



NORTH AYRSHIRE
COUNCIL

Cunninghame House,
Irvine.

25 April 2013

Cabinet

You are requested to attend a Meeting of the above mentioned Committee of North Ayrshire Council to be held in the Council Chambers, Cunninghame House, Irvine on **TUESDAY 30 APRIL 2013** at **2.30 p.m.** to consider the undernoted business.

Yours faithfully

Elma Murray

Chief Executive

1. Declarations of Interest

Members are requested to give notice of any declarations of interest in respect of items of business on the Agenda.

2. Minutes (Page 9)

The Minutes of the meeting of the Committee held on 26 March 2013 will be signed in accordance with Paragraph 7 (1) of Schedule 7 of the Local Government (Scotland) Act 1973 (copy enclosed) .

EDUCATION BUSINESS FOR DECISION

3. Attainment, School Leaver Destinations, Attendance and Exclusions for Young People Looked After by North Ayrshire Council: Session 2011/12 (Page 27)

Submit report by Corporate Director (Education & Skills) on the attainment, post school destinations and overall attendance of pupils still at school who are looked after by North Ayrshire Council (copy enclosed).

4. Devolved School Management (Page 35)

Submit report by Corporate Director (Education & Skills) on a revised Devolved School Management Scheme of Delegation for Educational Establishments (copy enclosed).

5. Early Years Developments (Page 53)

Submit report by Corporate Director (Education & Skills) on current developments in the early years provision and the preparation for the delivery of the recommendations in the Children and Young People's Bill (copy enclosed).

GENERAL BUSINESS FOR DECISION

6. Welfare Reform

6.1 Impact of New Social Sector Size Criteria on Housing Policy (Page 59)

Submit report by Corporate Director (Social Services & Health) and receive presentation on the impact of the introduction of the new social sector size criteria on Council tenants and the Housing Service (copy enclosed).

6.2 Discretionary Housing Payment Operational Procedures (Page 75)

Submit report by Corporate Director (Finance & Corporate Support) on the Discretionary Housing Payment operational procedure (copy enclosed).

6.3 Scottish Welfare Fund (Page 91)

Submit report by Corporate Director (Finance & Corporate Support) on the Scottish Welfare Fund and the operational procedures that have been developed (copy enclosed).

6.4 The Impact of Welfare Reform on the North Ayrshire Housing Register (Page 109)

Submit report by Corporate Director (Social Services & Health) on proposed amendments to the North Ayrshire Housing Allocation Policy which seek to improve the rehousing prospects of tenants affected by the under occupancy penalty (copy enclosed).

7. Council Plan Action Plan 13/14, Performance Management Strategy Action Plan 13/14 (Page 115)

Submit report by the Chief Executive on the Council Plan Action Plan 13/14 and the Performance Management Strategy Action Plan 13/14 (copy enclosed).

8. Response to Scottish Index of Multiple Deprivation (SIMD) 2012: A Business Case for Change (Page 133)

Submit report by the Chief Executive on the response to the Scottish Index of Multiple Deprivation (SIMD) 2012 (copy enclosed).

9. Equality Outcomes (Page 169)

Submit report by the Chief Executive on the proposed equality outcomes for North Ayrshire Council (copy enclosed).

- 10. General Services Revenue Estimates 2013/14: Update (Page 187)**
Submit report by Corporate Director (Finance & Corporate Support) on the General Services Revenue Budget for 2013/14 (copy enclosed).
- 11. Saltcoats Town Hall Redevelopment Project (Page 201)**
Submit report by Corporate Director (Finance & Corporate Support) on progress to appoint a Design Team to support the preparation of technical design and procurement information and the preparation of funding/grant applications to relevant sources (copy enclosed).
- 12. Kerelaw Castle (Page 209)**
Submit report by Corporate Director (Finance & Corporate Support) on the cost of the works required to stabilise Kerelaw Castle (copy enclosed).
- 13. Free Summer Swimming in North Ayrshire for Under 18s (Page 217)**
Submit report by Corporate Director (Education & Skills) a pilot programme of free summer holiday swimming for 0-18 years olds in North Ayrshire (copy enclosed).
- 14. The Commonwealth Fencing Championships 2014 (Page 225)**
Submit report by Corporate Director (Education & Skills) assistance to Scottish Fencing to bring the Commonwealth Fencing Championships to the sportscotland National Sports Centre in Largs in November 2014 (copy enclosed).
- 15. Revocation of the Closing Orders at 14, 24 and 28 Chaseley Gardens, Skelmorlie. (Page 229)**
Submit report by Corporate Director (Finance & Corporate Support) on the condition of the properties at 14, 24 and 28 Chaseley Gardens, Skelmorlie (copy enclosed).
- 16. Affordable Housing Supply Programme: Revision (Page 231)**
Submit report by Corporate Director (Social Services & Health) on the submission of the revised Strategic Local Programme (SLP) to the Scottish Government and for a number of specific actions to facilitate the delivery of the SLP (copy enclosed).
- 17. Hazeldene Horticulture Social Enterprise and Employment Project (Page 253)**
Submit report by Corporate Director (Social Services & Health) on a partnership arrangement with ENABLE Scotland and support the development of a social enterprise and employment project within the grounds of Hazeldene Resource Centre, Kilwinning.
- 18. Response to the proposed closure of the Millport Marine Biological Station (Page 261)**
Submit report by Corporate Director (Development & Environment) on the Council's proposed response to the announcement by the University of London to end its provision of education and research services at the Millport Marine Biological Station (copy enclosed).

- 19. Youth Employment Scotland (Employer Recruitment Incentive) (Page 271)**
Submit report by Corporate Director (Development & Environment) regarding a bid to the Youth Employment Scotland (Employment Recruitment Incentive) on a pan Ayrshire basis led by North Ayrshire Council (copy enclosed).
- 20. North Ayrshire Employability and Skills Strategy and Activity (Page 279)**
Submit report by Corporate Director (Development & Environment) on the development of a new labour market strategy for North Ayrshire and a proposed review of Employability and Skills activity (copy enclosed).

GENERAL BUSINESS FOR INFORMATION

- 21. Scotland's Climate Change Declaration (Page 287)**
Submit report by Corporate Director (Development & Environment) on progress against the commitments made in the Climate Change Declaration (copy enclosed).
- 22. Employee Engagement Survey (Page 315)**
Submit report by Corporate Director (Finance & Corporate Support) on a six monthly update on progress on Employee Engagement Survey improvement planning process (copy enclosed).

CONTRACT APPROVAL

- 23. Measured Term Contract 2012/15 - Heating, Mechanical and Ventilation Systems: Responsive Repairs and Maintenance (Page 335)**
Submit report by Corporate Director (Finance & Corporate Support) on proposal to invite tenders for the procurement of a measured term contract for Heating, Mechanical and Ventilation Systems: Responsive Repairs and Maintenance (copy enclosed).
- 24. Montgomerie Park: Landscape Management Services (Page 339)**
Submit report by Corporate Director (Finance & Corporate Support) on proposal to invite tenders for Landscape Management Services at Montgomerie Park (copy enclosed).
- 25. Insurance Services (Page 343)**
Submit report by Corporate Director (Finance & Corporate Support) on proposal to invite tenders for insurance services (copy enclosed).
- 26. North Ayrshire Community Based Addictions Support Services - Tender Outcome (Page 347)**
Submit report by Corporate Director (Social Services & Health) on the results of the tender for North Ayrshire Community Based Addictions Support Services (copy enclosed).

MINUTES FOR INFORMATION

- 27. Minute of Ayrshire Economic Partnership: 13 February 2013 (Page 357)**
Submit report by Corporate Director (Development & Environment) on the minutes of the meeting held on 13 February 2013 (copy enclosed)
- 28. Corporate Equality Group: Minutes of 21 February 2013 (Page 363)**
Submit report by Chief Executive on the minutes of the Corporate Equality Group held on 21 February 2013 (copy enclosed).
- 29. Community Empowerment Policy Board: Minutes of 4 March 2013 (Page 371)**
Submit report by Corporate Director (Education & Skills) on the minutes of the Community Empowerment Policy Board held on 4 March 2013 (copy enclosed)
- 30. Education Attainment and Achievement Policy Board: Minutes of 11 March 2013 (Page 379)**
Submit report by Corporate Director (Education & Skills) on the minutes of the Education Attainment and Achievement Policy Board held on 11 March 2013 (copy enclosed)
- 31. Economy and Employment Policy Board: Minutes of 18 March 2013 (Page 387)**
Submit report by Corporate Director (Development & Environment) on the minutes of the Board held on 18 March 2013 (copy enclosed).
- 32. Environment & Infrastructure and Economy & Employment Joint Policy Board of 18 March 2013 (Page 393)**
Submit report by Corporate Director (Development & Environment) on the Minute of the Meeting of the Environment & Infrastructure and Economy & Employment Joint Policy Board held on 18 March 2013 (copy enclosed).
- 33. Health and Social Care Policy Board: Minutes of 25 March 2013 (Page 397)**
Submit report by Corporate Director (Social Services & Health) on the minutes of the Health and Social Care Policy Board held on 25 March 2013 (copy enclosed)
- 34. North Ayrshire Housing Partnership: Minutes of Meeting 26 March 2013 (Page 403)**
Submit report by Corporate Director (Social Services & Health) on the Minutes of the meeting of the North Ayrshire Housing Partnership held on 26 March 2013 (copy enclosed).
- 35. Finance and Corporate Support Policy Board Minutes of 28 March 2013 (Page 413)**
Submit report by Corporate Director (Finance & Corporate Support) on the minutes of the Finance and Corporate Support Policy Board held on 28 March 2013 (copy enclosed).
- 36. Urgent Items**
Any other items which the Chair considers to be urgent.

Cabinet

Sederunt: **Elected Members**

Willie Gibson (Chair)
Alan Hill (Vice-Chair)
Marie Burns
Anthea Dickson
Tony Gurney
Alex McLean

Chair:

Attending:

Church Representatives

Very Reverend Matthew Canon McManus
Ms Elizabeth H. Higton
Mr Mark Fraser

Apologies:

Teaching Representative

Mr Gordon Smith

Meeting Ended:

Youth Council Representatives

Paul Gillespie
Nairn McDonald

Cabinet
26 March 2013

IRVINE, 26 March 2013 - At a Meeting of the Cabinet of North Ayrshire Council at 1.00 p.m.

Present

Alan Hill, Anthea Dickson, John Ferguson, Tony Gurney and Alex McLean.

Also Present

E. Highton and Very Reverend M. Canon McManus (Church Representatives) and G. Smith (Teaching Representative).

In Attendance

L. Friel, Corporate Director, G. Macgregor, Head of HR and Organisational Development, P. Doak, Senior Manager, (Internal Audit and Risk Management), T. Reaney, Team Manager (Corporate Procurement), D. Tate, Senior Manager (Housing Assets and Investment) (Finance and Corporate Support); C. Kirk, Corporate Director, M. Armstrong, Head of Service Development and M. Docherty, Head of Education (3-18) (Education and Skills); I. Colvin, Corporate Director, O. Clayton, Head of Service, (Community Care and Housing) and S. Gault, Head of Service (Children, Families and Criminal Justice)(Social Services and Health); C. Hatton, Corporate Director (Development and Environment); and L. McEwan, Corporate Communications Manager, K. Dyson, Communications Officer and M. Anderson, Committee Services Officer, (Chief Executive's Service).

Also In Attendance

Robert Barr, Matthew Brown, Joe Cullinane, John Hunter, Tom Marshall, Peter McNamara, Donald Reid and Robert Steel.

Chair

Councillor Hill in the Chair.

Apologies for Absence

Willie Gibson and Marie Burns; and M. Fraser, Church Representative.

1. Declarations of Interest

There were no declarations of interest by Members in terms of Standing Order 16 and Section 5 of the Code of Conduct for Councillors.

2. Minutes

The accuracy of the Minutes of the previous ordinary meeting of the Cabinet held on 12 March 2013, and the Special Meeting on 19 March 2013, was agreed and the Minutes signed in accordance with paragraph 7(1) of Schedule 7 of the Local Government (Scotland) Act 1973.

3. Statutory Public Consultation Documentation Arising from Three Towns Campus Proposal

Submitted report by Corporate Director (Education and Skills) on a preferred site for the proposed school campus within the Three Towns and to seek approval to issue consultative documents arising from this proposal.

Reference was made to the revised appendices to the report which were circulated at the meeting in place of those issued as part of the Agenda.

The report provided an update on progress in respect of the Three Towns Campus project, including the early stakeholder engagement and site identification work which has been undertaken. A working group of officers identified and evaluated a number of sites in the first instance and this was followed by a series of workshops involving local Elected Members. The existing Ardrossan and Auchenhavie Academy sites were short-listed, with the Ardrossan Academy site identified as the preferred location for the development of the campus for the reasons outlined in the report. The full report and analysis were set out at Appendix 1 of the report.

Appendix 2 to the report set out the consultative documents prepared in terms of the statutory public consultation in terms of the requirements of the Schools (Consultation) (Scotland) Act 2010. The consultation period will run until 14 June 2013.

Councillor Gurney, as the Portfolio-holder for Education Attainment and Achievement, emphasised that full consultation would take place in respect of the location of the proposed school campus and careful consideration given to all consultation responses.

The Cabinet agreed that (a) the preferred location for the new campus is the site of the current Ardrossan Academy; (b) the consultative documents in Appendix 2 be issued to all interested parties; (c) all interested parties be invited to make written representation on the proposals to the Corporate Director (Education and Skills) no later than noon on 14 June 2013; and (d) the Corporate Director (Education and Skills) submit a report on the results of the consultative process to a future meeting of the Cabinet (Education).

4. Education and Skills: St Luke's Primary School: Accommodation Pressures

Note: This item is subject to the call-in procedure per the Council's Scheme of Administration and will be submitted to the next meeting of the Scrutiny & Petitions Committee on 25 April 2013 for consideration.

Submitted report by Corporate Director (Education and Skills) on capacity issues relating to St. Luke's Primary School and seek direction on the most appropriate way forward.

Reference was made to the revised Appendix 1 to the report, which was circulated at the meeting in place of that issued as part of the Agenda.

The roll at St Luke's Primary School has increased to 215 pupils this session, with the projected roll for session 2013/14 expected to increase to 230. This equates to an occupancy level of 95.8%, which exceeds the generally accepted level of optimum occupancy, and presents a number of challenges for both the staff of the school and the pupils.

Section 3 of the report and Appendix 1 presented and evaluated the following options to address the capacity issue:-

- Option 1: Relocate the existing early years provision from St. Luke's primary school to St. Winning's primary school;
- Option 2: Provide a further 2 class extension to St. Luke's primary school; and
- Option 3: Re-zone the catchment areas of St. Luke's and St. Winning's primary schools, as illustrated at Appendix 2; a

Members asked questions, and received clarification, on the following:-

- whether occupancy levels at St. Winning's Primary School had been stable or falling over recent years;
- if there was any potential for the catchment area for St. Winning's expanding as a result of local housing;
- whether any concerns had been expressed about the quality of educational provision at St. Winning's; and
- the low number of placing requests out of St. Winning's.

Councillor Gurney, as the Portfolio-holder for Education Attainment and Achievement, indicated his preference for Option 1, but emphasised that consideration would be given to the outcome of consultation on the proposed action to address capacity issues at St. Luke's. Councillor Gurney also offered an apology for the erroneous inclusion of Option 4 (consolidation of all denominational primary and early years schooling within Kilwinning to a single site at St. Luke's Primary School) within Appendix 1 circulated as part of the Agenda.

The Cabinet agreed that Option 1 (relocate the existing early years provision from St. Luke's primary school to St. Winning's primary school) be approved as the preferred option for consultation.

5. Revenue Budget 2012/13 : Budgetary Control Statement to 31 January 2013

Submitted report by Corporate Director (Finance and Corporate Support) on the revenue budgetary control position for the Council at 31 January 2013.

Current financial projections indicate that an anticipated net in-year surplus of £4.236m for the year to 31 March 2013. However, taking into account £1.735m in respect of the early delivery of 2013/14 savings and £2.500m in net non-recurring underspends, the recurring underlying marginal overspend is £0.154m.

The report summarised a number of significant General Services budget over and underspends across Council Services, provided details of additional funding by way of the redetermination of the General Revenue Grant, and made proposals in terms of carry forwards and virements. Further detail was given in the appendices to the report.

The position on the Housing Revenue Account at the end of January 2013 was outlined in the table at Section 2.24 of the report, with further details provided at Appendix 9. A commentary of the projected underspend of 1.103m was given.

The Cabinet agreed to (a) note the information and financial projections outlined in the report; (b) approve the virements detailed in Appendix 10; and (c) approve the carry forward of £1.059m as summarised in Section 2.20 of the report.

6. Capital Monitoring to 31 January 2013

Submitted report by Corporate Director (Finance and Corporate Support) on progress in delivering the Capital Investment Programme as at 31 January 2013.

The report outlined movements in the General Services Capital Programme since the report to Cabinet on 29 January 2013. Actual expenditure to 31 January 2013 (Period 10) amounted to £19.847m or 67.3% (compared to anticipated expenditure of £20.915m or 70.9%) of the revised annual budget for 2012/13 of £29.511m. Details of actual spend by project against the revised budget for 2012/13 were set out Appendix 1, alongside anticipated spend to 31 March 2013. The projections were summarised by Service in the table at Section 2.2 of the report.

The table at 2.3 of the report illustrated movements in the 2012/13 flexibility budget, including an additional General Capital Grant from the Scottish Government. The report also provided information on major carry forwards and the latest position on projects including Arran road improvements and the Dirrans Head Injury Unit.

The report summarised the position of the 2012/13 Housing Revenue Account (HRA) Capital Budget as at 31 January 2013. Actual expenditure amounted to £16.961m or 63.5% of the revised annual budget of £26.729m. Current projections suggest there will be a net underspend of £1.073m at 31 March 2013 due to phasing issues. It was proposed that the projects referred to in Section 2.10 of the report be carried forward to meet commitments in 2013/14. Section 2.11 of the report noted funds requiring to be brought forward into 2012/13.

The Cabinet agreed to (a) approve the revisions to budgets outlined at Sections 2.1 and 2.7 of the report; and (b) note (i) the actual General Services and HRA expenditure to 31 January 2013 and (ii) the forecast of expenditure to 31 March 2013.

7. Risk Management Strategy and Strategic Risk Register 2013/14

Submitted report by Corporate Director (Finance and Corporate Support) on the strategic risks facing the Council and the strategy in place for dealing with risk.

The Risk Management Strategy was set out at Appendix 1 to the report. It has been established to support Services in managing risks, ensuring that Services are 'risk aware' rather than 'risk averse' and are able to identify the opportunities that can enhance Service provision.

The most significant risks are identified through the Council's Strategic Risk Register, which was set out at Appendix 2 to the report. The register has been reviewed by the Corporate Management Team, with 10 Strategic Risks identified. The top risks for the Council relate to Welfare Reform, the financial environment and economic inequalities.

The Cabinet agreed to (a) approve the Risk Management Strategy as set out in Appendix 1 to the report; and (b) note the Strategic Risks for the Authority contained in Appendix 2 to the report.

8. Procurement Overview

Submitted report by the Corporate Director (Finance and Corporate Support) on national and local procurement and on progress against improving the Council's procurement practices.

The report provided an update in relation to the following:-

- the award by the Scottish Government of a framework agreement for further Category A contracts;
- the Procurement Reform Bill;
- new Scotland Excel Category B contracts and anticipated contracts expected for financial year 2013/14;
- the latest Procurement Capability Assessment;
- the performance of the Council's Corporate Procurement Unit with regard to procurement savings, the implementation of PECOS, payments to suppliers, electronic payments and procurement cards; and
- training for Elected Members.

A new Procurement Strategy document was attached as an appendix to the report. The strategy outlines the Council's vision for procurement, with a detailed action plan of objectives for the next three years.

Members asked questions, and received clarification, on the reasons for the relatively small savings made by the Council via Scotland Excel when compared with those of some other local authorities.

The Cabinet agreed to (a) note the report; (b) receive a further update in six months' time; and (c) approve the Corporate Procurement Strategy 2013-2016 set out in the appendix to the report.

9. Annual Review of Fees and Charges

Submitted report by the Corporate Director (Finance and Corporate Support) on proposed increases in the level of fees and charges for Council services from 1 April 2013.

Appendix 1 to the report listed all those charges which it is proposed to increase in line with inflation. Appendix 2 contained details of all those charges which it is proposed to increase by a factor other than the November 2012 C.P.I. Increases already approved as part of the 2013/14 budget were summarised at Appendix 3.

The Cabinet agreed to approve the increases to Council fees and charges, as outlined in the report and its appendices, with effect from 1 April 2013.

10. Financial Strategy 2013/14 to 2022/23

Submitted report by the Corporate Director (Finance and Corporate Support) on the significant financial challenge which the Council faces and the strategy to manage this over the next 10 years.

The proposed Financial Strategy set out in the Appendix to the report relates to the General Services Revenue Fund. The report provided further information on the key messages which can be drawn from the strategy in terms of the following:-

- the economy outlook;
- the national landscape;
- the longer term view;
- the Council's budget;
- the financial outlook; and
- the Council's reserves strategy.

The Cabinet agreed (a) to note the scale of the financial challenge which the Council faces over the next 10 years; and (b) submit the Strategy set out in the appendix to the report to the Council for approval.

11. Energy Company Obligation (ECO) and Home Energy Efficiency Programme For Scotland (HEEPS).

Submitted report by the Corporate Director (Finance and Corporate Support) on the potential external funding available via the ECO and HEEPS grant schemes, the area-based schemes initially identified as suitable projects to attract funding, and the Council's intended strategy to develop and submit appropriate funding bids.

The Home Energy Efficiency Programme For Scotland (HEEPS), formerly known as the National Retrofit Programme, comes into effect in April 2013. Monies received under HEEPS are to be used to fund insulation and energy efficiency measures within the private sector. The key objectives of the initiative were outlined in the report.

In addition to the introduction of HEEPS, a new Energy Company Obligation (ECO) was introduced in January 2013. ECO will run until March 2015, supporting the installation of energy efficiency measures in low-income households and areas, and in properties that are harder to treat.

Bids for funding under ECO can be made at any time between January 2013 and December 2015. The timetable for accessing HEEPS monies was set out at Section 3.1 of the report. In order to submit bids in-line with the Scottish Government's timetable, the Council has been developing three projects, namely Weir and Swedish Timber Houses, Montgomerie Street, Ardrossan, and Solid Wall Constructed Houses. The report considered options for funding the gap in respect of private households.

Members asked questions, and received clarification, on the deadline for a decision on submitting funding bids.

The Cabinet agreed to (a) approve the Council's approach to attracting ECO and HEEPS funding; (b) approve the submission of funding requests for the area based schemes identified within the report; (c) delegate authority to the Corporate Director (Finance and Corporate Support) to approve and, where necessary, vary or amend the intended ECO and HEEPS bid submissions; (d) approve the proposed budget virement from the HRA roofing and rendering budget, as required, to fund the element of shortfall attributable to the Council-owned housing stock; and (e) to approve Option 2 as outlined at Section 3.23 of the report in terms of funding the shortfall in funding associated with privately owned homes.

12. North Ayrshire Council Newspaper

Submitted report by the Chief Executive on the options available for introducing a Council newspaper and outlining the expenditure by Services on advertising and marketing activity since a Council newspaper was last published.

The report summarised some of the benefits which might arise from the introduction of a Council newspaper and evaluated the costs and options available in terms of its production. Consideration was also given to the advertising and marketing spend of Services during the period 2010-12. The areas of expenditure which could potentially be absorbed within a Council newspaper, per annum, amount to some £38,100, as set out in Section 2.36 of the report. The in-house costs identified are based on the creation of a new Grade 10 Communications Officer post to copywrite and project manage all aspects of the production of the newspaper.

The Cabinet agreed to remit the report to the appropriate Policy Board for further consideration.

13. Pressured Area Status

Submitted report by Corporate Director (Social Services and Health) on details of independent research which has assessed housing demand pressure within the social housing sector of North Ayrshire and seeking approval to designate certain properties as pressured.

Pressured Area Status (PAS) suspends the Right to Buy (RTB) for some tenants of Local Authorities and Registered Social Landlords (RSLs). Housing Services commissioned an independent study to reassess social housing demand pressures in North Ayrshire. The outcome was summarised in Section 2 of the report.

The report proposed that all one-bedroom properties in North Ayrshire, regardless of location or type, should be designated as pressured and that all properties in the geographical 'letting' areas identified within Section 2 of the report should also be so designated. The table at Section 2.8 of the report indicated the changes from the existing designated pressured area to that recommended as a result of the 2013 re-assessment. It was proposed that all pressured area designations should apply for a period of 10 years.

Members asked questions, and received clarification, on the following:-

- whether Councils had the freedom to designate all housing stock as pressured; and
- the background to the change from a 5-year to 10-year designation period.

The Cabinet agreed, upon consideration of the evidence presented in the report, that (a) all one- bedroom properties in North Ayrshire, regardless of location or type, should be designated as pressured; (b) all properties in the geographical 'letting' areas identified within Section 2 of the report should be designated as pressured; and (c) all pressured area designations should apply for a period of 10 years, commencing from 00:00 hours on 27 March 2013 and expiring at 23:59 hours on 26 March 2023.

14. Consultation on Redesigning the Community Justice System

Submitted report by the Corporate Director (Social Services and Health) on the Scottish Government's consultation regarding redesigning the community justice system and seeking approval for a proposed response.

Redesigning the Community Justice System – A Consultation on Proposals, was published on 20 December 2012. The consultation document offers the following three options for redesigning community justice, details of which were provided in Section 2 of the report:-

- an Enhanced CJA,
- a Local Authority Model and
- a Single Service Model.

Section 2.6 of the report proposed a fourth option, based on the Local Authority model: "Reducing Re-Offending Partnerships". This option places the strategic responsibility for community justice services with local authorities, but incorporates partnership working between local authorities and builds on the working relationships already established between local authorities in the Community Justice Social work partnerships and Community justice Authorities.

The consultation process comes to an end on 30 April 2013 and the Scottish Government will provide an announcement on the way forward by the end of 2013. Changes to community justice arising from this consultation will be implemented by April 2016.

The Cabinet agreed to support the additional option proposed in the report, of "Reducing Re-offending Partnerships" and that, in addition to the Corporate Director (Social Services and Health) responding to the specific consultation questions, details of this option should also be provided to the Scottish Government.

15. North Ayrshire Carers Strategy

Submitted report by the Corporate Director (Social Services and Health) on a proposed Carers Strategy.

The draft Carers Strategy set out at Appendix 1 to the report is the culmination of the work of the Community Health Partnership forum carers' sub-group, which includes representatives from North Ayrshire Council, NHS Ayrshire and Arran, Enable, Unity Enterprises (Carers Centre) Young Carers Support Project as well as two informal carers. The principles and objectives of the draft strategy were set out in Section 2 of the report.

The report proposed the appointment of Councillor Steel as the Carers Champion for North Ayrshire Council. The Carers Champion would chair the proposed North Ayrshire Carers Strategy Advisory Group, which will monitor and provide advice on how the Carers Strategy is taken forward, as well as providing a reference point for future strategies and service developments.

Councillor Steel addressed the meeting on his proposed role as Carers Champion.

The Cabinet agreed to (a) note the development of the Carers Strategy set out at Appendix 1 to the report; (b) endorse the contents of the Strategy and commit to a wider consultation with service users, their carers and the community of North Ayrshire; and (c) recommend that the Council approves the appointment of Councillor Steel as Carers Champion for North Ayrshire Council.

16. North Ayrshire Graduate Employment Fund

Submitted report by the Corporate Director (Development and Environment) on a programme designed to help North Ayrshire graduates into employment.

The Graduate Employment Programme has been designed to encourage employers to create new graduate jobs in North Ayrshire. It will be targeted at 18-24 year olds currently unemployed or underemployed and North Ayrshire resident, and will offer companies financial incentives to create posts for highly skilled but inexperienced young people. The criteria for inclusion in the programme were set out at Section 3 of the report.

The report proposed that the programme run for 3 years, with a review at 18 months. The indicative costs are £512,000, to be met from existing Economic Development budgets allocated to youth employment initiatives. It is anticipated that the pilot phase will support the creation of up to 64 local graduate job opportunities. The majority will be in the private sector, but 12 of the graduate posts have been earmarked for North Ayrshire Council.

The programme will be managed and delivered in house by Economic Development Services. A new temporary post will be required to manage the programme.

The Cabinet agreed to approve the Graduate Employment Programme, as detailed in the report.

17. North Ayrshire Youth Employment Strategy

Submitted report by the Corporate Director (Development and Environment) on a proposed Youth Employment Strategy for North Ayrshire 2010-20.

Two key themes emerge from the proposed Youth Employment Strategy set out in Appendix 1 to the report. The first is the need to increase the number of jobs in North Ayrshire and secondly to ensure a clear and targeted approach exists to support young people at different points on the journey to employment. Section 3 of the report summarised the main areas covered by the strategy in terms of economic regeneration, preparing young people for the world of work, and preparing the world of work for young people. An action plan has been developed in respect of the strategy.

Appendix 2 to the report provided a report on progress in relation to a number of existing programmes on youth employment.

The Cabinet agreed to (a) approve the Youth Employment Strategy set out at Appendix 1 to the report; (b) note progress in terms of the youth employment programmes already in place; and (c) to receive further reports on the implementation and progress of the strategy.

18. Road Maintenance Programme 2013/14 Road Maintenance Programme 2013/14

Submitted report by the Corporate Director (Development and Environment) on the proposed Structural Roads and Streetlighting Maintenance Programme for 2013/14.

The structural roads and street lighting maintenance programme for 2013/14 has been produced using the associated Lifecycle Plans, developed in accordance with the strategy contained within the RAMP for managing the core assets. As part of the Asset Management process, condition assessments are carried out on the public road network on an annual basis, with all locations assessed using a risk assessment process. The data from condition assessments is then entered into a Prioritisation Matrix for consideration of inclusion onto the Council's Strategic list of priorities. Appendices 1 and 2 to the report set out the Road Carriageway Assessment Form and Treatment Selection Flowchart, respectively. The Mainland Roads Programme 2013/14, and the Arran Roads Programme 2013/14 were provided at Appendices 3a and 3b.

Arrangements for the prioritisation of lighting column replacement were also provided in the report.

Members asked questions, and received clarification, on the following:-

- the importance of taking into account the tourist season on Cumbrae as well as Arran when considering the timing of road maintenance works; and
- whether the funding available for works to roads on Arran included Timber Transport funding.

The Cabinet agreed (a) to note the approach taken to determining the asset maintenance programme for roads and street lighting; (b) that the criteria used to establish the work programme be expanded to include contribution to the Council Key Priorities, notably Regenerating our Communities and Increasing Employment; (c) to approve the maintenance programme for 2013/14, as shown at Appendices 3a and 3b to the report, and that the programme be presented to Area Committees for comment; and (d) that a consultation exercise be undertaken on Arran and Cumbrae to determine the most appropriate timing to undertake planned maintenance works.

19. Employee Volunteering - Glasgow Commonwealth Games 2014

Submitted report by the Corporate Director (Finance and Corporate Support) on the provision being made to support employees who wish to volunteer or participate at the Glasgow Commonwealth Games 2014.

The Games, which will run from 23 July to 3 August 2013, will be the biggest multi-sport event ever hosted in Scotland. Volunteers will need to be available for approximately 14 days in total. Applications opened in mid-January 2013 and are expected to close at the end of February 2013.

The Council wishes to support those who would like to volunteer or participate in the Games. The Employee Volunteering Policy which was approved by the Executive in 2011 contains provision for specific guidance to be produced for "one-off" events such as the Commonwealth Games. A draft Guidance Note for the 2014 Games was set out at Appendix 1 to the report.

Members asked questions, and received clarification, on the number of Council staff expected to volunteer or participate in the Commonwealth Games.

The Cabinet agreed to approve the Guidance Note for Employee Volunteering at the Glasgow Commonwealth Games 2014, as set out in Appendix 1 to the report.

20. Non-domestic Rate Relief

Submitted report by the Corporate Director (Finance and Corporate Support) on the implications of the Non-Domestic Rating (unoccupied property) (Scotland) Amendment Regulations 2013 which come into force on the 1 April 2013.

Section 2 of the report provided an update on the position in respect of the following:-

- the unoccupied property 90% rates charge,
- Fresh Start relief for offices and shops,
- Rates relieve for new build property and
- State aid rules.

The increase in rates charge from 50% to 90% for unoccupied properties was highlighted, together with the new relief for unoccupied offices, shops and new build properties.

Members asked questions, and received clarification, on the following:-

- any bad debt provision which has been made in respect of the change in the unoccupied property rates charge; and
- the importance of tracking the effectiveness of the fresh start relief for offices and shops in terms of maximising occupancy levels.

The Corporate Director (Finance and Corporate Support) undertook to provide Members with further information of the location of the Common Good properties which would be affected by the changes.

Noted.

21. Integration of Adult Health and Social Care in Scotland Consultation: Scottish Government Response

Submitted report by Chief Executive on the Scottish Government's Response to the consultation on the Integration of Adult Health and Social Care, and on the creation of an Integration of Health and Social Care Project Board to oversee the development of proposals and manage the transition to integration.

The Scottish Government recently published its response to the key points made by the 315 respondents to the Integration of Adult Health and Social Care consultation. Section 2 of the report provided a summary of the key points made by the Scottish Government in response to the consultation. The Scottish Government will bring forward legislation for consideration by the Scottish Parliament before the summer of 2013. This will provide for a full implementation of the new Partnerships for Adult Health and Social Care by 1 April 2015.

The Chief Executive has established an Integration of Health and Social Care Project Board, comprising officers from across the Council, to oversee the development of proposals and manage the transition to integration. A copy of the remit/role of the Project Board was attached at Appendix 1 to the report.

Noted.

22 Maximising Attendance - Update on Performance as at the End of Quarter 3 2012-13

Submitted report by the Corporate Director (Finance and Corporate Support) on the Council's performance in Maximising Attendance as at the end of Quarter 3 2012/13.

Appendix 1 to the report showed the absence rate performance against target, by Service by employment group for Quarter 3, plus the cumulative performance as at the end of Quarter 3. A comparison of days lost for quarter two this year compared with the same quarter last year shows a marginal worsening with an average of 2.4 days lost this year compared to 2.3 days last year. Appendix 2 to the report included a projection to year end. The overall projection is for 8.9 days lost against a target of 6.8 days. Appendix 3 to the report provided a breakdown of the days lost by reason to the end of Quarter 3.

Absence targets are currently being reviewed for 2013/14, taking cognisance of the Council's performance trends and the performance of other local authorities (as reported in SPI data) to enable informed and realistic targets to be set.

Noted.

23. Modern Apprenticeship Programmes

Submitted report by Corporate Director (Finance and Corporate Support) on opportunities for programmes which run longer than one year and to look at tracking what happens to Modern Apprentices (MAs) when they leave the training programme.

A list of the current Modern Apprenticeship (MA) programmes provided within North Ayrshire Council was contained in Appendix 1 to the report. The Council currently offers 13 different types of MA programmes, of which 8 will take more than one year to complete.

The report provided information on developments in terms of the following:-

- Level 2 and Level 3 VQ qualifications,
- Other Funded Training Programmes,
- Extending the programme duration out with the Council,
- MA Progression during 2012 and
- Tracking Modern Apprentices when they leave the Programme.

Members asked questions, and received clarification, on the funding for MA programmes.

Noted.

24. Framework Agreement 2013 / 2015 - Periodic Testing and Inspection of Fixed Electrical Installations

Submitted report by the Corporate Director (Finance and Corporate Support) on inviting tenders for the procurement of Periodic Testing and Inspection of Electrical Installations.

The report proposed that three contractors be appointed to the framework to allow greater scope and flexibility for the Council to meet its statutory obligations. In the first year of the agreement, each contractor appointed will be awarded a proportion of the testing and inspection programme. The framework agreement is expected to commence 1 October 2013 as a 2-year agreement, with the option to extend for up to a further two years. A facility will also be built into the agreement to allow a mini-competition between the contractors for subsequent works arising as a result of recommendations from inspections.

The Cabinet agreed to approve the tendering of the Framework Agreement for the procurement of Periodic Testing and Inspection of Electrical Installations as detailed in the report.

25. Banking Services

Submitted report by the Corporate Director (Finance and Corporate Support) on a proposal to invite tenders for banking services.

In order to comply with the Council's Standing Orders Relating to Contracts and the Public Contracts (Scotland) Regulations 2012 (SSI 2012/88) (as amended), a formal tendering exercise must be undertaken for banking services. It is intended that the new contract will commence on 1 February 2014, operating for 5 years and with the option to extend for up to 2 years.

Members asked questions, and received clarification, on the following:-

- whether officers had given consideration to the increased demand for cash handling likely to arise as a result of changes associated with Welfare Reform; and
- the type of banking services covered by the contract.

The Cabinet agreed to approve the issuing of a formal tender for banking services.

26. Renewal of 3-year Licence for Education City for North Ayrshire Primary, Secondary and Special Schools

Submitted report by the Corporate Director (Finance and Corporate Support) on a proposal to purchase a 3-year licence for Education City for North Ayrshire schools.

All of North Ayrshire primary and secondary schools and many nursery and special schools use Education City software, an online, interactive resource which supports the delivery of Curriculum for Excellence (CfE). Education City is a unique product. No other currently available software offers the features and tools to support learning and teaching both within school and at home.

Over the past six years Education and Skills has purchased a central licence to cover all local authority schools for a 3-year period at a discounted rate (50% discount). Previously, schools had purchased a separate, annual licence at a non-discounted rate. Therefore the move to purchasing the licence centrally over a 3-year period represented best value. The cost of £88,592 for a 3-year agreement for schools equates to a sum of £29,530 per annum and approximately £2.04 per pupil.

The Cabinet agreed to (a) note the educational benefits of the use of Education City to support raising attainment in North Ayrshire schools; and (b) to the purchase of a further 3-year licence.

27. South West Hub Territory Partnering Board: Minutes of Meeting held on 31 January 2013

Submitted report by the Corporate Director (Finance and Corporate Support) on the Minutes of the South West Hub Territory Partnering Board of 31 January 2013.

Noted.

28. 1st Tier Joint Consultative Committee and Corporate Health and Safety Group: Minutes of Meetings held on 21 February 2013

Submitted report by the Chief Executive on the Minutes of the 1st Tier Joint Consultative Committee and Corporate Health and Safety Group of 21 February 2013.

Noted.

29. Urgent Items

29.1 Isle of Arran Power Outage

The Corporate Communications Manager provided a verbal update on the following:-

- the excellent partnership working which has taken place to help Arran residents cope with the effects of recent adverse weather;
- the timescale for SSE connecting the remaining 900 customers on Arran to generator power and ongoing work to restore power to the grid;

- work by the Council's Roads Service to ensure all roads on the island are clear of snow and accessible by the emergency services;
- the service being provided by Social Services and Health to service users and vulnerable people on Arran;
- the provision of catering vans offering free food and drinks, together with free transport on the east coast of the island to allow residents to access the service;
- the role of volunteers in assisting with the delivery of food;
- the continued closure of all Arran schools for the remainder of the week and plans to provide appropriate support after the Easter break to young people sitting exams;
- the measures being implemented by Corporate Communications to make information available to residents via the Council's website, Twitter and telephone helplines;
- arrangements for the Council to assume responsibility for the recovery stage of the operation; and
- issues surrounding the anticipated number of people wishing to visit Arran during the Easter period.

Members commended officers for their handling of the situation and praised the effective partnership working which had taken place.

Noted.

30. Departure of Head of Service Development (Education and Skills)

The Chair and Members paid tribute to Mark Armstrong, Head of Service Development (Education and Skills), who will be leaving the Council in April 2013. Members thanked Mr Armstrong for his contribution to the work of the Cabinet and the Council.

Mr Armstrong thanked Members for their kind words.

The meeting ended at 2.55 p.m.

NORTH AYRSHIRE COUNCIL

Agenda Item 3

30 April 2013

Cabinet

Subject: **Attainment, School Leaver Destinations,
Attendance and Exclusions for Young People
Looked After by North Ayrshire Council: Session
2011/12**

Purpose: To inform the Cabinet of action taken to improve the attainment, post school destinations and overall attendance of pupils still at school who are looked after by North Ayrshire Council.

Recommendation: That the Cabinet agrees to (a) note the information set out in relation to the factors identified above for pupils who are looked after by North Ayrshire Council; and (b) approve the targeting of support and resources to improve outcomes for these young people as described in the report.

1. Introduction

- 1.1 A number of research studies including (Scottish Executive 2002) indicate that children who become looked after are mostly drawn from families who live in areas of deprivation and disadvantage. In addition to experiencing loss, separation and family conflict, children who become looked after are likely to have reduced opportunities in many areas of their early lives including wider school attainments and in their progression, post school, into further education, employment or training.
- 1.2 Across Scotland there were, in the most recently available census, 16,171 children being looked after by local authorities. This represents 14.6 per 1000 children of the 0-18 year old population. In North Ayrshire there were 583 Looked After children, representing 20 per thousand of the 0-18 year old population. That figure represents a 2% increase since 2010 and is the highest for North Ayrshire since 1981.
- 1.3 In addition, there are 102 children in North Ayrshire schools looked after by other authorities.

2. Current Position

- 2.1 The attainment of our looked after young people has since 2008 seen significant year on year improvement.
- 2.2 Over the period, the percentage attaining,
 - 5+ at Level 3 has increased from 44.7% to 75.4%
 - 5+ at Level 4 from 19% to 31%
 - 5+ at level 5 from 0% to 5%.
- 2.3 In the core subjects of English and Maths the percentage attaining Level 3 or above in both has risen from 55.3% to 83.6 %.
- 2.4 Particular attention should be drawn to the increasing numbers attaining at levels above the base line level 3, a token of a very welcome improvement in the aspiration of these young people.
- 2.5 Positive post school destinations. The latest published measures identify that across Scotland, 89.9% of all school leavers and 64% of looked after school leavers moved into a positive destination. In North Ayrshire 89.7% of all school leavers and 65% of looked after school leavers moving into a positive destination (at home 54%, away from home 81%). These last figures include young people educated in North Ayrshire but looked after by other authorities.
- 2.6 School attendance. The most recently published figures for school attendance show a national figure for looked after pupils of 88.6%. Attendance for pupils looked after by North Ayrshire is 90.8%. Comparison with the general NAC school population's attendance at 93.1% confirms that despite recent improvements in the support and challenge provided to schools and our partners in relation to looked after children's engagement with education, more work remains to be done.
- 2.7 School exclusions. These figures are reported as the number of instances of exclusion per 1000 pupils. The national figure for all looked after children in Scotland for 2010/11, the latest national available figures, is 326 per 1000 pupils. The figure for looked after pupils in NAC has seen a significant and welcome reduction from 437 in 2008/9 to 161 in 2011/12. However, even the latest figure compares unfavourably with a figure of 43 exclusions per 1000 for the general population in NAC.

- 2.8 All education establishments have a senior staff member identified as the Looked After Children co-ordinator who ensures that, in compliance with the Education (Additional Support for Learning) (Scotland) Act 2009, all pupils identified as looked after are afforded the appropriate level of support.
- 2.9 Recent improvements in data sharing between Social Services and Education and Skills have ensured that post holders are more timeously and accurately recording pupils' looked after status on the educational management system, SEEMIS. This has the effect of improving the scrutiny of looked after pupils' post school destinations and attendance and adds a robust process of scrutiny to any proposal to exclude a looked after pupil.

Corporate Parenting Strategy Group

- 2.10 The group has developed a range of proposals to increase the involvement of elected members and senior officers in the exercise of our corporate responsibilities.

Detailed data analysis at school level on attainment, attendance and post school destinations

- 2.11 Analysis is now routinely carried out by senior managers. The results have identified emerging good practice and areas of concern. This, together with further focused work on reducing exclusions has improved the sharing of best practice, the provision of appropriate and detailed management advice to schools from senior officers and the standardisation of robust tracking and monitoring processes.

Education Development Co-ordinator

- 2.12 The secondment in May 2012 of an experienced manager to the post of Education Development Co-ordinator for Looked After Children has seen significant improvement in:

- data sharing arrangements;
- staff training in support of looked after children;
- improved co-ordination of the range of services concerned with post school transitions including further education colleges, Skills Development Scotland and national training providers.

The continued funding of this post is a demonstration of the Council's commitment to improving outcomes for these pupils.

Transition arrangements

- 2.13 Post school transition arrangements for looked after pupils in day education and residential placements external to the authority are being effectively scrutinised by Pupil Support Service and Psychological Service staff to ensure improved attendance, reduced exclusions and robust post school transition planning.

Psychology support

- 2.14 Two psychologists provide a consultancy service to the Authority's Children's Units. This service involves both planned visits and a rapid response service. The latter has been used with greatest frequency in response to crises. There is regular communication with the residential child care team to aid planning.

Homework clubs

- 2.15 Teachers from Pupil Support Service continue to operate weekly homework clubs in North Ayrshire Council Children's Units and ensure that where required senior pupils will, in partnership with schools, be offered additional exam preparation support. The range of educational support material available in Children's Units will again be audited and refreshed.

Pupil Support Service Extended Outreach

- 2.16 The service will continue to offer intensive support to looked after pupils identified by schools as most at risk of progressing to a negative post-school destination.

School Leaver Destination reporting

- 2.17 Education and Skills officers will present the 2011-12 School Leaver Destination Report on looked after young people to the Corporate Parenting Group and the More Choices More Chances Strategy group for their consideration and advice.

Attainment and achievement data

- 2.18 Data for looked after pupils will be a particular focus for the Education and Skills Corporate Director's school visits in session 2012-13. The Quality Improvement Service will continue to review with headteachers the progress of this cohort at key stages in both Primary and Secondary schools and challenge and support staff to deliver improved educational outcomes for this group of pupils.

Activity Agreement

- 2.19 A targeted Activity Agreement programme for up to 18 looked after young people who do not qualify for Throughcare Services will be delivered in partnership with Social Services and a range of external partners.

Partnership working

- 2.20 Education and Skills, Social Services and Skills Development Scotland have negotiated an improved partnership agreement which clarifies role and responsibilities in relation to looked after young people as they approach their school leaving date.

Data Hub

- 2.21 North Ayrshire Education and Skills is piloting a 'data hub' on behalf of the Scottish Government. In the first instance, this will improve the sharing of data between Education and Skills and Skills Development Scotland and in the longer term it is proposed to include other services and organisations (e.g. Further Education colleges). This will result in more robust transition arrangements for young people including those looked after.

Data Access

- 2.22 Education and Skills has entered into a Data Access Agreement with the Scottish Government's Analytical Services Division which will improve our monitoring of educational outcomes for looked after young people.

3. Proposals

- 3.1 The Cabinet is invited to (a) note the information set out in relation to the factors identified above for pupils who are looked after by North Ayrshire Council; and (b) approve the targeting of support and resources to improve outcomes for these young people as detailed above.

4. Implications

Financial Implications

- 4.1 There are no financial implications.

Human Resource Implications

- 4.2 There are no human resource implications.

Legal Implications

- 4.3 There are no legal implications.

Equality Implications

- 4.4 There are no equality implications.

Environmental Implications

- 4.5 There are no environmental implications.

Implications for Key Priorities

- 4.6 National Outcome 2 requires that 'We realise our full economic potential with more and better opportunities for our people'. North Ayrshire's related outcome is 'More people are in work and training'. the work detailed in this report contributes to achieving the above.

5. Consultations

- 5.1 Consultation has taken place with colleagues in Social Services and Skills Development Scotland resulting in the proposed partnership agreement.

6. Conclusion

- 6.1 Children and young people who are looked after are very often at distinct disadvantage compared to their peers in relation to their level of educational attainment, achievement and are overly represented in those young people not in education, employment or training.

- 6.2 North Ayrshire Council recognises its responsibilities as Corporate Parent and is committed to delivering for our looked after children and young people continuous improvement in these important outcomes.



CAROL KIRK
Corporate Director (Education and Skills)

Reference : CK/DC

For further information please contact David Carracher, Senior Manager (Inclusion), on telephone number 01294 324497.

Background Papers

None

NORTH AYRSHIRE COUNCIL

Agenda Item 4

30 April 2013

Cabinet

Subject: Devolved School Management

Purpose: To seek approval of a revised Devolved School Management Scheme of Delegation for Educational Establishments.

Recommendation: That Cabinet agrees the revised Devolved School Management Scheme of Delegation for Educational Establishments set out at Appendix 1.

1. Introduction

- 1.1 Nearly half of Scottish Council budgets are currently spent on school education. To enhance and improve the management of resources at local (school) level, Devolved School Management (DSM) was introduced in 1993. This required councils to devolve school budgets to headteachers with the twin aims of improving local decision making and providing more flexibility to headteachers in responding to the needs of individual schools.
- 1.2 In 2006, DSM Guidelines issued by the Scottish Executive recommended that local authorities increase the level of devolved budgets to 90%. This advice reflected the principle that everything that could be devolved should be devolved, except for certain areas of expenditure that were not considered suitable for devolution
- 1.3 In 2011 the Scottish Government and COSLA agreed that the 2006 DSM Guidelines should be reviewed and amended to take account of a much changed environment, albeit with existing local democratic accountability and oversight of education services being maintained.
- 1.4 The National Review Group felt that the percentage of budget devolved is less relevant in a modern context than the actual functions, controls and powers that are devolved to heads of establishment.
- 1.5 The resulting Devolved School Management 2012 Guidelines were published in June 2012 with the following stated aim.

The DSM 2012 Guidelines aim to meet local needs and deliver the best possible outcomes for young learners, in line with the objectives of Curriculum for Excellence, GIRFEC and the Early Years Framework

- 1.6 The DSM 2012 Guidelines have a statutory underpinning since they are linked to the Standards in Scotland's Schools (2000) etc Act.
- 1.7 The DSM Guidelines are based on nineteen principles that are grouped under the following four headings:-
- Subsidiarity and Empowerment
 - Partnership Working
 - Accountability and Responsibility, and
 - Local Flexibility
- 1.8 The Guidelines are also accompanied by a DSM Self-Evaluation toolkit that provides a comprehensive checklist against which Council's and schools can assess the 'fitness for purpose' of their local DSM scheme.

