fund and projects will either be mainstreamed or close.

The report was noted.

b. Fairer North Ayrshire Fund 2009/10 – Finance report

The Group received the finance report for month ending 31 January 2010 from Justina Murray, Community Planning Team Leader.

Justina updated that an underspend of £10,000 had been identified by the MCMC projects, but that this has been reallocated to Playpark Improvements as it had been agreed at the last meeting that they would receive £13,026 with the balance of £16,122 to follow when available.

The report was noted.

11. Board Meeting, 18 March 2010

- Update on third sector interface
- Update on response to the Scottish Index of Multiple Deprivation 2009
- CPP Strategic Partnership input – Housing
- North Ayrshire CHP quarterly report/ minutes
- SOA Action Plan 2009/10 – Q3 Performance Report (red and ambers only)
- SOA Action Plan 2010/11 – for final approval
- SOA Prioritisation/ Review of SOA Indicators
- CPP European Bid: Highlands and Islands Special Programme
- Local Development Plan – *TBC*
- Visit by Dr Harry Burns, Chief Medical Officer, Scottish Government (Dr Burns will join the Board for lunch before delivering a CPP lunchtime briefing on tackling health inequalities in early childhood).

There were no other items to add to the CPP Board agenda.

12. Communications

Community Planning Week 2010

Morna Rae advised that there have been a couple of working party meetings and partners have come up with a range of ideas. It is planned to have a Community Planning shop front in Irvine and all partners will have an opportunity throughout the week to have an input. There will also be a range of stand-alone events throughout North Ayrshire. A draft copy of the programme/leaflet will be brought to the next meeting.

ACTION: MORNA

13. Urgent Items

There were no urgent items

14. Future Agenda Items

The report from South West Scotland Community Justice Authority (CJA) would be to a future meeting.

15. Date of next meeting

This was agreed as Wednesday 14 April 2010, 2pm.

AGENDA ITEM 2

Minute Item	Action required	Responsibility	Checklist for next meeting ✓
4.1	Speak to Alex Anderson and the Council's Chief Executive regarding developing an action which would cover the work Alex has already done to collate partners' capital spend	Justina	Not progressed
4.2	Make changes to the action plan as discussed at today's meeting	Justina / Morna	Done
5.1	Report only Red and Amber actions to future meetings	Morna	Noted
5.2	Seek clarification from lead officers for reasons given for projects being amber	Justina / Morna	Noted
6.	Prepare report to the CPP Board on the purpose of this prioritisation exercise.	Justina	Done – outcome of Board discussion on agenda
12.	Bring along draft programme/ flyers for Community Planning Week to next meeting	Morna	On agenda