2. Current Position

- 2.1 The Council's current DSM Scheme of Delegation for Education Establishments was last revised in November 2008.
- 2.2 Following the publication of the DSM 2012 Guidelines and accompanying self-evaluation toolkit, a review of North Ayrshire Council's scheme was progressed. This review was undertaken by a group including representation from headteachers, school Administrative and Finance Officers (AFOs), Education and Skills Headquarters staff and staff from Corporate Finance.
- 2.3 The DSM Self-Evaluation toolkit was used to review the Council's current scheme and to consider its suitability against the principles laid out in the DSM 2012 Guidelines.
- 2.4 The review agreed the following principles and actions to underpin a revision of the Council's DSM Scheme of Delegation.
- Provide significantly enhanced autonomy to headteachers over the way in which financial resources are distributed across specific budget headings.
 - Increase the focus on the impact and outcomes achieved through the alignment of devolved resource allocation to the School Improvement Plan and Service Plan.
 - Provide educational establishments with indicative 3 year budgets aligned to Council budget decisions and proposals, to assist in longer term planning.
 - Consolidate and simplify the devolved budget lines to schools including the removal of non-devolved resources e.g. property costs.

- Provide greater virement flexibility to reduce bureaucracy and streamline processes.
- An appropriate DSM committee should be in place in each school reflective and representative of school size and having a blend of members, e.g. teachers, non-teaching, parent, student and co-opted.
- Encourage and enable the “pooling” of resources across schools and learning community clusters.
- Provide improved training and support for headteachers and senior staff within educational establishments on DSM and financial management.
- Central resources should continue to be in place to cover emergencies and unforeseen circumstances
- Establish an Education and Skills DSM/Resources Group to monitor and develop the scheme and develop future budget ideas and proposals.
- In line with 3 year budgeting, removal of “items of major expenditure” scheme and replace with a rolling revenue carry forward surplus or deficit. Capped year on year at 2% of initial devolved budget entitlement

3. Proposals

- 3.1 Based on the principles and actions detailed in Section 2.4 above, a revised DSM Scheme of Delegation for Educational Establishments has been developed.
- 3.2 It is proposed that Cabinet approves the revised Devolved School Management Scheme of Delegation for Educational Establishments attached at Appendix 1.

4. Implications

Financial Implications

- 4.1 There are no financial implications arising directly from this report. However, the revised DSM Scheme of Delegation for Educational Establishments will provide the framework for the management of devolved budgets to all relevant educational establishments.

Human Resource Implications

- 4.2 There are no human resource implications arising directly from this report.

Legal Implications

- 4.3 There are no legal implications arising directly from this report.

Equality Implications

- 4.4 There are no equality implications arising directly from this report.

Environmental Implications

- 4.5 There are no environmental implications arising directly from this report.

Implications for Key Priorities

- 4.6 The proposals will assist in achieving the following SOA outcomes:
- 4a "levels of educational attainment and achievement have improved";
 - 4b "more young people are leaving school for positive destinations";
 - 5a "opportunities to support the positive development of vulnerable young children have increased";
 - 15b "Public services are more efficient and effective.

5. Consultations

- 5.1 Consultation has taken place with headteachers, school AFOs and Corporate Finance.

6. Conclusion

- 6.1 Following the publication of the Devolved School Management 2012 Guidelines and associated DSM Self-Evaluation Toolkit it is timely for the Council to review and where appropriate revise its Devolved School Management Scheme of Delegation for Educational Establishments.

- 6.2 The proposed revised scheme of delegation follows the principles laid out in the DSM 2012 Guidelines and brings the Council's Scheme up to date..



CAROL KIRK
Corporate Director (Education and Skills)

Reference : MA/EMcK

For further information please contact Carol Kirk, Corporate Director (Education and Skills) on 01294 324411

Background Papers

Devolved School Management 2012 Guidelines

Devolved School Management Self Evaluation Toolkit

North Ayrshire Council: Education and Skills

Devolved School Management (DSM)

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1. The DSM Scheme in Summary

Devolved School Management (DSM) devolves to school level, with appropriate support, a significant measure of decision making power over the way in which spending is carried out within budget lines, and over the way in which financial resources are distributed among specific budget heads within a school's overall cash allocation. A carry forward facility in relation to surpluses and deficits is available from one financial year to the next. Savings made in one area can be spent on another aspect of provision considered to be more important by the school.

The intention is to empower headteachers, Parent Councils and school staff to ensure that devolved resources are targeted at delivering the best possible outcomes for learners and that resource is aligned to School Improvement Plans and specific locality priorities.

The power is delegated to headteachers. North Ayrshire's school budget formulations are related to the needs of individual schools. The methods adopted take account of actual staff salaries, positive support for deprivation and protection of additional resources for children with additional support needs in mainstream schools.

Safeguards are built into the scheme. Minimum standards to be maintained by headteachers in each budget area are laid down centrally. These protect, for example, the staffing standards on the basic number of staff who must be employed and agreed staff conditions of service.

Sufficient funds continue to be held centrally to allow the provision of high quality support services, such as quality improvement managers and psychological services. These services continue to be available to all schools, deployed according to need.

Central resources are also used to provide cover for schools facing emergencies or unforeseen circumstances arising during the course of a year.

The DSM scheme aims to:

improve responsiveness to local needs;
match resources to policy implementation in local circumstances;
promote greater accountability;
increase efficiency and effectiveness;
enhance the quality of education.

The DSM initiative is founded within the protection of a supportive education authority which provides a strategic planning framework whilst being committed to a community development and locality management model of service provision.

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The DSM scheme has been revised to reflect the principles of the National DSM 2012 Guidelines and the good practice highlighted through the Guidelines' accompanying DSM Self-Evaluation toolkit attached as Appendices 9 and 10 respectively.

Monitoring and evaluation of the operation of DSM has established that the local flexibility to deploy funds within a school's budget has variously:

improved schools' capability to implement development plans;
increased the availability of teaching and learning materials;
funded the provision of additional staff;
enhanced the educational environment in schools.

2. The Role of the Education Authority

The education authority has the key role in relation to schools under DSM through:

Planning strategically and setting policy objectives;
Determining initial budget allocations;
Providing indicative 3 year budgets to establishments;
Directing the capital programme;
Supporting DSM operations at school level;
Empowering schools thereby enabling them to deliver policy priorities;
Deploying high quality central support services to all schools cost effectively;
Offering realistic protection to individual schools against emergencies and unforeseen changes in circumstances;
Giving access to the economies of scale in bulk purchasing power;
Encouraging co-operation to achieve common goals;
Monitoring school performance;
Monitoring and assisting schools in respect of their adherence to the key principles of DSM;
Ensuring democratic accountability for the operation of the education service.

Education and Skills will establish a DSM/Resources Group to monitor and develop the Council's DSM scheme and to develop future budget ideas and proposals.

3. Support

Each school has full technology, administrative and budgeting systems linked to a network covering schools and the education office.

Wider support is organised for schools on a cluster basis, comprising the secondary school, the associated primary schools and any ASN schools or stand-alone

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nurseries located within these catchment areas. Each cluster has a full-time administrative and finance officer (AFO) based in the secondary school who is available to give 'online' advice on day-to-day DSM operations to all schools in the local cluster network and who makes personal support visits to each of these establishments in turn. The AFO will also provide advice to headteachers on budgetary progress, to cost options for the re-deployment of savings made, and to assist in achieving best value-for-money within budgets. A finance officer located centrally, provides support for the AFOs and the management of the DSM scheme.

This level of support frees headteachers to concentrate on the educational management aspects of DSM. Full training is given to senior staff in schools and to key office staff, with training for back-up staff also being available from the SEEMIS Group based in Hamilton.

4. The Safeguards

Funds are held centrally where it would be inappropriate to allocate them to establishments on an average basis at the outset. This approach is taken where each school's actual needs cannot reasonably be identified in advance, or where the need relates to particular individual pupils.

Provision is made centrally and funds are not included in delegated budgets for:

quality improvement management;
psychological service;
pupil home-to-school transport;
footwear and clothing grants;
insurance;
government specific grants;
major building repairs and maintenance;
capital expenditure, including all PPP/PFI costs
central administration;
premature retirement costs;
school milk, kitchen equipment & repairs;
free school meals;
educational maintenance allowances.
property costs

School budgets are constructed using average teachers' salaries and with full allowance to fund their promoted structures; separate provision is made to cover any conservation of salaries where applicable. Teachers' actual salaries are paid direct by the authority but only average salary costs are debited to the school. Staff being at the top of the extended teachers pay scale has no effect on North Ayrshire Council DSM school budgets. There is no pressure to engage inexperienced teachers purely for financial reasons. Taken together with the setting of a minimum staffing standard, there is therefore no pressure on North Ayrshire schools to cut posts in order to balance staffing budgets.

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Property costs are not delegated and are related to actual necessary expenditure, not to Council average costs and pupil numbers alone. Schools with relatively small pupil rolls in large buildings are not penalised. Higher energy costs are no disadvantage to schools in older, inefficient buildings. There is no burden borne where schools have higher than average property rates.

The repairs budget is not delegated. Repairs and maintenance monies are not devolved but spent according to actual priority needs as they arise. There is therefore no disadvantage to schools in deteriorating buildings or schools at high risk from vandalism.

Contingency funds remain available from the authority to help schools facing unforeseen or emergency circumstances during the financial year, for example, in teacher staffing or in supplies and services.

5. The Scheme in Detail

Each school's budget is an aggregate of separate allocations for each area of spending. An appropriate approach is taken for each area. This might be a per capita amount or a fixed sum, or a flat rate plus a certain sum per pupil, or actual costs assessed on a historical pattern of need.

Minimum standards which must be maintained to ensure the authority's discharge of its obligations are set in some areas of spending. The minimum standards include adherence to any relevant local and national agreements.

Carry-forward is available from one financial year to the next. **This is capped at 2% of the schools initial devolved budget entitlement.** Any decision by a headteacher to request a carry forward of funds from one financial year to the next must be supported by a sound educational business case.

The ability to move monies from one budget line to another - virement - is permitted in most budget lines subject to the maintenance of certain minimum standards of provision. In the interest of public accountability, schools are in the main subject to the same virement limits and procedures laid down in the authority's standing orders and financial regulations.

Within certain defined budget lines, virement up to the initial base budget for that financial year, up to a maximum of £50,000, is at the discretion of the headteacher without the need for any further external reference. Proposals to vire individual sums beyond that limit are subject to consultation with the Corporate Director (Education and Skills) and the Head of Finance and Property and agreement by Cabinet (Education).

North Ayrshire Council: Education and Skills

The full scheme of delegation for DSM is attached for further information. The delegation document (attached as Appendix 1):

describes each budget line;

outlines the basis of allocation of resources in each line;

records the amount of virement available line by line;

sets out the minimum standard to be observed, if any, in each area of expenditure.

Capital programme expenditure and the payment of associated loan charges are not delegated.

Absence cover arrangements are subject to variation by agreement with teacher trade unions.

6. Property Costs

All property costs including heating, lighting and rates are not devolved to schools under DSM and are managed centrally.

7. Authority Contracts

Catering, cleaning, janitorial, building works and ground maintenance services are currently provided to North Ayrshire Council schools by North Ayrshire Council Facilities Management Services under the terms of a service level agreement. Separate provisions for cleaning and janitorial exist for PPP schools.

This approach ensures accountability in the delivery of services in these areas to specifications which are guaranteed to meet the authority's obligations in terms of relevant legislation, health & safety standards and fire, building and planning regulations.

Service arrangements will be made to give schools a degree of choice in terms of the precise nature of service delivered locally by contract holders, with individual establishments being able to enhance service levels still further from within their own overall resources.

In relation to the purchase of supplies, the authority negotiates bulk contracts to which all schools have access via Scotexcel. All educational establishments are required to comply with corporate procurement policies and procedures.

North Ayrshire Council: Education and Skills

8. Consultation Arrangements

In exercising their delegated powers under DSM, headteachers seek to proceed by consensus achieved through participation and consultation approaches in line with North Ayrshire Council's stated policies for the management of its schools.

The DSM scheme incorporates a mandatory requirement for headteachers to establish and engage with an appropriate DSM Committee involving school staff (both teaching and support personnel), parents and co-opted members. In all but very small primary schools the formal mechanism should include the setting up of a representative DSM Committee, which should wherever possible involve at least three members of staff and two parents. In addition, headteachers should involve pupils in the use of resources, through for example the Pupil Council.

Headteachers are required to consult formally in advance with the DSM Committee, their Parent Council and their full staff on proposals for significant movement of funds from one budget head to another. This could be closely related to schools' development planning procedures. Proposals must be circulated in advance of any meeting with the outcome of the consultation being recorded and made available to the Parent Council and staff, who must be advised subsequently of decisions finally taken by the headteacher.

The DSM Committee is a mechanism which ensures close staff and parental involvement in more detailed DSM decision-making which would be impractical on a whole school community basis.

Subject to the foregoing, the authority is not prescriptive regarding the finer detail of consultation and DSM, allowing schools to evolve effective agreed internal arrangements which secure meaningful parental and staff involvement, while not impeding unnecessarily the day-to-day management of the school.

9. Parent Council Budgets

Budgets are allocated to all Parent Councils to meet administrative and training expenses in support of their efficient and effective operation.

Parent Councils were required to set up TWO bank accounts, one for the administration of the Parent Council and the other for fund raising activities etc.

Parent Councils are **NOT** permitted to transfer any unused budget in their administration account into their fund raising account at the financial year end. Any balances left in the administration account will simply remain there for use in the next financial year.

North Ayrshire Council: Education and Skills

10. Appointment of Staff

The Council will continue to appoint and be the employer of school staff. This authority recognises that involvement in the selection of school staff is fundamental to the successful operation of any wider scheme of devolved school management and is in line with its own interest in decentralisation.

The following paragraphs set out the authority's proposals for the delegation of appointments to school level. These proposals provide for the authority to redeploy surplus staff in pursuit of its obligations to provide efficient education. The controlling interest in the appointment procedures being introduced at levels below promoted posts rests with the management of schools through headteachers acting in conjunction with relevant other staff. The authority will continue to have included in appointment panels for promoted posts a senior member of staff from outwith the school as a representative of the Corporate Director (Education and Skills). This helps to ensure equity in the appointments procedures.

10.1 Headteacher and Depute Headteacher Posts

Promoted posts will continue, where appropriate, to be advertised through the national press. Interviews will be conducted by an appointment committee, including Parent Council representation, constituted in accordance with schedule 14 of the Scottish Schools (Parental Involvement) Act 2006, and part III of and schedule 4 to the Education (Scotland) Act 1996.

10.2 Faculty Leader and Principal Teacher Posts

Decisions in relation to the appointment of Faculty Leaders and Principal Teachers have been delegated to school level in terms of the authority's own procedures.

Faculty Leaders and Principal teachers will be liable for compulsory transfer on the same basis as unpromoted teachers if they hold a promoted post surplus to the approved entitlement of the school.

10.3 Unpromoted Teaching Posts

The authority is committed to the principle of delegating teacher appointments to school level. This process includes unpromoted teaching appointments to posts in primary, secondary and ASN schools and early years establishments.

North Ayrshire Council: Education and Skills

10.4 Transfer of Staff

It is inevitable that each year, due to changing pupil rolls and alterations in the balance of the curriculum in secondary schools for example, some teachers will become surplus to requirements in the schools where they are employed. The delegation of unpromoted appointments requires to be carried out in such a way as to permit transfers to be made in circumstances where redundancies might otherwise occur, and to allow the authority to meet any residual obligations in respect of the transfer of staff with employment protection.

The authority will continue to use the compulsory transfer mechanism to assist schools when reducing staffing complements in response to falling rolls, or as a means of adjusting the subject balance within the complement without recourse to redundancy.

Compulsory transfers will continue to take place at the start of the annual staffing exercise, after the forthcoming session's vacancies have been identified and before the bulk of new vacancies are recruited.

10.5 Local Government Staff Appointments

Decisions in relation to the appointment of school-based clerical staff, classroom assistants, technicians and librarians is delegated to school level in terms of the authority's own procedures.

The majority of posts will continue to be advertised via www.myjobsscotland.gov.uk

In the case of janitorial appointments in North Ayrshire Council headteachers will continue to be offered the opportunity to be represented on interview panels.

10.6 Training

In any system of devolved appointments, prior training will be made available to panel members.

North Ayrshire Council: Education and Skills

11. Use of School Premises Outwith School Hours

North Ayrshire Council operates a comprehensive and coherent school letting policy within which community use is subsidised. Some user groups have free use of premises; many are charged much less than the economic cost.

In order to minimise overheads and maximise access at a time of financial efficiency, openings outwith hours for community use have in many instances now been concentrated on particular schools within local areas.

Operational practice may be different in PPP schools. Headteachers of PPP schools will be provided with additional information on the utilisation of their building by the wider community.

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Devolved School Management (DSM)

Scheme of Delegation

Salary Costs.....	page 1
Virement Up To The Initial Financial Year Base Budget Allocation.....	page 5
Delegated Lines - Funded to Actual Expenditure.....	page 9
Non Delegated Lines – Funded to Actual Expenditure.....	page 10
Income.....	page 11

Appendices 2-10 of this document have not been included, but are available to view on request.

NORTH AYRSHIRE COUNCIL

Agenda Item 5

30 April 2013

Cabinet

Subject: **Early Years Developments**

Purpose: To inform the Cabinet about current developments in the early years provision and the preparation for the delivery of the recommendations in the Children and Young People's Bill; and to seek approval for the continued development of asset-based approaches to working with the private and voluntary sector and communities to identify and respond to demand for early learning and childcare.

Recommendation: That the Cabinet agrees to (a) note the current developments; and (b) approve the following proposals to further develop the sector, namely (i) inclusion of month of birth to existing admissions criteria; (ii) increase in partner payment to £1,650; (iii) review use of available accommodation in schools and community facilities; (iv) extend and fund strategic management support for the sector from The Ayrshire Community Trust; and (v) continue to work with all available partners to develop plans for flexible early learning and childcare to include full day provision.

1. Introduction

- 1.1 The changes in the proposed Children and Young People's Bill are part of a wider shift from the concept of 'welfare' to one of 'wellbeing'. The definition of 'wellbeing' is more all-encompassing, capturing the full range of factors that affect a child and young person's lives.
- 1.2 Through the Bill there will be a requirement on public bodies to work together to jointly design plan and deliver their policies and services to ensure they are focussing on improving children's wellbeing.
- 1.3 There is a strong commitment in North Ayrshire to provide high quality early learning and childcare for all children from the month after their third birthday. This provision should be within a safe, secure and motivating environment where children's learning and developmental needs are catered for.

- 1.4 Where children are attending centres for longer periods it is essential that they have access to suitable rest areas and safe outdoor environments where they can explore and investigate and play.

2. Current Position

- 2.1 North Ayrshire Council works in partnership with 22 private and voluntary establishments (partner providers) to provide early learning and childcare for children aged 3 to 5 from the month after their third birthday.
- 2.2 In 2011 the Early Years Review Group was set up, with the following remit:
- To examine the effectiveness of the current early years provision in North Ayrshire;
 - To explore the possibilities of developing more innovative models of delivery; and
 - To consider the implications of the recommendations in the Children and Young People's Bill relating to early years which is to increase the amount of flexible early learning and childcare to a minimum of 600 hours annually for three and four year olds and looked-after two year olds.
- 2.3 This group includes officers from Education and Skills, partner providers, Health, Social Services and Unison.
- 2.4 The group has also undertaken significant consultation with private and third sector providers and parents.
- 2.5 In the last two years, due to the current financial climate partner providers are finding it challenging to continue to provide a service and to be financially viable.
- 2.6 In the session 2012 – 13, three partner providers ceased to operate. They were unable to sustain the service due to financial problems, staff recruitment and drop in number of children accessing the service. This situation is mirrored in the problems being experienced by the Out of School Care sector.
- 2.7 Late in 2012, the Ayrshire Community Trust (Via North Ayrshire Council's Economic Development department) was commissioned to design a range of support and interventions for Out of School Care providers in order to increase business efficiency and to improve sustainability where possible.
- 2.8 The payment from North Ayrshire to Partner Providers has remained at £1625 per fully loaded place for the last 5 years.

- 2.9 In 2014, the recommendations in the Children and Young People Bill will require authorities to increase the provision of early learning and childcare for children aged 3 to 5 from 475 hours to a minimum of 600 hours. The expectation is that this will be provided in a more flexible pattern which suits the needs of parents and carers.

3. Proposals

- 3.1 In order to provide effective and relevant services to our communities, North Ayrshire Council will require to work more closely with partner providers to enable the Council to ensure menu of suitable provision within each locality. In each locality, it is proposed that there will be at least one establishment where parents can access 600 hours early learning and childcare, to include:

- Extended day (8.00 am till 6.00 pm)
- 3 hour sessions including lunch.

- 3.2 It is proposed to take the following initial steps to respond to demands of families and of existing and potential providers:

- 3.2.1 **Include the month of birth in existing admissions criteria.** To ensure all children can access a free pre-school place the month after their third birthday and to make best use of the places available, ballot guidance giving priority by month of birth will be provided on Priority 4 (Children in their ante pre-school year residing in North Ayrshire).

- 3.2.2 **Increase payments to partner providers** per fully loaded place from £1,625 to £1,650 from August 2013. This increase will be met by a re-structure of the existing budget.

- 3.2.3 In preparation for the increase in hours in August 2014 a **hold a series of meetings with early years providers** in each locality. Parents/carers will be included in the consultation.

- 3.2.4 **Review the quality and suitability of North Ayrshire Council accommodation used by partner providers.** A number of partner providers currently use North Ayrshire Council premises (community facilities and schools) and it is proposed to review these arrangements to identify optimum arrangements for supporting providers within the sector.

- 3.2.5 **Stabilise and grow the private and voluntary provision within North Ayrshire** in order to develop the range of flexible approaches envisioned in the bill. To ensure the provision of a minimum of 600 hours of flexible early learning and childcare annually for three and four year olds and looked-after two year olds it is essential that the Council works with partner providers to support them to continue to provide a quality service for children.

- 3.2.6 **Provide support to partner providers in the third and voluntary sector.** Some partner providers, particularly those in the voluntary sector, require support with a range of management issues such as business planning and committee skills. Early Years and Children's Services staff are working with TACT to put in place support mechanisms which can be accessed by partner providers. For example, training sessions will be held on Saturday mornings in geographical areas to encourage groups to work together and includes committee skills, training, health checks for organisations and policy information.
- 3.2.7 Considerable support has also been provided by Community Development for voluntary groups to access external funding to improve, for example, outdoor learning facilities.
- 3.2.8 It is proposed that the above support for partner providers from Community Development and TACT is further developed and resourced from within existing Early Years and Community and Culture budgets in order to progress asset based approaches to service delivery, based on identification of local need and work with locally based organisations to develop appropriate structures.
- 3.3 In summary, the Cabinet is invited to (a) note the current developments; and (b) approve the following proposals to further develop the sector, namely (i) inclusion of month of birth to existing admissions criteria; (ii) increase in partner payment to £1,650; (iii) review use of available accommodation in schools and community facilities; (iv) extend and fund strategic management support for the sector from The Ayrshire Community Trust; and (v) continue to work with all available partners to develop plans for flexible early learning and childcare to include full day provision.

4. Implications

Financial Implications

- 4.1 Funding required for additional payment to partner groups and to The Ayrshire Community Trust will be met from existing pre-five funding.

Human Resource Implications

- 4.2 There are no human resource implications arising from this report.

Legal Implications

- 4.3 There are no legal implications arising from this report.

Equality Implications

- 4.4 There are no equality implications arising from this report.

Environmental Implications

- 4.5 There are no environmental implications arising from this report.

Implications for Key Priorities

- 4.6 This paper has implications for the following priorities in the Single Outcome Agreement

5a Opportunities to support the positive development of vulnerable young children have increased

4b More people are in work and training

15b Public services are more efficient and effective

5. Consultations

- 5.1 Consultation has taken place with ADES Early Years representatives, staff, partner providers, parents, Economic Development and the Ayrshire Community Trust. There will be ongoing consultation with parents to ensure their needs are met where possible.

6. Conclusion

- 6.1 Further clarity is required at a national level in relation to the provision of 600 hours of flexible early learning and childcare. However, North Ayrshire will continue to ensure that children and families are supported to access quality Early Years Education in the most convenient and suitable location.



CAROL KIRK

Corporate Director (Education and Skills)

Reference : MD/FR/EMcK

For further information please contact Mary Docherty, Head of Education (3-18) (Education and Skills) on telephone number 01294 324416

Background Papers

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NORTH AYRSHIRE COUNCIL

Agenda Item 6.1

30 April 2013

Cabinet

Subject: **Impact of New Social Sector Size Criteria on Housing Policy**

Purpose: To advise the Council of the impact of the introduction of the new social sector size criteria on Council tenants and the Housing Service, and to request Cabinet to agree a range of measures to support those affected.

Recommendation: Cabinet is asked to:

- (a) note the action taken to date to mitigate the impact of the new Social Sector Size Criteria;
 - (b) agree that there should be no eviction from mainstream Council properties where rent arrears are solely due to the under-occupation penalty, and where it can be demonstrated that the tenant is engaging with the Council to make payment towards the arrears, for a period of one year.
 - (c) agree not to pursue tenants in Council homeless temporary accommodation for under-occupation arrears, pending clarification of the definition of exempt supported accommodation from the DWP;
 - (d) agree to reclassifying properties where there is a boxroom which does not meet the specified size criteria;
 - (e) agree to reclassifying properties where the installation of a through floor lift has effectively reduced the number of bedrooms;
 - (f) agree to respond on an individual basis to applications from tenants to have properties reclassified on other grounds taking into account the facts of each case and emerging DWP guidance; and
 - (g) agree to further explore the implications of taking a pro-active approach to reclassification of properties on a wider scale.
 - (h) agree to amend the current approach within the Local Housing Strategy to allow the development and purchase of one-bedroomed properties in the Social Housing sector.
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1. Introduction

- 1.1 The UK Government has, since 2011, embarked on a fundamental review of the welfare benefit system and through the Welfare Reform Act 2012 legislated for the biggest change to the welfare system for over 60 years.
- 1.2 The Welfare Reform Act introduces the following reforms that will have significant adverse impact on social housing tenants:-
 - Size criteria for the social rented sector - limiting housing benefit payments for working age households who under occupy their home including homeless applicants living in temporary accommodation.
 - Housing Benefit Cap - imposing a limit on weekly benefits for out of work working age households to £350 for single people and £500 for lone parents. The level of housing benefit will be reduced for those over the cap.
 - Universal Credit - introducing a single monthly integrated benefit, which will include the housing element, for working age households and it will be paid to the tenant monthly in arrears. Housing benefit will be paid direct to tenants rather than direct to the Council.
 - Council Tax changes – the council tax reduction scheme for 2013/14 replicates the amount of benefit awarded under the former council tax benefit scheme and therefore will not have an adverse impact on social housing tenants in year one, but the scheme may change in 2014/15 and the amount of financial support available is uncertain and therefore may have an adverse impact from April 2014
- 1.3 In response to the changes a cross service Welfare Reform Group has been set up, and an action plan approved in order to minimise the impact on tenants and Council Services.

1.4 At the meeting of North Ayrshire Council held on 6 March 2013, it was agreed that officers should prepare a report for Council on the implications arising from the following motions:

- "This Council deplores the Tories bedroom tax and acknowledges that the bedroom tax will have a devastating effect on thousands of vulnerable North Ayrshire residents. This Council agrees to do everything it can to support those affected and will therefore accept the recommendations of the Glasgow Advice Agency and the Govan Law Centre and agree to treat any arrears built up as a result of the bedroom tax as a debt rather than housing arrears. This Council will not evict any tenant who accrues arrears as a result of the bedroom tax. North Ayrshire Council will also lobby the Scottish Government to ensure that every local authority in Scotland takes this approach by amending the existing housing legislation to treat arrears as debt."
- "North Ayrshire Council will seek to provide tenants with clear guidance as to what factors a housing benefit decision maker will take when establishing whether a room is defined as a bedroom, for the purposes of the Housing Benefit Amendment (Regulations) 2012. Factors that will be taken into consideration will include current levels of occupancy, floor space, medical need, the number of rooms within the property, and the current use that tenants make of each room. This Council will also require the housing benefit decision maker to have due regard to the relevant local housing officers who have first hand knowledge of how properties are currently being used. The Council will also lobby the Scottish Government to issue guidance on this to every local authority in Scotland."

1.5 This report will outline the key issues and risks affecting housing services and tenants arising from the introduction of the social sector size criteria. This change affects both mainstream tenancies and Council owned homeless temporary accommodation. In particular, it will address the issues raised by the Council decision of 6th March 2013.

2. Current Position

Social Sector Size Criteria (Under Occupation)

2.1 As from 1 April 2013, the Social Sector Size Criteria introduces changes to those claimants on housing benefit who are of working age and are living in a property that is deemed too large for their needs. These tenants will have a percentage reduction in housing benefit applied as follows:

- Those with one extra bedroom will lose 14%,
- Those with two or more extra bedrooms will lose 25%.

The new rules mean that one bedroom is allowed for:

- Each adult couple,
- Any other person over 16,
- Two children of the same sex under 16,
- Two children under the age of 10 regardless of their sex,
- Any other child,
- A carer (who does not normally live there).

2.2 This change is likely to impact on tenants in a range of circumstances e.g. where the family size is reduced because some household members have left the family home, where a single person or couple occupy a two bedroom property, or where a family occupy a three bedroom house but have two children of the same sex under 16.

2.3 This report is based on the current regulations and guidance, however the position is constantly changing e.g. the UK Government announced on 12 March the following amendments:

- A spare bedroom will now be allowed for children who are unable to share because of their severe disabilities;
- Tenants who are approved foster carers will be allowed an additional bedroom so long as they have fostered a child or become an approved foster carer in the last 12 months;
- Adult children who are in the armed forces will be treated as continuing to live at home even when deployed on operations.

Mainstream Accommodation

2.4 As at January 2013, 2719 (49%) working age North Ayrshire Council tenants on benefit will be affected by under occupation. This is significantly higher than the DWP assumed national average of 31%. A total of 2,156 tenants are under occupying by 1 bedroom, and 563 by 2 bedrooms or more. A tenant in a 1 bedroom property will lose on average £9.40 housing benefit per week, or £17 per week for those under occupying by 2 or more. The estimated reduction in housing benefit is £1.4m per annum. Whilst it is difficult to anticipate what the actual level of arrears will be, rent arrears are estimated to increase by £514,000 based on a 40% non-payment rate. This is based on the assumption that arrears will be recovered based on the Council's current Rent Arrears and Eviction Policy. If a different policy were to be adopted, it is likely that arrears would increase significantly.

- 2.5 Limitations in stock will make it difficult to offer alternative housing options as only 11% of the Council's mainstream stock is 1 bedroom properties. Only 163 one bedroom mainstream council properties became available for let in 2011/12, and only 177 became available in 2012/13. Analysis shows that the majority of tenants affected (2,156) are under occupying by 1 bedroom. If all one bedroom re-lets were made exclusively to those seeking to downsize to a one bedroom, the process would take over 12 years. This demonstrates how difficult it will be to offer alternative housing options. Tenants under-occupying would also need to compete with applicants already registered on the North Ayrshire Housing Register (2,500 of working age) and the demand from homeless applicants. 90% of homeless presentations in 2012/13 were from single homeless people or couples.
- 2.6 The overall aim of the Council's current Arrears and Evictions Policy is to ensure that eviction action is only used as a last resort. Housing Services currently operate a prevention and early intervention approach towards arrears recovery, and this has been very successful in sustaining people in their tenancies and maximising the Council's rental income. In 2011/12, the Council was the third best performer in Scotland in relation to rent arrears with current tenant arrears at 3.4% of the annual net debit compared to the Scottish average of 6.1%. The Council's success in reducing rent arrears has been achieved at the same time as maintaining a very low level of eviction. In 2012/13, 1,119 Notice of Proceedings for Eviction were served, but only 2 tenants were actually evicted (although a further 21 tenants abandoned their tenancies following a decree for eviction being granted).
- 2.7 Under the Arrears Policy, a first reminder would be sent to the tenant if payment of their fortnightly rent is not paid within the period. If rent is still not paid, a second reminder is sent after 4 weeks rent is outstanding. If payment is still not made or an agreement entered into, a Notice of Recovery of Possession would be served on the tenant when 6 weeks rent is outstanding.
- 2.8 Eviction action would not normally be carried out for arrears of less than £250; however, staff would continue to adopt a tailored approach of visits, telephone calls and letters to tenants until the £250 level of arrears had been reached. (£250 would equate to 26 weeks arrears of the 14% under occupation penalty or 14 weeks of the 25% penalty). If payments are not made, then the Council would normally seek recovery of possession on the basis that "rent lawfully due has not been paid". If action is raised, the Council still has to demonstrate to the courts that they have complied with the pre-action requirements, and are acting reasonably in seeking to recover possession for non-payment of rent.

- 2.9 It is for the Sheriff to consider whether it is reasonable to evict for arrears. Were eviction action to be taken solely because of under-occupancy arrears, the Sheriff could consider whether it is reasonable to evict if the arrears are solely attributed to shortfalls in housing benefit, the inability of the tenant to pay the shortfall and the inability of the Council to offer alternative accommodation.
- 2.10 If tenants are ultimately evicted for rent arrears, then the question of intentional homelessness will arise and it cannot be assumed that intentionality decisions and, therefore, no duty to rehouse will follow. This is because, in order for a household to be deemed intentionally homeless, the accommodation lost must have been otherwise reasonable for the applicant's continued accommodation. Reasonableness encompasses the question on whether the rent was affordable. As such, there is the potential for a revolving door scenario, whereby a tenant falls into arrears, is evicted, but must rehoused as unintentionally homeless. Whilst such duties may be discharged by a suitable private sector property, there is also a limited number of one bedroom private sector properties. Works and Pensions Minister, Steve Webb recently stated in a debate on the reforms that "although it is for the local authorities to make decisions on homelessness applications, under statutory homelessness legislation, if the only reason for the persons homelessness is a reduction in benefit that is outside their control they should not be considered intentionally homeless by the local authority. I can put this on the record and hope it is helpful". The Homeless Policy in Scotland is a reserved matter but broadly the same issues apply.
- 2.11 Under the definition of overcrowding in the Housing (Scotland) Act 1987, no account is taken of a room having a floor area of less than 50 sq ft. Whilst this only relates to over crowding and not under occupation, there may be some properties within Council stock (particularly ex-IDC stock) where a boxroom of less than 50 sq ft is being classed as a bedroom. However, it is not believed that this is widespread.

Homeless Temporary Accommodation

- 2.12 The Housing (Scotland) Act 2001, as amended by the Housing (Scotland) Act 1987, requires local authorities to provide temporary accommodation to all homeless applicants whilst permanent accommodation is found or, where someone is deemed to be intentionally homeless, until information and assistance is provided to secure alternative accommodation. The duty to provide accommodation also applies pending the assessment of homelessness or during the appeal process.

- 2.13 RSLs, voluntary organisations and charities are included in the DWP's definition of "supported exempt accommodation". This is a particular type of supported accommodation defined for Housing Benefit purposes as accommodation provided by a non-metropolitan county council in England, a housing association, a registered charity or voluntary organisation where that body or a person acting on its behalf also provides the claimant with care, support or supervision as set out in paragraph 4 of Schedule 3 to the Consequential Provisions Regulations 2006.
- 2.14 It has been confirmed by the DWP that the welfare reform changes will not be applicable to these 'exempt' organisations. Within a North Ayrshire context, this means that only Council-owned accommodation would be adversely affected by the benefit cap and under-occupancy changes
- 2.15 It is difficult to identify a reasoned rationale for the above position, given that North Ayrshire Council Housing Services provides supported homeless accommodation at a substantially lower cost than both the local voluntary organisations.
- 2.16 In correspondence dated 4 April 2013, from Lord Freud, Minister for Welfare Reform to Nicola Sturgeon MSP, Deputy First Minister, this anomaly has been recognised and a commitment given to work with key stakeholders to ensure other providers of supported accommodation are protected from any unintended consequences. Whilst there is no definitive list of those providers that will be brought into the 'exempt category', the spirit of the correspondence would suggest that the current inequity between local authorities and the Housing Association, registered charity and voluntary organisations may be addressed.
- 2.17 Notwithstanding this, Lord Freud has confirmed that, due to legislative constraints, it has not been possible to put a solution in place prior to the changes coming into force in April 2013.
- 2.18 In preparation for the Welfare Reform Act, a modelling exercise on all North Ayrshire Council temporary accommodation was carried out to ensure we had sufficient information for effective financial planning moving into 2013/14. A snapshot of people currently utilising homeless/supported accommodation was used to show the potential impact of the under occupation penalty and the benefit cap. (Due to the delay in the benefit cap being implemented we have assumed that this element will not have a significant impact in 2013/14.)

- 2.19 The financial modelling showed that there would be a projected £260,190 reduction in rental income during 2013/14 due to under-occupation if the final definition of exempt accommodation does not cover Council owned hostels or furnished flats (assumes a 100% non-payment of the shortfall in Housing Benefit entitlement that the homeless households would be required to pay). The Council has identified savings/altered service provision to off-set the estimated reduction in income for 2013/14.

Wider Strategic Implications

- 2.20 The financial and budgeting pressures on tenants affected by many of the welfare reform changes present a significant risk of reduced income to the Council's Housing Revenue Account Business Plan.

- 2.21 If all tenants chose not to pay their under occupation penalty, the estimated reduction in income to the Housing Revenue Account would be £1.4m. In terms of addressing this potential shortfall, there are two main options available to the Council:

- To maintain current service delivery and deliver agreed strategic outcomes we would require to increase rent charges by 3.3% per week; this would be in addition to the already agreed rent increase of 3.5% for 2013/14 and would result in rent increasing from £62.02 to £64.07 (based on 52 weeks).
- A reduction in service provision or investment - for example a shortfall in £1.4m in rental income equates to 271 fewer kitchens and 283 fewer bathrooms being replaced as part of our annual capital programme. A reduction in capital investment would also have wider implications for the Council in terms of the work that is available for Building Services.

- 2.22 The 2011-16 Local Housing Strategy (LHS) states that we will not support the development of one bedroom properties (unless in exceptional circumstances) as the needs of single people and couples can be met in two bedroom properties and they are a more sustainable housing solution in the longer term. However, the LHS also recognises that the implications of the forthcoming welfare reform changes would have to be closely monitored and evaluated as they would have a significant impact on the access to, and affordability/sustainability of, social housing accommodation.

Action Taken to Mitigate the Impact

- 2.23 A range of actions to mitigate the impact of the introduction of the social sector size criteria are being implemented.

- 2.24 Increase in Discretionary Housing Payment Funding - The total amount of funding for 2013/14 is £668,032 (£273,421 DWP funding and £394,611 Council funding from General Services). This funding can be used to support those people who are experiencing hardship by granting additional awards of benefit. A new DHP Policy has been approved and further guidance on the implementation of the policy will be subject to a separate report.
- 2.25 The Council has established a new dedicated Welfare Reform Advice Team for Council tenants at a cost of £425,000. The team includes Tenancy Support Officers, a Debt Advisor and a Welfare Rights Officer. An additional Homeless Prevention and Advice Officer post has also been created. Each tenant has been lettered and personal visits to each household have commenced in order to provide intensive support and advice to tenants. This includes:
- Ensuring tenants are claiming all eligible benefits'
 - Budgeting advice and setting up payment by direct debit,
 - Specialist financial inclusion and debt advice,
 - Assistance and advice with setting up bank/credit union accounts and direct debits for those who do not currently have bank accounts,
 - Identifying tenants that may be eligible for Discretionary Housing Payments and assisting in completing application forms,
 - Outlining financial implications for tenants considering taking in lodgers,
 - Advice on moving home options including mutual exchanges,
 - Identifying tenants with vulnerabilities and support needs and offering specialist tailored advice.
- The setting up of the team was approved in January 2013 and the new staff commenced visiting tenants on the 6th February 2013. To date 1097 tenant visits have been carried out. It is anticipated that all tenants will be visited by mid-July 2013.
- 2.26 The Council has communicated this reform through leaflets, tenant conferences, updates in the Council's tenancy magazine and meetings held with tenants and residents' groups.
- 2.27 A review of the North Ayrshire Housing Allocation Policy has been undertaken and the proposals arising from this are subject to a separate report.
- 2.28 Due to the projected significant increase in demand for one bedroom properties, it was agreed at Cabinet on 26 March 2013 that all one-bedroom properties in North Ayrshire, regardless of location or type, should be designated as pressured. They will, therefore, not be eligible for purchase under the Right to Buy legislation.

- 2.29 The Homelessness budget for 2013-14 has been adjusted to take account of the projected £260k shortfall in rental income. As a result there will be a reduction in the availability of budget to maintain our temporary accommodation flats, replace furniture and fittings and return existing flats to mainstream accommodation.

3. Proposals

Rent Arrears

- 3.1 The first motion heard at Council on 6 March 2013 proposed that the Council should pursue arrears caused by under-occupation as debt, rather than taking action to repossess the property. A number of implications would flow from this :-
- If all tenants chose not to pay their under-occupation penalty the estimated reduction in income to the Housing Revenue Account would be £1.4m, this would have an impact on the Council's HRA Business Plan which aims to deliver on key priority areas such as compliance with the Scottish Housing Quality Standards, the on-going Council house building programme and the older persons housing strategy.
 - Separating, quantifying and monitoring under occupation arrears from other arrears will not be straightforward particularly when the tenant is on partial housing benefit and has other rent to pay or where the tenant is currently in rent arrears. The system practicalities of this would be very difficult and the administration side of separating out charges would be excessive.
 - If the arrears are pursued as ordinary debt, there would still be implications for the Council and tenants. An Ordinary Debt action does allow money to be deducted from a tenants wages, however as many tenants affected by this reform are not working the action that can be taken is very limited. Where a tenant is working, the Council must serve a charge for payment before it can arrest the tenant's wages and under the Debtor Scotland Act. There are strict rules on how this is applied and about how much money can be taken. This is dependent on the amount the tenant earns. If, for example, a tenant's net earnings are between £106.17 and £383.74 only £4 or 19% (whichever is the greatest) can be deducted. Therefore, if the tenant is not paying their ongoing rent there is little benefit in arresting their wages as it will not cover their ongoing debt. Whilst tenants cannot be evicted under an ordinary debt action, there are still consequences for tenants. It will affect their credit rating and could result in some tenants becoming subject to sequestration.

- Higher levels of irrecoverable rent will have to be written off and eventually be paid through reduced services or higher rent levels impacting on all tenants.
- Adopting a blanket no eviction policy approach for under-occupation arrears may also raise equality issues and consistency of services to all tenants. Many other tenants for various reasons may see a reduction in their income or housing benefit due to welfare reform and also struggle to pay their rent.
- If this approach was adopted, it would need to be reviewed again because the introduction of Universal Credit. Under this, tenants will receive one integrated benefit payment, which will include a housing element, and they will be responsible for paying their rent direct to the Council. It is likely that there will be no means of the Council identifying those whose housing element has been reduced due to under occupation.

3.2 It is, therefore, proposed that the Council should not adopt an approach of only pursuing arrears due to under-occupancy as debt for the reasons outlined above. It is proposed that, for a period of one year, such rent arrears should continue to be pursued in line with the approach set out at paragraph 2.6 to 2.8; but that no eviction action should be taken where arrears are due solely to under occupation, and it can be shown that the tenant is engaging with the Council by making payments towards their arrears.

Reclassification of Bedrooms

3.3 The second motion addresses the issue of reclassification of bedrooms. Current legislation does not define what a bedroom is and the DWP have indicated they will not be providing a definition. Glasgow Advice Agency has obtained legal opinion from senior counsel on the definition of a bedroom for the purpose of determining whether a claimant's home has spare bedrooms. The opinion by Jonathan Mitchel QC covers both what counts as a bedroom and who should decide. He states under the Housing Benefit (Amendment) Regulations 2012. It is for local authorities, who administer housing benefit to determine the number of bedrooms in a dwelling, so to do, so they must determine whether a particular room is or is not a bedroom. The legal opinion goes on to address 'the fitting out and use of the room'. If it contains a bed and somebody sleeps there, it is almost certainly a bedroom. But what about one used as a children's playroom or study or one that is full of therapeutic equipment with no room for a bed? The opinion concludes that; "Ultimately.... This is a matter of judgement for the authority. It would be going wrong in law if it determined that it would reach its decisions with the aim of minimising the number of bedrooms calculated so as to defeat the regulation; the consequences of the determination are a matter of law and cannot be for the local authority to take into account. But, equally, it would be going wrong in law if it determined that every

room which could possibly be slept in would be classified as a bedroom, whatever its characteristics or actual use. I emphasise this is a matter of judgement rather than discretion, because the ultimate question in every case is “do we regard this room as a bedroom” it is not “do we want to regard this room as a bedroom”.

- 3.4 The Council’s Allocation Policy defines the number of bedrooms a household can be allocated based on their household size. The policy allows single applicants and couples to be considered for 1 or 2 bedroom properties, in recognition of the the lack of availability of one bedroom properties. The policy also allows under occupation of larger accommodation if required. This may be necessary if there is no demand for a house in a particular area or an applicant can show a need for such accommodation for example medical needs or family needs. Under the new social sector size criteria, no allowance is made for these circumstances and, therefore, households will be regarded as under occupying the property. However, the Tenancy Agreement, which is the Council’s contract with the tenant, does not state the size or number of rooms in the property; it only states the rent to be charged for the property.
- 3.5 The Council's Finance Services will base their application of the reduction of housing benefit due to under occupation on the information provided by Housing Services on the number of bedrooms designated within the property and there is no barrier to this under the current Housing Benefit Regulations.
- 3.6 Reclassifying rooms based on whether they were being used for a bedroom would have a number of implications for tenants and the Council:
 - The Council does not know what use is being made of the rooms in properties for all tenants. This information would need to be collected and this would be very resource intense and also become very difficult to manage. The Welfare Reform Advice Team is visiting all tenants currently affected by under occupation and all visits should be complete by mid July 2013. Therefore, this information could be captured at the visit. However, they have already visited 1097 tenants and would need to revisit these tenants. The information would also need to be gathered on an on-going basis as further tenants become eligible for Housing Benefit due to becoming unemployed, because of a reduction in their income or a change in their household composition.
 - If the Council were to decide to reclassify all property sizes for those in receipt of housing benefit regardless of the use of the bedrooms in order to ensure people were not affected by the under-occupation penalty, the cost to the Council would be £62,181 per annum in lost income if we adjusted the rents. However, there would be a need to address the risk to the Council of only adjusting the rent for those on housing benefit and subject to under-occupation. We could be challenged by other tenants not

on benefit who are then being charged a different rent. An alternative approach is to reclassify but not reduce the rent, this would be possible as the tenancy agreement only states the rent for the property, and it is not based on the number of rooms in the property.

3.7 It is proposed that the Council should proactively reclassify properties in the following circumstances:

- Where a bedroom is less than 50 square feet, it should be reclassified as a box room.
- Where the installation of a through floor lift has effectively reduced the number of bedrooms.

It is further proposed that the Council should :

- consider applications from tenants to have properties reclassified for other reasons as they occur, taking into account the facts of each case and emerging DWP guidance.
- agree to further explore the implications of taking a pro-active approach to reclassification of properties on a wider scale.

3.8 It should be noted that the new bedroom size criteria also applies to Housing Association tenants in North Ayrshire and they may adopt a different approach to the Council which could result in a variety of approaches to the recovery of under occupation arrears in North Ayrshire.

Homeless

3.9 Currently, our Homelessness service sits within the Housing Revenue Account (HRA) as it is a self-financing service with no cost to the HRA. Depending on the future classification of exempt accommodation there may, in future years, be a substantial gap between the level of income and actual expenditure. This position would not be sustainable as mainstream rental income cannot be used to subsidise the Homelessness Service. Consideration should be given to transferring the Homeless Service to the General Account.

3.10 The weekly rental charge for temporary accommodation is £286.58 per week. When the under occupation penalty is applied to single person households occupying these properties the housing benefit paid to claimants will reduce by £40.12 for those under occupying by one additional bedroom and £71.65 for those under occupying by two bedrooms. Given the level of this shortfall, and the limited income of the homeless clients, it is proposed that any arrears accrued that are directly attributable to the under occupancy charges are not pursued and are written off at the appropriate time.

3.11 A policy decision is required in terms of how we treat households if they are evicted due to under occupancy arrears. As stated within section 2.9 this is not a straight forward decision as it cannot be assumed that a Sheriff would deem this to be reasonable. A key part of the reasonableness test is whether or not the rent is affordable. For example a single person household in receipt of JSA receives between £56 and £71 per week and if they are under occupying the property by two rooms they will have to pay £17.00 per week (based on the average 2013/14 rent) to make up the shortfall in housing benefit. This situation has the potential to be further complicated by our Registered Social Landlord partner organisations adopting different approaches/policies to recovering under occupancy arrears.

3.12 In summary, the Cabinet is invited to:-

- (a) note the action taken to date to mitigate the impact of the new Social Sector Size Criteria;
- (b) agree that there should be no eviction from mainstream Council properties where rent arrears are solely due to the under-occupation penalty, and where it can be demonstrated that the tenant is engaging with the Council to make payment towards the arrears, for a period of 1 year;
- (c) agree not to pursue tenants in Council homeless temporary accommodation for under-occupation arrears, pending clarification of the definition of exempt supported accommodation from the DWP;
- (d) agree to reclassifying properties where there is a boxroom which does not meet the specified size criteria;
- (e) agree to reclassifying properties where the installation of a through floor lift has effectively reduced the number of bedrooms;
- (f) agree to respond on an individual basis to applications from tenants to have properties reclassified on other grounds taking into account the facts of each case and emerging DWP guidance; and
- (g) agree to amend the current approach within the Local Housing Strategy to allow the development and purchase of one-bedroomed properties in the Social Housing sector

4. Implications

Financial Implications

4.1 Any significant increases in rent arrears will have implications for the Housing Revenue Account and the ability to deliver the Business Plan objectives. While it is difficult to predict what the actual level of arrears will be, rent arrears are estimated to increase by £514,000 and a bad provision for this sum has been made. It is proposed to carry out a full review of the Housing Business Plan once the totality of the Welfare Reform changes are known.

Human Resource Implications

- 4.2 Temporary increased resources dedicated to mitigating the impacts of Welfare Reform have already been put in place through the setting up of a new Welfare Reform Advice Team for Council tenants. There are likely to be future staffing implications arising from the increase in rent arrear caseloads.

Legal Implications

- 4.3 The legal implications of the social sector size criteria are not yet fully known and are likely to be subject to challenge in the Courts. These will be kept under review.

Equality Implications

- 4.4 The equality impact assessment on the introduction of the social sector size criteria has been carried out by the DWP.

Environmental Implications

- 4.5 There are no environmental implications with this report.

Implications for Key Priorities

- 4.6 This report will contribute to Council Plan Core Objective 2 "Protecting Vulnerable People".

5. Consultations

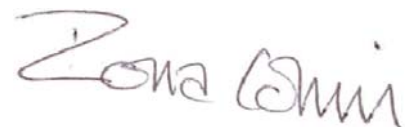
- 5.1 Legal Services, and Property and Finance Services have been consulted on the content of this report.

6. Conclusion

- 6.1 The introduction of the under occupation penalty will have significant adverse consequences for affected tenants and their households. It will also negatively impact on the Council's ability to maintain and improve its housing stock, through loss of income. In addition, there is a potential for increased homelessness.
- 6.2 The Council has already taken a number of measures to protect its tenants including :-
- Increasing the Discretionary Housing Payment fund to the maximum allowed.
 - Funding a Welfare Reform Team to carry out individual visits to all affected tenants.
 - Banning the sale of one bedroom Council properties.

6.3 The proposals contained within this report should further mitigate the impact on tenants by :-

- Removing the threat of eviction from mainstream Council properties where rent arrears are solely due to the under-occupation penalty, and where it can be demonstrated that the tenant is engaging with the Council to make payment towards the arrears. In practice this would mean that Notice of Proceedings would still be issued where no payment or arrangement is in place. Eviction would continue to be a last resort, and would not take place where the tenant is engaging with the Council. This approach would be put in place for a one year period initially pending the introduction of Universal Credit.
- Not pursuing tenants in Council homeless temporary accommodation for under-occupation arrears, pending clarification of the definition of exempt supported accommodation from the DWP.
- Reclassifying properties where there is a boxroom which does not meet the specified size criteria.
- Reclassifying properties where the installation of a through floor lift has effectively reduced the number of usable rooms.
- Responding to applications from tenants to have properties reclassified on other grounds taking into account the facts of each case and emerging DWP guidance.
- Agree to amend the current approach within the Local Housing Strategy to allow the development and purchase of one bedroomed properties in the Social Housing sector.



IONA COLVIN

Corporate Director (Social Services and Health)

Reference : McM/KS

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Background Papers

None

NORTH AYRSHIRE COUNCIL

Agenda Item 6.2

30 April 2013

Cabinet

Subject: **Discretionary Housing Payment Operational Procedures**

Purpose: To seek Cabinet approval of the Discretionary Housing Payment operational procedures as set out at Appendix 1.

Recommendation: That the Cabinet (a) approves the Discretionary Housing Payment operational procedures as set out at Appendix 1; and b) notes that a further report will be provided on the Discretionary Housing Payment fund after the first six months of operation.

1. Introduction

- 1.1 In anticipation of a number of the Welfare Reforms, the Cabinet approved the Council's Discretionary Housing Payment Policy on the 23 October 2012.
- 1.2 Reforms contained in the Welfare Reform Act 2012 have reduced the amount of Housing Benefit claimants receive from April 2013. An assessment of the potential impact of one aspect of the change, under occupancy, has estimated a reduction in Housing Benefit across North Ayrshire of £1.4m.
- 1.3 Changes to Housing Benefit are expected to increase demand for Discretionary Housing Payments (DHP) in excess of the Council's cash limited funds of £668,032 with demand likely to exceed the available resource. This will require the operation of the DHP scheme to be closely monitored and managed on a priority need basis.
- 1.4 Given this anticipated position, where an applicant's need can be met by a DHP award, this is likely to be short term support, to provide tenants time to put in place alternative arrangements to meet their rental liability. Although DHP is temporary, some of the welfare reforms impact on some client groups more than others and this may mean that more longer temporary support is required.

- 1.5 Council officers who will make decisions associated with DHP applications will be required to make discretionary decisions based on the circumstances as described and can be evidenced (where relevant) by applicants against a backdrop of a limited budget. Due to the discretionary nature of the considerations for allocating an award, the proposed DHP Procedures (attached at Appendix 1) have been developed to provide a framework for consistent decision making.
- 1.6 The operational procedures detail the priority groups, the criteria that will be used when awarding a DHP, the period of award and the maximum amount that may be granted. The Benefits Service will use these procedures to identify those applicants most in need and to make DHP awards.

2. Current Position

- 2.1 DHP is paid in addition to a claimant's Housing Benefit for claimants suffering financial hardship and who need help in meeting their housing costs. A financial assessment is used to determine hardship and whether a DHP will be made.
- 2.2 The DHP scheme does not apply to the Council Tax Reduction scheme.
- 2.3 The DHP funding has been prioritised to provide Housing Benefit claimants affected by the following reforms:
- Social Sector Size Criteria
 - Benefit Cap
 - Local Housing Allowance restrictions
 - General Hardship
- 2.4 A summary of the criteria is noted below, with the financial implications summarised at 4.1.

For the social sector size criteria DHP will be awarded:

- For up to 12 months where the property has been significantly adapted to support a disabled tenant or family member. Information on this is available for Council properties. In Housing Associations, there are 756 tenants that under occupy their property with a reduction in Housing Benefit of £426,520, the Council has not been notified yet of the number of disabled residents and the amount of DHP that could be awarded. The Benefits Service will work with Housing Associations to identify cases where a DHP for a disabled tenant may be payable.

- For up to 12 months for a single person aged under 25 and in receipt of Income Support or Jobseekers Allowance. This will protect the tenancy and prevent an increase in homelessness.
- For up to 6 months where more than 1 additional bedroom is required for foster parents and kinship carers who require further assistance with housing costs.
- For up to 6 months where a member of the household is within 6 months of a significant birthday or where an expectant mother's child may impact on under-occupation.
- For up to 6 months where a claimant or their partner is within 6 months of becoming State Pension Credit Age.

For the Benefit Cap DHP will be awarded:

- For up to 6 months for claimants affected by the benefit cap.

Local Housing Allowance restrictions

- Single people aged under 35 who live in 1 bedroom private rented accommodation receive their Local Housing Allowance based on the lesser shared room rate.

General Hardship

- The remainder of the DHP funding will be used for applicants that demonstrate general hardship based on their personal and financial circumstances.

3. Proposals

- 3.1 That the Cabinet (a) approves the Discretionary Housing Payment operational procedures as set out at Appendix 1; and (b) notes that a further report will be provided on the Discretionary Housing Payment fund after the first six months of operation.

4. Implications

Financial Implications

- 4.1 The table below provides a summary of the estimated DHP expenditure by category:

Category	Claimants	Estimated amount of DHP
Property significantly adapted to meet the needs of a disabled person	299*	£155,588*
Single person aged under 25	181	£84,000
Foster Parents & Kinship Carer & more than 1 additional bedroom required	5	£2,158
Significant birthday	49	£13,000
Within 6 months of State Pension Credit Age	95	£29,500
Single person aged under 35 living in private rented accommodation	50	£20,500
Benefit cap	41	£66,000
Total	720*	*£370,746

*excludes RSL adapted properties

- 4.1.1 Given the limited budget available to meet DHPs this cash limited budget will be kept under close scrutiny. In addition the DWP will monitor the Council's DHP expenditure during 2013/14.

Human Resource Implications

- 4.2 None

Legal Implications

- 4.3 None

Equality Implications

- 4.4 The DHP operational procedures do not adversely affect or discriminate against any person or group of people in the local community in terms of age, disability, gender, pregnancy and maternity, religious belief or sexual orientation.

Environmental Implications

4.5 None

Implications for Key Priorities

4.6 DHPs can contribute towards the following key Council priorities:

- More vulnerable people are supported within their own communities
- Fewer people are living in poverty

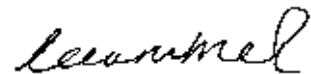
4.7 DHP payments can help sustain tenancies, provide support to families and children, reduce the level of homelessness and help towards housing costs including rent charges.

5. Consultations

5.1 The Council's Welfare Reform Working Group was consulted on the development of the DHP operational procedures.

6. Conclusion

6.1 The DHP operational procedures underpin the Council's DHP policy and ensures that the cash limited funds are paid to those applicants with the most significant hardship and who are most in need of support with their housing costs.



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Reference : SH

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Background Papers

Discretionary Housing Payment operational procedures 2013-14

DWP Discretionary Housing Payment good practice guide

Council's Discretionary Relief Policy



Discretionary Housing Payment Procedures 2013/14

1 Introduction

The DWP has provided £273,421 to the Council to fund the Discretionary Housing Payment scheme and the Council has agreed to provide funding of £394,611 from its own resources making a total of £668,032 available for 2013/14. The purpose of the scheme is to deal with anomalies and hardship in situations where normal Housing Benefit does not cover all the rent.

To be considered for assistance under this scheme the customer must already qualify for Housing Benefit.

A customer in receipt of a Council Tax Reduction from 1 April 2013 is not eligible for the Discretionary Housing Payment scheme.

The welfare reform changes greatly increase the number of claimants who face a reduction of Housing Benefit and this paper provides guidance to staff dealing with DHP applications on the procedures that must be followed when making decisions.

2 Areas for consideration

The following categories will be considered as priority groups:

- a) Social Sector Size Criteria**
- b) Benefit Cap**
- c) Local Housing Allowance restrictions**
- d) General Hardship**

3 Factors to take into account when making a decision.

Each case is considered on its merit when making a Discretionary Housing Payment decision.

The factors that must be taken into account by the decision maker are:

- The amount of household income, including savings and other capital holdings.
- The amount of outgoings, looking at whether the customer is spending their money on priority outgoings and not things that they could do without.
- Any unavoidable outgoings which may make it hard to meet housing costs
- The effect of awarding a Discretionary Housing Payment on the risk of eviction or homelessness.
- The existence of any income disregarded for benefit purposes, having due regard to what that income is for and how it is being used.

- Any benefits not being claimed.
- A claimant's or household member with a disability and any significant adaptations that have been made to the property.
- The amount of the shortfall between Housing Benefit and rental liability.
- The medical circumstances of the claimant, their partner and any dependants and any other occupants of the claimant's home supported by documentary evidence.
- The exceptional nature of the claimant and their family's circumstances.
- Any other special circumstances brought to the attention of the Benefits Service
- Any alternative housing options and the suitability of any such alternatives.
- Any foreseeable changes in circumstances.
- The length of time and amount of assistance required.
- Any likely or actual debt recovery action in relation to rent arrears.
- Any steps available or already taken by the person applying to help overcome their financial difficulties.
- Whether the shortfall in the rent is caused because the property is larger than needed.
- The amount of DHP available at the time of application.

4 Exclusions

Regulations provide that the Council cannot make a Discretionary Housing Payment to a customer who is not in receipt of Housing Benefit.

A Discretionary Housing Payment cannot be made to accommodate the cost of any services which are not eligible for help under the Housing Benefit scheme such as ineligible service charges, water & sewerage, fuel and heating charges.

Discretionary Housing Payment will not be paid under the following circumstances:

- There is overcharging by a landlord;
- The failure of non-dependants to make up the deduction attributable to them when they have the means to do so;
- The customer has access to capital or where they have not applied for other forms of assistance;
- A move from social sector accommodation to unaffordable private accommodation;

- A move to private rented accommodation where it should be clear to the claimant that the property is too large or unaffordable.

5 Financial Assessment, other factors, length and amount of award

5.1 Size Criteria

From 1 April 2013 the amount of weekly Housing Benefit will be reduced by 14% where there is one extra bedroom or 25% for two or more extra bedrooms. Therefore DHP will be considered for the following categories.

- Where a property has been significantly adapted to cater for a person with a disability.
- Where more than 1 additional bedroom is required for foster parents & kinship carers who require further assistance with housing costs.
- Where a member of the household is within 6 months of a significant birthday or where an expectant mother's unborn child will result in under-occupation when born.
- Claimants or their partners who are within 6 months of becoming State Pension Credit Age.
- Single Person under the age of 25 on Income Support, Jobseekers Allowance & Employment Support Allowance to prevent homelessness.

The following procedures will be applied for each of the categories.

5.1.1 Where the property has been significantly adapted to cater for a disability.

Stage 1 Financial Assessment

The first stage will always be a financial assessment consisting of a comparison of the income and expenditure of the household to determine if there is financial hardship within the household.

Stage 2 Other factors

The second stage is consideration of the type of adaptations that have been made to the property and the nature of the disability.

Stage 3 Length of the Award

The DHP will be awarded for up to 12 months or the end of the financial year whichever is the earlier.

Stage 4 Amount of the Award

The amount awarded will be 100% of the shortfall up to the eligible rent.

5.1.2 Where more than 1 additional bedroom is required for foster parents & kinship carers who require further assistance with housing costs.

Stage 1 Financial Assessment

The first stage will always be a financial assessment consisting of a comparison of the income and expenditure of the household to determine if there is financial hardship within the household.

Stage 2 Length of the Award

The DHP will be awarded for between 1 week and up to a maximum of 6 months or the end of the financial year whichever is the earlier.

Stage 3 Amount of the Award

The amount awarded will be 100% of the shortfall up to the eligible rent.

5.1.3 Where a member of the household is within 6 months of a significant birthday or where an expectant mother's unborn child may impact on under-occupation.

Stage 1 Financial Assessment

The first stage will always be a financial assessment consisting of a comparison of the income and expenditure of the household to determine if there is financial hardship within the household.

Stage 2 Other factors

If there is an imminent birthday or the birth of a child will increase the room requirement within 6 months of the application then a short-term award will be considered.

Stage 3 Length of the Award

The DHP will be awarded for a minimum 1 week up to a maximum of 6 months from the date of the application or the end of the financial year whichever is the earlier.

Stage 4 Amount of the Award

The amount awarded will be 100% of the shortfall up to the eligible rent.

5.1.4 Claimants or their partners who are within 6 months of becoming State Pension Credit Age.

Stage 1 Financial Assessment

The first stage will always be a financial assessment consisting of a comparison of the income and expenditure of the household to determine if there is financial hardship within the household.

Stage 2 Other factors

Where the claimant or partner is within 6 months of reaching the age for State Pension Credit, and will therefore become exempt from the size criteria a short-term award will be considered.

Stage 3 Length of the Award

The DHP will be awarded for a minimum 1 week up to a maximum of 6 months from the date of the application or the end of the financial year whichever is the earlier.

Stage 4 Amount of the Award

The amount awarded will be 100% of the shortfall up to the eligible rent.

5.1.5 Single Person under the age of 25 on Income Support, Jobseekers Allowance or Employment Support Allowance to protect a tenancy.

Stage 1 Financial Assessment

The first stage will always be a financial assessment consisting of a comparison of the income and expenditure of the household to determine if there is financial hardship within the household.

Stage 2 Length of the Award

The DHP will be awarded for up to 12 months or the end of the financial year whichever is the earlier.

Stage 3 Amount of the Award

The amount awarded will be 100% of the shortfall up to the eligible rent.

5.2 Benefit Cap

Stage 1 Financial Assessment

The first stage will always be a financial assessment consisting of a comparison of the income and expenditure of the household to determine if there is financial hardship within the household.

Stage 2 Other factors

Where the claimant is affected by the Benefit Cap a range of factors will be taken into consideration as detailed in section 3 above.

Stage 3 Length of the Award

The DHP will be awarded for a minimum 1 week up to a maximum of 6 months from the date of the application or the end of the financial year whichever is the earlier.

Stage 4 Amount of the Award

The amount awarded will be between 10% and 100% of the shortfall depending on the financial circumstances of the claimant

5.3 Local Housing Allowance

Claimant who is under 35 and whose rent is restricted to the Shared Room Rent.

Stage 1 Financial Assessment

The first stage will always be a financial assessment consisting of a comparison of the income and expenditure of the household to determine if there is financial hardship within the household.

Stage 2 Other factors

Where the claimant is affected by the restriction to the Shared Room Rent a range of factors will be taken into consideration as detailed in section 3 above.

Stage 3 Length of the Award

The DHP will be awarded for between 1 week and up to a maximum of 6 months from the date of the application or the end of the financial year whichever is the earlier.

Stage 4 Amount of the Award

The amount awarded will be between 10% and 100% of the shortfall depending on the financial circumstances of the claimant

5.4 General Hardship

DHP will be awarded where:

- The Rent Officer restricts the rent;
- The financial and medical circumstances (including ill health and disabilities) of the claimant, their partners and any dependants and any other occupants of the claimant's home mean that there are financial difficulties;
- There are exceptional circumstances in the claimant and/or the claimant's family;
- There is a high level of indebtedness of the claimant and their family;
- There could be an impact on the Council of not making such an award e.g. the pressure on priority homeless accommodation;
- Any other special circumstances brought to the attention of the Benefit Service for example separated parents; where one parent is under-occupying their property but is visited by his or her child or children periodically.

Stage 1 Financial Assessment

The first stage will always be a financial assessment consisting of a comparison of the income and expenditure of the household to determine if there is financial hardship within the household.

Stage 2 Other factors

Where the claimant is suffering from hardship a range of factors will be taken into consideration as detailed in section 3 above.

Stage 3 Length of the Award

The DHP will be awarded for between 1 week and up to a maximum of 6 months from the date of the application or the end of the financial year whichever is the earlier.

Stage 4 Amount of the Award

The amount awarded will be between 10% and 100% of the shortfall depending on the financial circumstances of the claimant.

6 Exceptional Circumstances

Where a person's circumstances fall outside the general guidance an application for DHP will still be considered. The income and expenditure and personal circumstances of the applicant will be taken into account to determine if an award is to be made.

7 Past awards

Payment of a DHP is temporary and does not guarantee or set a precedent for customers that future awards will be made.

8 Signposting & support for the future

The role of the Benefit Service is to provide as much support as possible to its customers and to take a holistic approach to their needs. The Benefits Service will work with applicants to identify any other support they may need or be entitled to and refer them to relevant services to help solve any underlying problems. This may include money advice or debt advice.

DHP is temporary in nature and all customers will be asked during the application process what plans they have for meeting the shortfall in the future. The Benefits Service staff will then signpost customers as required to ensure that all customers are given the opportunity to resolve their difficulties and become self-sufficient.

9 Review Process

There is no formal right to appeal if a DHP is unsuccessful.

The Benefits Service will offer the customer a right of review within 20 days of receiving a decision. The customer must write in giving full details of why they disagree with the decision. A senior member of the Benefits Service and independent of the original decision maker will review the decision and notify the customer accordingly.

Summary of Discretionary Housing Payment

Categories, periods and awards

Category	Period	Amount
Disabled Adaptations	Up to 12 months or the end of the financial year whichever is earlier.	100%
Single under 25 years old & on Income Support, Jobseekers Allowance & Employment Support Allowance.	Up to 12 months or the end of the financial year whichever is earlier.	100%
Foster Parents & Kinship Carer & more than 1 additional bedroom required	1 week up to 6 months or the end of the financial year whichever is earlier.	100%
Significant Birthday	1 week up to 6 months or the end of the financial year whichever is earlier.	100%
Pensioner approaching State Pension Credit Age	1 week up to 6 months or the end of the financial year whichever is earlier.	100%
Benefit Cap	1 week up to 6 months or the end of the financial year whichever is earlier.	100%
Under 35 subject to Shared Room Rate	1 week up to 6 months or the end of the financial year whichever is earlier.	10%– 100%
General Hardship	1 week up to 6 months or the end of the financial year whichever is earlier.	10% – 100%

NORTH AYRSHIRE COUNCIL

Agenda Item 6.3

30 April 2013

Cabinet

Subject: **Scottish Welfare Fund**

Purpose: To seek Cabinet approval of the Scottish Welfare Fund operational procedures as set out at Appendix 1.

Recommendation: That the Cabinet (a) approves the Scottish Welfare Fund operational procedures as set out at Appendix 1; and (b) notes that a further report will be provided on the Scottish Welfare Fund after the first six months of operation.

1. Introduction

- 1.1 The UK Government abolished the discretionary Social Fund, which was administered by the Department for Works and Pensions (DWP) from 1 April 2013. This has been replaced by the Scottish Welfare Fund (SWF) administered on the Scottish Government's behalf by local authorities. The administration of the SWF is based on guidance developed in by the Scottish Government, COSLA and local authorities.
- 1.2 The Scottish Welfare Fund (SWF) is based on a national framework to ensure consistency across the country. It is being introduced on an interim basis from April 2013 until 31 March 2015. The Scottish Government intends to review the Scheme before bringing forward new legislation.
- 1.3 DWP transferred funding previously spent on Community Care Grants and Crisis Loans for Living Expenses to the Scottish Government. This totalled £23.8 million with the Scottish Government allocating an additional £9.2 million into the SWF for 2013/14, giving a total ring- fenced fund of £33 million. The funding allocated to North Ayrshire is £1.068 million and will be administered by the Benefits Service.
- 1.4 In 2011/12, 8,910 applications were made to both elements of the fund with 6,200 (69.5%) applicants being successful.
- 1.5 This report updates Cabinet on the Scottish Welfare Fund including operational procedures and a summary of the information that will be taken into account when deciding if a crisis grant or community care grant will be awarded.

- 1.6 The operational procedures, as set out at Appendix 1, are underpinned by the Scottish Government's national guidance and decision making guide.

2. Current Position

- 2.1 The SWF is a grant only scheme, that doesn't need to be repaid and which provides two types of grant or in kind support:
- Crisis grants - To provide a safety net in the event of a disaster or emergency, where there is an immediate threat to health or safety.
 - Community Care Grants – To enable independent living or continued independent living, preventing the need for institutional care.
- 2.2 The SWF is a discretionary scheme with decision makers using their discretion whilst ensuring that the underlying objectives of the SWF are met. This report summarises the main stages in administering the SWF.

Eligibility checker

- 2.3 An applicant will be taken through an eligibility check being asked a number of questions to determine if they are eligible to apply for a crisis grant or a community care grant and the relative priority of this. This will determine their priority for an assisted interview.

Assisted interview

- 2.4 An application is completed with questions in the application form containing a weighting to identify the vulnerability or the emergency needs of the applicant. This process assigns applicants a high, medium or low priority in moving to the next stage

Decision making stage

- 2.5 The information from the Eligibility Checker and the Assisted Interview is used to make an informed, reasonable, consistent, fair and rational decision. Again applicants are assigned as having high, medium or low priority needs with the decision maker considering;
- Firstly the nature, extent, severity and urgency of the need and the impact that an award would have on the circumstances of the applicant.
 - Secondly the vulnerability of the applicant and the likely consequences of refusal.

- 2.6 There is no fixed, prescribed approach to the determination of priority within the Scottish Government guidance with the Council's operational procedures having been developed to ensure consistency of decision making.
- 2.7 The table below shows the three priority ratings that will be used. These are based on the effect a grant would have in resolving or improving the health and well-being of the applicant. Given funding constraints grants will only be allocated to high priority applicants. This will be reviewed based on the volume of applications:

	HIGH	MEDIUM	LOW
Need	Immediate Severe	Less Immediate Less Severe	Not time critical
Vulnerability	High	Moderate	Some resilience
Consequences of no grant to health/well-being	Significantly adverse	Moderately adverse	No identifiable effect
Effect of grant	Immediate Substantial	Noticeable	Minor

Crisis grants

- 2.8 The maximum amount that a person is awarded for a crisis grant has been set at £500 by Scottish Welfare Fund Team with the decision maker taking into account the benefit the applicant receives.
- 2.9 Crisis grants will be paid by PayPoint voucher either as a cash voucher or a utility top-up voucher.

Community care grants

- 2.10 The maximum amount that a person is awarded for a community care grant has been set at £2,000 by the Scottish Welfare Fund Team.
- 2.11 A community care grant will be paid in goods for example white goods and basic furniture via the Furnishing Service Limited. Community care grants will also be paid via Primark payment cards for the purchase clothes.

Travel vouchers

- 2.12 Travel vouchers can be applied for under both types of grants and a voucher scheme has been put in place with Stagecoach buses for applicants requesting travel costs for example to go to hospital.

North Ayrshire Food banks

- 2.13 An applicant may be provided with a voucher for North Ayrshire food banks in addition to or instead of a crisis grant or community care grant.

Signposting

- 2.14 Part of the role of the Scottish Welfare Fund Team is to identify any additional support that an applicant may require for example debt advice or an alternative approach to an award.
- 2.15 Applicants will be signposted to other Council Services for support and advice or external organisations as required for example financial advice, income maximisation, tenancy support, fuel efficiency, mediation and advocacy support and resilience support through training, education and employability programmes.
- 2.16 The SWF is not a substitute for existing and established support that is provided by Council Services for example crisis payments made by Social Services under Section 12, 22 and 27 of the Social Work (Scotland) Act 1968 or to homeless people in terms of furnished tenancy grants. The SWF complements these arrangements.
- 2.17 Applicants will be signposted to the DWP for short-term benefit advances or other services as required.

Review Process

- 2.18 An applicant who is dissatisfied with the decision of the Council has the right to ask for a review of the original decision. There is a two stage process available to the applicant.

First stage review

- 2.19 The first stage review is an opportunity to review the original decision based. A first stage review will be carried out by senior member of the Benefits staff who was not originally involved in the original decision.

Second stage review

- 2.20 An applicant who continues to be unhappy with the decision can submit a request for a second stage review. This will be carried out by an independent panel made up of three senior staff from Finance & Property with no responsibility for the Benefits Service or the Scottish Welfare Fund Team.
- 2.21 If dissatisfied with the outcome of the second stage review the applicant can appeal to the Ombudsman with the final recourse being judicial review.

Review of operational procedures

- 2.22 The SWF operational procedures will be updated as required to reflect operational experience.

3. Proposals

- 3.1 That the Cabinet a) approves the Scottish Welfare Fund operational procedures as set out at Appendix 1; and (b) notes that a further report will be provided on the Scottish Welfare Fund after the first six months of operation.

4. Implications

Financial Implications

- 4.1 The SWF is a cash limited scheme and the Council has been allocated the following ring fenced budget by the Scottish Government for 2013-14:

Community Care Grant	£705,972
Crisis Grant	£362,552
Total funding	£1,068,524

- 4.2 The Council can vire funds between grant categories as appropriate.
- 4.3 The operational procedures will ensure that payment of community care grants and crisis grants will not exceed the cash limited funding provided by the Scottish Government.

Human Resource Implications

- 4.4 None

Legal Implications

4.5 None

Equality Implications

4.6 None

Environmental Implications

4.7 None

Implications for Key Priorities

4.8 The Scottish Welfare Fund can contribute towards the following key Council priorities:

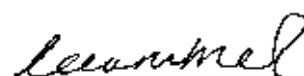
- More vulnerable people are supported within their own communities;
- Fewer people are living in poverty.

5. Consultations

5.1 The Welfare Reform Working Group was consulted on the operational procedures.

6. Conclusion

6.1 The Scottish Welfare Fund operational procedures will ensure consistency in decision making and that the Council is meeting the requirements of the Scottish Government's scheme. Applicants who meet the qualifying criteria receive a grant within the cash limited funds available to the Council.



LAURA FRIEL

Corporate Director (Finance and Corporate Support)

Reference : SH

For further information please contact Stephen Humphries, Chief Revenues and Benefits Officer on telephone number 01294 324527

Background Papers

Scottish Government Scottish Welfare Fund Guidance

Scottish Government Scottish Welfare Fund Decision Makers Guide



Scottish Welfare Fund Operational Procedures

1 Introduction

Two discretionary elements of the DWP Social Fund; crisis loans for general living expenses and community care grants were abolished on the 1 April 2013 and responsibility for a replacement scheme was devolved to the Scottish Government.

The Scottish Government and COSLA agreed to introduce the Scottish Welfare Fund (SWF), based on national guidance and administered by Councils from the 1 April 2013 to the 31 March 2015.

In the longer term, permanent arrangements will be set out in primary legislation.

The Council's Corporate Management Team (CMT) approved the Benefits Service to deliver the SWF at its meeting of 29 August 2012.

This document outlines the SWF operational procedures that will be carried out by the Scottish Welfare Fund Team located in the Benefits Service.

2 Aims of the Scottish Welfare Fund

The SWF is a grant only scheme, that doesn't need to be repaid and provides two types of grant or in kind support under the following conditions:

1. Crisis grants - To provide a safety net in the event of a disaster or emergency, where there is an immediate threat to health or safety.
2. Community Care Grants – To enable independent living or continued independent living, preventing the need for institutional care.

The SWF is a discretionary scheme. The Scottish Government's guidance is not intended to cover all eventualities, but instead act as a framework for decision makers to promote consistency in decision making.

Decision makers must use their discretion to ensure that the underlying objectives of the SWF are met. The absence of national guidance on a particular situation does not necessarily mean that a grant be refused.

Crisis Grants

A grant can be awarded in case of crisis to meet expenses that have arisen as a result of an emergency or disaster in order to avoid serious damage or serious risk to the health or safety of the applicant or their family.

Community Care Grants

A grant can be awarded in support of independent living to:

- help people establish themselves in the community following a period of care where circumstances indicate that there is an identifiable risk of the person not being able to live independently without this help,
- help people remain in the community rather than going in to care where circumstances indicate that there is an identifiable risk of the person not being able to live independently without this help,
- help people set up home in the community, as part of a planned resettlement programme, following an unsettled way of life,
- help families facing exceptional pressures and who lack the resources to meet irregular costs to provide a safe and secure environment for their children,
- help people to care for a prisoner or young offender on release on temporary licence.

The client groups most likely to apply to the SWF will be:

- disabled people and people with mental health problems
- lone parents
- unemployed people
- older people
- care leavers
- homeless people
- ex-offenders
- carers.

3 Cash limited funding & budget management

The SWF is a cash limited scheme and the Council has been allocated the following ring-fenced budget by the Scottish Government for 2013-14.

Community Care Grant	£705,972
Crisis Grant	£362,552
Total funding	£1,068,524

The Financial Management section has created the budget code CAPA02 to monitor the SWF expenditure under two budget headings "Community Care Grant Provision" and "Crisis Grant Provision.

The Council can vire funds between Community Care Grants and Crisis Grant budget headings without restriction.

Expenditure on Crisis Grants cannot be suspended whilst resources remain within the Community Care Grant budget heading and vice versa.

The demand for the DWP Social Fund exceeded the cash limited funds and it is anticipated that this trend will continue under the SWF. This may lead to budgetary pressure and the funds will therefore be managed over the financial year.

The SWF team will assess the demand pattern of actual activity against budget profile on a month to month basis throughout the financial year and make a monthly decision accordingly on whether it is possible to make awards for high priority applications only, high and medium or high, medium and low.

High priority cases will be considered for a grant as a minimum service until the annual budget is fully committed.

Weekly management reports will be produced by the SWF team for the Benefits Team Leader, Benefits Team Manager, Senior Manager Revenues & Benefits and Financial Management Section. The reports will detail the amount of expenditure and will be used to reconcile to the financial ledger and to ensure that the annual budget is being managed effectively.

4 Operation of the SWF

The Council's preferred method of application for both grants is by telephoning the customer contact centre.

Customers can apply to the SWF by telephoning the Council's customer contact centre on 01294 310001 from 8.30am to 5.30pm Monday to Friday. All calls are recorded.

Paper applications will also be accepted where applicants are unable to telephone the Council for example prisoners due for release.

Application forms can also be completed at the Benefits enquiry service on the ground floor of Cunninghame House.

The Council will provide an electronic claim form that can be accessed from a public website during the first year of administering the scheme.

The Council will adhere to a four stage process, as outlined in section 7 of the Scottish Government's guidance in order to make a decision on an application:

Stage 1 Initial eligibility checks

Stage 2 Meeting the requirements of the grant – assisted interview

Stage 3 Priority level

Stage 4 Budgetary consideration

Eligibility checker

The Eligibility Checker serves two purposes:

1. It is a filtering process to eliminate applications from people who are not eligible to apply to the Scottish Welfare Fund and;
2. To determine the order that applicants will be called back to complete the full application form.

The customer contact centre will take all applicants through the eligibility checker.

Applicants using a paper based application are not required to complete an eligibility checker.

The eligibility checker process will:

- Verify the applicant's identity and that the home address or the address the applicant intends to live at is in North Ayrshire.
- Check whether the applicant is in receipt of one of the qualifying benefits.
- Determine whether it is appropriate to make an exception to qualifying benefits (CCG and CG).
- Check that the applicant or their partner does not have savings or capital or some other source of help that they could use instead.
- Check that the application is not excluded because it is for an excluded item.
- Check that the application is not excluded because the application history precludes a repeat application, including in another Local Authority area. This includes checking that there has not been a change in circumstances since the last application.
- Check that the application is not excluded for any other reason.

At the end of the eligibility checker process the applicant will be assigned a priority rating of high, medium or low and this will be used to determine the order in which the customer contact centre will call the applicant back.

All applicants will be called back.

Meeting the requirements of the grant – assisted interview

The customer contact centre will call all applicants who completed the eligibility checker back and will complete the on-line application form over the telephone.

This is known as the assisted interview stage.

Information provided by the applicant in support of their application will be captured during the assisted interview process.

No decision will be made on the application at this stage.

The completed on-line application form will automatically be routed to the back-office Scottish Welfare Fund Team to decide if the grant is to be paid or not.

Priority level

The decision maker will consider each application on its own merit and will use the Scottish Government guidance and decision maker's guide and these procedures to determine if the applicant meets the criteria for a grant.

The decision maker will use the DWP Customer Information System (CIS) and the Benefits system, as required.

To minimise the need for applicants to provide evidence or supporting documentation the decision maker will contact other partner organisations or Council Services to source information, as required.

The decision maker will decide if:

A crisis grant can be awarded in case of crisis to meet expenses that have arisen as a result of an emergency or disaster in order to avoid serious damage or serious risk to the health or safety of the applicant or their family.

Decision makers should follow the same principles as they do for Housing Benefit and that definition of a 'family', taking into account any children that are being looked after for friends and relatives as kinship carers. For Scottish Welfare Fund purposes, an unborn child can be classed as a dependent child, once the pregnancy has advanced to 24 weeks'

Or

A community care grant can be awarded if it will help people / families:

- Establish themselves in the community following a period of care;
- Remain in the community rather than go into care;
- Set up home in the community after an unsettled way of life;
- Facing exceptional pressure;
- Care for a prisoner / young offender on release / temporary licence.

For the purposes of a community care grant application, children will be considered as part of the family if the applicant is responsible for their care for two or more days per week.

'Furniture/beds for non-occupied bedrooms will not be supplied, unless overnight and regular access to children is in place.'

The information gathered at both the Eligibility Checker and the Assisted Interview will be used by the decision maker in order to make an informed, consistent, fair and rational decision.

The Scottish Welfare Fund is cash limited therefore applications will be given a high, medium or low priority. The priority is given to items and/or expenses requested and it is on this basis that an award is made, taking into account the priority level that is being paid at the point of application.

The decision maker will consider the following two criteria:

First according to the **nature, extent, severity and urgency** of the need and the impact that an award would have on the circumstances of the applicant.

Second according to the **vulnerability of the applicant** and the likely consequences of refusal.

Three priority ratings are based on the effect an award would have in resolving or improving the health and wellbeing of the applicant, as follows:

HIGH PRIORITY IF

- the nature of the need is *immediate and severe*,
- they are *highly vulnerable*,
- an award for the item or money requested will have a substantial or immediate sustained effect in resolving or improving the health and wellbeing of them or their family, and
- there will be significant adverse consequences if the item or money is not provided

MEDIUM PRIORITY IF

- the nature of the need is *less immediate or severe*,
- they are *moderately vulnerable*,
- an award for the item requested will have a noticeable effect, although not substantial or immediate, in resolving or improving health and wellbeing, and
- there will be moderate adverse consequences if the item or money is not provided

LOW PRIORITY IF

- the nature of the need is not time critical,
- they have a degree of personal resilience,
- an award for the item requested will have only a minor effect in resolving or improving health and wellbeing and
- there will not be identifiable adverse consequences if the item or money is not provided.

5 Making an award & fulfillment

Crisis grants

An applicant will be notified in writing of the decision and their right to a review.

The maximum amount that a person is awarded for a crisis grant has been set at £500. However, the decision maker must take into account the benefit the applicant receives:

1. For applicants who are non-householders – 30% of the Income Support personal allowance rate plus the full rate of the Income Support allowance rate for each dependent child on a pro rata basis for the number of days until their next benefit payment is due.
2. For applicants who are liable for rent/mortgages etc or who are without accommodation - 60% per cent of the Income Support personal allowance rate plus the full rate of the Income Support allowance rate for each dependent child on a pro rata basis for the number of days until their next benefit payment is due.

Crisis grants will be paid by PayPoint voucher either as a cash voucher or a utility top-up voucher.

A PayPoint voucher can be sent by PayPoint via SMS text, email, and letter or collected in person.

Community care grants

An applicant will be notified in writing of the decision and their right to a review.

The maximum amount that a person is awarded for a community care grant has been set at £2,000.

A community care grant will be paid in goods for example white goods and basic furniture via the Furnishing Service Limited. All goods will be ordered via PECOS.

The Furnishing Service Limited will deliver and install the goods within 48 hours where possible. Customers on Arran and Millport will receive an alternative delivery service given the logistics but delivery and installation within 4 working days is the target.

Community care grants will also be paid via Primark payment cards for example for prisoners to purchase clothes on release.

Removal costs for moving home will also be awarded where applicable and these will be paid by cash, cheque or PayPoint voucher.

Travel vouchers

A voucher scheme has been put in place with Stagecoach buses for applicants looking for travel costs for example to go to hospital.

North Ayrshire Food banks

An applicant may be provided with a voucher for North Ayrshire food banks in addition to or instead of a crisis grant or community care grant application. The scheme is free and the food parcels last for 3 days but capacity is low and therefore this will be used as a last resort only.

6 Performance management & monitoring arrangements

The processing target for a crisis grant is 2 working days and 15 working days for a community care grant respectively. This excludes public holidays and is counted from the date the completed application form is received until a decision is made.

The Scottish Government will monitor the scheme and they have provided a specification to Northgate to produce data on a quarterly basis.

The system administration and development team will run the batch job to produce the output file.

7 Signposting

Part of the role of the Scottish Welfare Fund Team is to identify any additional support that an applicant may require for example debt advice or an alternative approach to an award.

Applicants will be signposted to other Council Services for support and advice or external organisations as required for example financial advice, income maximisation, tenancy support, fuel efficiency, mediation and advocacy support and resilience support through training, education and employability programmes.

The SWF is not a substitute for existing and established support that is provided by Council Services for example crisis payments made by Social Services under Section 12 and 27 of the Social Work (Scotland) Act 1968 or to homeless people in terms of furnished tenancy grants. The SWF will compliment these arrangements.

Applicants will be signposted to the DWP for short-term benefit advances or other services as required.

8 Review Process

An applicant who is dissatisfied with the decision of the Council has the right to ask for a review of the original decision.

An applicant cannot be considered for a review if the level of priority for example high, medium or low was the reason for the rejection of the award.

There is a two stage process available to the applicant.

First stage review

The first stage review is an opportunity to review the original decision based on the application form received, the grant requested, the decision made by the decision maker and the amount of grant refused or the amount that was awarded.

An applicant must submit their request for a first stage review in writing within 20 days of receiving the decision. Their letter must state the reason for the review and the date of the decision they want reviewed.

A first stage review will be carried out by a Grade 8 and above member of the Benefits staff who was not originally involved in the original decision.

First stage reviews will be completed in the following timeframe:

Crisis grants 2 working days.

Community care grants 15 working days.

The applicant will be notified of the outcome in writing and advised of their right to a second stage review.

Second stage review

An applicant must submit their request for a second stage review in writing within 20 days of receiving the first stage review decision. Their letter must state the reason for the review and the date of the decision they want reviewed.

An independent panel made up of three senior staff from Finance & Property with no responsibility for the Benefits Service or the Scottish Welfare Fund Team will consider the second stage review.

Evidence from the decision maker from the Scottish Welfare Fund Team and the decision of the first stage review will be passed to the panel along with the information received from the applicant.

The review is paper based only but the decision maker and the applicant can be contacted by the panel on the day of the review to provide more information as required.

Second stage reviews will be completed in the following timeframe:

Crisis grants 5 working days.

Community care grants 30 working days.

The panel can agree with the Council's decision or overturn it and make a new decision including making an award or changing the value of the original award.

The decision of the panel is recorded and the applicant is notified of the decision in writing.

If dissatisfied then the applicant can appeal to the Ombudsman and the final recourse is a judicial review.

NORTH AYRSHIRE COUNCIL

Agenda Item 6.4

30 April 2013

Cabinet

Subject: Impact of Welfare Reform on the North Ayrshire Housing Register

Purpose: To seek Cabinet's approval for the proposed amendments to the North Ayrshire Housing Allocation Policy which seek to improve the rehousing prospects of tenants affected by the under occupancy penalty.

Recommendation: That the Cabinet agrees to (a) improve priority for rehousing tenants by increasing the points awarded for under-occupancy to 50 per "surplus" bedroom; and (b) increase the availability of one-bedroomed properties by agreeing to the reclassification of c.300 one-bedroom amenity properties to housing for all ages.

1. Introduction

- 1.1 The Welfare Reform Act 2012 is one of the largest policy changes to be introduced by the current UK government. As well as having significant implications for individual tenants, the reform proposals will have a far reaching consequence for the operation of the wider housing system. This includes specific impacts for working age applicants (including tenants and homeless people) on our Common Housing Register.
- 1.2 The North Ayrshire Housing Register (NAHR) is a common housing register with four partner landlords: North Ayrshire Council (NAC); Irvine Housing Association; Cunninghame Housing Association; and ANCHO. Together, the four landlords own and manage around 97% of the social housing stock in North Ayrshire. Houses are allocated to people on the NAHR in accordance with the North Ayrshire Housing Allocation Policy (NAHAP). This is a shared allocation policy.
- 1.3 The operation of the NAHR is overseen by the North Ayrshire Housing Register Steering Group. The Steering Group has considered the impact of Welfare Reform and the introduction of the bedroom size criteria and resulting under-occupancy charge on the NAHR, and produced a set of proposals for dealing with these. Each partner landlord has agreed to seek approval for the allocation policy recommendations contained within this report in accordance with their respective governance structures.

- 1.4 The introduction of the under-occupancy clause will create significant demand for one bed properties which cannot be met. This could come from tenants wishing to downsize (NAC 2,080), those applicants on the North Ayrshire Housing Register who have the potential to create one bed households (NAHR 2,500) and from homeless households (NAC 600 per year). Only 163 one bedroom North Ayrshire Council mainstream properties became available for let in 2011/12, and only 177 became available for let in 2012/13.

2. Current Position

- 2.1 The bedroom size criteria will mean that those tenants who are of working age, and whose accommodation is larger than they need will lose part or all of their housing benefit as follows:

- those with one extra bedroom will lose 14%,
- those with two or more extra bedrooms will lose 25%.

The new rules mean that one bedroom is required for:

- each adult couple,
- any other person aged 16 or over,
- two children of the same sex under 16
- two children under the age of 10 regardless of their sex,
- any other child,
- a carer (who does not normally live there).

- 2.2 There are a number of areas where changes to benefit regulations will create apparent inconsistencies with the approach taken by the North Ayrshire Housing Allocation Policy.

- 2.3 The North Ayrshire Housing Allocation Policy allows single applicants and couples to be considered for one or two bedroom properties. This approach also applies to single homeless applicants and couples. This recognises the greater flexibility offered by two-bedroom houses to accommodate changing household circumstances. It is also necessary due to the lack of availability of one-bedroom accommodation.

- 2.4 In response to demands from applicants, and following consultation with tenants, and applicants, our allocation policy goes further than is required in law when assessing overcrowding. Points are awarded for applicants who are overcrowded and have children sharing bedrooms if they are over the age of eight regardless of gender. Twenty per cent of applicants on the NAHR have overcrowding points for this reason.

- 2.5 Points awarded for overcrowding and under-occupation are based on our occupancy standard. Applicants are currently awarded 50 overcrowding points per bedroom they lack, but only 25 under-occupation points for each extra bedroom.

- 2.6 The NAHR Steering Group evaluated a number of options to mitigate the impact of welfare reform proposals on applicants for housing, and address apparent inconsistencies with the allocation policy. It also considered the adverse effect any proposals would have for those applicants not in receipt of housing benefit; given that any changes would have to apply to all applicants, and not just those on benefit. In particular the group considered:
- Removing choice and changing the bedroom entitlement for single people and / or couples, restricting them to 1 bedroom properties only;
 - Changing the under-occupancy criteria to reflect the DWP bedroom size criteria, with regard to the age at which children should be expected to share a bedroom;
 - Reviewing the Suspension Policy;
 - Reviewing the homeless offer and appeal process.
- 2.7 Although the Steering Group members have agreed the changes proposed to the common allocation policy there remain some unresolved issues. Agreement is required on the suspension of applicants subject to under-occupancy charge arrears and the proportion of lets allocated to applicants who are under-occupied. Work is ongoing to resolve these issues, and they will be the subject of a further report to Cabinet once proposals are finalised.

3. Proposals

- 3.1 To increase the number of one bedroom properties available to let to working age households, it is proposed to reclassify a proportion of one-bed Council owned amenity properties which are currently allocated to older people. This would involve approximately 300 properties that are not in demand from older people, and which are located within mainstream housing areas. Reclassifying these properties as mainstream lets would not preclude older people from applying for them. These properties could then also be allocated to applicants of working age. This approach would particularly assist in meeting the housing needs of younger applicants with a disability or an accessible housing need.
- 3.2 It is also suggested that the weighting given to under-occupancy in the allocation policy should be increased. The specific proposal would be to increase the under-occupation points to 50 points per extra bedroom. This would bring the award of points for under-occupancy in line with those for overcrowding.
- 3.3 After careful consideration, it is not proposed that the allocation policy should be amended to restrict single applicants and couples to one-bedroom properties only, as this would severely impact on our ability to address the housing needs of these households.

- 3.4 Although the alignment of the allocation policy on house size eligibility to match the DWP criteria could be seen as simplifying matters for applicants, this does not acknowledge that the Council has a substantial shortfall of one bedroom accommodation.
- 3.5 Changing the policy would simply mean that we would not be able to offer the stock we do have, mainly two-bedroomed properties. This would result in increased void levels within our housing stock and reduced income from rents. This could have a significant impact on our ability to maintain and improve our properties. It would also restrict choice for people who are not on Housing Benefit.
- 3.6 The current policy promotes choice for applicants. Applicants will, of course, be able to choose the size of accommodation that the bedroom size criteria suggests they should have. It would, however, be clearly explained to an applicant that they would seriously reduce their prospects for rehousing if they chose to apply only for one-bedroomed properties.
- 3.7 Equally, it is not proposed that offers to homeless applicants be changed. Almost 90% of all homeless applicants are from single people or couples who are therefore eligible for either a one or a two-bedroomed property. Even if all one bed properties were to be allocated to homeless applicants, there would still be a shortfall and a mismatch between supply and demand. This would also significantly impact on the length of stay in temporary accommodation for homeless people as they await a suitable one bed property. Furthermore, the Council would not be able to meet its legal obligation to provide temporary accommodation to all homeless applicants, as there would be insufficient turnover to allow new people to be accommodated. After careful consideration, there are no proposals to restrict homeless single applicants and couples to one-bed properties only as this would make it impossible to meet our statutory obligation to house people who are homeless.
- 3.8 The Suspension Policy (also common with the housing associations) restricts applicants for housing from receiving offers of housing in certain circumstances. A reason for suspension is outstanding tenancy debt. In line with good practice the suspension policy recognises individual circumstances and acute housing need. It is proposed that the NAHR partners should review this policy and staff guidance in light of welfare reform. In the interim, however, it is possible that an NAC tenant who applies to the North Ayrshire Housing Register through a partner housing association, may find their application is suspended due to arrears caused wholly or in part by the under-occupation penalty.

- 3.9 The Cabinet is invited to agree to (a) improve priority for rehousing tenants by increasing the points awarded for under-occupancy to 50 per "surplus" bedroom; and (b) increase the availability of one-bedroomed properties by agreeing to the reclassification of c.300 one-bedroom amenity properties to housing for all ages

4. Implications

Financial Implications

- 4.1 There are no financial implications.

Human Resource Implications

- 4.2 There are no human resource implications.

Legal Implications

- 4.3 There are no legal implications.

Equality Implications

- 4.4 An equality impact assessment will be completed and will determine the impact on a range of stakeholders.

Environmental Implications

- 4.5 There are no environmental implications.

Implications for Key Priorities

- 4.6 There are no implications for key priorities.

5. Consultations

- 5.1 It is proposed that consultation on the proposed changes to the allocation policy and reclassification of properties is carried out in line with the Council's Tenant Participation Strategy and statutory obligations.

6. Conclusion

- 6.1 There is the potential for a significant increase in demand from housing applicants and current tenants for one bedroom accommodation as a result of the introduction of the DWP bedroom criteria.

- 6.2 The proposals contained within this report to increase points for under-occupancy and reclassify c.300 amenity properties aim to help mitigate the impacts of the under-occupation penalty. It must, however, be recognised that there is a fundamental mismatch between the size of properties within North Ayrshire social housing stock, and the size of tenant and applicant households, which change to the allocation policy cannot resolve.



IONA COLVIN

Corporate Director (Social Services and Health)

Reference : CN/KS

For further information please contact Carol Nelson, Divisional Housing Manager on telephone number 01294 310174.

Background Papers

None

NORTH AYRSHIRE COUNCIL

Agenda Item 7

30 April 2013

Cabinet

Subject: Council Plan Action Plan 13/14, Performance Management Strategy Action Plan 13/14

Purpose: To advise on the Council Plan Action Plan 13/14 and the Performance Management Strategy Action Plan 13/14

Recommendation: That the Cabinet agrees to (a) approve the Council Plan Action Plan 13/14 and the Performance Management Strategy Action Plan 13/14; and (b) refer the Report to the Scrutiny and Petitions Committee for its consideration.

1. Introduction

- 1.1 On 19 September 2012 the Council approved the revised 2012/17 Council Plan which is a high level summary of how it will deliver its priorities .
- 1.2 The Council Plan sets out the Council's aims and ambitions over the next five years and its vision for North Ayrshire. It provides information on the Council's response to the Christie Review on Public Service Reform and on its links to the Single Outcome Agreement. The vision contains four themes linked to the Council's four core objectives which are:
 - Regenerating our communities and increasing employment
 - Protecting vulnerable people
 - Improving educational attainment
 - Operating more efficiently and effectively
- 1.3 On the 4 April 2012 the Council approved the Performance Management Strategy 2012/15 and endorsed the ambitious vision that, *by 2014, the Council will have sector-leading performance management systems and a supporting culture in place.*
- 1.4 Progress on the Council Plan and Performance Management Strategy has been reported through Action Plans on a six monthly basis to Cabinet and the Scrutiny and Petitions Committee.

2. Current Position

Council Plan Action Plan 2013/14

- 2.1 The annual Action Plan has been updated for 13/14 in consultation with Services. The Action Plan is attached at Appendix 1.
- 2.2 The purpose of the Action Plan is to provide a brief overview of the indicators and actions planned over the next year to deliver the four corporate objectives. It will be monitored through Covalent and reported to Elected Members on a six monthly basis.
- 2.3 The actions contained within the Council Plan Action Plan are specific to the Council. In addition, the Council will take forward a number of joint actions with CPP partners and these are contained within the Single Outcome Agreement (SOA).
- 2.4 As the lead partner, responsible for ensuring all CPP partners contribute to the SOA, the Council will take forward a specific action to assist CPP partners to start to make joint planning and budgeting decisions to address the needs of residents in North Ayrshire. This action supports some of the new partnership actions within the Performance Management Action Plan.
- 2.5 The indicator - *Percentage of municipal refuse recycled and composted* - has been amended to *Percentage of household refuse recycled and composted* . This reflects the change updated by Audit Scotland. Only household waste is now used to measure Scotland's progress towards the recycling targets.
- 2.6 The indicator- *Total population* - has been added to the Council Plan Action Plan to reflect Council activity to halt and reverse the projected declining population of North Ayrshire

Performance Management Strategy Action Plan 13/14

- 2.7 The annual Action Plan at **Appendix 2** sets out the actions that will contribute to the vision *by 2014, the Council will have sector-leading performance management systems and a supporting culture in place* . A number of actions have been drawn from the 13/14 Service Plans.
- 2.8 All Services have demonstrated their commitment to performance management within their Service Plans.
- 2.9 A partnership theme has been added to the Performance Management Strategy Action Plan to reflect the significant partnership improvement activity that is taking place.

Reporting

- 2.10 Six monthly progress reports will be presented to the Extended Corporate Management team (ECMT), Cabinet and Scrutiny and Petitions Committee.

3. Proposals

- 3.1 The Cabinet is asked to (a) approve the Council Plan Action Plan 13/14 and the Performance Management Strategy Action Plan 13/14 and (b) refer the report to the Scrutiny and Petitions Committee for its consideration.

4. Implications

Financial Implications

- 4.1 There are no financial implications from this report.

Human Resource Implications

- 4.2 There are no human resource implications from this report.

Legal Implications

- 4.3 There are no legal implications from this report.

Equality Implications

- 4.4 There are no equality implications from this report.

Environmental Implications

- 4.5 There are no environmental implications from this report.

Implications for Key Priorities

- 4.6 The Action Plans articulate how the Council's objectives will be delivered.

5. Consultations

- 5.1 There has been consultation through the ECMT on this report and with all Council Services on the Action Plans.

6. Conclusion

- 6.1 The purpose of the Council Plan and Performance Management Strategy 13/14 Action Plans is to provide a brief overview of the actions planned over the next year to deliver the four corporate objectives and the actions that will contribute to the Performance Management Strategy vision. They will be monitored through Covalent and reported to Elected Members on a six monthly basis.



ELMA MURRAY
Chief Executive

Reference :

For further information please contact Anne Todd, Policy and Performance Officer on telephone number 01294 324140

Background Papers

Council Plan 2012/17

Performance Management Strategy 2012/15

North Ayrshire Council Plan Action Plan 2013/14

Council Core Objective	1	Regenerating our communities and increasing employment
Indicators	1	Number of new businesses per 10,000 working age population
	2	Percentage of working age population in employment
	3	Number of Economic Development clients moving into work
	4	Dependency ratio of working age population in employment
	5	Total population
	6	Percentage of Council dwellings meeting the Scottish Housing Quality Standard
	7	No of active volunteers who have participated in training

	Actions <i>What changes and improvements are we going to make?</i>	Lead <i>Who has lead responsibility?</i>
1.1	Develop a strategy and action plan to halt and reverse the projected declining population of North Ayrshire	Development and Environment
1.2	Continued Implementation of the Economic Development and Regeneration Strategy for North Ayrshire (5 Year Action)	Development and Environment
1.3	Deliver current Employability programmes, continue to secure funding and ensure proper closure of European funded programmes.	Development and Environment
1.4	Work with Irvine Bay URC to develop life sciences offer and support the continued development of the Enterprise Area (5 year Action)	Development and Environment
1.5	Support the delivery of an 'Invest in North Ayrshire' approach	Development and Environment
1.6	Work with the Scottish Government to deliver the next generation broadband investment programme	Development and Environment

	Actions <i>What changes and improvements are we going to make?</i>	Lead <i>Who has lead responsibility?</i>
1.7	Deliver the expanded Modern Apprenticeship programme in conjunction with Skills Development Scotland (SDA).	HR and OD (Finance and Corporate Services)
1.8	Continue to deliver on town centre regeneration including Kilbirnie, Irvine and Saltcoats and the development of plans for other key towns <i>(5 year action)</i>	Development and Environment
1.9	Formally adopt the Local Development Plan for North Ayrshire	Development and Environment
1.10	Develop a new Local Transport Strategy for implementation in 2014	Development and Environment
1.11	Encourage and support an asset based community development approach to increase the capacity of communities in North Ayrshire	Education and Skills
1.12	Develop and deliver core skills programmes across schools and communities to enhance employability and achievement <i>(5 year action)</i>	Education and Skills
1.13	Support individuals to participate in community based volunteering activities	Education and Skills
1.14	Ensure the successful delivery of the following Council house building projects <i>(5 year action)</i> : <ul style="list-style-type: none"> • Redstone Avenue, Kilwinning • Copeland Crescent, Millport • John Galt Primary School site, Irvine • Stevenston Institute, Largs 	Social Services and Health

Council Core Objective	2	Protecting Vulnerable People
Indicators	1	Percentage of people aged 65+ with intensive needs receiving care at home
	2	Percentage of families placed on the child protection register who have previously been deregistered within 12 months
	3	Number of homeless presentations

	Actions <i>What changes and improvements are we going to make?</i>	Lead <i>Who has lead responsibility?</i>
2.1	Develop Money Matters to prepare and support individuals and families who will be affected by Welfare Reform, with a specific focus on identifying and supporting the most vulnerable in North Ayrshire	Social Services and Health
2.2	Contribute to the reduction of fuel poverty and increase energy efficiency within the North Ayrshire housing stock by implementing a programme of loft, cavity and external wall insulation measures	Social Services and Health
2.3	Lead the Council's approach and implementation of the Welfare Reform Act 2012.	Finance and Corporate Support
2.4	Plan and manage for the housing related implications of Welfare Reform to include mitigating the impact for tenants, homeless clients and HRA Business Plan	Social Services and Health
2.5	Implement early years intervention and prevention programme (<i>5 year action</i>)	Integrated Children's Services Plan Steering Group
2.6	Implement the National Assessment Toolkit across all Children and Families fieldwork teams.	Social Services and Health

	Actions <i>What changes and improvements are we going to make?</i>	Lead <i>Who has lead responsibility?</i>
2.7	Increase the provision of free early years education and care for three and four year-olds and looked after two year olds, consistent with the level of financial provision granted by the Scottish Government	Education and Skills
2.8	Implement national physical activity guidelines for early years through Play Strategy with parents, early years establishments and schools	Education and Skills
2.9	Support vulnerable children (8-16 years) through mentoring and involvement in community	Social Services and Health
2.10	Deliver the North Ayrshire ' <i>Fit for the Future</i> ' 2010-15 Strategy outcomes (5 year action)	Education and Skills
2.11	Review and further develop, where appropriate, the Outdoor Access Strategy and Core Paths Plans.	Development and Environment
2.12	Implement Employee Health Improvement Programme	Democratic and Administration Services
2.13	Implement the Anti-social Behaviour Strategy and Action Plan 2013-14 (<i>5 year action</i>)	Social Services and Health
2.14	Monitor the outcomes achieved by the multi agency domestic abuse team (<i>5 year action</i>)	Social Services and Health
2.15	Implement Year Three of Road Safety Plan 2011-15	Development and Environment
2.16	Implement the personalisation model across Mental Health, Learning Disability, Independent Living Services, and Children with a disability.	Social Services and Health
2.17	Launch and implement new North Ayrshire Older Person Housing Strategy 2012-15	Social Services and Health
2.18	Support vulnerable living at home through Telecare solutions to minimise risk and promote independence	Social Services and Health

	Actions <i>What changes and improvements are we going to make?</i>	Lead <i>Who has lead responsibility?</i>
2.18	Implement recruitment campaign to increase the availability of foster placements for children needing to be 'looked after'	Social Services and Health
2.19	Take action to prevent homelessness and reduce homeless presentations (<i>5 year action</i>)	Social Services and Health
2.20	Implement Equality Action Plan 2013/14	Democratic and Administration Services
2.21	Continue to develop the Flood Protection Scheme for the Upper Garnock Valley	Development and Environment

Council Core Objective	3	Improving Educational Attainment
Indicators	1	5 or more awards at SCQF Level 3 or better (by end of S4)
	2	5 or more awards at SCQF Level 4 or better (by end of S4)
	3	5 or more awards at SCQF Level 5 or better (by end of S4)
	4	3 or more awards at SCQF Level 6 or better (by end of S5)
	5	Percentage of school leavers going into employment, education or training
	6	Pupil attendance rates
	7	Number of school exclusions
	8	Percentage of young people choosing to stay on to S5
	9	Looked after young people's average tariff score at S4
	10	Average tariff score at S4

	Actions <i>What changes and improvements are we going to make?</i>	Lead <i>Who has lead responsibility?</i>
3.1	Ensure consistent and effective implementation of Curriculum for Excellence across all North Ayrshire Council educational establishments <i>(5 year action)</i>	Education and Skills
3.2	Build capacity to allow school leavers to make effective transitions into sustained employment , education or training <i>(5 year action)</i>	Education and Skills
3.3	Improve the attainment levels of North Ayrshire pupils across all age groups	Education and Skills
3.4	Strengthen partnership arrangements with Social Services and Health to ensure improved outcomes for vulnerable young people and their families	Education and Skills
3.5	In partnership with the new Ayrshire College, HE and employers, develop and deliver a range of programmes to ensure school leavers are able to progress to a positive post school destination.	Education and Skills

Council Core Objective	4	Operating More Efficiently and Effectively
Indicators	1	Level of unearmarked reserves as a percentage of revenue budget
	2	Absence Management - Average rate of days lost per employee
	3	Procurement capability assessment level
	4	Percentage of Council buildings suitable for their use
	5	Percentage of roads network that should be considered for maintenance treatment
	6	Percentage of household refuse recycled and composted
	7	Carbon emissions of CO ² in tonnes
	8	Capital expenditure - Actual expenditure as a percentage of budgeted expenditure
	9	SOCTIM Better Connected rating for website
	10	Percentage of Council tax collected

	Actions <i>What changes and improvements are we going to make?</i>	Lead <i>Who has lead responsibility?</i>
4.1	Develop a Sustainable Energy Management Strategy for North Ayrshire	Development and Environment
4.2	Develop long term financial planning for the General Fund Revenue Budget incorporating outcome based budgeting. <i>(5 year action)</i>	Finance and Property (Finance and Corporate Services)
4.3	Finalise the review of the Maximising Attendance procedure	HR and OD (Finance and Corporate Services)
4.4	Continued implementation of the Waste Management Strategy 2012/16 and Action Plan 2013/14 to achieve national and international waste and recycling targets	Development and Environment

	Actions <i>What changes and improvements are we going to make?</i>	Lead <i>Who has lead responsibility?</i>
4.5	Continue to implement the improvement plan for Building Services	Development and Environment
4.6	Analyse journeys and use of transportation through the transport hub	Development and Environment
4.7	Develop a shared services model for the Roads Service within Ayrshire	Development and Environment
4.8	Deliver the annual road network improvement programme	Development and Environment
4.9	Implement the 'hub and spoke' catering model	Development and Environment
4.10	Develop and implement a long term transformational Change Programme to address demographic and financial challenges <i>(5 year action)</i>	Democratic and Administration Services
4.11	Develop a People Management Strategy which supports change and organisational performance.	HR and OD (Finance and Corporate Services)
4.12	Implement the Customer Services Strategy	HR and OD (Finance and Corporate Services)
4.13	Review and implement the Council's ICT Strategy Action Plan and improve our focus on the citizen	HR and OD (Finance and Corporate Services)
4.14	Drive implementation of the Performance Management Strategy 2012-15 <i>(5 year action)</i>	Democratic and Administration Services

	Actions <i>What changes and improvements are we going to make?</i>	Lead <i>Who has lead responsibility?</i>
4.15	Monitor and evaluate the implementation of the Council's Communications Strategy <i>(5 year action)</i>	Democratic and Administration Services
4.16	Implement the Council's Office Accommodation Strategy including the development of Bridgegate and Cunninghame House.	Finance and Property (Finance and Corporate Services)
4.17	Continue to develop the Council's approach to asset management, optimising the use of assets whilst ensuring the needs of Council services and the wider community are met.	Finance and Property (Finance and Corporate Services)

Performance Management Strategy Action Plan 2013/14

Number	Theme	CMT Lead/Owner	Timescale
1.	Leadership and vision for North Ayrshire		
1.1	Co-ordinate and support the implementation of the CPP Audit Improvement Plan	Head of Service (Democratic & Administration Services)	31 March 2014
1.2	Implement Council Plan 2012-17	Head of Service (Democratic & Administration Services)	31 March 2014
1.3	Develop and implement a long term change programme to match with future funding gap, service demand projections and align with national public service reform agenda.	Head of Service (Democratic & Administration Services))	31 March 2014
2	Partnership Working		
2.1	Co-ordinate and support the implementation of the SOA 2013-17	Head of Service (Democratic & Administration Services)	31 March 2014
2.2	Monitor the project plan for the implementation of the neighbourhood approach	Corporate Director (Social Services and Health)	31 March 2014
2.3	Monitor the actions within the CPP Audit and Childrens' Services Inspection Improvement Plan	Corporate Director (Social Services and Health)/Head of Service (Democratic & Administration Services)	31 March 2014
2.4	Develop and implement a multi agency self assessment programme	Head of Service (Democratic & Administration Services)	31 March 2014
2.5	Develop a CPP leadership programme	Head of Service (Democratic & Administration Services)	31 March 2014
2.6	Develop a partnership approach to tackling health inequalities	Corporate Director (Social Services and Health)	31 March 2014
2.7	Further develop working arrangements with the Third Sector Interface to promote social innovation through the Partners for Change programme	Head of Service(Community and Culture)	31 March 2014
3.	Developing capacity for improvement		

Performance Management Strategy Action Plan 2013/14

Number	Theme	CMT Lead/Owner	Timescale
3.1	Develop and implement an Elected Member Development programme	Head of Service (Human Resources and Organisational Development)	31 March 2014
3.2	Continue to implement High Impact Leadership programme	Head of Service (Human Resources and Organisational Development)	31 March 2014
3.3	Provide a wide variety of learning initiatives to support the on going development of employees focusing on skills, knowledge and behaviour.	Head of Service (Human Resources and Organisational Development)	31 March 2014
4.	Embedding performance management and continuous improvement		
4.1	Undertake a Council wide PSIF self assessment	Head of Service (Democratic & Administration Services)	30 September 2013
4.2	Support Services in undertaking a proportionate programme of self – assessment activities	Head of Service (Democratic & Administration Services)	31 March 2014
4.3	Lead on the Council Wide Recognised for Excellence Submission (R4E)	Head of Service (Democratic & Administration Services)	31 March 2014
4.4	Continue to develop Performance Management Frameworks within all services across the Council	Head of Service (Democratic & Administration Services)	31 March 2014
4.5	Develop new performance management framework to take account of the new Scottish Social Housing Charter	Head of Community Care and Housing (SS&H)	31 March 2014
5.	Identifying and implementing best practice		
5.1	Increase the use of benchmarking including the SOLACE Improving Local Government indicators as a way of raising quality standards and improving performance across the Council.	Head of Service (Democratic & Administration Services)	31 March 2014
6.	Acknowledging and celebrating success		

Performance Management Strategy Action Plan 2013/14

Number	Theme	CMT Lead/Owner	Timescale
6.1	Promote and support external Excellence awards	Head of Service (Democratic & Administration Services)	31 March 2014
6.2	Reinforce and promote 'North Ayrshire Achieves' as a means of celebrating and rewarding individual or team contributions, good practice, etc.	Head of Service (Human Resources and Organisational Development)	31 March 2014
7.	Developing performance management systems		
7.1	Drive the Covalent Development Group to meet demand from Services to use Covalent	Head of Service (Democratic & Administration Services)	31 March 2014
7.2	Deliver Covalent training programme	Head of Service (Democratic & Administration Services)	31 March 2014
7.3	Develop the potential of Covalent to reflect the contribution of a range of partners to the delivery of shared outcomes	Head of Service (Democratic & Administration Services)	31 March 2014
8.	Public performance reporting		
8.1	Support Services to fulfil the Council's Public Performance Reporting obligations by providing a balanced picture of performance	Head of Service (Democratic & Administration Services)	31 March 2014
8.2	Undertake a review of performance measures on North Ayrshire Performs	Head of Service (Democratic & Administration Services)	31 March 2014
9.	Engaging staff		
9.1	Monitor and evaluate the implementation of the Council's Communications Strategy	Head of Service (Democratic & Administration Services)	31 March 2014
9.2	Implement the Council's Employee Engagement Survey Improvement Plan and support Services to implement their Improvement Plans	Head of Service (Human Resources and Organisational Development)	31 March 2014
9.3	Develop Organisational Development interventions which support the Council's move to become a high-performing organisation through	Head of Service (Human Resources and Organisational Development)	31 March 2014

Performance Management Strategy Action Plan 2013/14

Number	Theme	CMT Lead/Owner	Timescale
	engaging employees and realising their full potential	Development)	
10.	Engaging communities		
10.1	Monitor and evaluate the implementation of the Council's Communications Strategy	Head of Service (Democratic & Administration Services)	31 March 2014
10.2	Conduct People's Panel survey and develop action plan from findings	Head of Service (Democratic & Administration Services)	31 March 2014
10.3	Conduct household survey and develop action plan from findings	Head of Service (Democratic & Administration Services)	31 March 2014
10.4	Promote the principles of community engagement and provide communities with opportunities to influence the development and delivery of services	Head of Service(Community and Culture)	31 March 2014

NORTH AYRSHIRE COUNCIL

Agenda Item 8

30 April 2013

Cabinet

Subject: **Response to Scottish Index of Multiple Deprivation (SIMD) 2012: A Business Case for Change**

Purpose: To advise the Cabinet of the response to the Scottish Index of Multiple Deprivation (SIMD) 2012.

Recommendation: The Cabinet is requested to agree (a) to endorse the Business Case for Change 2013; and (b) that the Leader of the Council and the Chief Executive use the document to make the case to the Scottish Government for continuing and additional assistance for North Ayrshire.

1. Introduction

- 1.1 At its meeting on 11 November 2009, the Council considered a report on the Scottish Index of Multiple Deprivation (SIMD) 2009, published by the Scottish Government on 29 October 2009. The Council agreed (a) to restate its commitment to tackling poverty and deprivation as a priority for all Council Services; and (b) to lobby the Scottish Government and UK Government to respond to North Ayrshire's decline, and in particular seek 'special status' recognition for the area to attract a significant increase in inward investment and support.
- 1.2 The Community Planning Partnership Board, at its meeting on 17 December 2009, endorsed the decision of the Council and agreed to co-sign the letter to both Governments when the Business Case had been prepared.
- 1.3 The Business Case was prepared over several months by a Working Group involving CPP partners. The document set out a detailed case for increased inward investment in the area. The chapters in the Business Case identified against each of the SIMD domains, where we were at the time; what we were doing well; and what more we needed.
- 1.4 At its meeting on 30 June 2010, the Council agreed to endorse the Business Case and authorised the Chief Executive to make all necessary arrangements for its submission to the Scottish and UK Governments. The Chief Executive and the Leader of the Council subsequently met with the Scottish and UK Governments and presented the Business Case.

2. Current Position

- 2.1 As a result of this lobbying for assistance, the Council received additional support including Enterprise Area Status and funding for Youth Unemployment Initiatives.
- 2.2 The latest version of the SIMD was published on 18 December 2012. Overall it indicates for North Ayrshire that deprivation remains significantly above the Scottish Average and that there are pockets of deep-rooted severe deprivation in certain areas. These require to be tackled if we are to improve North Ayrshire's position. Health in particular presents a worsening picture.
- 2.3 It was considered therefore that a review of 2010 Business Case for Change was required, but that a shorter, sharper version be produced as quickly as possible. The review has been undertaken by relevant CPP partners and a draft document is attached at Appendix 1. It provides a summary of the SIMD findings and reviews which of the previous priorities we have tackled, which still need to be tackled and any new priorities.
- 2.4 The SIMD domains of Housing and Access have not been included in the Business Case this time as their position remains the same or has improved. Although Education has improved, it is considered that there is scope for further improvement.
- 2.5 Further detailed analysis of the SIMD shows severe deprivation in specific localities. The Neighbourhood Planning Approach being developed should assist in tackling deprivation in these localities.

3. Proposals

- 3.1 The Business Case for Change document was submitted to the CPP Board on 14 March 2014. The Board noted that it was a "work in progress" and that it would also be submitted to the Cabinet of the Council. The Board (a) agreed to endorse the draft Business Case for Change 2013; (b) that it be developed further by officers; and (c) that the Leader of the Council and Chief Executive use the document to make the case to the Scottish Government for continuing and additional assistance for North Ayrshire.
- 3.2 The document has been further developed by officers. It is proposed that it now be endorsed by Cabinet and that the Leader of the Council and Chief Executive use it to make the case to Scottish Government for continuing and additional assistance for North Ayrshire.

4. Implications

Financial Implications

- 4.1 There is a requirement for additional financial assistance from Scottish Government to address the severe deprivation in North Ayrshire as indicated in the analysis of the SIMD 2012.

Human Resource Implications

- 4.2 There are no implications.

Legal Implications

- 4.3 There are no implications.

Equality Implications

- 4.4 There is a need to address the continuing local inequalities of outcome in North Ayrshire as indicated in the analysis of the SIMD 2012.

Environmental Implications

- 4.5 There are no implications.

Implications for Key Priorities

- 4.6 This report supports the key priorities in the Single Outcome Agreement of a Working North Ayrshire, a Healthier North Ayrshire and a Safe and Secure North Ayrshire.

Community Benefit Implications


- 4.7 There are no implications.

5. Consultations

- 5.1 Consultations have been held with Development Planning, Social Services and Health, Education and Skills, Strathclyde Police and NHS Ayrshire and Arran all of whom have contributed to the Business Case for Change document.

6. Conclusion

6.1 The Business Case for Change document will enable a case to be made for further assistance for North Ayrshire.



ELMA MURRAY
Chief Executive

Reference :

For further information please contact Sandra Bale, Policy and Performance Officer on telephone number 01294 324135

Background Papers

SIMD 2012

Response to SIMD 2009: A Business Case for Change

Response to Scottish Index of Multiple Deprivation (SIMD) 2012: A Business Case for Change

1. Introduction

1.1. The Scottish Government published the latest version of the Scottish Index of Multiple Deprivation (SIMD) on 18 December 2012. The SIMD is the Scottish Government's official tool for identifying those places in Scotland suffering from deprivation. It incorporates several different aspects of deprivation, combining them into a single index.

2. Local Authority Analysis

- 2.1. North Ayrshire's relative deprivation within Scotland can be measured by looking at the number of local datazones in the 5% or 15% most deprived across Scotland.
- 2.2. If North Ayrshire had average deprivation it would have 9 and 27 datazones in the 5% and 15% most deprived in Scotland respectively.
- 2.3. In 2012 of North Ayrshire's 179 datazones 12 (6.7%) were found in the 5% most deprived datazones in Scotland, 3 more datazones than would be expected.
- 2.4. In 2012 of North Ayrshire's 179 datazones 46 (25.7%) were found in the 15% most deprived datazones in Scotland, 19 more datazones than would be expected.
- 2.5. Table 1 gives a more detailed breakdown and trends over time.

Table 1 Number of North Ayrshire Datazones in most deprived 5%, 10% and 15%, 2004, 2006, 2009, 2012

North Ayrshire	2004	2006	2009	2012	Change 04 – 12	Change 09 -12
Most Deprived 0 – 5%	6	9	10	12	6	2
Most Deprived 6 – 10%	10	14	16	19	9	3
Most Deprived 11 – 15%	17	10	17	15	-2	-2
Most Deprived 0 – 15%	33	33	43	46	13	3

3. Neighbourhood Analysis

- 3.1. Within North Ayrshire the geographical spread of deprived datazones is concentrated in the Three Towns, Irvine, Kilwinning and Garnock Valley areas.

3.2. Table 2 shows the distribution of datazones in the 15% most deprived in Scotland over the period 2004 to 2009 by Neighbourhood Area.

Table 2 Number of North Ayrshire Datazones in most deprived 15% by Neighbourhood Area 2004, 2006, 2009, 2012

Most Deprived 15%	2004	2006	2009	2012	Change 04 - 12	Change 09 -12
Irvine	10	10	14	16	6	2
Kilwinning	6	4	6	5	-1	-1
Three Towns	15	16	19	19	4	0
Garnock Valley	2	3	4	6	4	2
North Coast	0	0	0	0	0	0
Arran	0	0	0	0	0	0
North Ayrshire	33	33	43	46	13	3

3.3. The Three Towns and Irvine account for the majority of deprived datazones for all versions of the SIMD and both areas have seen increases since 2004 from 15 to 19 and 10 to 16 respectively. The Garnock Valley has seen an increase from 2 to 6 datazones. Kilwinning currently has 5 datazones in the 15% most deprived in Scotland 1 fewer than in 2004. There are no datazones in the 15% most deprived in either the North Coast or Arran.

4. Domain Analysis

4.1. The SIMD can be broken down into the seven domains from which the overall Index is formed. This allows more detailed assessment of the different elements of deprivation to be analysed. Table 4 shows the distribution of North Ayrshire datazones in the 15% most deprived in Scotland across the seven domains and changes between 2009 and 2012.

Table 4 Number of North Ayrshire Datazones in most deprived 15% by Domain

Domain	2009	2012	Change 09 - 12	In to 15% most deprived	Out of 15% most deprived
Income	44	52	8	11	3
Employment	43	47	4	7	3
Health	38	53	15	20	5
Education	38	25	-13	1	14
Housing	3	3	0	0	0
Access	41	20	-21	0	21
Crime	31	38	7	16	9

4.2. The Income domain remains persistently high (=3rd highest in Scotland)

4.3. The Employment domain is still persistently high (4th highest in Scotland)

- 4.4. The Health domain has seen a large increase in number of datazones in 15% most deprived (up from 38 in 2009 to 53 in 2012), the largest increase of all local authorities across Scotland
- 4.5. The Education domain has seen a large decrease in number of datazones in 15% most deprived (down from 38 in 2009 to 25 in 2012), the largest percentage decrease of all local authorities across Scotland between 2009 and 2012 (from 21.2% to 14.0% of local datazones), albeit following a correspondingly large increase between 2006 and 2009 (from 15.6%).
- 4.6. The Access to Services domain has experienced a large fall from 41 in 2009 to 20 in 2012, mainly as a result of improvements in the drive time sub-domain (Inverclyde and Argyll & Bute also saw similar improvements).
- 4.7. The Crime domain has seen a rise in the number of datazones from 31 in 2009 to 38 in 2012.
- 4.8. The Housing domain has had no change between 2009 and 2012 as the same Census 2001 data has been used for all versions of the SIMD.

5. Conclusion

- 5.1. Following a significant increase in the number of datazones in the 15% most deprived in Scotland from 33 to 43 between 2006 and 2009 a “Business Case for Change” report was produced
- 5.2. The SIMD 2012 shows that deprivation across North Ayrshire remains higher than the Scottish average although the increase from 43 to 46 datazones in the 15% most deprived in Scotland between 2009 and 2012 is less marked than from 2006 to 2009. However it is clear that deprivation in North Ayrshire remains significantly above the Scottish average. A review of the 2010 Business Case for Change has been undertaken looking at which of the priorities from 2010 have had successful outcomes; which have still to be achieved; any new priorities arising from the results of the SIMD 2012; and action and assistance required.
- 5.3. These are detailed under the SIMD domains of Income, Employment, Health, Education and Skills, Crime and an additional section on Child Poverty. The section on Crime also includes a narrative on the implications of the establishment of the new single Police Service of Scotland on priorities.

1. Income

A. Successful Outcomes on Key Priorities Identified in Business Case for Change 2010

Key Priorities	Outcome
<ul style="list-style-type: none">▪ To work with less conspicuous groups, e.g., low paid workers and carers, to support people out of poverty and to avoid major money difficulties. This could be done through campaigns on tax credits, new savings incentives and financial capability awareness.	<p>Financial Capability has been integrated into advice casework. All advice staff required to address and report on key areas of risk for financial exclusion – lack of bank account, dependence on HP for essential household items, use of doorstep lenders and fuel poverty.</p> <p>“Financial Capability” session included in Money Matters Training Workshop schedule - available to all Social Services staff and partner organisations.</p> <p>In 2012 specialist casework introduced for financially excluded individuals who cannot be assisted via income maximisation or debt management solutions. This involves group work or one to one meetings – on topics such as budgeting, income and expenditure, control of financial / business correspondence, information on affordable credit and savings and loans.</p> <p>Financial Capability promoted to partner organisations which resulted in a successful “Big Ideas” award to carry out community research and Financial Capability workshops with front line agencies.</p> <p>Foster and Kinship Carers have access to advice on benefit and tax options to maximise income and benefits –in the case of families taking on the care of relatives this is extremely important as many are retired, in receipt of benefits or low income. Carers’</p>

<ul style="list-style-type: none"> ▪ To work with mainstream services, e.g. health, social services, housing and education to develop opportunities to address child poverty in North Ayrshire. ▪ To develop some “self-help” provision, e.g., self-assessment for financial health, frequently asked questions and links to national websites. All of this will help to address misinformation and encourage people to access good advice. ▪ We wish to build services to complement and link to national and local solutions - as they are introduced. An example would be to use the new legislation for protection of homeowners, or the new Low Income Low Asset Bankruptcy as a starting point for changing long-term borrowing habits. 	<p>financial situation is addressed through the financial assessment process for services and personalisation.</p> <p>Partnership working continues to be a feature of advice provision through access to full time “Money Matters Helpdesk” for staff, training and awareness sessions – on money, debt, welfare reform, etc.</p> <p>A good example of awareness raising is the local Child Poverty Survey. Tested in an Early Years nursery and later via schoolbag drop, the initial findings were reported within Education, Social Services, at CPP Board and CHP Forum. This has also been used as an opportunity to reach families affected by child poverty (in some areas the rate is 47%). Those participating in the survey or receiving the schoolbag letter are invited to use the Money Matters service. Trusted staff – in school / nursery – are encouraged to refer.</p> <p>Website has been improved and updated with link to Money Advice Financial Health Check. North Ayrshire worked with “Moneymadeclear” to deliver financial awareness sessions to employees. Local organisations have excellent websites which can be accessed via NAC external and internal sites.</p> <p>Participation in all new policy initiatives is supported by participation in stakeholder events, contributing to consultations, partnership working, e.g., job shadowing with Accountant in Bankruptcy staff.</p>
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	<p>North Ayrshire Council has set up a Strategy Group to prepare for the introduction of Welfare Reform. Work has been carried out to assess the (negative) impact on residents – through reduction or loss of Housing Benefit, DLA, Tax Credits, etc. Elected members, staff and partner organisations have increased awareness of Welfare Reform.</p>
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B. What priorities in 2010 have not yet achieved successful outcomes

Key Priorities	Action and Assistance Required
<ul style="list-style-type: none"> To work with less conspicuous groups, e.g., low paid workers and carers, to support people out of poverty and to avoid major money difficulties. This could be done through campaigns on tax credits, new savings incentives and financial capability awareness. 	<p>National Campaign in partnership with Financial Inclusion Champions and FSA MoneyMadedclear was not progressed due to UK government decisions to abolish Child Trust Fund payments and the “Champions” scheme.</p>

C. New priorities identified from results of SIMD 2012

Key Priorities	Action and Assistance Required
<p>To support people to maximise their disposable income in the situation that income deprivation remains persistently high. North Ayrshire has above average dependence on benefits and even those in employment are not in a secure financial position. Levels of in-work poverty is increasing* and there is little evidence of economic recovery.</p> <p><i>* Joseph Rowntree Foundation Monitoring Poverty and Social Inclusion in Scotland 2013</i></p> <p>Although the SIMD 2012 does not specifically address health inequalities, the links between poverty and ill health, debt / financial exclusion and mental health problems are well established. Recent evidence on health inequalities reinforces this. Additional costs are incurred due to ill health and disability and sick and disabled will be disproportionately affected by welfare reforms with loss of benefit income, also impacting on</p>	<p>In addition to actions outlined Section A which have had positive outcomes and will continue: -</p> <ul style="list-style-type: none"> • Prepare and support individuals and families who will be affected by Welfare Reform. • Take account of reforms to avoid poverty for Council employees – e.g. taking account of benefit rules for recruitment. • Encourage take up of entitlement among low income employees as prior claim could protect payment level against future cuts. • Encourage contractors, providers, partners and local all employers to duplicate good practice. • Support vulnerable service users through the Welfare Reform changes – acting to advise and inform carers and families of options to safeguard income. • Engage with Health partners to improve access to Money

<p>the local economy.</p> <p>NB - Clearly there are many issues – the economy, job creation, housing market, reduced local authority resources – which impact on income. The actions and assistance suggested for consideration are mainly practical measures which could increase income or reduce costs – thus improving the financial situation for individual and family.</p>	<p>Matters service: building on success of Macmillan partnership to encourage early intervention, e.g., for people with long term conditions and families of children with disability.</p> <ul style="list-style-type: none"> • Support local authority tenants affected by new rules, such as under occupancy leading to loss of Housing Benefit. • Work with landlords – to ensure similar support to their social and private tenants to prevent rent arrears and risk of homelessness. • Publicise a “rights” approach - to encourage take up of benefits, on minimum wage and employment rights – in a period of high unemployment, especially among young people, it might give workers the confidence to challenge bad employers. A rights approach can also be applied to private tenancy arrangements – to improve access to energy efficiency measures, removal of prepaid meters, etc. • Actively publicise, promote and support 1st Alliance Credit Union as North Ayrshire’s “Community Bank” - among staff, service users, tenants and North Ayrshire residents. Credit Union is a better choice for banking for people on low income – to avoid charges, manage household payments and access affordable credit. • Actively campaign for an interest cap and tighter controls on those sections of the credit industry which prey on low income financially excluded groups.
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2. Employment

A. Successful Outcomes on Key Priorities Identified in Business Case for Change 2010

Key Priorities	Outcome
Business development/regeneration	<p>Developed an Economic Development and Regeneration Strategy for North Ayrshire. Key objectives are to improve business density and tackle worklessness</p> <p>Economic Development and Regeneration strategy board put in place and action plan agreed to deliver on key objectives of the Strategy</p> <p>Enterprise Area status achieved covering life sciences sector</p>
Employability	<p>Employability:</p> <p>Additional funding received through ESF/ERDF to implement Employability Skills pipeline</p> <p>To date since 1 April 2011 over 3500 unemployed beneficiaries supported with over 1500 moving into employment through skills pipeline</p>
Youth Employment	<p>Youth employment</p> <p>Youth employment strategy developed</p> <p>New programmes set up and significant resources allocated to tackle youth unemployment:</p>

	<ul style="list-style-type: none"> • YES programme (153 supported into work) • Modern apprenticeship programme (123 into MA) • Council's internal Modern Apprenticeship programme (??) • Youth Entrepreneurial programme set up to assist youngsters set up their own businesses (target 53 new businesses) • Social media programme: training unemployed youngsters to deliver social media solutions to local companies
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B. What priorities in 2010 have not yet achieved successful outcomes

Key Priorities	Action and Assistance Required
<p>Despite, the efforts highlighted above North Ayrshire continues to have the highest unemployment and youth unemployment in Scotland.</p> <p>Key priorities are to continue to deliver the employability services that tackle these issues. Since the onset of the recession in 2008 North Ayrshire has had a 70% increase in claimant unemployment, smaller than most LAs in Scotland. This will be partly because of the employability services delivered by NAC and its CPP Partners. However over the last year there has been a significant deterioration of North Ayrshire's position with an increase of 4.6% compared to a fall across Scotland of 4.0%. In a changing landscape it is important to review these services to ensure they are still appropriate to the changing nature of the economy</p> <p>Essentially, the continued priorities for the area are set out in the</p>	<p>To achieve the priorities set, a step change is required both in terms of resources and the way these resources are targeted.</p> <p>Additional resources are needed to create demand for labour.</p> <p>In terms of employability and labour supply:</p> <ul style="list-style-type: none"> • We will review employability and skills pipeline and develop an NA labour market strategy for next 3-5 years taking into account welfare changes etc. Important to understand role of the work programme • We will continue to focus on youth employment and continue and enhance existing programmes • Focus on the skills required by businesses and work with SDS and Regionalised colleges to ensure supply matches demand from businesses

<p>ED&R strategy:</p> <ul style="list-style-type: none"> The number of job opportunities is increased through a co-ordinated approach that encourages start up, supports existing businesses to grow and attracts new businesses to North Ayrshire An accessible and seamless pathway of services into sustainable employment to help workless residents, including young people is provided 	<ul style="list-style-type: none"> Need clarity from partners e.g., on welfare reform and impact this will have on NA <p>To achieve this will require additional resources commensurate with the issues to be tackled and improved joint/partnership working across agencies to ensure resources are targeted properly with outcomes clearly defined.</p>
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C. New priorities identified from results of SIMD 2012

Key Priorities	Action and Assistance Required
<p>As previous, Key priorities are the same as those contained within the ED&R strategy, SOA and are to increase business base and tackle worklessness:</p> <p>Focus on:</p> <ul style="list-style-type: none"> Creating the demand for labour by attracting and retaining high-value business Youth employment But recognise that there is a growing problem with age 25+ unemployment, particularly those who are unemployed for more than 12 months Targeting disparity within local authority area – focussed approach on areas with highest unemployment <p>Business specific priorities:</p> <ul style="list-style-type: none"> Improve North Ayrshire as a destination for inward 	<p>To achieve this additional resources are required commensurate with task in hand. This will include additional financial resources but also better partnership working and more integrated service delivery across partners.</p> <p>The work coming from ED&R board will be crucial in tackling these issues particularly in stimulating demand for employment.</p> <p>Perhaps area focussed approaches are required/ should be piloted to develop new approaches to tackling employability.</p> <p>Improved offer /marketing Investment in business premises</p>

investment <ul style="list-style-type: none"> • Improve business start-up rate • Grow existing businesses 	Improved partnership working across key business development agencies.
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3. Health

A. Successful Outcomes on Key Priorities Identified in Business Case for Change 2010

Key Priorities	Outcome
Increasing community capacity and participation, working effectively with partners to develop resilience, self-management, recovery and well-being in communities.	<p>The community development approach has been sustained and successfully developed through programmes of work such as</p> <ul style="list-style-type: none"> Reshaping care for older people ABCD project Keepwell Jumpstart Childsmile Green gym ADP recovery programme Adult learning programme Pharmacy medicine management programme Carers Centre support Choose life suicide training <p>This also links to our commitment to taking a small area approach to ensure needs are met.</p>
Targeting interventions in areas of deprivation	School nurse health and well-being drop in sessions

B. What priorities in 2010 have not yet achieved successful outcomes

Key Priorities	Action and Assistance Required
<p>Reducing emergency unplanned hospital and care home admissions. The current position is that:</p> <ul style="list-style-type: none"> • We have one of the highest rates of emergency admissions and readmissions in Scotland across all age groups. • Length of stay has been decreasing and we have one of the best records in Scotland against delayed discharge targets. • District General Hospitals have been particularly busy, including beds in other units to take emergencies. • Performance against the 4 hour standard in Accident & Emergency is low (88% vs 98% in Scotland) • Redesigning the A&E departments and both hospitals, including Combined Assessment Units. • North Ayrshire has a very high demand for care home places. 	<p>Implement the 10 Year Joint Commissioning Strategy to reshape care for older people.</p> <p>We believe that a high number of emergency admissions related to the long term impact of alcohol and drugs misuse and to the cumulative impact of living in deprivation. However, we need to do further work to explore the factors that have led to the current high levels of admissions and readmissions.</p> <p>We have identified two factors that have a significant impact on demand for older people's services in North Ayrshire:</p> <ol style="list-style-type: none"> 1) Levels of deprivation in Irvine and the Three Towns area have resulted in people experiencing poor health at a relatively early age and therefore requiring intensive support services. 2) In the more affluent areas of the North Coast and Arran there is a very elderly population, which is increased by people moving to retire there. <p>Demand for care at home services has risen by 16% over the past year, reflecting an increase in whole system demand. This is despite change fund resources being successfully applied to transform services.</p> <p>In addition to continuing service transformation there is a fundamental need to review and increase the base budget for older people's services. We will struggle to meet the 4 week delayed discharge target without exceeding our current budget and will certainly not manage to meet the further reduction to 2 weeks.</p>

C. New priorities identified from results of SIMD 2012

Key Priorities	Action and Assistance Required
<p>Focus on localities and inequality of outcome alongside multi-faceted deprivation and co-morbidity of deprivation factors</p> <p>Use the neighbourhood planning approach to identify areas requiring intensive and targeted interventions.</p> <p>Use integration of health and social services to support early intervention and prevention approaches with most vulnerable service users, carers and families.</p> <p>Focus on the poverty and unemployment as key factors impacting on health</p>	<p>Whilst we have had a high degree of success in reducing the numbers of children involved in offending, the numbers of children in need of care and protection continues to increase. Child protection activity has doubled in the last year. The Council is already funding a significant early intervention and prevention programme.</p> <p>In addition to the work already being undertaken we need to develop a better understanding of how we can tackle inequalities and improve the life chances of those living in the most severe deprivation, particularly children.</p> <p>We need resource to help us develop an inequalities strategy and models of change.</p> <p>The areas we would wish to focus on include:</p> <ul style="list-style-type: none"> • Employability initiatives for those furthest from the labour market and for those for whom ill-health is a potential barrier to entering the labour market. • Creation of a health inequalities team which would develop and implement a targeted active outreach approach in neighbourhoods and develop sustainable community resilience using asset based co-production approaches, working with communities and the third sector. • Increasing access to the Money Matters service for the most deprived communities. • Linked to the integration of Health & Social Care, increase access to Money Matters services from people suffering from long-term conditions.

4. Education & Skills

A. Successful Outcomes on Key Priorities Identified in Business Case for Change 2010

Key Priorities	Outcome
Continue to fund and fully implement the 'Early Years Framework' and the 'Parenting and Family Support Strategy' to prevent more severe challenges for the Council within the next decade in terms of disadvantaged and disaffected young people.	<p>The 'Early Years' agenda has been given a very high profile by elected members and senior management within North Ayrshire and the North Ayrshire Single Outcome Agreement 2012/13 contains a clear commitment to provide a nurturing early environment for vulnerable young children and to improve their life chances. Two of the four core objectives in North Ayrshire Council Plan are protecting vulnerable people and improving educational attainment and the implementation of the Early Intervention and Prevention Programme and the review of Early Years provision have been crucial to achieving these objectives.</p> <p>The Council has committed significant levels of funding to early years intervention and prevention for the three years from 2012 to 2015 which has been mapped against the proposals of the Early Years Action Plan.</p> <p>A key strength identified during Education and Skills VSE exercise was the effective early years work being undertaken by the service. This has led to effective prevention and early intervention across the sector and within communities. Much of this work was considered by Education Scotland as innovative practice.</p> <p>Multi-agency Partnership Forums are now in place across all localities to service children and young people in need from early years to 16+. This structure allows integrated</p>

<p>Deliver improved attainment and achievement leading to more positive post school destinations.</p>	<p>assessments to be completed and action plans to be drawn up to address identified issues in keeping with GIRFEC principles. As a result, support packages have been put in place for large numbers of children and young people.</p> <p><u>Awards in S4</u></p> <p>The percentage of pupils in North Ayrshire achieving awards at Level 3 in both English and mathematics improved between 2008 and 2012, from 90% to 97%. The percentage of pupils in North Ayrshire achieving five or more awards at Level 3 increased between 2008 and 2012, from 88% to 97%. The percentage of pupils achieving five or more awards at Level 4 increased from 68% to 77% between 2008 and 2012. The percentage of pupils in North Ayrshire achieving five or more Awards at Level 5 increased from 26% in 2008 to 30% for 2012 with fluctuations during that period.</p> <p><u>National Qualifications in S5</u></p> <p>The percentage of pupils in North Ayrshire achieving one or more awards at Higher increased from 31% in 2008 to 42% in 2012. The percentage of pupils in North Ayrshire achieving three or more awards at higher increased progressively from 19% to 23% between 2008 and 2012. The percentage of pupils in North Ayrshire achieving five or more awards at Higher has increased from 8% to 11% between 2008 and 2012.</p> <p><u>School Leaver Destinations</u></p>
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	<p>In North Ayrshire, 89.7% of 2011/12 school leavers are in a positive destination, down from 90.7% in 2010/11, which was a record level for our authority and well above the national average of 2011. In North Ayrshire the proportion of young people entering FE and HE has been consistently over the national average, from 67.4% in 2009/10 to 68.7% in 2010/11 and 66.3% in 2011/12.</p> <p>There has been a slow but steady increase in North Ayrshire of school leavers entering employment. In North Ayrshire, 17.7% of leavers entered employment in 2011/12, compared to 15.4% in 2010/11 and 13.3% in 2009/10. In 2011/12, in North Ayrshire, 5.0% of leavers entered training – slightly higher than the national figure – 4.6%.</p> <p>In North Ayrshire the percentage of leavers who are unemployed and seeking work has risen to 8.7% in 2011/12 from 8.1% in 2010/11. This is only 0.3%% higher than the Scottish rate in 2011/12 which is 8.4%.</p>
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B. What priorities in 2010 have not yet achieved successful outcomes

Key Priorities	Action and Assistance Required
<p>It is widely recognised that there has been steady and sustained improvement in learners' attainment and achievement in the Authority over the last five years. However, in most measures of performance in SQA examinations, the Council performed below the national average and less well than comparator authorities.</p>	<p><u>Awards in S4</u></p> <p>The percentage of pupils in North Ayrshire achieving awards at Level 3 in both English and mathematics improved between 2008 and 2012, from 90% to 97%. In the same period the average for the family of authorities decreased from 94% to 92%. The national percentage for this measure has increased from 92% to 94%.</p> <p>The percentage of pupils in North Ayrshire achieving five or more awards at Level 3 increased between 2008 and 2012, from 88% to 97%. In the same period the average for the family of authorities increased from 93% to 94%. The national percentage for this measure has increased from 91% to 94%.</p> <p>The percentage of pupils achieving five or more awards at Level 4 increased from 68% to 77% between 2008 and 2012. In the same period 2008 to 2012 the average for the family of authorities increased from 77% to 80%. The national percentage increased from 76% to 80%.</p> <p>The percentage of pupils in North Ayrshire achieving five or more Awards at Level 5 increased from 26% in 2008 to 30% for 2012 with fluctuations during that period. The average for the family of authorities has increased from 31% in 2008 to 34% for 2012 with fluctuations during that period. The national percentage for this measure has increased from 34% to 37%.</p>

	<p><u>National Qualifications in S5</u></p> <p>The percentage of pupils in North Ayrshire achieving one or more awards at Higher increased from 31% in 2008 to 42% in 2012. In the same period the average for this family of authorities increased from 34% to 44%. The national percentage for this measure increased by 1% from 39% to 46%.</p> <p>The percentage of pupils in North Ayrshire achieving three or more awards at higher increased progressively from 19% to 23% between 2008 and 2012. In the same period the average for the family of authorities increased from 19% to 24%. The national percentage for this measure also increased from 22% to 27%.</p> <p>The percentage of pupils in North Ayrshire achieving five or more awards at Higher has increased from 8% to 11% between 2008 and 2012. In the same period the average for the family of authorities increased from 8% to 10%. The national percentage for this measure also increased from 10% to 13%.</p> <p><u>Action and Assistance Required</u></p> <p>Improvements in attainment and achievement over the last 5 years suggest that the increased investments of targeted programmes of Education and Skills services to address educational underachievement, school participation and improved opportunities for school leavers are having a measure of success. These should be continued and sustained financially.</p>
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C. New priorities identified from results of SIMD 2012

Key Priorities	Action and Assistance Required
<p>In North Ayrshire, 89.7% of 2011/12 school leavers are in a positive destination, down from 90.7% in 2010/11.</p>	<p>Across Scotland, just under 90% of 2012 school leavers are in positive destinations (higher education, further education, employment, voluntary work or training). This is up from 88.9% in 2010/11. In North Ayrshire, 89.7% of 2011/12 school leavers are in a positive destination, down from 90.7% in 2010/11, which was a record level for our authority and well above the national average of 2011. Since 2007, there has been a significant increase in the number of our young people choosing to stay on in school beyond S4.</p> <p>The proportion of young people across Scotland entering further or higher education has risen from 62.8% in 2009/10 to 64.1% in 2011/12. In North Ayrshire, over the same period, the proportion of young people entering FE and HE has been consistently over the national average, from 67.4% in 2009/10 to 68.7% in 2010/11 and 66.3% in 2011/12.</p> <p>There has been a slow but steady increase nationally and in North Ayrshire of school leavers entering employment. Across Scotland, 19.8% of leavers entered employment in 2011/12, up from 19.3% in 2010/11, and 18.5% in 2009/10. In North Ayrshire, 17.7% of leavers entered employment in 2011/12, compared to 15.4% in 2010/11 and 13.3% in 2009/10. In 2011/12, in North Ayrshire, 5.0% of leavers entered training – slightly higher than the national figure – 4.6%.</p>

	<p>In North Ayrshire the percentage of leavers who are unemployed and seeking work has risen to 8.7% in 2011/12 from 8.1% in 2010/11. This is only 0.3%% higher than the Scottish rate in 2011/12 which is 8.4%. The number of our young people (18 – 24) claiming Job Seeker's Allowance is proportionately the highest in Scotland.</p> <p><u>Action Undertaken:</u> We have further built on the capacity of schools to support leavers make effective transitions into positive, post-school destinations. 16+ co-ordinators in all secondary schools have developed programmes of employers visits, mock interviews, cv preparation and information sessions on further and higher education to ensure that pupils are fully informed on all options. Young people are increasingly better prepared for their post-school transitions.</p> <p><u>Assistance Required:</u> Support to ensure availability of long-term sustainable employment opportunities for school leavers to help prevent and reduce youth unemployment in North Ayrshire.</p>
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Crime

A. Successful Outcomes on Key Priorities Identified in Business Case for Change 2010

Key Priorities	Outcome
<ul style="list-style-type: none">Community Policing Teams	<ul style="list-style-type: none">The introduction of the Integrated Service Delivery Model (ISDM) brought with it more Community Policing Officers. As a result, our customer satisfaction has increased in both the Strathclyde Police and People's Panel consultation
<ul style="list-style-type: none">Safer Streets – (Festive Period)	<ul style="list-style-type: none">The Festive Safer Streets initiative has seen a reduction in violent crime, anti-social behaviour and indecencies over the last two years.As part of Safer Streets, we also targeted repeat offenders for noisy parties, domestic violence and the personal safety of young people with their partners. This assisted in the reduction of violent crime across North Ayrshire.
<ul style="list-style-type: none">Campus Officers	<ul style="list-style-type: none">Through our Campus Police Officers, we have changed the way we deliver this service by targeting locally identified issues through national and local projects such as No Knives Better Lives and Aces Community Education & Sport (ACES).
<ul style="list-style-type: none">Domestic Violence	<ul style="list-style-type: none">The introduction of MADART (Multi-Agency Domestic Abuse Response Team) in North Ayrshire brought new partnerships with Social Services, Housing and ASSIST through which we have provided an improved service to victims and have achieved better management of offenders.

	<ul style="list-style-type: none"> • This process has also brought about a significant reduction in referrals to SCRA whilst increasing the scope and number of referrals to the Early & Effective Interventions Coordinator (EEI). • The commitment locally of Strathclyde Police in conjunction with the Violence Against Women Partnership to the national White Ribbon Campaign has raised the public consciousness of this important issue through a number of public events.
<ul style="list-style-type: none"> • Mobile Stadium 	<ul style="list-style-type: none"> • This resource is now an integral part of the work of the Multi-Agency Problem Solving Group (MAPSG) and is used along with the Mobile Youth Centre to tackle youth disorder and anti-social behaviour.
<ul style="list-style-type: none"> • Registered Sex Offenders 	<ul style="list-style-type: none"> • Offender Management Unit are based in Irvine Police Office. They conduct joint visits with Community Policing Team's to engage with RSO's. Working closely with Council's Serious Offender Liaison Officer and Criminal Justice Social Work to monitor and manage offenders in the community. • During the past 6 months a Proactive unit has been formed locally to target RSOs intent on re-offending in our Community.

B. What priorities in 2010 have not yet achieved successful outcomes

Key Priorities	Action and Assistance Required
<ul style="list-style-type: none">• Licensing	<ul style="list-style-type: none">• The partnership with the new Licensing Board will look at wider issues of alcohol in the community.• The Chair of the Licensing Board is now visiting high risk premises on Friday nights• This will continue as a focus in 2013.
<ul style="list-style-type: none">• Operation Equinox	<ul style="list-style-type: none">• Through the work of MAPSG the work of Operation Equinox has been enhanced and this has now been integrated into SMART as part of the Multi-Agency Problem Solving approach targeting anti-social behaviour in the summer months.

C. New priorities identified from results of SIMD 2012

Key Priorities	Action and Assistance Required
<ul style="list-style-type: none"> Licensing 	<ul style="list-style-type: none"> Consideration of running a pilot of the Best Bar None scheme with partners within a community. Inclusion of a member of the Licensing Board on the Safer North Ayrshire Partnership (SNAP) and the Alcohol & Drugs Partnership (ADP).
<ul style="list-style-type: none"> Safer Streets 	<ul style="list-style-type: none"> We will continue to target violent crime in our community at the festive period throughout North Ayrshire with partners through the MAPSG.
<ul style="list-style-type: none"> Campus Police Officers 	<ul style="list-style-type: none"> We will continue to provide support for Campus Police Officers and address the needs of particular schools and cluster group schools and nurseries. We will continue to support local and national projects including NKBLs, ACES, Girls R Us and the Bogus Caller Play.
<ul style="list-style-type: none"> Domestic Violence 	<ul style="list-style-type: none"> We will continue to improve the service we provide to victims and look to work in partnership with the Scottish Children's Reporter Administration (SCRA). We will evaluate the newly appointed MADART and enhance their work with SCRA by monitoring and evaluating their service to victims. We will continue to support the White Ribbon Campaign
<ul style="list-style-type: none"> Mobile Stadium 	<ul style="list-style-type: none"> Following a successful bid for additional funding, the mobile stadium will be supplemented by a portable

	skateboard facility <ul style="list-style-type: none"> We are now working in partnership with youth workers carrying out joint patrols, this work will continue and will continue to target personal safety and offending.
<ul style="list-style-type: none"> Serious & Organised Crime (SOC) 	<ul style="list-style-type: none"> Through the appointments of Andrew Fraser as the North Ayrshire Council SOC Lead Officer and DS Garry Muir, Interventions, Intelligence Development Unit (formerly NAC Police Liaison Officer), we will strive to improve community intelligence relating to drug misuse within our communities.
<ul style="list-style-type: none"> Registered Sex Offenders 	<ul style="list-style-type: none"> We will continue the good work being carried out in this field.
<ul style="list-style-type: none"> Housebreakings and Thefts 	<ul style="list-style-type: none"> We will be introducing Community Investigation Units locally which will use a combination of Community Police Officers and CID officers to target offenders within our community who are intent on committing crimes such as housebreaking and theft.
<ul style="list-style-type: none"> Road Safety & Road Crime 	<ul style="list-style-type: none"> We have increased the number officers within our Divisional Road Policing Units within North Ayrshire to target driver behaviour which contributes to the increased risk of road crash and injuries. From the 1st April 2013 the Police Service of Scotland will introduce a Trunk Road Policing Group consisting of 1 sergeant and 12 officers, to increase road safety by targeting driver behaviour on the roads in North Ayrshire.

Strathclyde Police will complete the transition process to the new Police Service of Scotland on 1st April 2013. The commitment to *'Keeping people safe'* in North Ayrshire will continue to be our main concern with the local focus in 2013 being on the following key priorities:

- Serious Crime
- Violence Disorder and Antisocial Behaviour
- Housebreaking and theft
- Road Safety and Road crime
- Increase Public Confidence and Local Engagement

Nationally one of the strategic priorities for the new Police Service of Scotland will be to *'Make communities safer and reduce crime by demonstrating pioneering approaches to partnership and collaboration at a national and local level.'*

This approach is already fully integrated into our 'daily business' in North Ayrshire under the strategic direction of the Safer North Ayrshire Partnership and is best exemplified locally through the work of the North Ayrshire MAPSG.

North Ayrshire Multi-Agency Problem-Solving Group

The CPP will need to sustain funding to the multi-agency problem-solving group to manage and improve the safety of local community areas e.g. reducing antisocial behaviour, reducing vandalism and creating a positive difference by targeting resources to identified local issues and areas of concern. The measurable and sustained impact that this group has delivered already across the nine communities they have worked in will benefit other communities across North Ayrshire in the coming year. One of the key features of the MAPSG selection process is that selection includes an assessment of need which means that areas which have been chosen previously can be revisited if the need arises again.

The existing work of Campus Officers will continue to integrate national and local campaigns such as NKBLs and ACES into their work within local schools. ACES will be rolled out to all P7 children in North Ayrshire in 2013 and work on new campaigns such as Girls R Us and The Bogus Caller Play has already started. A partnership approach to delivering Restorative Justice Conferencing in schools which involves Campus Police Officers and Guidance staff has already demonstrated very positive results in one Secondary school. This is being looked at as potential good practice and other schools are looking to adopt the model.

The vital work of the North Ayrshire MADART along with ASSIST, SCRA, Social Services and other partners will continue to focus on Domestic Abuse and child protection. The early results of these new partnerships are very encouraging and are making a positive difference to the service provided to the victims of domestic abuse.

Focus service activity on early years agenda and prevention

We recognise that problems in early years lead to poor educational attainment, increased offending and poor health.

Through our work in the Early Years Collaborative we will work with our partners to achieve the ambitious aims to improve children's start in life:

We will work with our partners to promote and support this agenda incorporating the Get It Right for Every Child principles (GIRFEC) to ensure that children remain safe.

This multi-agency partnership work will continue to tackle youth violence / disorder and ensure improved child protection and better outcomes for victims and will ensure that positive outcomes are sustained e.g. thriving neighbourhood watch, improved diversionary activities for young people, employment and training opportunities enhanced.

5. Child Poverty

C. New priorities identified from results of SIMD 2012

Key Priorities	Action and Assistance Required
<ul style="list-style-type: none"> ▪ To increase understanding of the level and nature of child poverty in North Ayrshire – informed by families about the reality and difficulties they face. ▪ To Prepare and support individuals and families who will be affected by Welfare Reform ▪ To engage with families and communities to provide appropriate support. We need to move away from the concept of “hard to reach” individuals and groups – recognising our services are “hard to reach” for some people. ▪ To work for change in family circumstances – the concept that children will do better than their parents needs to be true for deprived communities not just the better off. <p>Priorities highlighted in other sections of this report will impact on child poverty, for example the Curriculum for Excellence includes financial education.</p>	<p>The following actions build on the successful outcomes for earlier interventions in relation to income and relate closely to future actions and assistance to deal with income deprivation.</p> <ul style="list-style-type: none"> ▪ To continue and develop work such as the “Castlepark Child Poverty Survey” – ideally with more involvement from people in deprived communities in the research process. ▪ To continue and increase partnership work to raise awareness and develop opportunities to address child poverty in North Ayrshire. ▪ To develop “self-help” provision – not everyone affected by poverty needs to be “helped” to deal with their financial affairs. However “money matters” are complex and misinformation is widespread. Good information and advice should be available to all. ▪ We wish to build services to complement and link to national and local solutions - an example would be to use the new Scottish Welfare Fund as a starting point for changing long-term borrowing habits. ▪ Ensuring that families with children are prioritised in any work carried out to protect North Ayrshire residents from the impact of Welfare Reform.

	<ul style="list-style-type: none"> ▪ Extending financial capability – awareness training and caseworking into “Early Years” provision. ▪ Continue partnership work with 1st Alliance Credit Union to provide safe alternatives to high interest credit companies operating (almost at saturation level) in poorer communities. ▪ Encourage membership of 1st Alliance by high profile Council (and other local) personalities. This will increase awareness and confidence in the organisation – and not just among low income groups. High income members increase the Credit Unions sustainability and its lending. As Corporate parent open Credit Union accounts for looked after children. ▪ Explore opportunities to offer incentives to families to open Junior Accounts with Credit Union - this proved to be a very successful “Financial Inclusion Fund” project. ▪ Encourage social and private landlords to help tenants reduce household bills, e.g. with lower cost options for payment of fuel and home insurance. ▪ Ensure strategic partners’ actions to address fuel poverty assist low income families and in particular address affordability. A well-insulated, energy efficient home will reduce costs but will not guarantee the family can afford to use the systems.
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NORTH AYRSHIRE COUNCIL

Agenda Item 9

30 April 2013

Cabinet

Subject: **Equality Outcomes**

Purpose: To advise on the proposed equality outcomes for North Ayrshire Council.

Recommendation: That the Cabinet approves the proposed equality outcomes.

1. Introduction

- 1.1 The Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012 require that the Council must publish a set of equality outcomes which it considers will enable it to better perform the general equality duty. The Council must therefore agree outcomes which will help eliminate discrimination, advance equality and foster good relations.
- 1.2 In developing equality outcomes the Council must take steps to involve people with protected characteristics, consider relevant evidence and publish their reasons for not setting outcomes on individual protected groups. A progress report must be published by April 2015 and every two years thereafter.

2. Current Position

- 2.1 An Improvement Service and Equality and Human Rights Commission (EHRC) pilot with local authorities on how the Equality Measurement Framework (EMF) could be used to improve local equality data was carried out to help councils better understand how equality outcomes can be identified and to identify 'what works' around equalities measurement and management.
- 2.2 During 2011, the Equality Sub Group considered the EMF and identified from previous research the priorities for the equality groups in North Ayrshire which were highlighted when developing the race, disability and gender equality schemes and in producing the Single Equality Scheme in 2008. The Sub Group also considered equality data collected by Council Services.

- 2.3 On 5 December 2011, the Corporate Equality Group considered evidence which would support equality outcomes for North Ayrshire, based on national UK wide and Scottish findings, as well as local statistics. On 10 January 2012, the Equality Sub Group considered in detail the draft equality outcomes based on this evidence and identified possible local priorities.
- 2.4 Having taken account of evidence of inequalities in North Ayrshire and the Council's core objectives, the Equality Sub Group recommended to the CMT on 9 May 2012 that the consultation seek views on a set of draft outcomes.
- 2.5 The CMT agreed that the outcomes should be linked more effectively to the four Council Plan core objectives before going out to consultation.
- 2.6 The SMT, on 19 September 2012, approved 8 revised outcomes and a programme of consultation with equality groups and the wider community and agreed that a final report be brought to the CMT before transmission to the Cabinet for Council approval.
- 2.7 Further equality evidence was provided by the Scottish Government through its Equality Finder website. The EHRC has published a guide for public authorities on equality outcomes. There have also been further discussions through the Scottish Council's Equality Network and the Ayrshire Equality Partnership on the development of outcomes by other Councils and CPP partners.
- 2.8 A North Ayrshire wide consultation programme was carried out with equality groups and the wider community led by the Council's Community Development staff.
- 2.9 The draft equality outcome proposals were discussed at the Multi Agency Diversity Incident Monitoring Group; the Violence Against Women Forum and the CPP Community Engagement Network. Focus group discussions took place with ethnic minority groups on AMECA, disability groups, including learning disability, elderly groups and young people. All groups were also given the opportunity to return individual survey questionnaires. Members of the NHS Ayrshire and Arran Public Participation Forum were invited to respond. Council employees were given the opportunity to complete questionnaires through the Council's intranet (Navigate) and UNISON members by email survey via shop stewards. The wider community was consulted through the Council's public website and an Equality Outcomes section in the 2012 People's Panel survey of 2000 representative residents. Over 160 responses were received in addition to the People's Panel responses.

3. Proposals

3.1 Equality outcomes have been proposed on the basis that they are short to medium term (2 – 4 years) and wherever possible the protected characteristic targeted has been specified. Each proposed outcome was considered on the basis of the following criteria:

- Is there a real opportunity that action by us will bring about positive change?
- Does delivery support the Council's vision for North Ayrshire?

3.2 The equality outcomes proposed are structured under the Council's four core objectives. Of the original 8 draft outcomes one has been dropped (Gender Pay Gap) and two added (Vulnerable people have improved access to financial advice, services and products; and Employees are able to respond more confidently and appropriately to the needs of colleagues and customers.) The equality outcomes are listed below:

Core Objective 1: Regenerating our Communities and Increasing Employment

1. More disabled people are in work and training

Core Objective 2: Protecting Vulnerable People

2. The incidence of violence against women is reduced
3. The incidence of hate crime is reduced
4. Older people are more active and independent in their communities
5. Vulnerable people have improved access to financial advice, services and products

Core Objective 3: Improving Educational Attainment

6. More young people are leaving schools for positive, sustained destinations
7. Pupils feel safer in schools

Core Objective 4: Operating More Efficiently and Effectively

8. More Council employees are working flexibly
9. Employees are able to respond more confidently and appropriately to the needs of colleagues and customers.

3.3 Appendix 1 shows additional contextual information, the consultation programme and the protected characteristics mapped against the outcomes.

3.4 Further work is ongoing in preparing actions against the relevant equality outcomes and appropriate indicators to measure progress. This will be developed by the Corporate Equality Group as part of the new Equality Action Plan 2013-14.

3.5 There is a statutory requirement to publish equality outcomes by 30 April 2013. The relevant section of the North Ayrshire Council website is used to fulfill this duty.

3.6 The Cabinet is invited to approve the proposed equality outcomes.

4. Implications

Financial Implications

4.1 None

Human Resource Implications

4.2 None

Legal Implications

4.3 Approval and publication assists the Council to comply with the Public Sector Equality Duty.

Equality Implications

4.4 Approval and publication assists the Council's to promote equality.

Environmental Implications

4.5 None

Implications for Key Priorities

4.6 Supports the Council Plan's core value 'treating people respectfully, fairly and equally'.

5. Consultations

5.1 A North Ayrshire wide consultation programme was carried out with equality groups and the wider community led by the Council's Community Development staff. Further detail is available in Appendix 1.

5.2 The Corporate Equality Group and Corporate Management Team have approved the proposed outcomes.

6. Conclusion

6.1 The new equality duty on the Council seeks to shift the focus of equality proposals towards outcomes which would bring about the most significant change for individuals, communities, organisations or society as a whole.

- 6.2 From the equality data available, a number of proposed outcomes which link to the Council Plan core objectives were identified. Following the consultation process to establish their relevance and appropriateness, adjustments were made and these are now submitted for approval.



ELMA MURRAY
Chief Executive

Reference : MR

For further information please contact Morna Rae, Acting Policy and Performance Officer on telephone number 01294 324177

Background Papers

None

Equality Outcomes

These priority outcomes have been developed taking into account the evidence before us and reviewed in light of the views expressed during the consultation, and are set out against each of the four Council Plan core objectives.

Core Objective 1: Regenerating Communities & Increasing Employment

The Council has a core objective to regenerate communities and increase employment. The Economic Development and Regeneration Strategy 2010-20 sets out its vision of North Ayrshire as being vibrant, diverse, connected, ambitious and visible.

Employment, whether in a paid or unpaid capacity, contributes significantly to maintaining and improving health. Work and volunteering activity can contribute to an individual's sense of purpose and meaning in life, as well as provide other social benefits and status. The Council is committed to improving access to employment opportunities, particularly for those furthest from the job market, and to regenerate the local economy.

In developing its equality outcomes the Council has considered evidence on employment within Scotland and in North Ayrshire where there are high levels of unemployment.

Inequality problem: When considering this evidence it found that:

- Between October 2010 and September 2011 there were 6,700 young people aged 16-24 in employment in North Ayrshire. The employment rate is therefore 45.3%. The Scottish rate over the same time period was 54.9%.¹
- During the same period, it was estimated that there were 8,800 individuals (aged 16-64) in employment and classified as disabled in North Ayrshire. The employment rate as a percentage of the disabled population aged 16-64 was 35.9%.² The Scottish rate over the same time period was 46.3%.
- There is considerable variation in employment rates for people with different health problems and disabilities. People with diabetes, severe disfigurement, skin problems or difficulties in hearing have employment rates much closer to the overall rate for Scotland. People with depression or severe learning difficulties, however, have very low employment rates.³

¹ Annual Population Survey

² Annual Population Survey

³ Scottish Government: A Working Life for All Disabled People :The Supported Employment Framework for Scotland, 2010

- Although more women in Scotland are becoming economically active, single mothers, who are among the lowest income, poorest qualified and with weakest financial resilience, are set to be disproportionately and negatively affected by the UK welfare reform measures⁴
- In 2006/07, the average female Council employee working full time was paid 14% less than a male Council employee. The Scottish average at that time was 12%.⁵
- In 2011, the gender pay gap in the public sector when comparing the median gross weekly earnings of full time employees was 10.3%.⁶
- North Ayrshire Council has completed its' first Equal Pay Audit, based on data at the end of March 2012, covering earnings for the financial year 2011/12. The analysis of basic pay comparing all males to all females indicates an overall pay gap of 0.21% (in favour of males) The analysis of total pay comparing all males to all females indicates an overall pay gap of 1.60% (in favour of males). There are still a few bands where the gap for total pay exceeds 5% (both by gender and disability) but in general the pay gap is no longer a priority issue.
- In 2011/12 the percentage of Council employees recorded as having a disability remained low at 2.1%.⁷
- For the same period, employees who are recorded as being from an ethnic minority group account for approximately 0.7% of the Council workforce. This reflects the ethnic profile of 0.7% for North Ayrshire⁸

Equality Outcomes:

1. More disabled people are in work and training

General Equality Duty: Advance equality of opportunity

⁴ Scottish Government: The Position of Scotland's Equality Groups: Revisiting Resilience in 2011

⁵ North Ayrshire Gender Equality Scheme 2007/10

⁶ Office of National Statistics 2011 Annual Survey of Hours and Earnings

⁷ North Ayrshire Council Annual Equality Report 2011/12

⁸ North Ayrshire Council Annual Equality Report 2011/12

Core Objective 2: Protecting Vulnerable People

The Council has a core objective to protect vulnerable people. This involves making sure that everyone is included from all age groups and backgrounds so that the Council's services and facilities meet everyone's needs.

The Council is committed to ensuring that its most vulnerable citizens are supported, protected and able to participate in their community. It will be fair and inclusive in delivering its services and will support communities to grow and develop opportunities for the active participation of all its citizens, listening to local needs and aspirations.

In developing its equality outcomes the Council has considered evidence on particular issues for disadvantaged and vulnerable people within Scotland and in North Ayrshire.

Inequality problem: When considering this evidence it found that:

- Some people are more likely than average to experience physical, sexual or hate crime and older people tend to be more worried than others about becoming victims. Men are more likely to experience physical assault than women but are less likely to experience rape, domestic abuse and forced marriage⁹.
- The number of domestic abuse incidents reported to the Police in North Ayrshire has continued to rise over the last 5 years. In 2010/11 there were 1,839 incidents reported. This is one of the highest rates in the Strathclyde Police area and is above the Scottish average¹⁰
- In 63% of these incidents, a previous incident of domestic abuse had been reported and 1,384 children were involved in incidents reported to Social Services;
- In 2011/12 North Ayrshire Women's Aid provided 110 women and 77 children with accommodation and supported a further 131 women through Outreach Workers¹¹
- There were 18 reports of rape and attempted rape to Strathclyde Police in 2009/10. Break the Silence, a service for survivors of child sexual abuse and rape, received 126 referrals from North Ayrshire in 2011/12, 101 women and 25 men;
- The national Rape Crisis Helpline received 67 calls from North Ayrshire in 2011/12

⁹ EHRC How Fair is Britain: The First Triennial Review 2010

¹⁰ Statistical Bulletin: Crime & Justice Series: Domestic Abuse recorded by Police 09/10: Scottish Government

¹¹ North Ayrshire Women's Aid Report 2011/12

- It is widely acknowledged that hate crime, like domestic abuse, is under-reported and that the number of reported incidents only gives a brief insight into the harassment being experienced in local communities
- 36% of the ethnic minority community in Ayrshire surveyed in 2005 stated that they had experienced discrimination, mainly in the form of verbal racial abuse¹²
- The number of racist incidents reported to the Police has remained relatively constant over the last few years with 88 incidents being reported in 2010/11. The trend is similar for homophobic and transphobic incidents with 16 being reported in 2010/11.
- The Scottish Social Attitudes Survey 2010 found that discriminatory attitudes were particularly common in relation to Gypsy Travellers and transgender people. It found that there has been a significant decline in discriminatory attitudes towards gay men and lesbians and support for gay marriage has increased (61%).
- On sectarian hate crime, in North Ayrshire there were 16 charges of religiously aggravated offences (12 per 100,000 population) compared to Glasgow with 60 per 100,000 population in 2010/11¹³.
- A People's Panel focus group considered that sectarianism is the most common cause of community tension, with much of this relating to football loyalties¹⁴
- People are living longer healthier lives and older people now make up a much greater proportion of the population. Many will need extra help in staying independent at home or staying in touch with family and friends
- The number of older people needing some form of care is expected to rise. In North Ayrshire the pensionable age population is predicted to rise by 26.6% by 2033.
- Most people want to live at home for as long as possible, receiving services at home and in their communities¹⁵

¹² Ayrshire Race Equality Partnership: Assessing the Needs of Black and Ethnic Residents of Ayrshire, 2005

¹³ Scottish Government: Religiously Aggravated Offending in Scotland 2010-11

¹⁴ North Ayrshire People's Panel Focus Group Report 2012

¹⁵ Scottish Government: Reshaping Care for Older People: A Programme for Change 2011-2021

- The Council's Welfare Reform Working Group has reported to Council that the current welfare reform programme will significantly alter the Council's role in the administration of Housing Benefit and Council Tax; will also transform the wider welfare and tax credit systems and adversely affect a wide range of claimant groups. The Council is committed to mitigating the worst effects of welfare reform.¹⁶

Equality Outcomes:

2. The incidence of violence against women is reduced
3. The incidence of hate crime is reduced
4. Older people are more active and independent in their communities
5. Vulnerable people have improved access to financial advice, services and products

General Equality Duty: To eliminate harassment and victimisation and to advance equality of opportunity.

¹⁶ North Ayrshire Council Cabinet Meeting, 23 October 2012

Core Objective 3: Improving Educational Attainment

The Council has a core objective to improve educational attainment. It aims to raise the confidence and ambition of our young people to achieve all that they can.

Evidence shows that education is a key determinant of life chances and allows us to develop the skills, capacity and confidence to secure other opportunities, including in work and training.

In developing its equality outcomes the Council has considered evidence on education within Scotland and in North Ayrshire.

Inequality problem: When considering this evidence it found that:

- Recent research by the Improvement Service highlighted the very substantial inequalities in educational outcomes within North Ayrshire where poor outcomes are clustered in particular neighbourhoods and are highly correlated with poor outcomes in health, income, employment and community safety.
- Girls perform better than boys at school, tend to stay on longer at school and leave school with better qualifications.
- There is no evidence of any significant difference in attainment between pupils from different ethnic backgrounds. Educational attainment within the ethnic minority community in North Ayrshire is slightly better than the average in relation to standard grade exam results, particularly by pupils from Asian communities.
- Children and young people from gypsy traveller communities are amongst the lowest-achieving groups at every stage of education. This underperformance may be due to a combination of factors, including financial deprivation, low levels of parental literacy and aspiration for their children's academic achievement, poor attendance, leaving school early for home education and bullying.
- The North Ayrshire Employability Continuum delivers tailored support for people seeking work and in 2010/11 supported 1,120 people to move into work.
- A record number of North Ayrshire pupils entered further or higher education in 2010/11 at a level significantly higher than the national average¹⁷
- There is a CPP priority that more young people leave school for "positive destinations" i.e. employment, training or further or higher education.

¹⁷ North Ayrshire CPP Interim Single Outcome Agreement 2012-13

- Youth unemployment is a significant problem with almost a third (31.7%) of young people aged between 16 and 24 being unemployed in March 2011. This compares to a rate of 12.1% in people aged over 16, the highest unemployment rate in Scotland.
- Across Britain, disabled adults are three times as likely as others to have no qualifications.
- There is a gap between the educational attainment of children and young people with additional support needs and other children in North Ayrshire
- Bullying behaviour may be related to any perceived or actual differences or prejudice-based behaviours including racism, sexism, disability or homophobia; and may compound other difficulties in a child's life. These behaviours can take place in schools, children's services, residential services, at home and in the community, at youth groups and out of school care. Cyber bullying can be very pervasive and difficult to handle. However, in essence, the behaviour is the same and requires similar prevention methods.¹⁸
- In their October 2011 survey on cyber bullying, Respectme (the Scottish Anti Bullying Service) received 3,944 responses from children and young people aged 8 - 19 from 29 of Scotland's 32 local authorities. 16% reported that they had been cyber-bullied and of those 40% said it had carried over into school.¹⁹

Equality Outcomes:

6. More young people are leaving schools for positive sustained destinations
7. Pupils feel safer in school

General Equality Duty: To eliminate harassment and victimisation and to advance equality of opportunity.

¹⁸ A National Approach to Anti-Bullying for Scotland's Children and Young People: Scot Gov Nov 2010

¹⁹ Respectme, Scotland's Anti-bullying Service Cyberbullying Survey October 2011

Core Objective 4: Operating more efficiently and effectively

The Council has a core objective to operate more efficiently and effectively. It aims to be a more innovative and flexible organisation, adapting to change and recognised for innovation and modern thinking. A diverse and highly skilled workforce is essential in achieving this goal.

In developing its equality outcomes the Council has considered evidence on particular issues for its employees.

Inequality problem: When considering this evidence it found that:

- Caring responsibilities is the most significant barrier for women accessing and sustaining employment. Flexible working practices, childcare and travel provision are all priorities for women in this position²⁰
- 66% of Scotland's estimated 650,000 unpaid carers are women²¹
- Less than 12% of women receive the full basic state pension based on their own contributions and a woman's average retirement income is 53% of men's because they take time out to care²²
- Improved flexible working arrangements allow managers to retain qualified, experienced employees
- There are 8 actions within Equality Action Plan 2012-13 relating to the need to improve awareness and understanding of employees and elected members. These actions aim to increase the capacity to respond more confidently and appropriately to the needs of colleagues and customers from protected characteristic groups.
- The Council's Employee Engagement Survey Improvement Plan (Oct 12-Dec 13) included in the Section 'Your Involvement and Value to the Council' an action at 1.5 Equality and Fairness : Raise the Equalities Awareness agenda, to ensure all employees are treated fairly and respectfully in the workplace.²³

²⁰ Scottish Women's Convention: What Women Want! 2011

²¹ Engender Scotland: Who Counts? Women promoting recognition of gender poverty, 2011

²² Engender Scotland: Who Counts? Women promoting recognition of gender poverty, 2011

²³ The Council's Employee Engagement Survey Improvement Plan (Cabinet approved 2 October 2012)

Equality Outcome:

8. More council employees are working flexibly
9. Employees are able to respond more confidently and appropriately to the needs of colleagues and customers from protected characteristic groups.

General Equality Duty: To advance equality of opportunity.

Consultation Programme

Ref	Consultees	Form	Protected Characteristic
1	UNISON (via shop stewards)	Email Questionnaire	General
2	NHS Public Partnership Forum	Questionnaire	General
3	Community Association members	Questionnaire	General
4	Ayrshire Independent Living Network	Questionnaire	Disability
5	NAC Citizenship Webpage	Online	Race
6	Tenants	Questionnaire Mailing	General
7	NAC general website	Online	General
8	NAVIGATE council intranet	Online Consultation Diary	Employees General
9	People's Panel Survey	Survey Mailing	Public Cross Section
10	Community Engagement Network	Meeting	General
11	Multi Agency Diversity Incident Monitoring Group	Meeting	Hate
12	Violence Against Women Partnership	Meeting	Sex
13	Ayrshire Minority Ethnic Communities Association	Special Meeting	Race
14	Council's Modern Apprentices	Questionnaire	Age
15	Access Panel	Meeting	Disability
16	Youth Council /Groups	Meetings	Age
17	LGBT Youth Group	Meeting	Age/Sexual Orientation
18	Learning Disabilities Service Forum	Meeting	Disability
19	Garnock Valley Disability Forum	Meeting	Disability
20	Ardrossan Elderly Forum	Meeting	Age
21	3 Town Disability Forum	Meeting	Disability
22	Residents of Redburn Travellers site	One To One	Race
23	English as a Second Language	One To One	Race

	Learners		
24	Youth Event	Meeting	Age
25	Health and Wellbeing Event	Meeting	General
26	Kilwinning Elderly Forum	Meeting	Age
27	Arran Elderly Forum	Meeting	Age
28	Isle of Cumbrae Elderly Forum	Meeting	Age
29	North Ayrshire Joint Elderly Forum	Special Meeting	Age

Equality Outcomes and Protected Characteristics

		Protected Characteristic							
	Draft Equality Outcome	Age	Disability	Gender Re-assignment	Pregnancy & Maternity	Race	Religion	Sex	Sexual Orientation
1	More disabled people are in work and training		x						
2	The incidence of violence against women is reduced							x	
3	The incidence of hate crime is reduced		x	x		x	x		x
4	Older people are more active and independent in their communities	x	x						
5	Vulnerable people have improved access to financial advice, services and products	x	x	x	x	x	x	x	x
6	More young people are leaving schools for positive, sustained destinations	x							
7	Pupils feel safer in schools	x	x	x		x	x	x	x
8	More council employees are working flexibly	x	x		x			x	
9	Employees are able to respond more confidently and appropriately to the needs of colleagues and customers	x	x	x	x	x	x	x	x

NORTH AYRSHIRE COUNCIL

Agenda Item 10

30 April 2013

Cabinet

Subject: **General Services Revenue Estimates 2013/14:
Update**

Purpose: To update Cabinet on the General Services Revenue Budget for 2013/14.

Recommendation: That the Cabinet agrees to (a) note the 2013/14 base budget analysed by service and expenditure type; and (b) approve the consolidation of property cost budgets as detailed in the report.

1. Introduction

- 1.1 At its meeting on 30 January 2013, the Council approved a General Services Revenue budget of £310.241m.
- 1.2 At that time the detailed analysis of the budget by service and by expenditure type was not available due to the Service reorganisation which had taken place during 2012/13 and consolidation of property costs, aligned to the "corporate landlord", had not been concluded.
- 1.3 This report presents the General Services Revenue budget for 2013/14 by service and by expenditure type and proposes that budgets for Council properties are transferred to the Property Management & Investment service, within Finance and Corporate Support, and to Development and Environment.
- 1.4 Properties held within the Housing Revenue Account are outwith these proposals.

2. Current Position

- 2.1 The Codes of Financial Practice outline categories of service delivery, known as the Objective Analysis, and categories of expenditure type, known as the Subjective Analysis. Cabinet is asked to approve a budget matrix each year that presents the revenue budget for the year by objective and subjective analysis.
- 2.2 Once this matrix is approved, services must spend in line with this and any significant and planned variation to this budget (ie. virement) must be approved by Cabinet.

- 2.3 Total property cost budgets for the Council for 2013/14 amount to £13.416m. This has been analysed by current Directorate and also by managing service (Appendix 1). In addition to the current devolved budgets, in 2013/14 the Central Repairs and Major Revenue budgets (c£4.5m) have been combined into a new Property Maintenance budget, with prioritisation of spend approved by the Council's Capital Programme and Assets Group (CPAG).

3. Proposals

- 3.1 In December 2012, the Cabinet approved Property Management and Investment as the Council's "corporate landlord" to ensure all properties are managed on a corporate basis. To fully embed this there is a requirement to consolidate property running costs which are being paid currently from service budgets.
- 3.2 In order to further eliminate the practice of cross-charging between Council services, it is also proposed that budgets relating to the cleaning of Council properties and to the maintenance of grounds is delegated to the Environment division within the Development and Environment directorate.
- 3.3 In order to facilitate this, budgets amounting to £13.416m have been removed from services and allocated to new property budgets within Property Management & Investment (£9.842m) and Development & Environment (£3.574m) and these changes are reflected in the budget matrix referred to above.
- 3.4 The Cabinet is asked to approve the General Services Revenue Estimates matrix outlined at Appendix 2. This details budget by service and expenditure type.

4. Implications

Financial Implications

- 4.1 The proposals outlined in this report will result in £13.416m being removed from service budgets and transferred into Development & Environment (£3.574m) and Finance & Corporate Support (£9.842m).

Human Resource Implications

- 4.2 There are no direct human resource implications as a result of this report.

Legal Implications

- 4.3 There are no direct legal implications as a result of this report.

Equality Implications

- 4.4 There are no direct equality implications as a result of this report.

Environmental Implications

- 4.5 There are no direct environmental implications as a result of this report.

Implications for Key Priorities

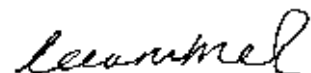
- 4.6 The proposals contained in this report will support the strategic aims of the Council.

5. Consultations

- 5.1 The 2013/14 budget matrix reflects the decisions taken by the Council at its meeting on 30 January 2013.
- 5.2 All Services have been consulted on the proposals relating to property costs contained within this report.

6. Conclusion

- 6.1 In order to properly embed the 'corporate landlord' approach to asset management it is proposed that all budgets relating to repair and maintenance of properties transfer from services into the Property Management & Investment service. In addition, in order to further eliminate the need to cross-charge between services, it is proposed that all budgets relating to the cleaning of properties and the maintenance of grounds transfer from services to the Environment division of the Development & Environment directorate.



LAURA FRIEL
Corporate Director (Finance and Corporate Support)

Reference :

For further information please contact Christine McCourt, Team Manager (Corporate) on telephone number 01294 324546.

Background Papers

None

Summary of 2013/14 Property Costs Budgets by Directorate and Cost Type

Budget 2013/14	Directorate						Transferring to:		
Account Code Description	D&A	D&E	E&S	F&CS	SSH	Grand Total	PM&I	D&E	Notes
ADDITIONAL CLEANING REQUEST			27,667			27,667	0	27,667	1
CLEANING MATERIALS & DISPOSABLES	400	107,072	54,738	13,580	10,311	186,101	0	186,101	
COMMERCIAL REFUSE COLLECTION			302,686	3,000	1,450	307,136	0	307,136	
CONTRACT CLEANING	3,215	51,944	1,881,224	322,698	613,635	2,872,716	0	2,872,716	
COUNCIL TAX PAYMENTS			8,000		605	8,605	8,605		
ELECTRICITY		181,751	1,136,442	226,043	200,355	1,744,591	1,744,591		
ENERGY PERFORMANCE CERTIFICATES		35,000				35,000	35,000		
FIRE ALARMS			18,209	242		18,451	18,451		
GAS, OIL AND SOLID FUEL	20	67,025	1,030,936	83,736	85,310	1,267,027	1,267,027		
GROUND MAINTENANCE		128,930	137,530	49,150		315,610	186,680	128,930	2
HEALTH AND SAFETY		14,570	72,000			86,570	86,570		3
INSURANCE RECOVERED FROM TENANTS				(37,800)		(37,800)	(37,800)		
NON-DOMESTIC RATES	2,400	491,049	3,589,728	735,908	251,385	5,070,470	5,070,470		
OTHER PROPERTY COSTS		58,788	4,050	37,183	53,872	153,893	153,893		
PROPERTY INSURANCE		35,396	130,367	675,230	19,092	860,085	860,085		
PROPERTY RENTS	9,250	341,605	101,856	84,392	379,046	916,149	916,149		
RENTAL INCOME PROPERTY				(1,884,958)		(1,884,958)	(1,884,958)		
REPAIRS	800	108,701		8,390	22,947	140,838	140,838		
REPAIRS - MINOR ADAPTS (DMR)			10,000			10,000	10,000		4
REPAIRS - RECOVERY				(49,610)		(49,610)	(49,610)		
REPAIRS AS LANDLORD				151,849		151,849	151,849		
REPAIRS AS LANDLORD RECOVERABLE				75,961		75,961	75,961		
SCHOOL SECURITY WORKS			107,780			107,780	107,780		
SECURITY SYSTEMS	1,500	20,110	18,320	2,200	8,053	50,183	50,183		
SERVICE CHARGES		15,700		(43,180)	40,770	13,290	13,290		
WATER AND SEWERAGE	2,623	121,235	612,201	97,926	50,803	884,788	884,788		
WINDOW CLEANING	150	15,994	600	10,950	4,945	32,639	32,639		
WOODLANDS		50,000	1,000			51,000	0	51,000	
Grand Total	20,358	1,844,870	9,245,334	562,890	1,742,579	13,416,031	9,842,481	3,573,550	

Excluded

Health & Safety budgets within E&S and SS&H: used for Occ Health referrals, First Aid supplies and post-inspection work that remains with the service

Major Revenue cost centres - already captured under new Property Maintenance budget

Central Repairs Account cost centres - already captured under new Property Maintenance budget

Central Repairs recharges in services - not relevant

Notes

1. Transferred with intention that regular extra / deep clean exercises are built into annual contract/SL
2. Grounds within schools and Perceton House will transfer to PM&I; the remaining budgets stay with D&I
3. Only H&S budgets within D&E will be transferring to PM&I as these are property related cost
4. The review of DSM rules will incorporate this change, leaving schools with controllable spend in relation to the provision of Education

Directorate	NORTH AYRSHIRE COUNCIL GENERAL SERVICES REVENUE BUDGET 2013/14 SUMMARY BY DIRECTORATE										
	Subjective Analysis										
	Employee Costs £000	Property Costs £000	Supplies And Services £000	Transport And Plant Costs £000	Admin Costs £000	Other Agencies, Bodies And Persons £000	Transfer Payments £000	Other Expenditure £000	Capital Financing Costs £000	Income £000	TOTAL £000
CHIEF EXECUTIVE	3,311	0	144	25	3,226	717	0	75	133	(4,177)	3,455
FINANCE & CORPORATE SUPPORT	16,443	14,769	1,438	443	7,920	2,577	50,228	79	1,539	(81,528)	13,908
EDUCATION & SKILLS	86,782	333	15,438	4,530	11,451	19,685	851	0	9,615	(8,395)	140,290
DEVELOPMENT & ENVIRONMENT	36,207	4,029	11,855	13,605	9,884	18,606	0	1,448	5,414	(55,616)	45,434
SOCIAL SERVICES & HEALTH	40,977	95	1,647	1,377	14,077	56,136	1,038	80	757	(25,757)	90,426
OTHER SERVICES	2,031	0	32	47	89	3,635	0	12	7	(131)	5,722
OTHER CORPORATE ITEMS	0	0	0	0	0	0	0	3,996	5,748	0	9,743
CONTRIBUTIONS TO FUNDS					0	0	0	0	0	0	2,137
TOTAL EXPENDITURE	185,749	19,226	30,555	20,027	46,648	101,356	52,117	5,690	23,213	(175,604)	311,114

FUNDED BY:

AEF	0	0	0	0	0	0	0	0	0	(253,705)	(253,705)
COUNCIL TAX	0	0	0	0	0	0	0	0	0	(55,937)	(55,937)
COMMUNITY CHARGE	0	0	0	0	0	0	0	0	0	(30)	(30)
USE OF 2012/13 CARRY FORWARD	0	0	0	0	0	0	0	0	0	0	(1,442)
TOTAL FUNDING	0	0	0	0	0	0	0	0	0	(309,672)	(311,114)

	NORTH AYRSHIRE COUNCIL GENERAL SERVICES REVENUE BUDGET 2013/14										
	CHIEF EXECUTIVE										
	Subjective Analysis										
	Other Agencies, Bodies And Persons £000										
	Employee Costs £000	Property Costs £000	Supplies And Services £000	Transport And Plant Costs £000	Admin Costs £000	Transfer Payments £000	Other Expenditure £000	Capital Financing Costs £000	Income £000	TOTAL £000	
Objective Analysis											
CORPORATE COUNCIL	154	0	34	11	2,294	446	0	7	13	(6)	2,954
LEGAL & LICENSING	1,189	0	48	9	413	144	0	61	94	(1,964)	(6)
POLICY & SERVICE REFORM	1,968	0	62	5	519	127	0	8	25	(2,207)	507
TOTAL	3,311	0	144	25	3,226	717	0	75	133	(4,177)	3,455

	NORTH AYRSHIRE COUNCIL GENERAL SERVICES REVENUE BUDGET 2013/14 FINANCE & CORPORATE SUPPORT										
	Subjective Analysis										
						Other Agencies, Bodies And Persons			Capital Financing		
Objective Analysis	Employee Costs £000	Property Costs £000	Supplies And Services £000	Transport And Plant Costs £000	Admin Costs £000	Persons £000	Transfer Payments £000	Other Expenditure £000	Costs £000	Income £000	TOTAL £000
BUSINESS SUPPORT	1,189	0	17	0	198	0	0	14	0	(1,418)	0
FINANCE	5,289	598	582	279	3,924	635	50,228	48	24	(59,023)	2,584
PROPERTY MANAGEMENT & INVESTMENT	2,230	14,165	119	58	1,533	1,507	0	5	930	(9,916)	10,632
HOUSING ASSETS & INVESTMENT	1,575	0	65	52	828	92	0	0	0	(2,612)	0
HUMAN RESOURCES & PAYROLL	2,247	3	110	16	570	302	0	7	7	(2,883)	379
CUSTOMER SERVICES	934	0	74	7	432	30	0	2	162	(1,641)	0
ICT	2,565	2	464	27	312	10	0	2	411	(3,793)	0
REGISTRATION	415	0	7	4	125	0	0	2	4	(242)	314
TOTAL	16,443	14,769	1,438	443	7,920	2,577	50,228	79	1,539	(81,528)	13,908

	NORTH AYRSHIRE COUNCIL GENERAL SERVICES REVENUE BUDGET 2013/14 EDUCATION & SKILLS										
	Subjective Analysis										
						Other Agencies, Bodies And Persons			Capital Financing		
Objective Analysis	Employee Costs £000	Property Costs £000	Supplies And Services £000	Transport And Plant Costs £000	Admin Costs £000	£000	Transfer Payments £000	Other Expenditure £000	Costs £000	Income £000	TOTAL £000
RESOURCE & INFRASTRUCTURE	1,292	2	63	9	2,996	24	0	0	0	(4,523)	(138)
EARLY YEARS	5,789	6	176	99	426	475	0	0	96	(49)	7,016
PRIVATE NURSERY PROVISION	214	0	10	4	57	1,266	0	0	0	0	1,550
PRIMARY EDUCATION	32,560	44	1,942	1,126	3,289	5,657	157	0	3,557	(1,052)	47,279
EARLY INTERVENTION	576	0	1	0	20	0	0	0	0	0	597
SECONDARY EDUCATION	34,016	85	11,811	2,036	2,733	4,290	109	0	3,257	(995)	57,342
ADDITIONAL SUPPORT NEEDS	3,561	63	181	1,010	389	3,192	5	0	209	(318)	8,291
SCHOOLS OTHER	30	0	8	6	23	146	0	0	2	(36)	178
EMA/ACTIVITY AGREEMENTS	0	0	0	0	2	0	580	0	0	(614)	(32)
OUTDOOR EDUCATION	584	2	71	42	38	24	0	0	109	(266)	604
CAREERS	0	0	0	0	1	27	0	0	0	0	28
OTHER EDUCATIONAL ESTABLISHMENTS	77	0	0	0	3	30	0	0	0	0	111
EDUCATION MISCELLANEOUS	75	55	37	1	12	0	0	0	18	0	198
QUALITY IMPROVEMENT SERVICE	542	1	101	11	28	65	0	0	0	0	746
PSYCHOLOGICAL SERVICE	809	1	5	16	40	16	0	0	24	(11)	901
CULTURAL & COMMUNITY SERVICES	6,656	74	1,035	172	1,257	1,049	0	0	2,345	(530)	12,059
LEISURE SERVICES	0	0	0	0	138	3,424	0	0	0	0	3,562
TOTAL	86,782	333	15,438	4,530	11,451	19,685	851	0	9,615	(8,395)	140,290

Objective Analysis	NORTH AYRSHIRE COUNCIL GENERAL SERVICES REVENUE BUDGET 2013/14 DEVELOPMENT & ENVIRONMENT										
	Subjective Analysis										
	Other Agencies, Bodies And Persons										
	Employee Costs £000	Property Costs £000	Supplies And Services £000	Transport And Plant Costs £000	Admin Costs £000	Transfer Payments £000	Other Expenditure £000	Capital Financing Costs £000	Income £000	TOTAL £000	
BUILDING SERVICES	7,896	30	4,949	1,165	938	1,875	0	1,066	588	(18,776)	(269)
ECONOMIC DEVELOPMENT	1,117	0	13	18	307	6,910	0	2	138	(96)	8,409
PLANNING SERVICES	1,022	0	202	14	401	292	0	7	120	(456)	1,602
ENVIRONMENTAL HEALTH & TRADING STANDARDS	1,265	0	47	31	233	174	0	1	51	(82)	1,720
ROADS	3,773	5	2,263	782	2,163	2,536	0	17	2,797	(2,677)	11,658
BUILDING STANDARDS	586	0	17	13	207	10	0	0	0	(538)	295
MANAGEMENT & ADMINISTRATION	715	0	71	19	636	30	0	1	0	(1,484)	(12)
FACILITIES MANAGEMENT	9,327	3,062	2,244	129	1,546	23	0	(7)	24	(13,299)	3,050
STREETSCENE	5,653	604	936	1,398	1,413	256	0	3	752	(2,425)	8,590
TRANSPORT	735	14	55	8,217	230	2,666	0	2	74	(12,096)	(105)
WASTE MANAGEMENT	4,119	314	1,059	1,819	1,810	3,835	0	355	871	(3,686)	10,495
TOTAL	36,207	4,029	11,855	13,605	9,884	18,606	0	1,448	5,414	(55,616)	45,434

	NORTH AYRSHIRE COUNCIL GENERAL SERVICES REVENUE BUDGET 2013/14 SOCIAL SERVICES & HEALTH										
	Subjective Analysis										
	Other Agencies, Bodies And Persons										
	Employee Costs £000	Property Costs £000	Supplies And Services £000	Transport And Plant Costs £000	Admin Costs £000	Transfer Payments £000	Other Expenditure £000	Capital Financing Costs £000	Income £000	TOTAL £000	
Objective Analysis	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	
MANAGEMENT & SUPPORT	4,421	42	237	108	3,641	574	0	0	155	(9,493)	(315)
SERVICE STRATEGY & REGULATION	762	0	7	9	416	60	0	0	0		1,254
CHILDREN & FAMILIES	11,239	26	435	378	1,513	10,645	144	25	138	(159)	24,385
OLDER PEOPLE	14,443	1	149	504	4,151	20,928	173	0	241	(5,289)	35,302
INDEPENDENT LIVING	1,659	0	613	57	955	1,706	407	3	22	(287)	5,136
LEARNING DISABILITIES	2,605	4	82	173	1,649	11,831	165	1	172	(4,113)	12,569
MENTAL HEALTH	591	0	2	16	751	3,011	18	0	0	(1,208)	3,180
CRIMINAL JUSTICE	2,724	3	65	68	428	1,003	1	0	15	(4,459)	(154)
ADDICTIONS	867	0	2	14	411	0	1	0	3	(125)	1,173
HOUSING	1,362	19	56	38	162	5,730	129	51	12	(455)	7,103
CHANGE PROGRAMME	304	0	0	13	0	647	0	0	0	(171)	794
TOTAL	40,977	95	1,647	1,377	14,077	56,136	1,038	80	757	(25,757)	90,426

	NORTH AYRSHIRE COUNCIL GENERAL SERVICES REVENUE BUDGET 2013/14										
	OTHER SERVICES										
	Subjective Analysis										
	Other Agencies, Bodies And Persons										
Objective Analysis	Employee Costs £000	Property Costs £000	Supplies And Services £000	Transport And Plant Costs £000	Admin Costs £000	Transfer Payments £000	Other Expenditure £000	Capital Financing Costs £000	Income £000	TOTAL £000	
CHANGING CHILDREN'S SERVICES	381	0	32	47	89	90	0	11	0	(131)	519
JOINT BOARDS	0	0	0	0	0	3,545	0	0	0	0	3,545
PENSION COSTS	1,650	0	0	0	0	0	0	7	0	0	1,658
TOTAL	2,031	0	32	47	89	3,635	0	12	7	(131)	5,722

Objective Analysis	NORTH AYRSHIRE COUNCIL GENERAL SERVICES REVENUE BUDGET 2013/14 OTHER CORPORATE ITEMS										
	Subjective Analysis										
	Other Agencies, Bodies And Persons										
	Employee Costs £000	Property Costs £000	Supplies And Services £000	Transport And Plant Costs £000	Admin Costs £000	Transfer Payments £000	Other Expenditure £000	Capital Financing Costs £000	Income £000	TOTAL £000	
LOANS FUND	0	0	0	0	0	0	0	5,748	0	5,748	
OTHER CORPORATE ITEMS	0	0	0	0	0	0	3,996	0	0	3,996	
TOTAL	0	0	0	0	0	0	3,996	5,748	0	9,743	

NORTH AYRSHIRE COUNCIL

Agenda Item 11

30 April 2013

Cabinet

Subject: **Saltcoats Town Hall Redevelopment Project**

Purpose: To report on progress and seek approval (a) to appoint a Design Team to support the preparation of technical design and procurement information and, thereafter, subject to approval and funding, support the tender action and project implementation; (b) for the preparation of funding/grant applications to relevant sources such as Historic Scotland, the Heritage Lottery Fund and others; and (c) for the relocation of services as outlined in the proposal.

Recommendation: That the Cabinet agrees (a) to note progress to date relating to the Saltcoats Town Hall redevelopment project; (b) to approve the preferred option for development; and (c) that a Design Team is appointed to take the project forward.

1. Introduction

- 1.1 At the Council meeting on 1 February 2012, Members approved the inclusion of £1.9m in the capital budget for investment in Saltcoats Town Hall.
- 1.2 This report outlines the proposals for the future use of the building as outlined in the Feasibility Study commissioned by Irvine Bay on behalf of North Ayrshire Council. The design proposals contained within the report align with a number of priorities and initiatives of the Council and its partners.
- 1.3 In order to further develop the scheme, define more accurate cost estimates and make applications for funding to outside bodies it will be necessary to produce more detailed proposals.

2. Current Position

- 2.1 Saltcoats Town Hall was built in 1826, further extended in 1892 and is Grade B listed. Located on Countess Street, it is a significant landmark and part of the townscape of Saltcoats. It has been used for various purposes throughout its history including public, community and commercial use.
- 2.2 Suffering from water ingress and structural problems, the building fell out of public use over two years ago and until recently received very little maintenance. While proposals have previously been put forward, there has been no agreed solution to date and the building has remained unused other than the one remaining tenanted shop unit.
- 2.3 As part of the “Our Future Working Environment” work stream, the former Infrastructure and Design Services carried out a high level appraisal of opportunities for property rationalisation and the creation of a customer service “hub” in the Three Towns Area. Saltcoats Town Hall was identified as a possible location and a presentation was made to members in December 2010; however, no firm proposals were agreed or taken forward at that time.
- 2.4 Subsequent to this, the Strategic Property Group identified the need to take forward a care and repair package, as recommended by Irvine Bay Regeneration Company, to stabilise the building while a long term strategy could be developed. Irvine Bay took the lead on this stabilisation work, with a contractor being appointed in July 2012. Following Cabinet approval, works were carried out between August 2012 and February 2013 at a cost of £262K.
- 2.5 The Strategic Property Group also identified the need for a coordinated and consistent approach to the key Civic Buildings across the authority. A Civic Buildings working group was consequently initiated to identify properties in this category and develop a Civic Buildings Strategy. This work is currently on-going however Saltcoats Town Hall is already identified as one of these key assets. Historic Scotland has indicated this approach will be crucial for a funding application to be successful.
- 2.6 In addition, Saltcoats Town Hall is a key site within Saltcoats to support the town's regeneration and act as a catalyst for further improvements within the town centre.

- 2.7 In October 2012, Irvine Bay appointed a Design Team to conduct an Options Appraisal Study to identify options for the redevelopment of the building. The aspirational brief for this study was to examine how the building could be re-established as the main civic focus for Saltcoats and the Three Towns Area.
- 2.8 The initial team consisted of Development Appraisal, Specialist Conservation Architect, Interior Design and Cost Consultants. This study was completed in December 2012 and identified several options and associated costs. The study has been made available within the Members Lounge.
- 2.9 £1.9 million pounds has already been included in the Capital Programme for the project. It is anticipated that the cost of the preferred option will exceed the capital allocation and will require the identification and securing of additional grant funding to proceed as recommended.
- 2.10 The “care and repair” package, which also included asbestos removal and rot repairs, was completed in February 2013 and the building is now wind and watertight. It is anticipated, however, that, without significant investment, it is possible the building could fall into a similar spiral of decline as has been experienced in recent years.
- 2.11 The Town Hall occupies a key gateway location within the town centre and its demise has had a negative impact upon economic and social activity in the area. The proposed project will support the overall town centre regeneration programme, which has seen the redevelopment of the former station building and the development of a shop-front enhancement scheme. Saltcoats has been identified within the Council's town centre programme as a key locale for future investment in recognition of the retail and financial services that exist within the town centre and future visitor opportunities.

3. Proposals

- 3.1 Based on the preferred redevelopment option, when complete, the building will accommodate Ardrossan, Saltcoats and Stevenson Housing Offices, Saltcoats Registration Office and a local three towns Heritage Centre hub. These services are in addition to the wide range of public and community uses which would be accommodated in the refurbished hall.
- 3.2 By locating the Heritage Centre Hub in the Town Hall, an exciting connection can be made between the historic building and the wider history of the area. This will also give the opportunity for linkage to other Council initiatives such as North Ayrshire Heritage Centre (also based in Saltcoats) and the Irvine Town House development.

- 3.3 The Council is currently implementing the Accommodation Strategy (approved by Council September 2010) across the property estate. It is proposed that the staff accommodation within the Town Hall will be developed in line with this strategy, utilising agile working techniques as a way of using space more efficiently and effectively. The accommodation schedule will be developed and agreed as part of the next phase of the project.
- 3.4 The creation of a Customer Centre is proposed, which will offer access to a range of Council Services and information in accordance with the Customer Service Strategy.
- 3.5 In summary, the recommended option is to create a Service and Community Hub serving the local area with the inclusion of a heritage museum. The interior of the building will be remodelled, involving the construction of a mezzanine level within the main hall. The adaptations will create an environment which will improve access to Council Services, form updated staff accommodation and provide modern and flexible space for community use.
- 3.6 The overall construction cost of the preferred option is expected to be approximately £2.9 million. A full project cost will be developed which will include professional fees, furniture / equipment, ICT infrastructure, telephone installations etc. This is expected to take the overall cost of the project to £3.5 million.
- 3.7 A full assessment of predicted savings in running costs and potential capital receipts will be undertaken, taking into account estimated running costs of the redeveloped facility.
- 3.8 It is proposed that the Cabinet authorises the Corporate Director (Finance and Corporate Support) to proceed with the procurement of a Design Team which will progress the proposals sufficiently to support the development of the project as outlined above. In order to ensure continuity of approach it is anticipated the existing design team commissioned by Irvine Bay will be assigned to North Ayrshire Council.
- 3.9 North Ayrshire Council Development and Environment (Development Planning) will co-ordinate the submission of any grant applications in partnership with Irvine Bay.

- 3.10 As a stakeholder and major contributor to the regeneration of Saltcoats and the wider Three Towns Area, Irvine Bay will be key partners in the development.
- 3.11 North Ayrshire Council Property Management & Investment will project manage the process. Regular progress reports will be submitted to the Capital Programme and Assets Group and to the Corporate Management Team as required.
- 3.12 Progress on the project, including securing external funding will also be reported to Elected Members as appropriate and Cabinet approval will be requested prior to contractors being appointed to carry out the works. The Three Towns Area Committee will receive regular update reports.
- 3.13 The Cabinet is invited to agree (a) to note progress to date relating to the Saltcoats Town Hall redevelopment project; (b) to approve the preferred option for development; and (c) that a Design Team is appointed to take the project forward.

4. Implications

Financial Implications

- 4.1 The Council's approved capital plan includes £1.9m for investment in Saltcoats Town Hall. It is anticipated that the Design Team cost to progress the project as described above will be approximately £190,000. Progressing as described will not commit the Council to any construction contract or other significant costs. Should the Council wish to progress further, it is expected the overall cost will be approximately £3.5 million, the major element of this being the £2.9 million construction contract. Grant funding will be pursued from Historic Scotland and the Heritage Lottery Fund to bridge the estimated funding shortfall of £1.6m.

Human Resource Implications

- 4.2 There are no direct human resource implications as a result of this report.

Legal Implications

- 4.3 At present, there is a tenant in one of the ground floor retail units associated with the building. In order to pursue the preferred option for development this lease will require to be terminated. There are no legal implications as a result of this report.

Equality Implications

- 4.4 There will be no direct environmental implications as a result of this report.

Environmental Implications

- 4.5 There will be no direct equality implications as a result of this report.

Implications for Key Priorities

- 4.6 1. Regenerating our communities and increasing employment;
4. Operating more efficiently and effectively.

Community Benefit Implications

- 4.7 If the project receives funding and a construction project is undertaken, Targeted Recruitment Training clauses will be included as part of the contractual obligations of the contractor. This will provide training, work experience and employment opportunities for young people in the local community.

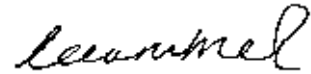
5. Consultations

- 5.1 The Strategic Property Group contributed to the development work and has been involved in the decision making process to bring the project to the current position.
- 5.2 In preparing the Option Appraisal report, initial consultation was carried out with representatives of the main services including Housing, Social Work, Registrars and Community & Culture.
- 5.3 Irvine Bay has conducted initial exploratory discussions with representatives of Historic Scotland. This has included a site visit in September 2012.
- 5.4 Further consultation with stakeholders, including the local tenants and residents network and council staff affected by the proposals, will require to be undertaken as part of the Design Development phase.

6. Conclusion

6.1 Cabinet approval will allow for:

- (a) the formal appointment of a Design Team to support the preparation of appropriate technical design and procurement information and thereafter, subject to approval and funding, support the tender action and project implementation;
- (b) the preparation of funding/grant applications to relevant sources such as Historic Scotland, the Heritage Lottery Fund and others; and
- (c) the management of the necessary changes to existing resources and assets within the Council to take account of the proposed service efficiencies and enhancements.



LAURA FRIEL

Corporate Director (Finance and Corporate Support)

Reference : LC/AMW

For further information please contact Yvonne Baulk, Head of Finance & Property on telephone number 01294 324542

Background Papers

None.

NORTH AYRSHIRE COUNCIL

Agenda Item 12

30 April 2013

Cabinet

Subject: **Kerelaw Castle**

Purpose: To advise the Cabinet of the cost of the works required to stabilise Kerelaw Castle.

Recommendation: That Cabinet approves the remedial work to Kerelaw Castle, which is owed by Stevenston Common Good, to be funded from General Fund capital budget allocated for the purpose of safeguarding North Ayrshire's heritage.

1. Introduction

- 1.1 Kerelaw Castle stands on the east bank of Stevenston Burn on the edge of Kerelaw Glen, to the immediate north of Stevenston. The former site of the Kerelaw School lies to the west, across the burn which is spanned by a grade B listed bridge, while a modern housing scheme stands to the east. Kerelaw Castle is part of Stevenston Common Good.
- 1.2 Historical Significance: The earliest account of Kerelaw Castle comes from Timothy Pont in the 17th Century who writes that Stephen Lockhart gained the lands from Richard de Moreville, Constable of Scotland in 1191. Lockhart named the granted land after himself and it became Stevenstoune (Stevenston). The castle and barony later passed to the Campbells of Loudon then on to the Cunninghames of Kilmaurs.
- 1.3 Kerelaw Castle was one of the main residences of the Earl of Glencairn, the other being at Finlayston. In 1488 the castle was reputedly sacked and burnt as part of the long feud between the Cunninghames and the Montgomeries which culminated thirty years later in 1528 with the burning of Eglinton Castle, the seat of the Montgomeries, by the Cunninghames. The castle continued to be used until 1787 when Kerelaw House was built by Alexander Hamilton whose family had owned the castle and grounds since 1655.

- 1.4 During the 19th century, the castle was a massive ivy-mantled ruin standing within the designed landscape of Kerelaw House, which lay across the bridge, on the site of the later school. To integrate the ruin with this landscape it had been '*renovated to retard its decay and increase its picturesqueness*' and made into a romantic folly. Three walls of the castle are still upstanding, with the south wall containing gothic windows. Along the east wall, are the remains of the kitchen and the vaulted cellars. 19th century images of the site show the west side of the site with maintained structures (since removed).

2. Current Position

- 2.1 Designations and protection: Kerelaw Castle is a scheduled monument reflecting its national importance, and a grade B Listed Building. The castle is held in the Common Good while the surrounding ground along the Kerelaw Burn, including the bridge across the burn, are in the ownership of North Ayrshire Council.
- 2.2 At its meeting of 10 November 2011, the Ardrossan and Arran, Saltcoats and Stevenston Area Committee agreed:-
- (a) to note the actions proposed by Infrastructure and Design Services to mitigate danger, strive to reduce vandalism and investigate the options to avoid further deterioration of Ardrossan Castle;
 - (b) that Education and Skills (i) liaise with Irvine Bay Regeneration Company to explore the business case for seeking to promote and floodlight Ardrossan and Kerelaw castles; and (ii) submit a progress report to the next meeting.
- 2.3 Property Management and Investment have now received a report from Armour Construction Consultants which provides further information on the costs of carrying out remedial works to stabilise the castle.

- 2.4 *Current Condition:* The fenced ruin of Kerelaw Castle is dominated by the two storey main south wall incorporating the gable of an earlier structure. Specialist reports have stressed that this wall and gable require urgent attention. Comparison of images of this gable suggest that the stonework remains in a similar condition over recent years, however the vertical crack extending up to the gable apex is serious. The same reports identify that dislodged voussoirs on the rear of the gable remain on the point of collapse. In addition, previous inappropriate brick infill stabilisation to the rear and lower level of the gable is unconvincing - areas of brick support are missing and several bricks have slipped in horizontal plane. The balance of the ruins is much obscured by ivy with vegetation causing damage to wallheads, and hence presumably allowing water ingress to the heart of the walls. Sections of the east and west walls, with visible architectural details suggesting late 16th to 17th century date, stand and would benefit from being fully exposed and consolidated. A mature tree once stood within the centre of the ruins, reputed to have been sent by David Livingstone from Africa. It has recently been felled and still lies at the site.

3. Proposals

- 3.1 The ATK Partnership (Structural Engineers) Report of 27 September 2011 identifies six areas of High Priority and officers recommend that they are remitted to urgently seek funding to stabilise and carry out urgent remedial work to Kerelaw Castle, one of North Ayrshire's Scheduled Historic Monuments, whose structure is in need of safeguarding from invasive vegetation and is in danger of further collapse (a scheduled monument is a monument of national importance that Scottish Ministers have given legal protection under the Historic Environment (Amendment) (Scotland) Bill 2011).

3.2 *The Future* : Our Vision

- Kerelaw Castle was transformed in the 19th century into a romantic folly; while we do not wish to recreate this ivy clad image, the use of this site as a focal point for a larger designed landscape is an ideal means of presenting this historic building within the suburban context of this land holding.
- Using planting, especially tree avenues, we want to introduce a path network that draws people to the site using the Stevenston Burn and Kerelaw Glen as a natural north-south route between the existing housing to the east and the proposed residential re-use of the Kerelaw School site to the west. This could realign the core path (TT12) to run up the burn to the Castle and onwards to the north and west, across the bridge (a grade B listed building) into the Kerelaw site.

- The consolidated ruin of the castle would be interpreted through a paving design that includes text to explain the various areas of the castle – acting as a storyboard charting its history. But overall the building would be retained as an area of tranquillity within the path network that will join up local communities.
 - To further develop this landscape as a resource for our community, we would propose using the areas delimited by the paths and tree avenues for gardens and allotments. These could either exploit the windbreaks formed by the trees and/or within new formal walled garden. There is sufficient council owned land that a safe offset can be maintained between this renewed use and the historic building. The added benefit of a renewal of a local, positive presence on-site is that this will indirectly secure the monument.
 - Should the community allotments prove a success and prosper, then in time the re-introduction of a range of west range of buildings on the castle site may be possible (following the style and location of the 19th century structures) to act as an Allotment Resource Centre and Cafe. This would further place the castle as the hub of both the path network but also the community allotments.
- 3.3 It is envisaged that the future vision would be achieved in the context of community led projects and with external funding from Historic Scotland, Heritage Lottery and Creative Scotland.
- 3.4 Current work in relation to heritage trails is ongoing and initial proposals have been drawn up in relation to future options for the development of Ardrossan and Kerelaw Castles. Education and Skills is currently working on an Education Scotland (formerly HMIE) pilot basis with the Ardrossan learning community to raise aspirations in the community. Themes within this include community capacity building and civic pride in relation to heritage and how it contributes to a sense of place for the present and future. It is proposed that any proposals relating to the future of the castle involve working with schools and the community, including the possibility of a community archaeological dig around the castle.

4. Implications

Financial Implications

- 4.1 The immediate costs of making Kerelaw Castle safe are approximately £0.099m. The castle is, however, owned by Stevenston Common Good Fund which currently has an overall balance of £0.155m. To charge these repairs to the Common Good fund would, therefore, result in a considerable depletion of funds available to meet other commitments for the Common Good that may arise. The 10-year General Services capital programme that was approved by the Council on 30 January 2013 included £0.100m per annum for restoration and repairs to castles and historic monuments within North Ayrshire and it is proposed that the costs of Kerelaw Castle are met from this budget in 2013/14.

Human Resource Implications

- 4.2 There are no human resource implications.

Legal Implications

- 4.3 There are no legal implications.

Equality Implications

- 4.4 There are no equality implications.

Environmental Implications

- 4.5 The environment around the castle will be kept in a safe condition until proper further steps can be taken to improve the condition of the ruins.

Implications for Key Priorities

- 4.6 The actions taken and proposed will contribute to SOA outcome 9, "We live our lives safe from crime, disorder and danger".

The proposals in relation to the future report to the Cabinet would assist the Council to address the following SOA outcomes and commitments:

- 4 Our young people are successful learners, confident individuals, effective contributors and responsible citizens
- 10 We live in well designed, sustainable places where we are able to access the amenities and services we need
- 11 We have strong, resilient and supportive communities where people take responsibility for their own actions and how they affect others
- 11(a) “levels of voluntary action and community involvement have increased”;
- 11(b) “partnership working between the public, community and voluntary sectors has improved”;
- 12 We value and enjoy our built and natural environment and protect and enhance it for future generations
- 15. Our Public Services are high quality, continually improving, efficient and responsive to local people's needs.

Community Benefit Implications

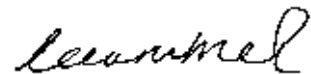
- 4.7 There are no community benefit implications.

5. Consultations

- 5.1 Consultation has taken place with Historic Scotland in relation to the current condition of the castle and the steps that might be taken to both ensure public safety and halt any further deterioration.
- 5.2 Consultation has also taken place with community organisations and individuals, who have expressed their aspirations for the protection and development of Stevenston’s heritage.

6. Conclusion

- 6.1 Immediate intervention is required to ensure the safety of the castle, both in terms of health and safety and in relation to its preservation.
- 6.2 Officers should be remitted to instruct remedial work to Kerelaw Castle, which is owned by Stevenston Common Good, to be funded from the budget within the General Services capital programme earmarked for the purpose of safeguarding North Ayrshire's heritage and historic monuments.



LAURA FRIEL

Corporate Director (Finance and Corporate Support)

Reference :

For further information please contact Yvonne Baulk, Head of Finance & Property on telephone number 01294 324542

Background Papers

None

NORTH AYRSHIRE COUNCIL

Agenda Item 13

30 April 2013

Cabinet

Subject: **Free summer swimming in North Ayrshire for under 18s**

Purpose: To seek Cabinet's approval for a pilot programme of free summer holiday swimming for 0-18 years olds in North Ayrshire.

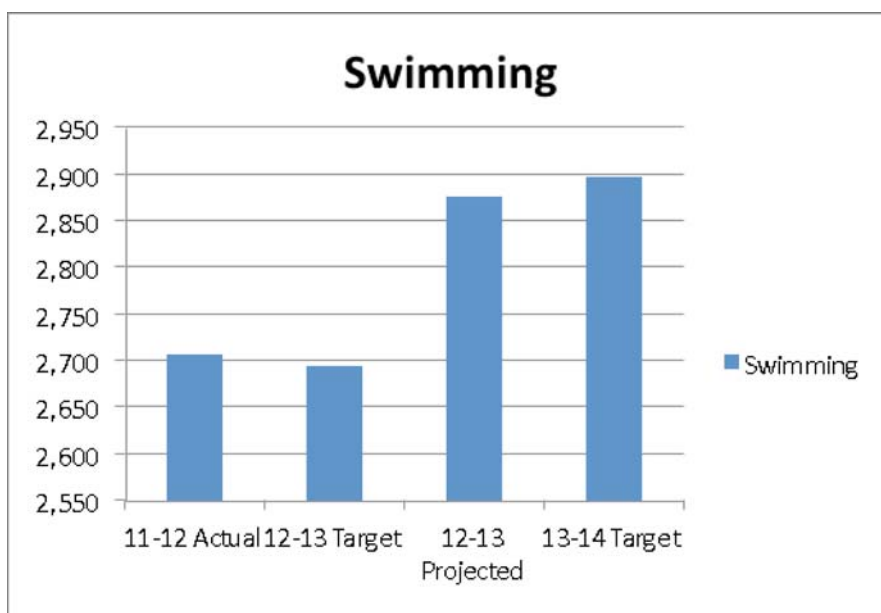
Recommendation: That the Cabinet agrees to (a) approve the programme; and (b) accept a subsequent report to review progress.

1. Introduction

- 1.1 Swimming is widely recognised for its contribution to health and well-being and as an important life skill. Access to swimming pools provides a range of benefits for all age groups and continues to be among the top physical recreational activities in Scotland.
- 1.2 The proposal contained within this report reviews the current position in North Ayrshire and proposes a pilot programme of free summer holiday swimming for people under 18 years of age to enable members to assess the desirability and sustainability of future provision.

2. Current Position

- 2.1 Swimming activity in the four KA Leisure swimming pools (Auchenharvie Leisure Centre, Stevenston, Garnock Swimming Pool, Kilbirnie, Vikingar!_Largs and the Magnum Leisure Centre, Irvine) has increased in 2012 -13 due to a combination of increased swimming subscriptions, programme developments and promotions and continued engagement with the North Ayrshire Aquatic Forum. In the coming year KA Leisure will further develop the Learn to Swim programme to enhance participation and continue to work in partnership with the Aquatic Forum to promote swimming pathways across North Ayrshire.



2.2 National Swimming Top Up Programme 2012-13.

- 2.2.1 Funding has been made available for top up swimming programmes to be delivered between August 2012 and June 2013 and released upon submission of an action plan that has been agreed by sportscotland and Scottish Swimming. No further information has been provided in relation to funding for future years.
- 2.2.2 This funding has a more targeted approach than previously, focussing on children from SIMD areas in each local authority, using the learning so far from the 2010-12 programmes.
- 2.2.3 The programme forms part of a Scottish Government initiative to increase the numbers of primary school pupils who are able to swim by the time they leave primary school. North Ayrshire Council and KA Leisure have provided additional finance to increase the number of pupils able to access this opportunity.

2.2.4 The following North Ayrshire schools are taking part this year:

School	Class	Nos
Ardeer Primary	P7	26
Loudoun Montgomery Primary	P6/7	35
Blacklands Primary	P6/7	30
Hayocks Primary	P7	33
St. Johns Primary	P6/7	34
Castlepark Primary	P7	42
Pennyburn Primary	P7	29
St Winnings Primary	P7	21
Glencairn Primary	P7	25
Total number of pupils		275

2.3 KA:Leisure Swimming Development Programme:

2.3.1 The Swimming Development programme offers a variety of activities for all age groups - from swimming camps for children during the school holidays to local competition events there is something for all. The programme also offers a swimming lessons programme and a school swimming project - as well as support to local clubs in the area to take swimming forward in North Ayrshire.

2.4 School Holiday Coaching Camp

2.4.1 "Swim Camp" programme operates at Easter and Summer School Holiday periods. It provides the opportunity for girls and boys aged 8 years and over who are competent swimmers who would like to improve their existing technique and swimming skills.

2.4.2 The course includes flexibility, stroke technique, starts and turns. We aim to make this a fun learning experience to complement your aquatic skills. All swimmers are expected to be able to swim 100m (4 lengths) continuously using at least 2 different strokes.

2.5 K:A Leisure Swimming Lessons

2.5.1 All four swimming pools run a selection of classes from the following categories:

Parent & Child
Ducklings
Beginner
Young Improver
Improver
Improver Plus
Intermediate
Advanced
Special Needs
Adult Beginner
Adult Improver

- 2.5.2 North Ayrshire has a well-established pathway for young swimmers, linking into the Scottish Swimming National Development Pathway.

2.6 Club Development

- 2.6.1 North Ayrshire Amateur Swim Club was awarded the highly acclaimed **swiMark** accreditation by Scottish Swimming in December 2009 demonstrating they are leading the way in setting excellent standards for swimming including strong coaching and effective management structures.
- 2.6.2 The local teaching clubs and the K:A Leisure Learn to Swim Programme follow a talent identification process as a pathway for potential swimmers interested in the competitive aspect through to the club.
- 2.6.3 K:A Leisure continually supports North Ayrshire ASC in a number of areas including financial subsidies, coaching staff and coach education.
- 2.6.4 The club caters for a variety of ages of swimmers and has a very active Masters section.

3. **Proposals**

- 3.1 it is proposed to offer free summer swimming (on the mainland) during the summer holiday period (29 June – 18 August 2013) as follows:

3.1.2 0 – 4 Year Olds

This age group already receive free swimming all year round from K:A Leisure. Currently the annual total of free under 5 swims across pools is 25,789.

All under 5 swimmers must be accompanied by an adult who will pay the appropriate adult rate for a swim (either Access Plus @ £1.40 or Standard Adult @ £2.90).

3.1.3 5 – 7 Year Olds

This age group will benefit from the Free Summer Swim proposal with each child normally paying £2.00 Standard per swim. However, these children must be accompanied by an adult who would pay the adult rates as detailed above. The adult rates would not be affected by the summer swim promotion.

To monitor usage of this age group it is proposed to utilise the North Ayrshire Council Library Card which is issued to children in North Ayrshire. This card will act as proof of residence in the area. Four card scanners (one for each pool) similar to those currently used within North Ayrshire Council Libraries will require to be purchased at an estimated cost in total of £120.00. These scanners will record each library number used to access the promotion thereby allowing North Ayrshire Council Libraries to identify which young people have been taking part.

In addition it is proposed, through a marketing programme leading up to the summer holidays, to encourage as many young people of this age to pre-register with KA Leisure to ensure that they can access their free swims.

3.1.4 8 – 11 Year Olds

As above. However, this age group can access swimming without adult supervision.

3.1.5 11 – 18 Year Olds

This age group will benefit from the Free Summer Swim proposal with each child normally paying £2.00 Standard per swim.

To monitor usage of this group it is proposed to utilise the National Entitlement Card (NEC) which is issued to young people from North Ayrshire when leaving primary school. This card will act as proof of residence and also of age. Currently however, the KA Leisure I.T system card readers do not recognise the NEC cards.

- 3.1.6 To ensure that usage can be accurately monitored 35 new card readers will require to be purchased for the KA Leisure system at an approximate cost of £7,100.00. This investment will also enable KA Leisure to facilitate links with the NEC system to allow future development of discounts and offers for young people and would be an initial step towards a single card system for young people across services in North Ayrshire.

3.2 Arran

- 3.2.1 North Ayrshire Council currently provides a subsidy of £40,000 p.a. to the Auchrannie Hotel to provide discounted swimming to young people who are resident on the island.
- 3.2.2 It is proposed that North Ayrshire Council and the Auchrannie Hotel incorporate within this subsidy an agreed timetable of free summer holiday swimming opportunities for young people resident on the island, at times to suit the Auchrannie's obligations to members and residents.

3.2.3 The Council provides a subsidy of £40,000 to the Auchrannie to provide the current programme of subsidised swimming which is successfully monitored by a recently introduced system based on library membership and production of the library card on arrival at the swimming pool. It is proposed that this system continues to be used to manage the free summer swimming initiative.

3.3 Marketing and Promotion

3.3.1 To ensure that all eligible young people are aware of the summer initiative a high visibility promotional campaign should be run initially encouraging young people to register either with North Ayrshire Council Libraries or KA Leisure prior to the summer holidays and then continue through the summer holidays encouraging as many as possible to take advantage of the promotion.

3.3.2 There are a number of ways this can be done including posters/flyers, school bag drops (primary and secondary schools), libraries, community centres, banners, billboards, web sites, social networking etc. This can be carried out with partners who engage with children and parents.

3.3.3 Such a promotional campaign will include design of materials, printing and distribution etc. Based on previous swimming promotions an estimated cost of the initial promotion would be £7,000. In future years, marketing would become part of the overall summer activities promotion.

3.4 That the Cabinet is invited to (a) approve the programme; and (b) receive a future report to review progress.

4. Implications

Financial Implications

4.1 The financial implications associated with the pilot are as follows:

	Free Summer Holiday Swims 0-18 Years Saturday 29 June – Sunday 18 August 2013	
Recurring Costs	2013	Notes
Juvenile Swims	£25,468	Approx. 12734 swims
Staff and Pool Chemicals	£1,000	
Marketing and Promotion	£3,000	
Total Recurring Costs	£29,468	
Non Recurring Costs		
4 Card Scanners – NAC Library Cards	£120	
35 NEC Card Readers	£7,100	
Marketing and Promotion	£4,000	
Total Non-Recurring Costs	£11,220	
OVERALL TOTAL COSTS	£40,688	

4.1.1 The £40,000 paid to Auchrannie on Arran is currently budgeted within existing Education and Skills budgets. There will be no additional costs incurred on Arran.

4.1.2 The costs of the pilot will be met from Education and Skills budgets and will be reviewed prior to potential continuation into future years.

Human Resource Implications

4.2 There are no Human Resource implications arising directly from this report.

Legal Implications

4.3 There are no legal implications arising directly from this report.

Equality Implications

4.4 Free summer holiday swimming will widen access to physical activity for all young people in North Ayrshire, reducing existing inequalities.

Environmental Implications

- 4.5 There are no environmental implications arising directly from this report.

Implications for Key Priorities

- 4.6 The introduction of free holiday swimming will contribute to the achievement of the following SOA outcomes:

6a We live longer, healthier lives

15 Our public services are high quality, continually improving, efficient and responsive to local people's needs.

5. Consultations

- 5.1 North Ayrshire Council and KA:Leisure have worked with a range of partners in developing the swimming offer in North Ayrshire. This proposal will progress these aspirations. The Council is also pleased to continue to work in partnership with the Auchrannie Hotel in Arran to enable all children in North Ayrshire to have access to free swimming opportunities during the summer holiday period.

6. Conclusion

- 6.1 North Ayrshire is ambitious in relation to its participation in the Youth Olympics in 2018 and provides a range of opportunities for children and young people to swim. The proposal will enable a greater number of children and young people to develop an interest in the sport, and to improve their overall health and well being.



CAROL KIRK
Corporate Director (Education and Skills)

Reference : AS/EMcK

For further information please contact Audrey Sutton, Head of Community and Culture (Education and Skills) on telephone number 01294 324414

Background Papers

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NORTH AYRSHIRE COUNCIL

Agenda Item 14

30 April 2013

Cabinet

Subject: **The Commonwealth Fencing Championships 2014**

Purpose: To request approval from Cabinet to provide assistance to Scottish Fencing to bring the Commonwealth Fencing Championships to the sportscotland National Sports Centre in Largs in November 2014.

Recommendation: That the Cabinet agrees to support this prestigious sporting event, which will be beneficial to the economy and reputation of North Ayrshire.

1. Introduction

- 1.1 Fencing has been one of the few sports that has been part of every modern Olympic Games since 1896 and part of the main Commonwealth Games since 1970. Since then the Commonwealth Fencing Federation has run a fencing championships every four years in line with the main games. Often the event is held in the same country as the main games. The governing body of the host country runs the event and takes responsibility for its finances. Previous championships were held in Melbourne and Budapest.
- 1.2 Scotland has performed well at Commonwealth Games level, winning individual or team golds at every event since 1990, complemented by a considerable volume of silver and bronze medals. Scotland currently has several fencers in the top one hundred in the world, including one in the top ten.
- 1.3 Scottish Fencing works in partnership with the sportscotland National Sports Centre in Largs and has identified this as the venue for the Commonwealth Fencing Championships in 2014.

2. Current Position

- 2.1 Scottish Fencing is the national governing body for the sport of fencing in Scotland. They are recognised and funded by sportscotland and work closely with them to develop the sport in Scotland. Scottish Fencing is a company limited by guarantee and was formed in 2004.

- 2.2 Scottish Fencing is funded by a combination of membership income, event income and funding from sportscotland. They are responsible for developing the sport in Scotland and for coach and club development.
- 2.3 The event will be run over six days with approximately two to three days of setup time prior and two days afterwards to dismantle.
- 2.4 The tournament has two types of event (team and individual) with three weapons (foil, epee and sabre) with both men's and women's in each.
- 2.5 Approximately 300 competitors from 25 Commonwealth Nations will take part. Each team will bring support staff of managers and coaches. The total number of people taking part will be approximately 400.
- 2.6 As was demonstrated at the London Olympics, the quality of the event venue and layout is critical to the visual appeal of the championships, with high level presentation being crucial both to live and television audiences. Scottish Fencing intend to use the same stage and floor lighting system that was developed and built for London 2012 and which so successfully promoted the excitement and drama of the sport to a worldwide audience.
- 2.7 The target audiences for the marketing campaign are:
 - The fencing community in the UK and abroad
 - Children who might be interested in taking up the sport
 - Adults with a general interest in sport.

3. Proposals

- 3.1 It is proposed that North Ayrshire Council supports the hosting of the Commonwealth Fencing Championships at Largs in 2014, which is a high profile event, promising major economic benefits for the area and an attractive return on North Ayrshire Council's investment.
- 3.2 Free tickets to events will be provided for local school children.
- 3.3 The event has already been guaranteed investment of £18,000 from Homecoming Scotland towards a total projected event cost of £133,644. Officers are currently in discussion with Scottish Fencing in relation to their business plan.
- 3.4 Additional income will be derived from broadcasting rights, sponsorship and ticket sales.

3.5 Proposed support from North Ayrshire Council would consist of:

- The creation of a “shadow committee” in North Ayrshire to ensure that appropriate high quality support is provided to the event organisers from a range of North Ayrshire Council departments and to ensure that maximum spend is retained within North Ayrshire;
- Promotion of and support for accommodation, tourism and food related opportunities to the event organisers;
- Establishment of “in-kind” partnerships with local schools, Active Schools and community sports clubs to design and ensure uptake of a range of volunteering opportunities in relation to the championships;
- Support “in kind” from North Ayrshire Council sports development staff and KA Leisure staff and facilities in support of the event;
- A contribution of £20,000 from Economic Development, in relation to event set up costs, marketing, and for an economic impact study to be carried out in December 2014.

3.6 The contributions would be subject to appropriate conditions being agreed between the event organisers and North Ayrshire Council.

3.7 The Cabinet is invited to support this prestigious sporting event, which will be beneficial to the economy and reputation of North Ayrshire.

4. Implications

Financial Implications

4.1 The financial and “in-kind” implications associated with the pilot are as detailed in 3.5 above and would consist of financial and “in kind” contributions from North Ayrshire Council, including staff time and use of facilities. The economic benefits of the event will be available on completion of the economic impact study, included at 3.5 above.

Human Resource Implications

4.2 There are no Human Resource implications arising directly from this report.

Legal Implications

4.3 There are no legal implications arising directly from this report.

Equality Implications

4.4 There are no equality implications arising directly from this report.

Environmental Implications

- 4.5 There are no environmental implications arising directly from this report.

Implications for Key Priorities

- 4.6 The hosting of this event will contribute to the achievement of the following SOA outcomes:

1b North Ayrshire is a more attractive tourist destination

1e Community capacity has improve

6e People are more active more often

15 Our public services are high quality, continually improving, efficient and responsive to local people's needs.

5. Consultations

- 5.1 Consultations have already taken place between Scottish Fencing, the sportscotland National Sports Centre and North Ayrshire Council. Further consultation will take place with a range of partners, including local businesses and Event Scotland and Taste of Ayrshire and Taste Arran.

6. Conclusion

- 6.1 North Ayrshire is ambitious in relation to its participation in the Commonwealth Games legacy. The hosting of the Commonwealth Fencing Championships in North Ayrshire provides an exciting opportunity for the area to play a part on the fencing world stage.



CAROL KIRK
Corporate Director (Education and Skills)

Reference : AS/EMcK

For further information please contact Audrey Sutton, Head of Community and Culture (Education and Skills) on telephone number 01294 324414

Background Papers

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NORTH AYRSHIRE COUNCIL

Agenda Item 15

30 April 2013

Cabinet

Subject:	Revocation of the Closing Orders at 14, 24 and 28 Chaseley Gardens, Skelmorlie.
Purpose:	To report to the Cabinet the condition of the properties at 14, 24 and 28 Chaseley Gardens, Skelmorlie.
Recommendation:	That the Cabinet approves the removal of the Closing Orders.

1. Introduction

- 1.1 On 4 September 2012, the Cabinet approved the serving of Closing Orders over the above properties as they failed to meet a condition that was compliant with the recognised Tolerable Standard as defined in the Housing (Scotland) Act 2006.

2. Current Position

- 2.1 The Council has recently undertaken an inspection of the three properties and can advise that the required reinstatement work is now complete and that the properties now comply with the definition of the Tolerable Standard.

3. Proposals

- 3.1 It is proposed that the Closing Orders are now revoked.

4. Implications

Financial Implications

- 4.1 Upon removal of the Closing Orders, the properties will no longer be exempt from paying Council Tax.

Human Resource Implications

- 4.2 None.

Legal Implications

- 4.3 None.

Equality Implications

4.4 None.

Environmental Implications

4.5 None.

Implications for Key Priorities

4.6 None.

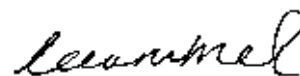
5. Consultations

5.1 The owners of the properties have been consulted with in relation to the removal of the Closing Orders.

5.2 In order to remove the Council Tax exemption, the Ayrshire Valuation Joint Board will be advised of the removal of the Closing Orders.

6. Conclusion

6.1 Cabinet is asked to approve the Revocation of the Closing Orders.



LAURA FRIEL

Corporate Director (Finance and Corporate Support)

Reference : DT

For further information please contact David Tate, Senior Manager (Housing, Assets & Investments) on telephone number 01294 225051

Background Papers

Correspondence with the owners of the properties.

NORTH AYRSHIRE COUNCIL

Agenda Item 16

30 April 2013

Cabinet

Subject: **Affordable Housing Supply Programme: Revision**

Purpose: To seek Cabinet approval for the submission of the revised Strategic Local Programme (SLP) to the Scottish Government and for a number of specific actions to facilitate the delivery of the SLP.

Recommendation: That the Cabinet agrees (a) to approve the submission of the revised SLP, as set out at Appendix 1, to the Scottish Government; and (b) to actions to facilitate the delivery of the SLP, namely (i) the allocation of funding to CHA from the Affordable Housing Account to allow the Fairlie development to proceed; (ii) the cessation of allocations of properties at Dickson Drive with immediate effect and the commencement of decanting of existing tenants; (iii) the use of the Mortgage to Rent underspend from 2012/13 to part fund the Dickson Drive development; (iv) the commencement of the decanting of tenants at Kiln Court, Irvine; and (v) the allocation of Affordable Housing Account funds to Irvine Housing Association (IHA) to assist in the Greener Homes Pilot.

1. Introduction

- 1.1 In May 2012, the Scottish Government published a guidance note which detailed changes to the future operation of the Affordable Housing Supply Programme (the budget used to provide subsidy to Councils and Registered Social Landlords for building new affordable homes). The most significant change was the move to three year budget allocations, referred to by the Government as "Resource Planning Assumptions" (RPA).
- 1.2 In a report to the Cabinet on 21 August 2012, Housing Services advised that the North Ayrshire RPA award for 2012 - 2015 was £9,361,000. Only £3,398,000 of this was 'new money', the £5,963,000 balance being money previously committed by the Government for projects approved as part of the previous year's Innovation and Investment Fund.

- 1.3 On the above date, Housing Services received Cabinet approval to submit the Strategic Local Programme (SLP), which detailed how the RPA would be allocated, to the Scottish Government. The Cabinet agreed that 80 units at John Galt Primary School, Irvine and a further 48 units at Vineburgh phase 4, Irvine should be programmed, and that these would be delivered by North Ayrshire Council and Cunninghame Housing Association, respectively.
- 1.4 On 5 September 2012, the Government announced a further RPA allocation of £544,000 for North Ayrshire for the period 2012-2015. Subsequently, the SLP was revised, to include the following projects:
- Stevenson Institute, Largs - 11 new supply amenity flats on a site shared with social services. To be delivered by North Ayrshire Council, and
 - Courtyard, Irvine - 6 properties to be purchased 'off the shelf' by Irvine Housing Association.
- 1.5 The Cabinet agreed to the above revision on 4 December 2012.
- 1.6 On 3 December 2012, a further round of RPA awards for 2012-15 was announced resulting in an additional allocation of £1.044m for affordable development in North Ayrshire. For RPA awards received up to and including the 3rd December the Scottish Government has advised that all projects must reach practical completion by March 2015 and that the subsidy will be paid on completion of the projects.
- 1.7 On receipt of the above notification Housing Services consulted with internal and external partners and finalised proposals for a further revision to the SLP. Prior to submitting this to the Cabinet and Scottish Government for approval we received early notification that there was likely to be a further RPA allocation announced in February/March 2013.
- 1.8 On 5 March, the Council received notification of a further £1.39m of RPA funding. As with the previous 2012-15 allocations the notification stated that the subsidy is payable on the completion of projects and they should be completed by March 2015. Feedback has already been provided to the Scottish Government highlighting the fact that the March 2015 completion date is not achievable and confirmation has subsequently been received that projects can slip into the 2015-16 financial year.

- 1.9 The maximum subsidy level available for Council house new build remains at £30,000 per unit. The Scottish Government has advised that the subsidy levels available to Registered Social Landlords (RSL's) should, wherever possible, adhere to the benchmark figure of £42,000 per unit. However where strategic priorities, or the financial capacity of the RSL, makes it necessary to request a higher grant level for a development they will consider this. For RSLs this is a significant reduction from the subsidy levels that were previously available to them.
- 1.10 This report details the process of amending the Strategic Local Programme, and seeks Cabinet approval for the latest revision to be submitted to the Scottish Government.

2. Current Position

- 2.1 Details of the proposed additions to the already agreed SLP and Slippage Programme, which results from the additional £2.434m RPA subsidy award are noted below. Already agreed projects have not been reviewed, and indeed, the Scottish Government has already issued the 'offer of grant' letters for these projects:
- Vineburgh Phase 4, Irvine (Cunninghame Housing Association)
 - John Galt Primary School, Irvine (NAC)
 - Stevenson Institute, Largs (NAC)
 - Courtyard, Irvine (Irvine Housing Association)
- 2.2 In order to revise the SLP, Housing Services firstly considered the projects on the previously agreed slippage programme; these were:
- Second hand market purchases, Arran (Trust Housing Association)
 - Kelburn Hotel, Fairlie (Cunninghame Housing Association)
 - Beithglass Road, Skelmorlie (Cunninghame Housing Association)
 - Ardrossan Harbour (Cunninghame Housing Association)
- 2.3 Following further consultation with Trust Housing Association the second hand market purchases on Arran have now been assessed as being undeliverable. Reducing subsidy levels means that more private finance must be secured to ensure purchases can be made; and the resultant rental income from these purchased properties would not repay the loan outstanding on the properties. This project has therefore been removed from the SLP.
- 2.4 The remaining options within the existing Slippage Programme comprise of Cunninghame Housing Association (CHA) projects. These are potential developments at the Kelburn Hotel, Fairlie -13 units, Beithglass Rd, Skelmorlie - 30 units and Ardrossan Harbour - 40 units.

- 2.5 Further consultation was undertaken with CHA before identifying if these slippage projects could be progressed. CHA has now confirmed that developments at a subsidy benchmark level of £42,000 per unit are no longer financially viable for them as an organisation.
- 2.6 They have indicated that the level of borrowing that would be required to offset the reduced level of Scottish Government subsidy would result in rents being set at a level which are no longer affordable. CHA has confirmed that, for any new projects to be deliverable, they would require a minimum of the £42,000 benchmark subsidy level from the Scottish Government plus an additional £19,000 per unit. They have requested that the additional £19,000 be provided by the Council in the form of a supplementary grant to be paid from the Affordable Housing Account (2nd homes council tax discount funding.)
- 2.7 Such is the demand pressure for social housing in the North Coast Sub Housing Market area, it is proposed that the Council agree to provide £247,000 of additional grant from the Affordable Housing Account (£19,000 x 13 units), for the Kelburn Hotel, Fairlie project. Precedent exists for such a measure. In recent years, the Council has uplifted grant levels for other projects by £19,000:
- Benlister South, Brodick, Isle of Arran
 - Vineburgh Phase 3, Irvine
- 2.8 For the Skelmorlie development CHA have indicated that they require Scottish Government subsidy of £45,988 as well as an extra £19,000 per unit grant from the Council. For the proposed 30 unit development this would equate to £1,379,654 of the new subsidy money that is available and a contribution of £570,000 from the Council's Affordable Housing Account.
- 2.9 If the £1,379,654 was used to provide new build Council housing, at the £30,000 per unit subsidy level, 46 new units could be delivered. In terms of providing value for money, and maximising the availability of new affordable housing in North Ayrshire, it is proposed that the Skelmorlie project is not considered for inclusion in the revised SLP at this time. This decision will be reviewed when the new 2015-18 Strategic Housing Investment Plan is developed later this year.
- 2.10 In addition to the above further work is required to establish the true demand for housing within the village of Skelmorlie. Housing Services will be conducting research in terms of the Housing Need and Demand for Skelmorlie in the near future; this will inform future investment priorities.

- 2.11 The Ardrossan Harbour development is within a Priority B sub housing market and, as such, it has lower levels of demand pressure and more readily available developable land. In terms of availability of affordable housing it also has a lower shortfall in supply as a % of households compared to Arran, The North Coast, Irvine and Kilwinning. It is therefore proposed that the Ardrossan project is not considered for inclusion in the reviewed SLP at this time. This decision will be reviewed, along with the other Three Towns sites currently in CHA's ownership, when the new 2015-18 Strategic Housing Investment Plan is developed later this year.

Identifying New Projects: Review of New Opportunities

- 2.12 Having exhausted the opportunities within the existing slippage programme, a strategic review of other potential development opportunities was carried out.
- 2.13 When deciding how best to allocate the remaining subsidy award a key consideration is the deliverability of any potential projects within the Scottish Government's time frame. For planning purposes, an 'average' development project is assumed to take approximately 2 years (assuming the land is already owned by the developing organisation). The delivery of the projects, in terms of meeting the March 2015 or March 2016 deadline, has been taken into account when reviewing the undernoted projects

Dickson Drive, Irvine

- 2.14 Housing Services propose the inclusion of a regeneration project at Dickson Drive, Irvine within the revised SLP. The area of Dickson Drive under review is situated beside a local shopping area and Public House. The properties located in this area suffer from problems with low demand, high turnover and estate management/antisocial behaviour issues. During a 2-year period there have been 15 void properties within the 28 affected properties and only 16 of the current tenants have managed to sustain their tenancy for more than 2 years. Despite a number of attempts to improve the appearance of the area it remains in aesthetically poor condition.
- 2.15 The project involves the demolition of all 20 properties between 136-174 Dickson Drive, and the construction of 8 new homes on the site (including two amenity bungalows). Furthermore, work will be carried out to demolish the flats above the shops on the site (8 properties) while retaining the retail units. It has been confirmed that the 'downtopping' of the 8 flats above the shop can be achieved without negatively impacting the businesses in terms of public access and opening hours.

- 2.16 This development was considered following the allocation of the additional grant money released in December 2012. As a result practical completion must meet the Scottish Government's March 2015 deadline. It is recognised that this is an extremely tight timeline and as such we have worked closely with colleagues in Finance and Property to develop draft scheme proposals. Indicative designs have been prepared for this project (see Appendix 2) and the plans have been costed. Consultation with affected residents and shop owners has already begun and would continue throughout the development should Cabinet approval be granted.
- 2.17 In order to commence this project, with a view to completion by March 2015, it will be necessary to stop allocating any void properties within the affected stock and to commence the rehousing of all tenanted properties with immediate effect.
- 2.18 Development costs are detailed in table 1 below, showing the distinction between the different elements of the project.

Table 1

Cost of Housing Development	Cost per unit	Cost of other development work	Total Cost of Project
£970,725	£121,341	£1,026,538	£1,997,263

- 2.19 The proposed funding for this project is shown in table 2 below. For the demolition and rebuild of the houses, Government grant is available at the rate of £30,000 per unit. The majority of the Housing Revenue Account budget for regeneration over the forthcoming two years, including an indicative budget for 2014/15, has been allocated to this project (£930,000), with the remaining £35,000 of the budget being set aside for committed spend on other projects. Additionally, a true underspend on the Mortgage to Rent scheme for 2012/13 has allowed us to consider the use of £500,000 of this underspend to assist in the funding of this project with the remaining project balance to be drawn from the Affordable Housing account.

Table 2

Scottish Government Grant	Approved Regeneration Budget for 2013/14 and Indicative 2014/15 Budget	Affordable Housing Account 2014/15	Use of Mortgage to Rent underspend from 2012/13
£240,000	£930,000	£327,263	£500,000

Sheltered Housing Developments

- 2.20 On 27th September 2011 the previous Executive of the Council granted approval for a full option appraisal to be carried out on Montgomerie Court, Kilbirnie and Kiln Court, Irvine as part of the ongoing development of the North Ayrshire Older People Housing Strategy. Both of these complexes are classified as very low demand and have fewer than one person on the housing register per void property. Further to this a cross tenure, face to face survey of 1700 North Ayrshire residents aged 50+ has recently been concluded and, of the 1700 interviewed, not one person expressed a preference for residing in bed sit accommodation.
- 2.21 Montgomery Court and Kiln Court were both built in 1977 and consist of bed sit and one bedroom accommodation. In terms of built form, component replacement and energy efficiency they are in need of major upgrading and investment. The lack of available space within both complexes makes them extremely inflexible in terms of meeting different health and social care needs.
- 2.22 Personnel from Finance & Property were asked to evaluate both complexes and provide options and costs for major upgrading/conversion work and also costs for demolition of the existing complexes and the construction of new, modern fit for purpose older people housing.

Montgomery Court, Kilbirnie

- 2.23 This unit currently consists of 16 two apartment houses and 8 bed-sits. Two options have been considered by Housing Services and Finance & Property. These were:
- Conversion of bed-sits and modernisation of existing one bedroom houses to provide 21 units: Total project cost of £2,039,000 or £97,000 per unit
 - Phased demolition and new development of 24 amenity houses: Total project costs of £2,480,025 or £103,334 per unit

- 2.24 In terms of the conversion and modernising option there would be a requirement to relocate or decant the existing tenants while this work was carried out. Given the extremely limited options within the Kilbirnie area to facilitate moving this vulnerable client group this was seen as a significant barrier to this option. In addition to this the phased demolition and rebuild option would qualify for the £30,000 per unit Scottish Government subsidy if it was included within our SLP. Therefore in terms of providing value for money, and ensuring we are providing modern fit for purpose housing for the existing, and future tenants, the phased demolition and rebuild option was highlighted as the preferred option.
- 2.25 If agreed by Cabinet this proposal would deliver 24, two bed amenity houses on the existing site. Design work has already been undertaken and it has been established that the process of rehousing the residents from the sheltered unit can be phased in line with the construction work. The first phase of new amenity homes would be built on land adjacent to the existing sheltered housing complex, and the first tranche of existing tenants could then be rehoused within the new properties. The vacated properties will then be selectively demolished to allow the development of a further phase, and so on until the project concludes.
- 2.26 This project was considered for addition to the Strategic Local Programme following release of the grant money in March 2013 and as such, the Scottish Government has confirmed that the project delivery date can be extended into the 2015/16 financial year. This project will still offer challenges in terms of timescale, however, we have worked closely with our colleagues in Finance and Property and have completed draft designs and layouts for the development. See attached Appendix 3.
- 2.27 A consultation exercise was undertaken with the tenants of Montgomery Court on the 15th April 2013 to afford them an opportunity to view plans and provide reassurance that, if approved, the cluster model of amenity housing will continue to give the same benefits as sheltered housing while also providing better living conditions in modern, warm housing designed to meet the needs of an ageing population. Further extensive consultation and engagement will be undertaken with affected tenants and neighbours subject to this report being approved.
- 2.28 Development costs for this project are detailed in table 3 below, detailing the cost per unit.

Table 3

Cost of Development	Cost per Unit
£2,480,025	£103,300

- 2.29 The proposed funding for this project is shown in table 4 below. Government grant is available at the rate of £30,000 per unit and the approved 2014/15 budget for sheltered housing of £800,000 would be utilised to partly fund this project. Additionally, a contribution from the Affordable Housing Account and Capital from Current Revenue (CFCR) will be required, both of which are within the parameters set out in the HRA 30 year Business Plan for new council house building.

Table 4

Scottish Government Grant	Indicative Sheltered Housing Budget 2014/15	Affordable Housing Account 2015/16	Housing - Capital from Current Revenue (CFCR)
£720,000	£800,000	£288,000	£672,000

Kiln Court, Irvine

- 2.30 This unit consists of 23 bed-sits and 2 two apartment houses. Of the 23 bed sits 11 are currently void. The site also includes the former linked residential unit which is currently occupied by the Criminal Justice Programme Delivery Team. Three options have been considered by Housing Services and Finance & Property. These were:
- Remodelling of the existing accommodation to form 12 two apt houses: Total project cost of £1,424,000 or £119,000 per unit
 - Demolition and new development to construct 18 three apt houses: Total project costs of £2,537,025 or £141,000 per unit
 - Demolition and new development to construct a modern 16 unit sheltered housing complex with provision for a Social Services hub: Total project costs of £2,736,000 or £171,000 per unit.
- 2.31 Following consideration of the above options it is the recommendation of Housing Services and Finance & Property that the third option, i.e demolition and development of a modern 16 unit sheltered housing complex with provision for a Social Service hub should be pursued. See Appendix 4. Whilst it is accepted that this option is the most expensive it would deliver an exemplar project that takes account of best practice, modern technologies and produces a sheltered housing model which is fit for purpose and suitable for the 21st century. It has been confirmed that the communal nature of a new sheltered complex e.g. linked corridors, common rooms, boiler rooms etc will result in higher unit costs, when compared to individual amenity properties.
- 2.32 The Social Services 'hub' facility is a model that is being heralded as an example of best practice and would allow for the provision of services to the tenants of the new complex while also establishing a base to deliver services to the wider community.

- 2.33 This project was considered along with Montgomery Court when the new release of grant funding was announced and the date for completion has therefore been extended to the financial year 2015-16. In order to achieve this completion date it will be necessary to commence the rehousing of all tenanted properties with immediate effect.
- 2.34 As with Montgomery Court, full and extensive consultation would be undertaken with residents, to ensure their housing needs are met throughout the rehousing process.
- 2.35 Provision has been made for the Criminal Justice Programme Delivery Team within Phase 2 of the Bridgegate House refurbishment project.
- 2.36 A consultation exercise has already taken place with the tenants of the unit to afford them an opportunity to view the draft plans and discuss any concerns they may have. Area office and Development staff will continue to liaise closely with tenants subject to this report being approved.
- 2.37 Table 5 below shows the total development cost and the cost per unit for the option recommended for this site.

Table 5

Cost of Development	Cost per Unit
£2,736,000	£171,000

- 2.38 The proposed funding for this development is shown in table 6 below. Government grant is available at £30,000 per unit and the indicative sheltered housing unit budget of £800,000 is available for 2015/16. Additionally, a contribution from the Affordable Housing Account, Capital from Current Revenue (CFCR) and prudential borrowing would be required. All of the required funding streams are within the parameters set out in the HRA 30 year Business Plan for new council house building.

Table 6

Scottish Government Grant	Indicative Sheltered Housing Budget 2015/16	Affordable Housing Account 2014/15	Housing Capital Financing from Current Revenue (CFCR)	Prudential Borrowing
£480,000	£800,000	£286,000	£530,000	£640,000

Additional Projects

- 2.39 Previously, grant allocation for the John Galt Primary School development was approved at under £16,000 per unit, due to the limited grant funding available when the project was initially identified. As further grant funds are now available, a slight increase has been proposed for this development from £1.274m of previously approved grant funding, to £1.28m i.e an increase of £6,000. This would bring the grant funding to exactly £16,000 per unit.
- 2.40 Following consideration of the above developments, the remaining balance of the available Scottish Government funding amounted to £468,000. In order to fully utilise the remainder of this funding, it is proposed that IHA receive £320,000 to part fund the purchase of second hand homes from the open market, with the remaining balance of £148,000 being used for NAC Housing Services to purchase five second hand homes. It is intended that one bedroom properties should initially be targeted to help mitigate the impact of the recently introduced welfare reform under occupancy changes. The purchases undertaken by Housing Services would require a contribution from the Affordable Housing Account of £102,000.

IHA - Greener Homes Innovation Scheme

- 2.41 In addition to the proposals for the SLP Irvine Housing Association were successful in a recent bid to the Scottish Government for the Greener Homes Innovation Scheme for their Healthy Sustainable House Pilots. As part of the funding for their project, the Association requested £47,000 from the Affordable Housing Account to assist in delivering this project. The Cabinet are invited to approve this request to allow the project to progress.

3. Proposals

- 3.1 The Cabinet is invited (a) to approve the submission of the revised SLP, as set out at Appendix 1, to the Scottish Government; and (b) to actions to facilitate the delivery of the SLP, namely (i) the allocation of funding to CHA from the Affordable Housing Account to allow the Fairlie development to proceed; (ii) the cessation of allocations of properties at Dickson Drive with immediate effect and the commencement of decanting of existing tenants; (iii) the use of the Mortgage to Rent underspend from 2012/13 to part fund the Dickson Drive development; (iv) the commencement of the decanting of tenants at Kiln Court, Irvine; and (v) the allocation of Affordable Housing Account funds to Irvine Housing Association (IHA) to assist in the Greener Homes Pilot.

4. Implications

Financial Implications

- 4.1 It should be noted that all budgets are indicative and figures are based on recent developments. These budget estimates will be refined when the tendering process concludes, and the market fully tested.
- 4.2 The tables included in the report above indicate how the Council projects, identified in the revised SLP, will be funded. Finance and Property: Financial Management, have confirmed that all of proposed projects are affordable within the parameters of the HRA 30 year Business Plan.
- 4.3 North Ayrshire Council projects may also be subject to external professional fees, which are excluded from the project costs detailed in this report. Professional fees may be somewhere in the region of £40,000 per project if required.

Human Resource Implications

- 4.4 These are no human resource implications associated with this proposal.

Legal Implications

- 4.5 There are no immediate legal implications emerging from the proposals in this paper.

Equality Implications

- 4.6 There are no equality implications associated with this proposal.

Environmental Implications

- 4.7 There are no direct environmental implications from the proposals in this paper.

Implications for Key Priorities

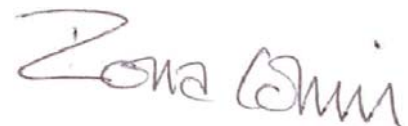
- 4.8 The project supports the Single Outcome Agreement between North Ayrshire Council and the Scottish Government, specifically National Outcome 10 - "We live in well-defined, sustainable places where we are able to access the amenities and services we need" and Local Outcome 10b - "Availability of affordable housing has improved" and National Outcome 6- "We live longer, healthier lives" and Local Outcomes 6a - "Health and well-being throughout life have improved" and 6d "More vulnerable people are supported within their own communities".

5. Consultations

- 5.1 Consultation has taken place with the required Council services and departments in the preparation of this report. These include:
- Finance & Property: Financial Management
 - Finance & Property: Housing Investment
 - Finance & Property: D&P Energy & Asset Management
 - Development Planning: Planning
- 5.2 As detailed in the report, consultation has also taken place with various tenant groups affected by the proposed developments as well as businesses within the Dickson Drive shopping area.
- 5.3 The Council has consulted with local Registered Social Landlord (RSL) partners on the Strategic Local Programme and on the completion of this report.
- 5.4 Ongoing consultation is held between North Ayrshire Council's Housing Service and the Scottish Government's Local Area Team.

6. Conclusion

- 6.1 If approved, the proposals contained within the revised Strategic Local Programme will make a significant contribution to addressing the shortfall of affordable housing in North Ayrshire.



IONA COLVIN

Corporate Director (Social Services and Health)

Reference : DH/1359/13

For further information please contact Alex Adrain, Divisional Manager on telephone number 01294 324641.

Background Papers

None

STRATEGIC LOCAL PROGRAMME: North Ayrshire

Resource Planning Assumption (2012-2015): £12.339

New money for Local Programmes

£6.376



Project Address	Developer	Units				Type				Green er Stnds	Est. Start Fin. Year	Est. End Fin. Year	Total Project Cost	SG Grant per unit	TOTAL SG Grant
		Rehab	Off the Shelf	New Build	Total	Gen Need	Part Need	Detail	Total						
Vineburgh #4, Irvine (Social Rent)	Cunninghame Housing Association	0	0	48	48	46	2	Am. Bung	48	✗	2013	2015	£ 5.557	£ 0.044	£ 2.124
Kelburn Hotel, Fairlie (Social Rent)	Cunninghame Housing Association	0	0	13	13	11	2	Am	13	✗	2013	2015	£ 1.204	£ 0.040	£ 0.520
Courtyard, Irvine (Social Rent)	Irvine Housing Association	0	6	0	6	6	0	-	6	✗	2013	2014	£ 0.631	£ 0.036	£ 0.214
John Galt, Irvine #1 (Social Rent)	North Ayrshire Council	0	0	40	40	35	5	Am/ WChr	40	✗	2013	2015	£ 5.170	£ 0.016	£ 0.640
John Galt, Irvine #2 (Social Rent)	North Ayrshire Council	0	0	40	40	35	5	Am/ WChr	40	✗	2013	2015	£ 5.170	£ 0.016	£ 0.640
Stevenson Institute, Largs* (Social Rent)	North Ayrshire Council	0	0	11	11	0	11	Am/ WChr	11	✗	2013	2015	£ 2.475	£ 0.030	£ 0.330
Dickson Drive, Irvine (Social Rent)	North Ayrshire Council	0	0	8	8	6	2	-	8	✗	2013	2015	£ 1.997	£ 0.030	£ 0.240
Montgomery Ct, Kilbirnie (Social Rent)	North Ayrshire Council	0	0	24	24	0	24	-	24	✗	2014	2016	£ 2.480	£ 0.030	£ 0.720
Kiln Ct, Irvine (Social Rent)	North Ayrshire Council	0	0	16	16	0	16	-	16	✗	2014	2016	£ 2.736	£ 0.030	£ 0.480
2nd Hand Market Purchases, Mainland NA (Social Rent)	Irvine Housing Association	0	8	0	8	8	0	-	8	✗	2013	2015	£ 0.350	£ 0.040	£ 0.320
2nd Hand Market Purchases, Mainland NA (Social Rent)	North Ayrshire Council	0	5	0	5	5	0	-	5	✗	2013	2015	£ 0.250	£ 0.030	£ 0.148
		0	19	200	219	152	67	0	219				£ 28.020	£ 0.029	£ 6.376

* This is a joint project with NAC Social Services and will include the provision of a Social Services Day Care Centre on the site.

SLIPPAGE PROJECTS (Listed per unit - no. of units will be increased line with any future funding allocation)

Project Address	Developer	Units				Type				Green er Stnds	Est. Start Fin. Year	Est. End Fin. Year	Total Project Cost	SG Grant per unit	TOTAL SG Grant
		Rehab	Off the Shelf	New Build	Total	Gen Need	Part Need	Detail	Total						
2nd Hand Market Purchases, Mainland NA (Social Rent)	Irvine Housing Association	0	1	0	1	1	0	-	1	✗	2013	2015	£ 0.070	£ 0.040	£ 0.040
2nd Hand Market Purchases, Mainland NA (Social Rent)	North Ayrshire Council	0	1	0	1	1	0	-	1	✗	2013	2015	£ 0.070	£ 0.030	£ 0.030
		0	2	0	2	2	0		2				£ 0.140	£ 0.070	£ 0.070

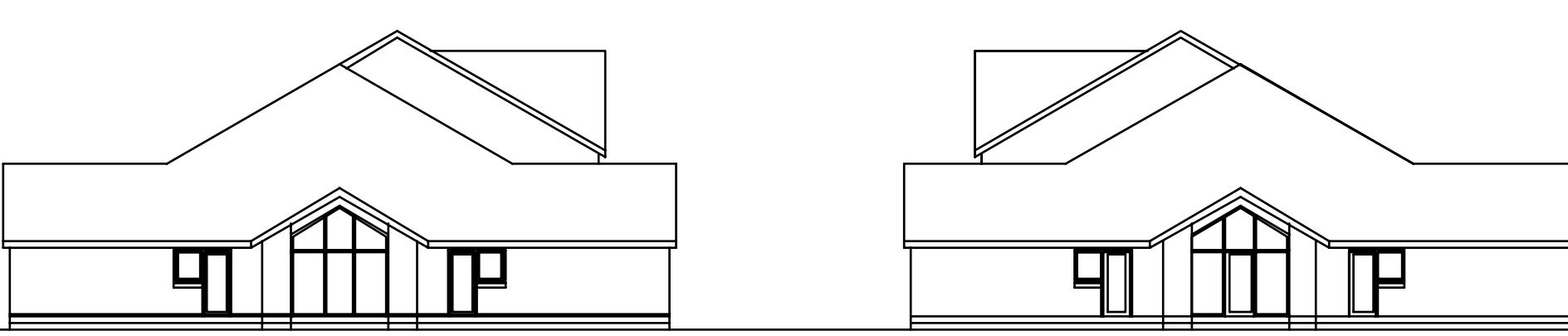
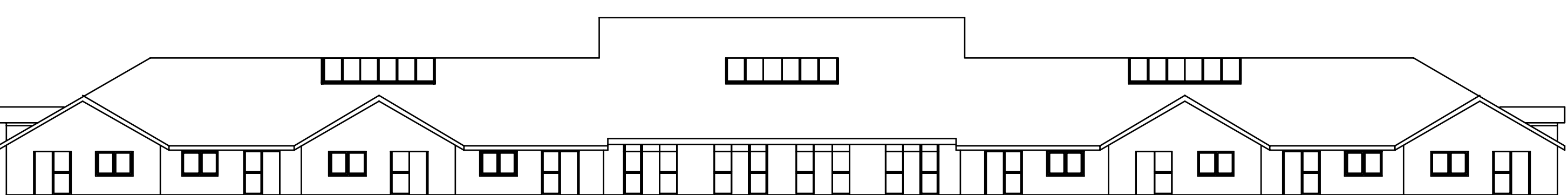
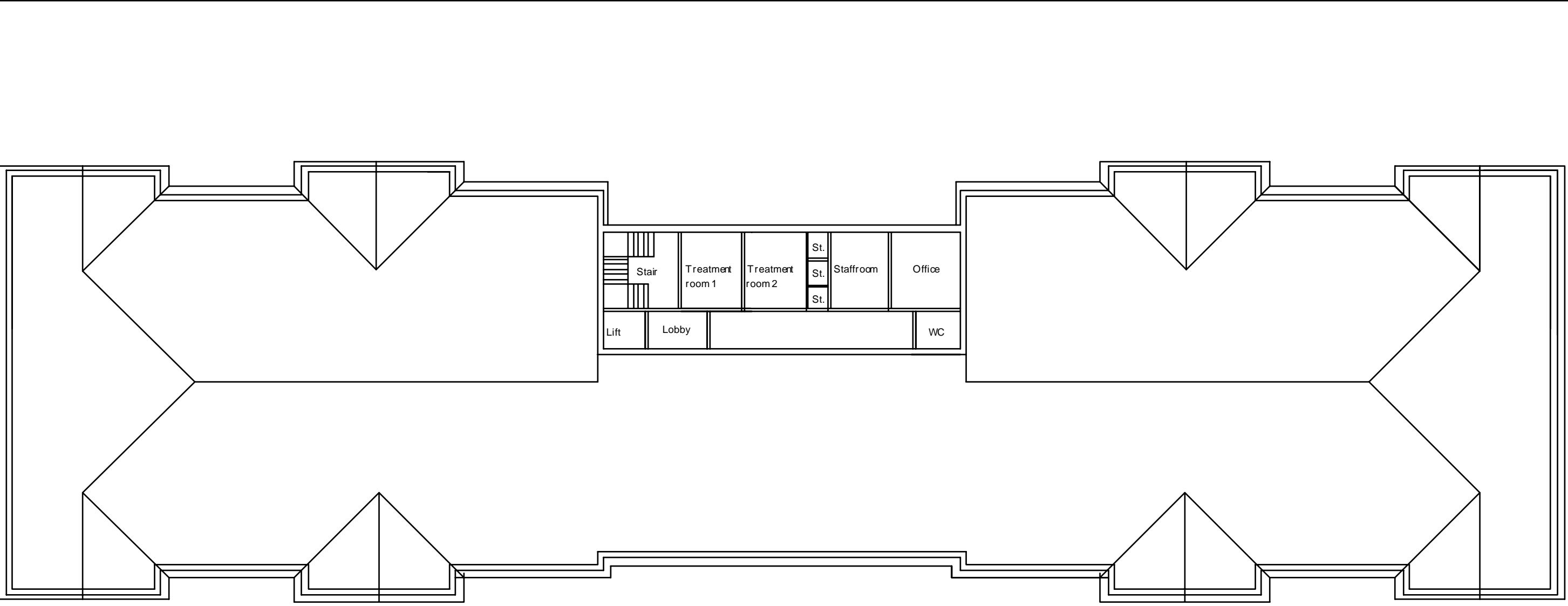
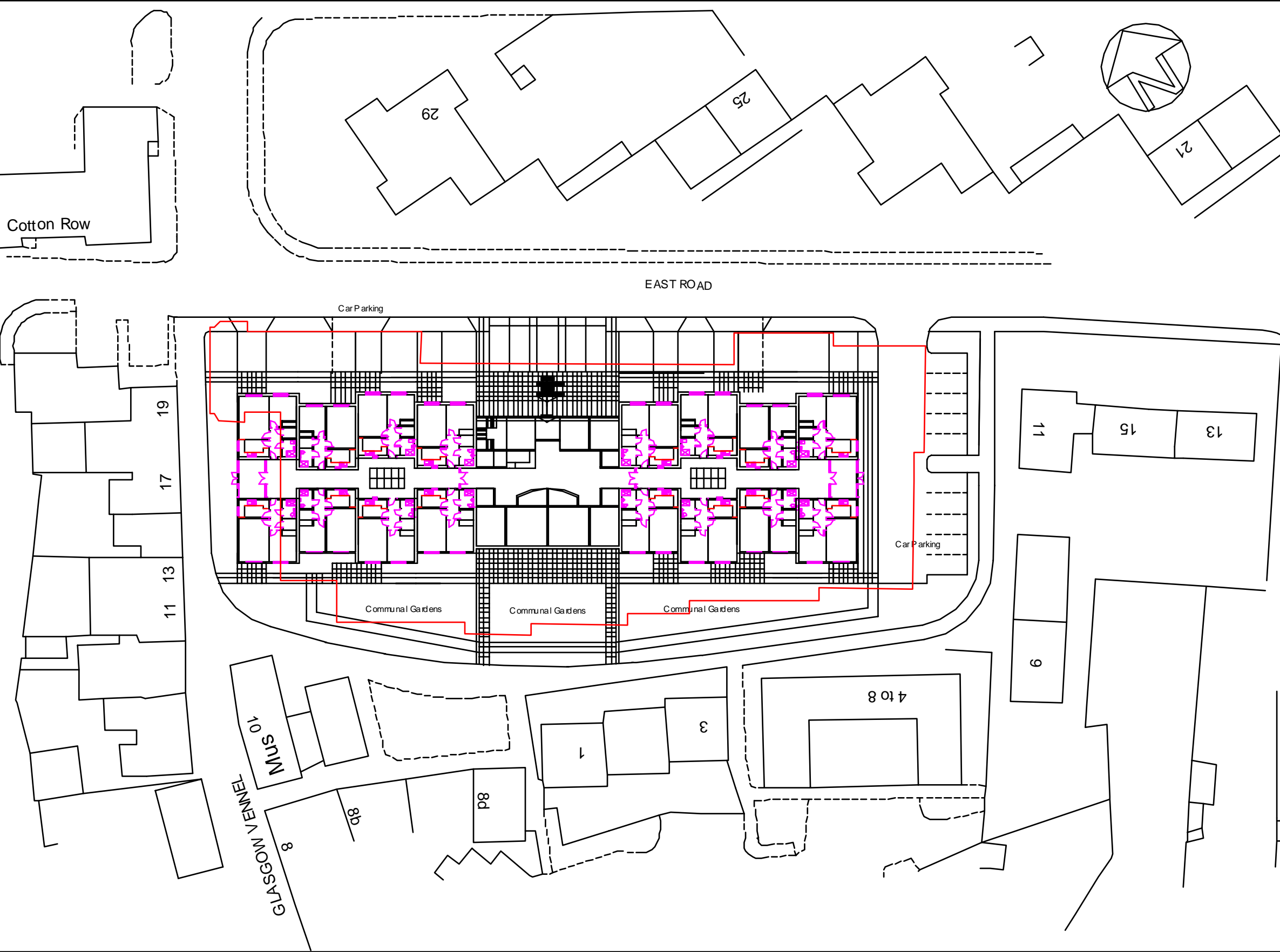
Consultation has been undertaken with Cunninghame, Irvine and Trust Housing Associations (the main developing organising RSLs in North Ayrshire) in order to establish both an actual programme, and a slippage programme. Within the Council consultation has been undertaken between Housing, Finance & Property and Planning Services. Ongoing consultation has been carried out throughout the process with the local Scottish Government office in Hamilton.






INFRASTRUCTURE AND DESIGN SERVICES
Perpetua House, Irvine, KA11 2AL
01294 226000

job	
Montgomery Court KILBIRNIE Proposed Redevelopment	
title	
GA LAYOUT PLAN AS PROPOSED 3 apt amenity houses	
scale	date
1:500 @ A2	Nov11
drawn	approved
DJW	
drg. no.	revision
KIB - SK01G	-



ACCOMMODATION SCHEDULE			
House Type	Number	GIA (m ²)	Total GIA (m ²)
2 Apt Amenity Flat	16	52	832
Total			832
Common & Circ Areas			
Ground & First Floor			580
Total			1412



North Ayrshire
COUNCIL

INFRASTRUCTURE AND DESIGN SERVICES
Perceon House, Irvine, KA11 8AL
01294 225000

Job	
Kin Court IRVINE Proposed Redevelopment	
Title	
INITIAL SKETCH DESIGN	
Scale	Date
1:200 @ A1	April 13
Drawn	Approved
DJW	
Arg. no.	Revision
IRV - SK07	A

NORTH AYRSHIRE COUNCIL

Agenda Item 17

30 April 2013

Cabinet

Subject: **Hazeldene Horticulture Social Enterprise and Employment Project**

Purpose: To seek the Cabinet's agreement to enter into a partnership arrangement with ENABLE Scotland and support the development of a social enterprise and employment project within the grounds of Hazeldene Resource Resource Centre, Kilwinning.

Recommendation: The Cabinet approves the development and finalisation of a public social partnership social enterprise model with ENABLE Scotland. (It should be noted that this approach is time critical because of the length and timing of the growing season).

1. Introduction

- 1.1 North Ayrshire Council is committed to supporting the development of social enterprises working with or aspiring to work with Social Services and Health. The aim is to provide service users with access to the range of services needed and provide meaningful experience and employment opportunities to achieve their full potential and enhance their quality of life.
- 1.2 Social Services Learning Disabilities Day Service is continuing a re-configuration exercise to increase the range of opportunities on offer for those who access the service, including Hazeldene Resource Centre. We have been exploring the potential to develop a partnership approach with ENABLE Scotland to develop a plant nursery and landscaping social enterprise offering high quality employability opportunities operating from the Hazeldene Resource Centre in Kilwinning.

- 1.3 The purpose of this enterprise will be to trade in horticultural products and services in order to provide day opportunities, employability support and supported jobs for those 18-65 with additional support needs including young people in transition from school or college to preparing for work. The potential to develop social enterprise and employment opportunities is in line with the opportunities identified through the self directed support agenda. In addition to income from horticulture products and services, Hazeldene Horticulture will use the quality of its employability opportunities to secure employability places from commissioners and prime contractors, supplemented by direct purchases from service users utilising their personal budgets under self directed support.

2. Current Position

- 2.1 Hazeldene Resource Centre provides day services for adults with learning disabilities some of whom have complex needs. The service is currently registered for 60 places. The internal reconfiguration of learning disabilities day services has increased the range of options on offer for those accessing services but further development is required.
- 2.2 Social Services job coaching service has been engaged in small scale grounds maintenance projects as part of their ongoing work to support adults with learning disabilities. This has supported these individuals to develop employability skills such as gardening, landscaping and grounds maintenance, thus increasing their potential to access employment.
- 2.3 North Ayrshire Council has engaged with an employment development agency Community Enterprise in Scotland (CEiS), in an Investing in Enterprise programme funded by Economic Development services with some initial support from the European Social Fund. The aim of this programme is to support the formation and development of new social enterprises in order to create jobs and grow revenue. Discussions have been taking place with CEiS about the feasibility of a horticultural employment project. An initial study identified that there is a level of demand for a horticultural and grounds maintenance project and recommended that this approach should be pursued on a partnership basis through a social enterprise model.

- 2.4 A partnership search exercise was conducted by CEiS to identify organisations with a track record in horticulture and employability. Two organisations were identified as potential partners. ENABLE Scotland were assessed as the preferred partner due to their experience in working in a similar project in Edinburgh and their strong record of working with adults with learning disabilities. A development partnership was agreed between North Ayrshire Council and ENABLE Scotland and a steering group established to provide strategic direction during the design phase. A prospective site was identified at North Ayrshire Council's Hazeldene Resource Centre in Kilwinning and assessed by the Scottish Agricultural College. A robust business planning process was initiated and finalised. ENABLE Scotland are pursuing appropriate levels of finance with the support of North Ayrshire Council.

3. Proposals

- 3.1 It is proposed to enter into a Public Social Partnership (PSP) with ENABLE Scotland to develop Hazeldene Horticulture as a live and sustainable enterprise. The PSP model is promoted and supported by Scottish Government. It is a strategic partnering arrangement which involves the third sector earlier and more deeply in the design and commissioning of public services. Typically the arrangement will involve the public authority and the third sector organisation in jointly designing and piloting a new service. Should the service be continued beyond the pilot phase it would be subject to procurement in the usual way.
- 3.2 Hazeldene Horticulture will be established and developed as a PSP 'pilot' offering employability and horticulture services involving North Ayrshire Council and ENABLE Scotland as key partners. The relationship between the partners will be formalised through appropriate lease arrangements and contract. A steering group will be established to provide strategic direction and specialist guidance. This will include appropriate senior representatives from ENABLE Scotland and North Ayrshire Council.
- 3.3 The strategic objectives for Hazeldene Horticulture for the initial three year period of its development are:
- Secure £148k of development capital in Year 1 to implement the business plan;
 - Establish a plant nursery and landscaping operations at Hazeldene by Year 1;
 - Support an annual workforce of 44 service users in training and employment including the direct employment of 8 service users by Year 3;
 - Generate an annual revenue of £248k by Year 3 from the provision of horticulture products and services and employability services;

- Ongoing operations financed from employability contracts, horticulture revenue, personal budgets and other contracts and funding sources;
 - Make a significant contribution to North Ayrshire Councils local outcomes in relation to social inclusion, economic development, health and environment;
 - Achieve breakeven position by Year 2 and an annual surplus of one months operating costs by Year 3 while maintaining a positive cashflow.
- 3.4 ENABLE Scotland will operate the enterprise, reflecting the business model of its horticulture enterprise in Woodhall in Edinburgh supported by the City of Edinburgh Council.
- 3.5 The Cabinet is invited to approve the development and finalisation of a public social partnership social enterprise model with ENABLE Scotland. (It should be noted that this approach is time critical because of the length and timing of the growing season).

4. Implications

Financial Implications

- 4.1 North Ayrshire Council will enter contractual relationships for the delivery of specified and agreed employability provision and the supply of products and horticulture services. This would require a maximum commitment of £39,000 per annum in years 1 and 2. This annual commitment would reduce to £29,641 for the lifetime of the pilot. Economic Development has agreed to fund years 1 and 2 of the employability contract. Other funding sources are currently being explored by ENABLE Scotland to support the delivery of services. This will include potential funding accessed through individual budgets under self directed support.
- 4.2 No finance will be required from North Ayrshire Council to support the development of infrastructure or refurbishment at the proposed site. North Ayrshire Council has agreed to undertake site preparation, plant nursery construction and fitting out through in-house or in-kind support. ENABLE Scotland is currently pursuing development capital and has secured £98,639 from the Postcode Lottery Dream Fund.
- 4.3 Hazeldene Horticulture will work towards break even and surplus by growth of its horticulture trading income.
- 4.4 A significant proportion of the savings in the self directed support agenda can only be achieved if the range of options can be expanded within the Adult Learning Disabilities Day Services.

- 4.5 It should be noted that the PSP could evolve into a wholly owned subsidiary of ENABLE Scotland. This option would be assessed as part of the procurement process at the end of the 'pilot' phase. It would provide the opportunity to retain North Ayrshire Council involvement in the model through company or board membership.

Human Resource Implications

- 4.6 ENABLE Scotland will recruit and employ a core team with the necessary management, administration and technical experience.

Legal Implications

- 4.7 Discussions have been held with legal, estates and planning services about the potential change of use on the Hazeldene site. It has been confirmed that planning permission will not be required. It is proposed that a lease agreement for tenancy of part of the Hazeldene site is reached, the length of which would be ten years with a break option at four years for both parties.
- 4.8 There will also be a rent review after four years. This reflects the procurement and contracting process. It is also essential that the lease length reflects external funder requirements of ten or more years, to support the pursuit of appropriate finance to secure longer term sustainability.
- 4.9 This proposed legal and operating framework reflects the model implemented by the City of Edinburgh Council with ENABLE Scotland at the horticulture enterprise in Woodhall in Edinburgh.
- 4.10 North Ayrshire Council Legal Services and Estates have confirmed that the proposed lease arrangement is acceptable as long as a break option is embodied within the lease that reflects the procurement process.

Equality Implications

- 4.11 The results of an initial equality impact study are clear that this approach will make a contribution to North Ayrshire Council's statutory duty to promote equality. The philosophy of social enterprises is based on inclusion and equality and this will be practiced through formal partnership arrangements with ENABLE Scotland. It should be noted that the values of North Ayrshire Council Social Services and ENABLE Scotland are aligned on the policy and practice of equality. A full Equality Impact Assessment is planned.

Environmental Implications

- 4.12 Work will be required to establish the nursery and plant growing infrastructure. This is not considered to be detrimental to the environment at Hazeldene.

Implications for Key Priorities

4.13 The enterprise will contribute to the single outcome agreement specifically:

- 1b "North Ayrshire has more of an enterprise culture"
- 3d "people are better skilled to get into work"
- 11b "partnership working between the public community and voluntary sector has improved"
- 12a "our environment is protected and enhanced"

Community Benefit Implications

4.14 ENABLE Scotland has a clear vision to achieve a society where children, young people and adults who have learning disabilities are full members of the community and contribute to community life.

4.15 The enterprise has the potential to increase training and employability options within the local community. This approach will support community involvement. Social enterprise by their very nature will create employment and employability opportunities for local people as they develop. The creation of high quality services responsive to local need will also have an impact on local communities. This approach will establish a community asset that will be sustainable and will develop further.

5. Consultations

5.1 Internal consultation and engagement has been extensive involving key representatives from North Ayrshire Council Social Services and Health, Legal Services, Planning Services, Finance Services, Environment and Related Services, Procurement, Human Resources and Economic Development.

5.2 A consultation exercise has been undertaken with service users and carers who access Hazeldene Resource Centre. Learning Disabilities Day Services staff have been involved in the consultation process. There has also been engagement with the local residents and with appropriate businesses around the environs of Hazeldene Resource Centre. A further engagement event is planned to keep local residents fully informed and supportive of developments.

6. Conclusion

- 6.1 Hazeldene Horticulture has the potential to deliver new and innovative horticulture and employability services for the benefits of service users and the local community. Furthermore, the implementation of the self directed support agenda will offer opportunities for those accessing services to have more choice and control about what services offer and how they are delivered. This will create new patterns of demand that will translate into real opportunities for Hazeldene Horticulture. There are major opportunities for social enterprises created by the roll out of self directed support. This fast moving and ever changing environment demands a high quality response from high quality providers. Social enterprises can play a key role in service delivery whilst generating local economic and employability impacts. However, this will not happen without intervention and support.
- 6.2 Hazeldene Horticulture offers an innovative yet relatively low risk option for North Ayrshire Council.



IONA COLVIN

Corporate Director (Social Services and Health)

Reference : LR/JG

For further information please contact John Godwin, Service Development Officer at Social Services, 4th Floor, Cunninghame House on telephone number 01294 317780 or by email to John.Godwin@north-ayrshire.gov.uk

Background Papers

Hazeldene Business Plan, Public Social Partnership Guide, Memorandum of Understanding, ENABLE Scotland Contract, ENABLE Scotland Financial Schedule, Hazeldene Business Plan Revised Financial Model.

NORTH AYRSHIRE COUNCIL

Agenda Item 18

30 April 2013

Cabinet

Subject: **Response to the proposed closure of the Millport Marine Biological Station**

Purpose: To inform Cabinet of proposals to respond to the announcement made by the University of London to end its provision of education and research services at the Millport Marine Biological Station.

Recommendation: That Cabinet agrees the proposed response set out in the paper.

1. Introduction

- 1.1 On 20 March 2013, the University of London confirmed its decision to end its provision of education and research services in marine science at the Millport Marine Biological Station. As it stands, the closure of the facility will take place by the end of 2013, with the loss of around 30 jobs.
- 1.2 The closure of the facility would have a significant impact on the economy of the Isle of Cumbrae. This paper seeks to provide a response to the announcement led by North Ayrshire Council.

2. Current Position

- 2.1 The Board of Trustees (the governing body of the University of London) accepted a proposal to begin redundancy consultations with staff of the Millport Marine Biological Station (MMBS) at a meeting on 30 January 2013. This followed an indication by the Higher Education Funding Council for England (HEFCE) that it would withdraw its annual funding support for the facility. The University of London has stated that, without the support from HEFCE, it cannot justify carrying the significant annual deficit that will result from the withdrawal of its principal means of financial support.
- 2.2 Since this initial announcement, a considerable amount of work has been done to explore the potential for another academic institution to take over the ownership and running of the station as a principal user. This was led by the Education Secretary Mike Russell and involved Highlands and Islands Enterprise, the Scottish Funding Council (SFC), the Marine Alliance for Science and Technology Scotland, Marine Scotland and the Scottish Government Higher Education and Learner Support Division.

- 2.3 Following confirmation of the decision of the University of London on 20 March 2013, the SFC confirmed on 21 March that all 10 University principals had written to state that they were not in a position to take on the facility either individually or as part of a consortium. All avenues for a continuation of the current format operated by an alternative academic institution have, therefore, been exhausted.
- 2.4 The MBSM is the largest employer on the Island of Cumbrae. Its closure would, in the absence of a viable alternative, result in the loss of around 30 full time jobs which would have a significant impact on the Island's economy. An equivalent loss of employment in mainland North Ayrshire would be around 4,000 jobs. The closure would involve both direct and indirect job losses through the loss of significant numbers of academic visitors, depopulation of residents given lack of alternative employment opportunities, a reduction in working age people on the island, and a reduction in the viability of businesses especially outwith the tourism season.

3. Proposals

- 3.1 In recognition of the impact the closure of the station would have on the island of Cumbrae, it is important that North Ayrshire Council directs a response to bring together relevant stakeholders and all potential funding sources. It is proposed that this response will come through the following phases:

Phase 1:

- 3.2 The MMBS will not continue to operate in its current form and an alternative operational structure requires to be identified to safeguard employment and economic activity on the site. The facility offers a number of strengths, including sheltered waters within easy reach of a variety of marine habitats. It also has a significant history in marine biology extending over 100 years and has offered study space to universities throughout the UK and Europe. Facilities include laboratory space, accommodation, a pier and two research vessels.

- 3.3 Analysis has already been undertaken by the Secretary of the Cumbrae Community Development Company (CCDC) as to how the facility may continue to operate beyond December 2013, and crucially how it may maintain academic bookings, with the facility potentially managed by a Board of Trustees. In working towards a longer term solution, North Ayrshire Council (NAC) and Highlands and Islands Enterprise (HIE) have also commissioned analysis of the commercial development potential of the facility and details of the person appointed to undertake this work will be verbally reported to Cabinet. The principal aims of this are to produce a viable business plan to support the case for activity and employment in the long term, to identify capital and revenue funding requirements, and a sustainable operational structure for the long term. The brief to which the appointed person will be working is attached at Appendix 1. It is envisaged that the work will be completed in June 2013.
- 3.4 Once future proposals for the station have been confirmed, requirements for capital and revenue funding will need to be considered. A self-sustaining operating structure without the need for ongoing revenue support will be sought. To enable this, capital funding from a range of sources will be sought including from NAC, HIE and the Scottish Government. Consideration will also be given to realising previous funding commitments made by bodies, such as the Coastal Communities Fund and the Nuclear Decommissioning Authority.

Phase 2:

- 3.5 The aspiration is that phase 1 above will result in employment being retained on site. However it is considered that some reduction in economic activity and hence spend within the island economy is likely. A wider response is also required.
- 3.6 A Community Development Plan for Cumbrae was commissioned by the CCDC in 2009. This work involved extensive consultation and an economic overview of the island, and set out a number of recommendations on how to bring together community development activities in a more coordinated way. It has led to a range of activity, including the development of a business centre within the Garrison House grounds and the CCDC managing self-catering accommodation. One of the strengths of the island is the commitment and activity of the CCDC. The Development Plan remains relevant and repetition of this is not required, rather a move on to the identification of specific actions which can be delivered by stakeholders, who will deliver these and confirmation of financial commitments. The main components to be analysed will be:-

- The potential of the Millport pier, including consideration of repairs to its structure, onshore facilities, pontoon facilities and how additional boat traffic may be serviced;
- Means of supporting existing and potential businesses on the island;
- Improved streetscape/public realm
- Improved open spaces, beaches;
- Improved access and traffic management;
- The scope for a review of development land allocations to enable the development of the tourism offer and to attract people to the island;
- Improved marketing of the Islands assets and based upon confirmation of its unique selling points and brand.

3.7 While exact funding requirements for the above will be confirmed, the Council has made a significant level of commitment to Town Centre Regeneration and part of this budget will be allocated to Millport. Consideration will in particular be given to the nature and scale of investment in the pier which has been identified as having the requirement for refurbishment at significant cost, and the resources this would leave to undertake other interventions. As stated above in relation to phase 1, investment will be also sought from external funding partners.

4. Implications

Financial Implications

4.1 The level of financial commitment to be made will require to be confirmed following the production of a business plan for the MMBS, and on the identification of priority projects to enable wider intervention in Millport and Cumbrae.

Human Resource Implications

4.2 None

Legal Implications

4.3 None at this stage. Part of the initial work on Phase 1 referred to above will involve analysis of the legal burden attached to the marine station estate, implications of this for the use of the site and any requirement to seek a variation or removal of this.

Equality Implications

4.4 None

Environmental Implications

4.5 None

Implications for Key Priorities

4.6 The Council's Core Objective 1: Regenerating our communities and increasing employment is supported.

5. Consultations

5.1 As referred to at Section 2.2 above, a range of organisations have been involved in seeking to identify an academic institution to take over the operation of the MMBS. Since the decision was taken by the University of London to end its provision of education and research services, consultation has taken place with the Scottish Government, Highlands and Islands Enterprise (HIE), CCDC and staff of the MMBS. HIE and the Director of the MMBS contributed to the content of the brief attached at Appendix 1 and the assessment of responses received.

6. Conclusion

6.1 The closure of the Marine Biological Station in Millport would have a significant impact on the islands of Cumbrae's economy. The proposed response seeks to maintain activity at the station in another form at what is a historical and valuable resource to the marine science community. It also recognises the need for diversification and analysis of all commercial revenue sources. The response will also seek to develop the significant asset of Millport and Cumbrae led and realised by Council intervention.



CRAIG HATTON
Corporate Director (Development and Environment)

Reference :

For further information please contact Alasdair Laurenson, Team Manager (Regeneration) on telephone number 01294 324758

Background Papers

Correspondence on intended closure

Introduction

At its meeting on 30 January 2013, the Board of Trustees (the governing body of the University of London) accepted a proposal to begin redundancy consultations with staff of the University Marine Biological Station Millport (UMBSM). This followed a withdrawal of funding from the Higher Education Funding Council for England for UMBSM.

The UMBSM is the largest employer on the Island of Cumbrae, accounting for between 10-15% of island workforce with the majority of staff living on Cumbrae. Its closure would in the absence of a viable alternative result in the loss of around 30 full time jobs, which would have a significant impact on the Island's economy given direct and indirect job losses, the potential for depopulation of residents, the loss of significant numbers of academic visitors and as a consequence a reduction in the viability of businesses especially outwith the tourism season.

This decision was confirmed by the Board of Trustees on 20th March 2013 and as it stands the station will close in late 2013. In response, North Ayrshire Council (NAC) and Highlands and Islands Enterprise (HIE) are looking to commission analysis of the commercial development potential of the facility for alternative uses. The principal aim of the project will be to produce a viable business plan to support the case for on-going activity and employment.

Scope

The study will cover the specific development opportunities that may exist with the Millport Marine Station and will determine commercial viability. Opportunities identified and appraised will offer long term sustainable growth and development, will engage private and public sector stakeholders as appropriate and will have clearly specified, measurable outcomes.

Methodology

While consultants are free to propose their own methods, NAC and HIE are clear that this assignment is an applied research project. A strong focus on realising the potential of the existing UMBSM assets to allow the retention of employment on the site is required.

Analysis of the future of the Marine Station site should include:

NAC:

- i) Confirmation of the future intentions of the site owners, the University of London (NAC to confirm whether the estate will be transferred by UoL, to whom and on what terms);
- ii) Confirmation of the implications of the legal burden relative to the estate and the potential for a relaxation of this (NAC to confirm the legal process for this if required);

Appointed consultant:

- iii) Analysis of the commercial potential of the site including:

- Analysis of the means of honouring bookings made for academic year 2013/14;
- The feasibility of maintaining an educational facility on the site in the long term through confirmation of potential users including Higher Education Institutes, Schools, the Field Studies Council, funded research programmes, etc;
- Other sources of revenue which are not currently utilised to their full potential including revenue from the hyperbaric chamber, benthic analysis, specialist diving or dive training provision, the existing aquarium, commercial survey work, etc.;
- The wider development potential of the land;
- iv) Based on the analysis provided at iii), the production of a business plan to identify projected income and expenditure, indicative set up costs and long term operational viability;
- v) Analysis of capital and revenue funding options and the extent of any funding gap or surplus;
- vi) An economic appraisal and outline of benefits for identified options; and,
- vii) Outline of deliverability mechanisms including an operational delivery model and the respective roles of North Ayrshire Council, Business and Community Groups.

The consultant will be expected to consult with a range of key interests including the UMBSM acting director, academic institutions, the Field Studies Council, Scottish Government, Highlands and Islands Enterprise, potential funding partners, and the local community including the Community Development Trust and local Businesses.

Timescales

It is envisaged that the successful consultant will be appointed during April 2013 and will thereafter commence work on an 8-10 week study to be completed in June 2013.

Cost

The work will be funded by North Ayrshire Council and Highlands and Island Enterprise. The indicative budget cost for the work is £12,000. Responses should provide a breakdown of projected costs of meeting the above points iii) to v) and in addition a day rate should any additional works be required beyond the scope of the study. Suppliers should provide a total all inclusive cost (excluding VAT) for the provision of the project.

Evaluation of Tenders

An electronic copy of the proposal should be submitted through Procurement Scotland no later than 12 noon on 16th April 2013. The tender will be awarded during the week commencing 22nd April.

In support of the tender submission, the following information should also be provided within a brief tender response of no more than four pages of A4:

- details of the approach and methodology to be adopted in meeting the minimum requirements of the brief as set out under 'appointed consultant' above, as well as any added value;
- details of the proposed work schedule including timescale;
- details and qualifications through a CV of personnel
- details of how much of the fee would be allocated to each of the stages;
- details of a schedule of information required by the consultants for the execution of the study;
- details of previous experience within similar fields of work.

Appointment will be based on a 60% quality/40% price analysis of submissions received.

Following appointment, the consultants will attend a commissioning meeting to confirm the work schedule. A mid-term meeting to discuss progress and a final presentation will be arranged.

Further Information

The Employer will be North Ayrshire Council and Highlands and Islands Enterprise.

The Lead Officer will be Alasdair Laurenson of NAC.

All copyright will be in the ownership of North Ayrshire Council and Highlands and Islands Enterprise.

The Consultants will require to ensure confidentiality is maintained during implementation of the study.

Elements of the tender process may be subject to freedom of information requests.

The Consultants will require to confirm that there is no conflict of interest arising from undertaking the work.

Should you require further clarification or further information on any aspects of this brief, please do not hesitate to contact Alasdair Laurenson of North Ayrshire Council, Planning Services on 01294 324758.

NORTH AYRSHIRE COUNCIL

Agenda Item 19

30 April 2013

Cabinet

Subject: Youth Employment Scotland (Employer Recruitment Incentive)

Purpose: To seek the agreement of Cabinet to submit a bid to the Youth Employment Scotland (Employment Recruitment Incentive) on a pan Ayrshire basis led by North Ayrshire Council.

Recommendation: The Cabinet agrees to the submission of a bid to the Youth Employment Scotland (Employment Recruitment Incentive) on a pan Ayrshire basis led by North Ayrshire Council.

1. Introduction

- 1.1 The Scottish Government has announced the creation of a new £25 million scheme to create 10,000 new jobs for young people in small to medium enterprises (SMEs) across Scotland. This is part of the Government's Youth Employment Scotland (YES) programme which aims to prepare and support young people into employment. £10 million is available through the European Social Fund (ESF) matched by £15 million of Scottish Government funding.
- 1.2 This scheme is a response to the successful 'Opportunities for All' fund that supported a small number of Local Authorities to create opportunities for 16 – 24 year olds. The Scottish Government recognised good practice in the approach adopted by many local authorities, including North Ayrshire Council, to deliver its youth employment programmes, and has established a centralised employer recruitment incentive for all local authorities.
- 1.3 The programme guidance confirms that this fund can be used to scale up existing youth employment programmes to support a greater number of employers and young people. North Ayrshire Council already has a number of such programmes which can be scaled up to meet the challenge of delivering this programme in a very tight timescale.

- 1.4 The Scottish Government has also indicated that they are keen to pilot multi-area approaches and encourage neighbouring areas to submit joint bids. These pilots will help inform the new strategic delivery model approach for the new European programme, 2014-2020. In this respect, it has been agreed, by the three Ayrshire Councils to submit a joint application, and that North Ayrshire be nominated to act as lead applicant for this programme.
- 1.5 As requested by the Scottish Government, a stage 1 proposal was submitted on 15 April. A full application for funding will have to be submitted by the end of April subject to Cabinet approval. A copy of the stage 1 proposal is attached at Appendix 1 for information.

2. Current Position

- 2.1 Youth unemployment continues to be a serious economic and social issue facing North Ayrshire. The area has the highest youth unemployment in Scotland with 1695 young people currently registered as unemployed. A Youth Employment Strategy has been developed which underlines the priority for North Ayrshire.
- 2.2 Since November 2011, the following programmes have successfully recruited 416 youngsters with 385 moving into sustained employment:
- Youth Employment Service;
 - Modern Apprenticeship programme;
 - Jobs access programme;
 - Graduate programme.
- 2.3 North Ayrshire is bidding for 500 places based on the experience of delivering our existing Youth Employment programmes which currently support around 300 youngsters per annum. The key considerations in bidding for 500 were based on the experience of delivering our current programmes with two major factors involved. Firstly, the capacity required to provide the necessary level of support and development to young people. Secondly, the demand from local companies for candidates who fit the age range, within the timescale of this programme.

2.4 Youth Employment Scotland Programme criteria:

- It will be targeted at job ready young people aged 16-24 who have been unemployed for up to six months (i.e before they become eligible for the wage incentive component of the Youth Contract or the Work Programme) and have had difficulty in securing employment;
- The employment offered to young people should be sustainable after six months. All jobs created should be additional to the existing workforce and must not replace positions that would otherwise be filled. Jobs supported should be quality opportunities for young people to gain valuable work experience which will help them achieve sustained employment at the end of the six month period;
- The support is targeted at private sector employers, primarily small and medium sized enterprises (SMEs). Public sector employers are not eligible for the recruitment incentive;
- Youth Employment Scotland funding will pay a contribution of the wages of the jobs created (up to fifty per cent of the national minimum wage). Administration and management of schemes will not be funded and these costs should not form part of the application. The incentive will be paid for a six month period. Jobs should be a minimum of 25 hours and maximum of 40 hours per week;
- To further support small and medium sized companies, strategic projects are being developed for available European Regional Development Funds. These are focused on providing employers with a range of business support measures that would enable them to make effective use of, and build on, the recruitment incentive available through Youth Employment Scotland.

3. Proposals

- 3.1 The Cabinet is invited to agree to the submission of a bid to the Youth Employment Scotland (Employment Recruitment Incentive) on a pan Ayrshire basis led by North Ayrshire Council.
- 3.2 The Youth Employment Scotland guidance recommends the piloting of multi area approaches with joint bids from neighbouring areas. In this respect, discussions have taken place with East Ayrshire Council and South Ayrshire Council and it has been agreed that North Ayrshire Council be nominated as the lead applicant for this bid.
- 3.3 As lead applicant, North Ayrshire Council will be responsible for the overall delivery and financial management of the programme. Each area, however, will deliver the programme in accordance to their own priorities using their own delivery models. The Ayrshire wide bid will be as follows:

- North Ayrshire Council - 500 places @£2,500 per place = £1,250,000
 - East Ayrshire Council - 500 places @ £2,368 per place = £1,183,910
 - South Ayrshire Council - 250 places @ £2,811 per place = £702,975
 - **TOTAL number of places created 1250**
 - **Total value of bid £3,136,885**
- 3.4 The variation in cost per place reflects the slightly different mix of age groups that each council will target. The minimum wage varies by age group, so for example EAC are targeting more 16/17 year olds, than NAC who have relatively few unemployed people in this particular age group.
- 3.5 If the bid is successful, a formal three way agreement will be drafted between the three Councils which will set out key responsibilities in delivering, monitoring and reporting for the programme.

4. Implications

Financial Implications

- 4.1 This programme will bring an additional £1.25 million into North Ayrshire Council to target youth employment. As lead, applicant North Ayrshire Council will incur costs up front and retrospectively submit claims to the Scottish Government on a quarterly basis to reimburse defrayed costs.
- 4.2 Discussions are on-going with the Scottish Government to clarify whether lead applicants will receive a percentage of the funding in advance.

Human Resource Implication

- 4.2 If the bid to the Scottish Government is successful, there will be a requirement for two additional staff to support delivery, monitoring and compliance of the programme.

Legal Implications

- 4.3 There are no legal implications arising from this report.

Equality Implications

- 4.4 There are no equality implications arising from this report.

Environmental Implications

- 4.5 There are no environmental implications arising from this report.

Implications for Key Priorities

- 4.6 The Youth Employment Scotland programme enhances North Ayrshire's offer to our young people. It also support key priorities within North Ayrshire's SOA specifically 'a working North Ayrshire'. It addresses the strategic objectives set out in the North Ayrshire Economic Regeneration Strategy, specifically worklessness is at a Scottish level and there is less inequality within North Ayrshire, with no datazone having an unemployment level of more than double the rate for North Ayrshire as a whole; North Ayrshire is a leading location for doing business, with a jobs density in the top half of Scotland's Local Authorities.

5. Consultations

- 5.1 This programme will be delivered in partnership with local businesses, Jobcentre plus, local colleges and Skills Development Scotland. Consultations have also taken place with the other Ayrshire Authorities on leading the bidding process.

6. Conclusion

- 6.1 Youth unemployment has serious economic and social consequences. North Ayrshire Council through its Youth Employment Strategy and youth employment programmes is intent on tackling this. This new programme will augment and enhance North Ayrshire provision. The single Ayrshire approach is also a new approach and will allow the new service to be marketed uniformly across Ayrshire.



CRAIG HATTON
Corporate Director (Development and Environment)

Reference : AO'H/ FM

For further information please contact Angus O'Henley Ecomoinc
Development Officer on telephone number 01294 225124

Background Papers

None

Application Details

Title of Project	Youth Employment Scotland – Ayrshire Youth Employment
Lead Organisation	North Ayrshire Council
Programme	Youth Employment Scotland
Project Contact	Andrew Lee
Name	Andrew Lee
Position	Employability Co-ordinator
Postal Address	Perceton House, Irvine KA11 2DE
Telephone	01294 225124
Email Address	alee@north-ayrshire.gov.uk
Total Project Costs	£3,136,885
Project Start Date	1 st April 2013
Anticipated End Date	30 September 2014

Project Proposal**Project Lead**

The Three Ayrshire Councils have agreed that North Ayrshire Council will act as the lead partner in delivering the Ayrshire Youth Employment (AYE) service. This reflects the pan Ayrshire focus of the Ayrshire Economic Partnership and will enhance the pan-Ayrshire co-ordination of employer engagement support by providing an Ayrshire wide integrated employer recruitment incentive. It will also reflect the support delivered by Business Gateway on a pan Ayrshire level. This partnership also recognises the travel to work patterns in the area and by having an integrated single service will be of benefit to both youngsters and businesses alike.

Youth unemployment in Ayrshire

Youth unemployment continues to be a very serious economic and social issue facing Ayrshire which has been greatly exacerbated by the recession. Ayrshire as an area seems to be more profoundly affected than other areas with North Ayrshire having the highest youth unemployment in Scotland (1695, 14.3%) with East Ayrshire second, (1370, 12.5%) and South Ayrshire also having increasing unemployment (945, 10.3%). Each of the Council areas have responded to this challenge in their own ways but the Youth Employment Scotland programme will allow each area to enhance provision to prevent the situation deteriorating further and perhaps witnessing a lost generation of Ayrshire youngsters from the labour market.

The proposal

The bid will build on existing youth employment activity delivered in each area and will be supported through the the 5 stage strategic pipeline framework which has been adopted by each area.

The proposal will also build on existing structures funded through and lessons learned from the Government's 'opportunities for all' funding.

Overall, the Ayrshire Youth Employment programme is bidding for 1250 places. The breakdown of the bid is as follows:

- North Ayrshire Council - 500 places @£2,500 per place = £1,250,000
- East Ayrshire Council - 500 places @ £2,368 per place = £1,183,910
- South Ayrshire Council - 250 places @ £2,812 per place = £702,975
- **TOTAL number of places created 1250**
- **Total value of bid £3,136,885**

The costings above reflect the minimum wage ranges across the different age groups

In terms of structuring the funding package this will require £1,882,131 (60%) of Scottish Government funding and £1,254,754 (40%) ESF contribution.

Objective

The AYE will meet the basic criteria set out for the programme of providing 1250, 16-24 year olds with 50% of the national minimum wage for 6 months with a local SME. It will provide quality, sustainable opportunities for youngsters to gain valuable work experience; it will help encourage employers recruit youngsters they otherwise may not recruit.

It will be focussed on creating stage 5 progressions for youngsters already supported through the pipeline or who come onto the pipeline. Where possible vulnerable groups from through care, looked-after services, addictions or those within the criminal justice system.

Partnership/Delivery

Although it is a joint bid, each of the areas will deliver the programme in accordance to their own priorities using their own delivery models developed through the 5 stage strategic pipeline. The programme will enhance this by providing sustainable job opportunities to youngster who have move onto stage 4 of their journey along the pipeline. This programme will also improve opportunities for youngsters referred by DWP or completing SDS's employability fund.

Within Ayrshire there is strong infrastructure of youth employment support with a range of programmes such as: modern apprenticeship, graduate programmes and the YES programme which is running in North Ayrshire. The Youth Employment Scotland will provide a significant resource to up - scaling these programmes and providing additional places for youngsters on these programmes; new initiatives will also be considered and delivered. Also, if there are programmes running successfully in one area, it may be possible to roll them out to other Authority areas.

To make this programme work effectively as possible, given the short timescale, a joint steering group will be created which will include the local authorities, but also jobcentre plus and Skills Development Scotland and an employer group. This recognises the task of both recruiting 1250 youngster and also identifying and local businesses who will create these places.

North Ayrshire Council as lead applicant will be responsible for all the compliance, monitoring and reporting associated with the programme.

Employer engagement

Employer engagement and marketing will be key to the success. This will be delivered by the Business development teams across the three Council areas with access to over 2000 businesses. Closer links will be forged with the Chamber of Commerce who currently provide work experience for school children across Ayrshire, as well as the Federation of Small Business. Additional marketing will also be done through the pan-Ayrshire employer engagement framework and through the Gateway contract.

Every employer engaged will receive tailored support from a business adviser or a job brokerage officer to support the sustainability of the recruit and the vacancy.

Conclusion

Youth unemployment has serious economic and social consequences to youngsters and communities. The Youth Employment Scotland programme will allow the Ayrshire Councils make a significant contribution to tackling this and avoid a generation of youngsters who are long-term unemployed.

NORTH AYRSHIRE COUNCIL

Agenda Item 20

30 April 2013

Cabinet

Subject: **North Ayrshire Employability and Skills Strategy and Activity**

Purpose: To present to the Cabinet proposals for the development of a new labour market strategy for North Ayrshire and a proposed review of Employability and Skills activity.

Recommendation: That the Cabinet approves (a) the development of a new labour market strategy for North Ayrshire; and (b) a review of the Employability and Skills activity.

1. Introduction

- 1.1 The scale of the challenge facing North Ayrshire in addressing issues of worklessness and long-term unemployment is well documented. In February 2013, the North Ayrshire claimant count was 6.8%, the highest in Scotland ahead of West Dunbartonshire.
- 1.2 North Ayrshire Council strives to tackle these issues by delivering a range of services within an Employability and Skills Framework. This is delivered in partnership with Community Planning Partners, specifically Jobcentre plus, Skills Development Scotland and the Third Sector.
- 1.3 The employability and skills activity is partly funded by the Scottish Government, European Social Fund (ESF), European Regional Development Fund (ERDF) and match funding from North Ayrshire Council. The programme originally covered the period April 2011 – March 2013 but the Scottish Government has provided additional funding to extend the programme to June 2014 to coincide with the new European programme starting in Summer/Autumn of 2014.
- 1.4 This programme extension provides an ideal opportunity for North Ayrshire Council and partners to take stock and review the employability and skills activity and develop a new labour market strategy for the area. The review will determine and analyse in greater detail the scale of the challenge facing North Ayrshire, provide a strategic overview on how to tackle this challenge, identify what resources are needed and how these resources should be targeted.

2. Current Position

- 2.1 Current employability provision sits within an Employability and Skills Framework. This was developed to target resources across five distinct key stages providing tailored support for North Ayrshire residents regardless of the barriers they face. This includes those furthest away from the labour market through to those in work who wish to increase their skills. A copy of North Ayrshire's Framework is attached at Appendix 1.
- 2.2 The Framework also includes a number of initiatives specifically targeted at youth employment which complements the aims and objectives of the North Ayrshire Youth Employment strategy.
- 2.3 Delivery of the programmes is through a mix of tendered activity with Third Sector organisations and Service Level Agreements with Education and Skills and other local partners such as Skills Development Scotland (SDS) and Cunninghame Housing Association.
- 2.4 Over the last two years, the Employability and Skills activity has supported over 4,000 beneficiaries with over 1,700 progressing into employment. Despite this support, and the more intensive support available from Jobcentre Plus, the Work Programme and other agencies, North Ayrshire's claimant count continues to be the highest in Scotland.
- 2.5 Compounding this, the next few years are likely to herald a period of rapid change within employability services. There is already an increased focus on youth unemployment, but further change will stem from the changing role of key stakeholders, introduction of national initiatives such as the Work Programme and the general changes in welfare reform which may increase demand for services.
- 2.6 It is, therefore, critical that North Ayrshire takes stock, reviews existing provision and develops a new labour market strategy which will take account of these changes and challenges facing the North Ayrshire labour market.

3. Proposals

- 3.1 The Cabinet is invited to approve (a) the development of a new labour market strategy for North Ayrshire and (b) a review of Employment and Skills Activity.

3.2 The review will:

- Analyse in detail the dynamics of the local labour market to understand why despite the intensive support provided across a number of agencies, unemployment figures remain stubbornly high;
- Analyse in greater detail labour market disparities across North Ayrshire wards/geographies;
- Review current delivery structures and procurement models to ensure they are appropriate;
- Identify strengths and weaknesses of the current services;
- Review whether spend is targeted at the right geographical areas and at the right client groups.

3.3 The primary outcome will be to develop a new North Ayrshire labour market strategy which will:

- Identify main partners/stakeholders to articulate their role in delivery of employability services. This will include a series of facilitated sessions with key partners such as SDS, Job Centre plus, local colleges, local employers, and the Third Sector to articulate a new strategy for North Ayrshire;
- Establish clear links with the Economic and Regeneration Strategy;
- Show how better links can be created with businesses and how we can better combine our employability and business development offering to ensure an integrated support package for employers;
- Assess the impact of welfare reform and how this might impact future employability services;
- Articulate a clear labour market strategy for North Ayrshire detailing what type of services should be delivered, who the primary target groups are, what resources are required and how these should be targeted;
- An action plan developed which will include baseline information, partner role and responsibilities, targets and timescales.

3.4 A task and finish group, chaired by the Portfolio Holder for Economy & Employment, will be set up to guide and oversee this process. The partners will include JobCentre plus, Skills Development Scotland, Ayrshire FE College, Scottish Enterprise, the Third Sector, local businesses and services across the Council.

- 3.5 It is intended that an independent consultant be commissioned to support this work and develop the strategy. If approved, the review will begin in May and will continue for an approximate three month period.

4. Implications

Financial Implications

- 4.1 Costs incurred carrying out the review itself will be met from within existing budgets. The recommendations from the review and any additional associated costs in delivering these recommendations will be brought to a future Cabinet.

Human Resource Implications

- 4.2 There are no human resource implications arising from this report.

Legal Implications

- 4.3 There are no legal implications arising from this report.

Equality Implications

- 4.4 There are no equality implications arising from this report.

Environmental Implications

- 4.5 There are no environmental implications arising from this report.

Implications for Key Priorities

- 4.6 The Employability and Skills Framework addresses key priorities within North Ayrshire's SOA specifically "a working North Ayrshire". It also addresses the strategic objectives set out in the North Ayrshire Economic Development & Regeneration Strategy, firstly 'worklessness is at a Scottish level and there is less inequality within North Ayrshire, with no data zones having an unemployment level of more than double the rate for North Ayrshire as a whole' and secondly North Ayrshire is a leading location for doing business, with a jobs density in the top half of Scotland's Local Authorities.

5. Consultations

- 5.1 Consultations have taken place at this stage with The Scottish Government, Skills Development Scotland, JobCentre Plus and across North Ayrshire Council Services.

6. Conclusion

- 6.1 Tackling unemployment is a key priority for North Ayrshire Council. A new labour market strategy will mean the future resources are better targeted to achieve the best outcomes for local people and communities. As indicated in the Economic and Development Regeneration Strategy, a review will allow us to integrate our employability and business development services, provide greater returns on investment and be used to create new jobs for our local economy. This new approach will also be vital in accessing greater external funds to help tackle the employment and regeneration issues in North Ayrshire.



CRAIG HATTON
Corporate Director (Development and Environment)

Reference : A O'H/FM

For further information please contact Angus O'Henley Economic
Development Officer on telephone number 01294 225124

Background Papers

None

North Ayrshire Employability & Skills Framework 2013/14					
Stages	Stage 1	Stage 2	Stage 3	Stage 4	Stage 5
North Ayrshire Programme	Engagement Activity and Personal Skills	Barrier Removal and Development Activity/Core Skills	Vocational Skills and Work Focused Training	Employer Engagement Transitional Employment - Job Matching/Broking	In-Work/Skills Development
	Extended Outreach				
	Activate				
		Integrated Employability Service - CEIS			
		Lookahead			
		Volunteering Programme			
				Sustaining Employment	
					Skills for Growth
				Housing Traineeship Project	
					Jobs Access - NAC
				YES programme	
					Modern Apprenticeship Programme
				Youth Entrepreneur	
				Social Media Internship	
		Barriers into Employment			
Priority 5 Programme		Opportunities for All/ Youth Employment Programme		NAC Programme	

NORTH AYRSHIRE COUNCIL

Agenda Item 21

30 April 2013

Cabinet

Subject: **Scotland's Climate Change Declaration**

Purpose: To inform the Cabinet of progress against the commitments made in the Climate Change Declaration.

Recommendation: That the Cabinet agrees to note the progress against the commitments in Scotland's Climate Change Declaration.

1. Introduction

- 1.1 All 32 local authorities in Scotland have signed up to "Scotland's Climate Change Declaration".
- 1.2 In essence, the Declaration acknowledges that local authorities accept that climate change is occurring and commits local authorities to both mitigate and adapt to climate change. The Scottish Government also introduced the Climate Change Act 2009, which includes a statutory target to reduce Scotland's greenhouse gas emissions by at least 80% from the 1990 baseline by 2050 and an interim target of 42% emissions reduction by 2020.

2. Current Position

- 2.1 The Council has made progress in meeting its commitments in the Climate Change Declaration for 2012, as shown in the attached report in Appendix 1. COSLA has requested that the annual statement be submitted to them via the Sustainable Scotland Network. The information contained within this report will, therefore, be forwarded to them.
- 2.2 There will continue to be an annual statement monitoring progress on our climate change response. In addition, energy, sustainability and climate change are part of a comprehensive policy review within the Development and Environment directorate. As these policies and action plans are developed further reports will be brought to Cabinet.

3. Proposals

- 3.1 The Cabinet is invited to note the progress against the commitments in Scotland's Climate Change Declaration.

4. Implications

Financial Implications

- 4.1 There are no financial implications arising directly from this report.

Human Resource Implications

- 4.2 There are no human resource implications arising directly from this report.

Legal Implications

- 4.3 There are no legal implications arising directly from this report.

Equality Implications

- 4.4 There are no equality implications arising directly from this report.

Environmental Implications

- 4.5 The measures described in this report are all relevant to protecting our environment.

Implications for Key Priorities

- 4.6 This annual report reflects sustainability in our decision making and continuous improvement for environmental and sustainability matters, aligning with the values expressed in the Council Plan 2013/14. The actions to address sustainability align strongly with the Council Plan 2013/14 priorities, specifically: regeneration of our communities, and making North Ayrshire a more attractive and more freely connected place to be; while vulnerable people are protected through actions addressing housing and fuel poverty.

5. Consultations

- 5.1 Consultation has taken place with Finance and Property Services, Environment and Related Services and Development Planning Services who have provided the information contained in this report.

6. Conclusion

- 6.1 As a signatory to Scotland's Climate Change Declaration, the Council is supporting the policies of the UK and Scottish Government's to take action to mitigate and adapt to climate change.



CRAIG HATTON
Corporate Director (Development and Environment)

Reference : IH/AM

For further information please contact Iain Hossack, Policy Officer
(Environment) on telephone number 01294 225173

Background Papers
NA

North Ayrshire Council Scotland's Climate Change Declaration Annual Report 2012

Section 1

Governance, Leadership and Management

North Ayrshire Council takes action on climate change very seriously. Our Council Plan states that all aspects of sustainability will be reflected in its decision making "Ensuring that the environment is enhanced and protected and that we have environmental monitoring systems in place is vital to our future. We will consider the future implications of our decisions to ensure that North Ayrshire continues to be an attractive place to live and work. Taking this long-term outlook means identifying risks and opportunities early so we can take the necessary steps to improve the sustainability of North Ayrshire for future generations."

These outcomes are contained within relevant Service Plans. Regular reports on progress against the Service Plan are submitted to the Council's Executive and Scrutiny Committees to monitor progress.

The Council has a portfolio holder for Environment and Infrastructure and aligned to this is an Environment and Infrastructure Policy Board. There is also a Councillor representative on the COSLA Development, Economy and Sustainability Executive Group, which has climate change as a core remit.

There is a new Directorate of Development and Environment, which has the environment at its core.

The Council has a newly revised Environmental Policy, reflecting the significant changes in understanding of the complexities of climate change. In addition a new sustainability action plan is in preparation.

The Council is progressing a feasibility study identifying options to harness, or save, energy from its own estate. This is expected to conclude by Q2 of the next financial year.

All Council Plans, policies and strategies are monitored to ensure that, where necessary, they have been subject to a statutory strategic environmental assessment that describes the potential impact on the environment of their implementation.

Section 1 Priorities for the year ahead – This includes:

- Undertake analysis to understand needs to forward and promote the Environmental Policy, Council wide.
- Finalise and implement a sustainability action plan which will support targeted year on year Council wide actions to address climate change mitigation and adaptation.
- Allocation of £5m in the Council's Capital Plan for investment in renewable energy.
- Developing a sustainable energy management strategy for North Ayrshire.
- A review of renewable energy investment opportunities for the Council Estate.

Section 2

Reducing the local authority's own 'corporate' greenhouse gas emissions from its estate, services and functions.

The Council's Carbon Management Strategy and Implementation Plan is reviewed annually. For 2011/12, the overall carbon emissions amounted to 57,228 tonnes. This is a 5.1% improvement on the target 60,321 tonnes; a second year the Council is ahead of target. The reduction from Business as Usual was 24% and it is estimated to have directly saved the Council £2.2M.

Action plans are in place to implement more efficient energy use and reduction of carbon emissions, in the delivery of the Carbon Reduction Commitment (CRC) Energy Efficiency Scheme. Specific working groups relating to carbon management and energy efficiency have been established to progress the associated actions.

The Carbon Management Programme is the main vehicle to forward corporate carbon reduction. This year the Council enlisted the support of the Carbon Trust and their Carbon Management Assessment Tool (CMAT) to assess NAC's progress on carbon management. The CMAT is an assessment tool with a difference as it provides a framework for improvement. The carbon management teams, headed up by an Energy Officer, were keen to be proactive in developing this tool internally for the Council. As such the CMAT is progressing from being a once-only intervention assessment to becoming a working tool for future carbon management decisions; the first Council in Scotland.

A breakdown of the Council's CO₂ Emissions and ongoing actions, by sector, is provided in Figures 2.1 – 2.6. The bold titles represent the various Council services and sectors which initiated Council carbon emission reduction.

Figures 2.1 - 2.3 show a relatively high rise of emissions during 2008/09 for Corporate Landlords (Technical Services), Street Lighting and KA Leisure respectively. This represents a significant change in the calculation of electricity which generally changes slightly every year. It was considered that to use new calculations to adjust previous years' figures would have been confusing, particularly when they had previously been reported. It does not affect year-on year action planning. Further explanation of these figures and the relevant Council sections are provided below.

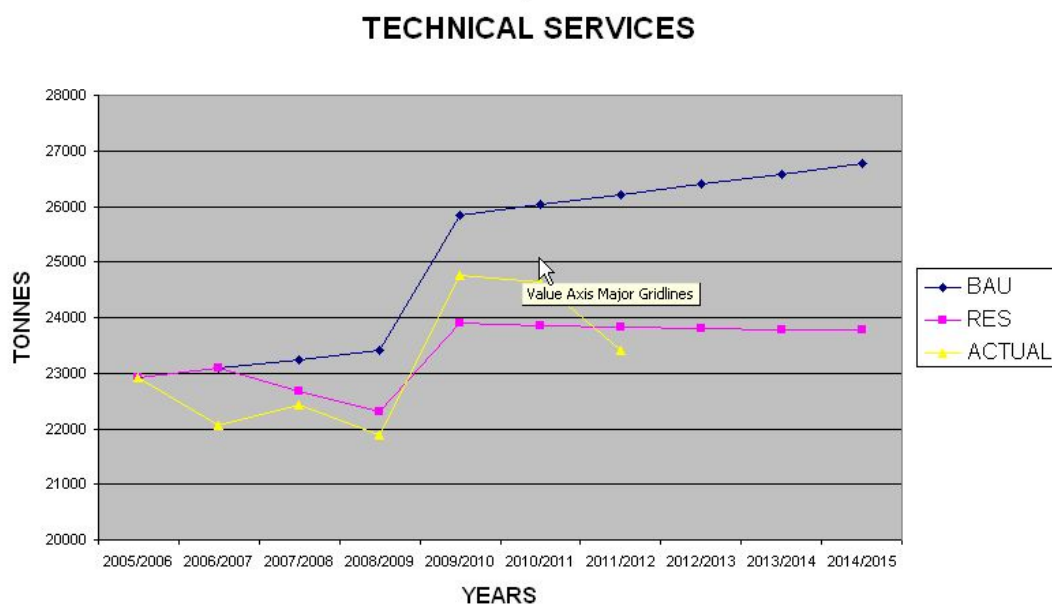
Corporate Landlords (Technical Services)

Fig. 2.1 Carbon Emissions for Technical Services, now known as Corporate Landlords
(BAU = Business as Usual RES = Reduced Emissions Scenario (The Council's Target))

Corporate Landlord is a function of Property Management & Investment and provides a dedicated service responsible for the Council's non-Housing Property Estate. Its purpose is to optimise the use of Property Assets. Part of this involves rationalising property to reduce the overall floor area occupied to reduce property costs and energy use.

In 2010/11 there was a relatively large reduction in carbon emissions from the Council's non-domestic estate. This was mostly due to good housekeeping, and a small rationalisation of Council building stock.

In order to support staff and implement technical measures Energy Officers have undertaken site audits of the council's non-domestic estate and from this produced reports to the respective building managers. Each report highlights the building's performance, benchmarked against other buildings of similar type. The reports also contained suggested recommendations for effective energy reduction measures, for the building managers and energy officers to implement.

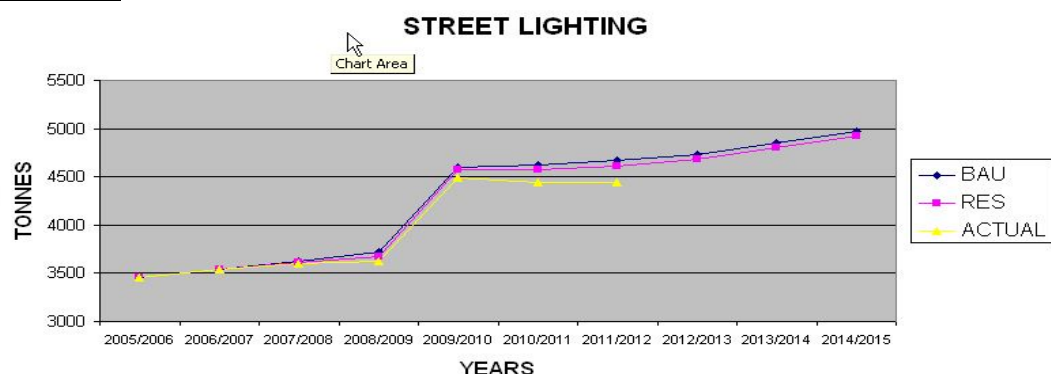
Street Lighting

Fig. 2.2 Carbon Emissions for Street Lighting in North Ayrshire

(BAU = Business as Usual RES = Reduced Emissions Scenario (The Council's Target))

Street lighting is managed through the Council's Roads Services. The reduction in street lighting represents continual phased introduction of capacitors and high frequency lights.

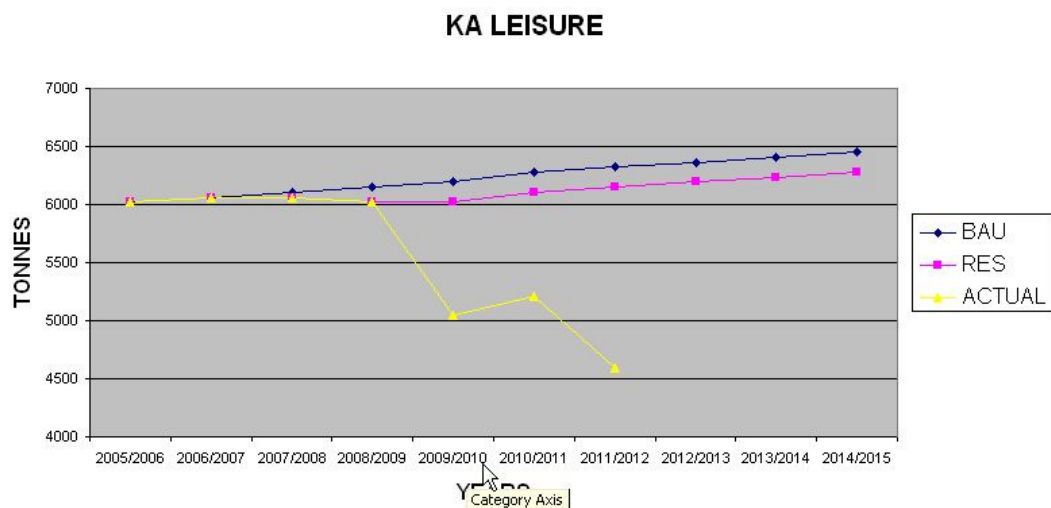
Ka Leisure

Fig. 2.3: Carbon Emissions from KA Leisure (The trust which operates the Council's leisure facilities)

(BAU = Business as Usual RES = Reduced Emissions Scenario (The Council's Target))

KA Leisure (The Trust which operates the Council's leisure facilities) now has energy champions at each of their sites and now produces weekly graphical reports, facilitating monthly and yearly comparisons.

The Carbon Trust is assisting KA leisure investigate its playing field pavilions with a

view to identifying priorities for improvement.

Fleet Transport

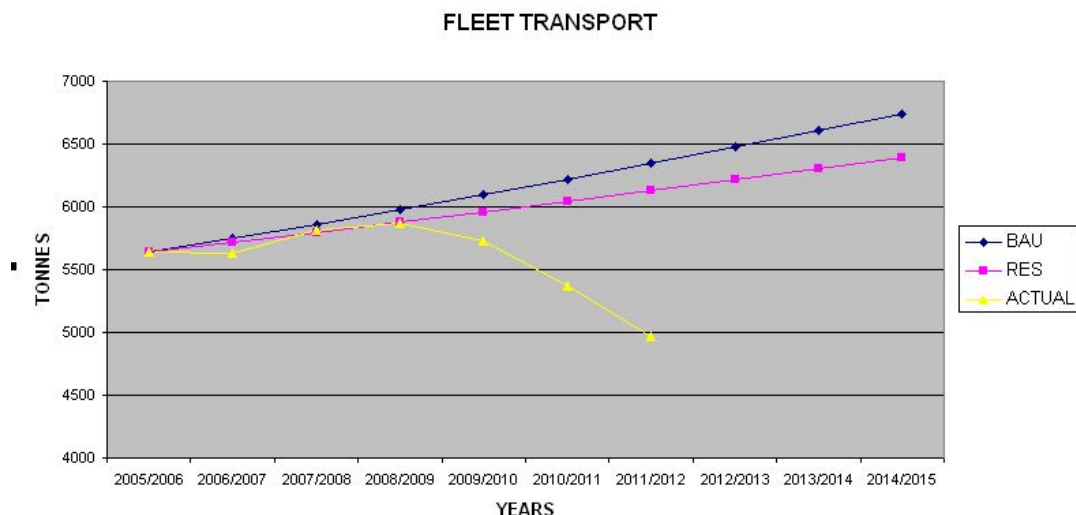


Fig. 2.4 Carbon Emissions for NAC's Fleet Transport Section
(BAU = Business as Usual RES = Reduced Emissions Scenario (The Council's Target))

Carbon Emissions relating to the Council's transport fleet are provided in Figure 2.4. It shows a steady decrease in emissions since 2008, significantly ahead of target.

Over the past number of years the Council's Fleet Management section has purchased a number of dual-fuelled vehicles and achieved Euro 5 validation¹. Eco-efficient driver training has also been provided. This, in addition to rationalisation of the Council fleet, has contributed to the fall in carbon emissions by nearly 1000 tonnes per annum since 2008.

The Council's transport section has commenced an installation programme of telematics to all fleet vehicles for journey management, as part of the Council's fuel management protocol. This will allow monitoring and targeting to identify poor performing vehicles and bad practice and will also assist in maximising the usage and rationalisation of fleet assets. The upgrading of fleet management software will also aid development of carbon accounting for the entire fleet.

¹ http://europa.eu/legislation_summaries/environment/air_pollution/l28186_en.htm

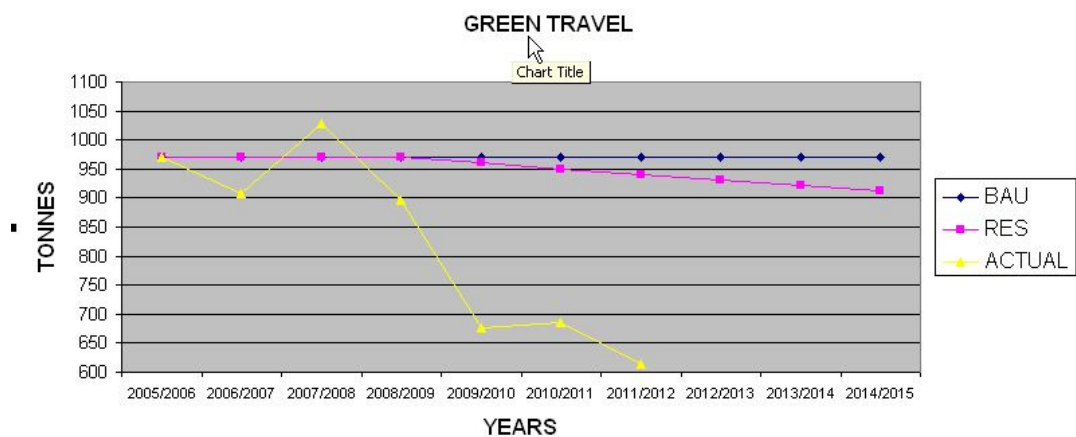
Staff Travel (Green Travel)

Fig. 2.5: Staff Travel Carbon Emissions

(BAU = Business as Usual RES = Reduced Emissions Scenario (The Council's Target))

Carbon Emissions relating to staff travel are provided in Figure 2.5. Again this shows a steady decrease in emissions since 2008, significantly ahead of target. Corporate management of staff travel is addressed through mileage return forms which include the names of personal vehicles that staff uses, in addition to encouraging public transport use. This provides a relatively accurate understanding of our travel emissions. The significant drop in staff travel can in part be attributed to the purchases by staff of more fuel efficient vehicles. Other factors include rationalisation of building stock and staff reduction generally. Further analysis of this is ongoing.

Waste Management

Fig. 2.6 Carbon Emissions Arising from waste to Landfill

(BAU = Business as Usual RES = Reduced Emissions Scenario (The Council's Target))

Fig. 2.6 shows the annual emissions of CO₂ arising from waste to landfill sites. The change in the reduced emissions scenario represents a change in Scottish Government targets for waste. North Ayrshire Council was able to demonstrate alignment with these new SG targets when they were introduced. Household recycling performance has achieved 52.5%, exceeding the zero waste plan target of 50% by 2013; achieving top 25% in Scotland, as was the cost of waste collection per premise.

During 2012 Waste Services implemented the following key actions:

Kerbside Recyclable Collections (Blue Bin)

- Glass and mixed plastics were added to the co-mingled collection of recyclables (blue bin) from April 2012, thereby reducing the number of containers and the costs of collection. This has also enabled the introduction of a kerbside collection of glass, within the blue bin, for households and commercial businesses on Arran.

Food Waste Collections

- The provision of food waste collections to the mainland and Cumbrae (Phase 1 - Areas with Garden Waste service) was introduced on 18 February 2013. The service is provided through integration with the weekly garden waste collection service (brown bin) and has been extended to all year round.

Construction, Demolition and Excavation Waste

- The Council signed up to the Halving Waste to Landfill Commitment, a UK-wide voluntary agreement which is being driven forward and promoted in Scotland by Zero Waste Scotland. The initiative is a UK-wide scheme to reduce the amount of construction, demolition and excavation waste being sent to landfill.

Household Waste Recycling Centres (HWRC)

- In June 2012 improvements to the Largs Household Waste Recycling Centre were completed and householders can now separate additional materials for re-use and recycling, including garden waste and cardboard. Additional containers to separate other wastes for recycling have been installed at the other HWRCs, including water based paints and plasterboard at the Bartonholm HWRC.

Eglinton Country Park

Eglinton Country Park Visitor Centre complex has become the first North Ayrshire centre (other than schools) to receive the coveted Eco Centre Award through the Keep Scotland Beautiful programme.

Section 2 Priorities for the year ahead

As well as continuing with a number of actions as detailed above, new actions include:

Corporate Landlords

Future activities include the implementation of an energy self audit package. The energy self-audit is aimed at helping building managers understand the energy use of their buildings, through identification of opportunities for energy saving. There will be a focus on -

- Establishing current operating practices, the though use of regular energy walk rounds by building managers and those that use the building;
- Involving staff to reduce energy waste;
- Monitoring and understanding energy consumption through meter reading;
- Assessment of potential savings and indicating key areas for improvement.

Fleet Management

- Fleet Asset Management Plan focusing on fuel efficiency when procuring fleet vehicles and an ongoing programme to deliver driver training;
- Analyse journeys and use of transportation through a newly implemented "Transport Hub".

Waste Management

A waste management strategy for the period 2012 to 2016 has been developed. The strategy contains a number of key actions for development of services to meet the targets and objectives of Scottish Government's national waste agenda. Key aspects of this include:

- Completion of a logistics review of waste collection routes and working patterns to improve operational efficiency, reducing the distance travelled by collection vehicles and the associated fuel usage;
- The procurement of a partnership with the 3rd Sector to develop re-use schemes, including the provision of facilities to repair goods and their subsequent distribution/sale;
- Implementation of Phase 2 and 3 of the food waste collection service to extend the service provision to communal properties and businesses;
- Increasing the range of chargeable recycling services offered to businesses to include plastics, metal cans and mixed plastics in addition to glass, paper and

cardboard);

- Implementing a “recycling on the go” pilot in main shopping centres and areas with high footfall such as leisure centre and transport hubs;
- Implement and evaluating a pilot based on reverse vending machines for recyclables (plastic bottles and aluminium cans) at three high schools; and
- Working with the Clyde Valley Waste partnership to procure a long-term solution for the treatment of residual waste.

Section 3**Taking action to reduce the emissions from the local authority area**

The Council's area wide emissions are (source: Department of Energy and Climate Change):-

(Units – ktCO₂)

2005 – 1341

2006 – 1325

2007 – 1298

2008 – 1291

2009 – 1087

2010 - 1102

The breakdown of these figures are provided in Tables 3.1-3.3 and Figures 3.1 – 3.5 below.

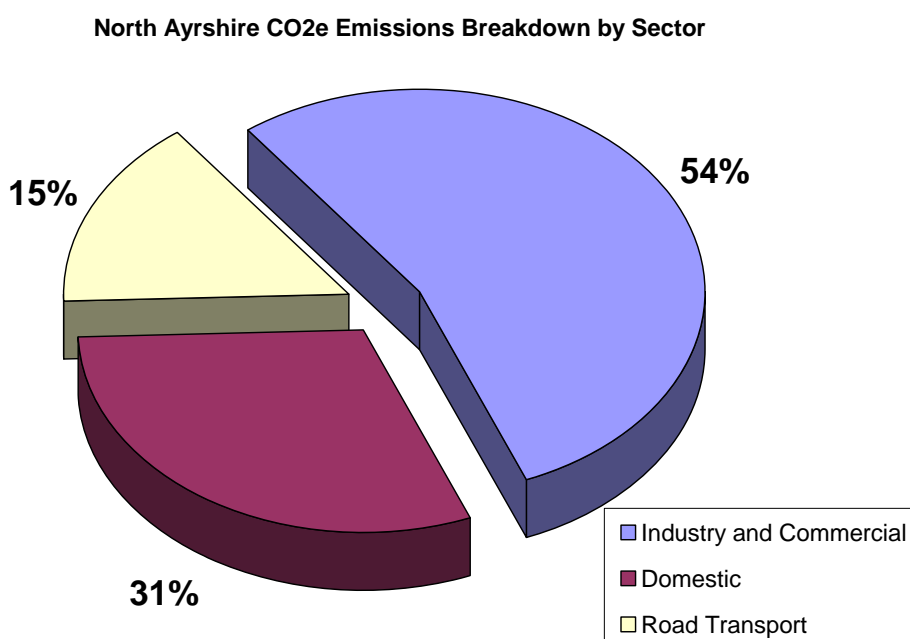


Fig. 3.1: Breakdown of CO₂ Emissions in North Ayrshire by Sector

Figure 3.1 shows that the biggest contributor to carbon emissions in North Ayrshire, by over 50%, relates to industry and commercial services, with domestic energy use accounting for just under one third. To address this, the Council is working in partnership with the Crichton Carbon Centre² to engage small to medium sized businesses (SMEs) understand their environmental impacts. The research will provide a

² <http://www.carboncentre.org/>

proxy-measure of emissions and so assist targeted improvements for the most vulnerable sectors.

Table 3.1 North Ayrshire Industrial and Commercial Greenhouse Gas Emissions (ktCO₂e³)

Year	2005	2006	2007	2008	2009	2010
Industry and Commercial Electricity	327.46	332.19	301.62	314.03	266.61	259.14
Industry and Commercial Gas	346.99	335.20	349.14	353.32	280.54	292.83
Large Industrial Installations	101.83	97.24	95.64	94.78	33.69	22.14
Industrial and Commercial Other Fuels	42.21	37.99	39.10	32.02	30.11	29.47

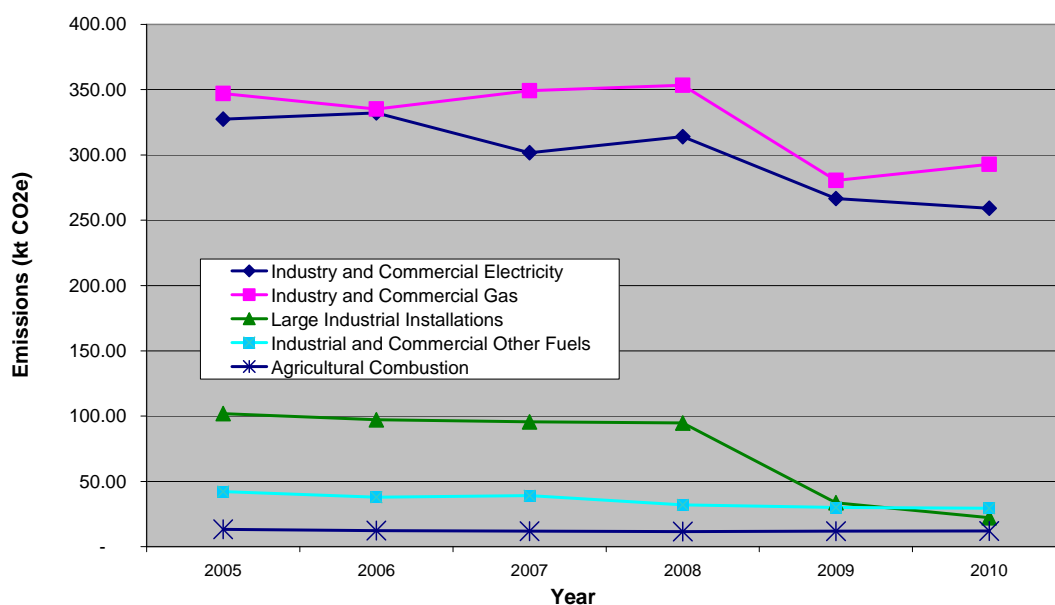
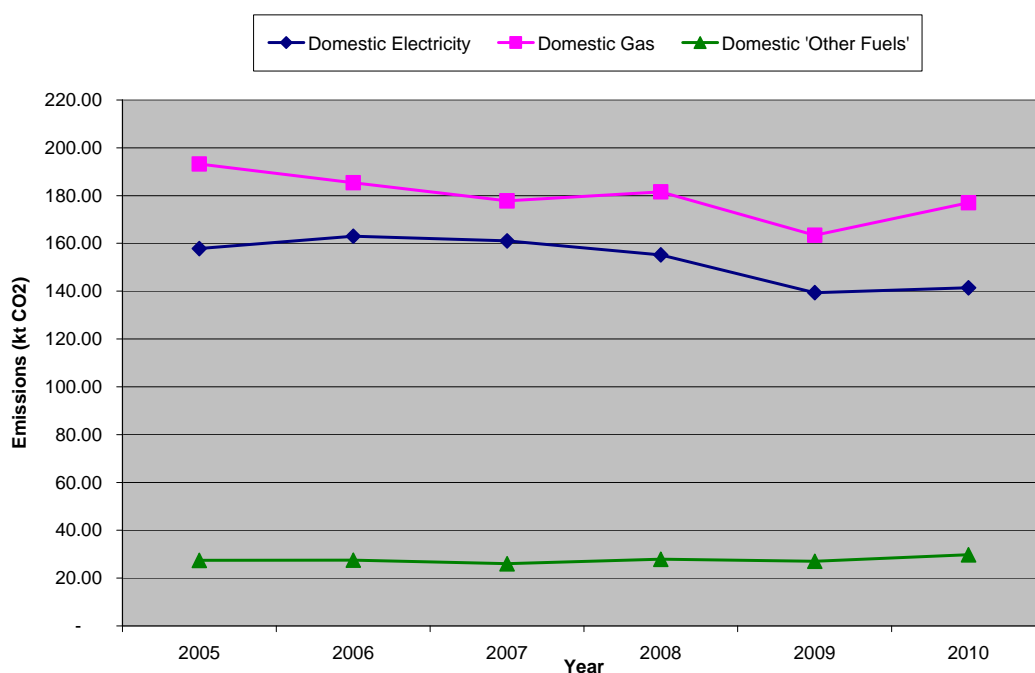


Fig. 3.2: North Ayrshire's Industrial and Commercial Greenhouse Gas Emissions

³ This is the "carbon equivalent" value of all greenhouse gas emissions

Table 3.2 North Ayrshire Domestic Greenhouse Gas Emissions (ktCO₂e)

Year	2005	2006	2007	2008	2009	2010
Domestic Electricity	157.84	163.04	161.07	155.19	139.42	141.43
Domestic Gas	193.16	185.38	177.76	181.56	163.41	176.97
Domestic 'Other Fuels'	27.46	27.53	26.07	27.93	27.08	29.76

**Fig. 3.3: North Ayrshire's Domestic Greenhouse Gas Emissions****Action on Domestic Greenhouse Gas Emissions: Housing**

The Council is committed to improving the energy efficiency of the Council housing stock; in a manner that will not only reduce the carbon footprint, but will also assist in reducing the levels of fuel poverty within our communities. The immediate target for the Council is to ensure all homes meet with the energy efficiency criteria required by the Scottish Housing Quality Standard (SHQS) by 2015. At present in excess of 95% of Council owned houses meet this standard, with the remaining houses scheduled to be upgraded in advance of 2015. This level of compliance has been achieved through ambitious annual programmes of double glazing installations and energy efficient gas boiler installations. In addition to this, all Council houses now have adequate loft installation and where technically possible cavity wall insulation has been installed.

In addition to SHQS, the Council is preparing to meet the challenges that will be brought about by the Energy Efficiency Standard for Social Housing (ESSH), which is likely to

be introduced by the Scottish Government in the late summer of 2013. This new standard will challenge all social landlords to further improve the energy efficiency of their stock and contribute to the climate change targets of 2020 and 2050. In preparation for meeting the new standard, the Council has already undertaken a number of pilot external wall insulation programs, with a view to significant works of this nature taking place over the next three years.

As part of the Local Housing Strategy there is a Sustainable Affordable Sub-Group. This group is tasked with implementing key sustainability and affordability actions of the LHS which will directly target fuel poverty.

Table 3.3 North Ayrshire Road Transport Greenhouse Gas Emissions (ktCO₂e)

Year	2005	2006	2007	2008	2009	2010
Road Transport (A roads)	133.72	131.44	128.73	123.30	118.22	117.94
Road Transport (Minor roads)	49.40	52.69	54.86	55.93	54.15	54.30

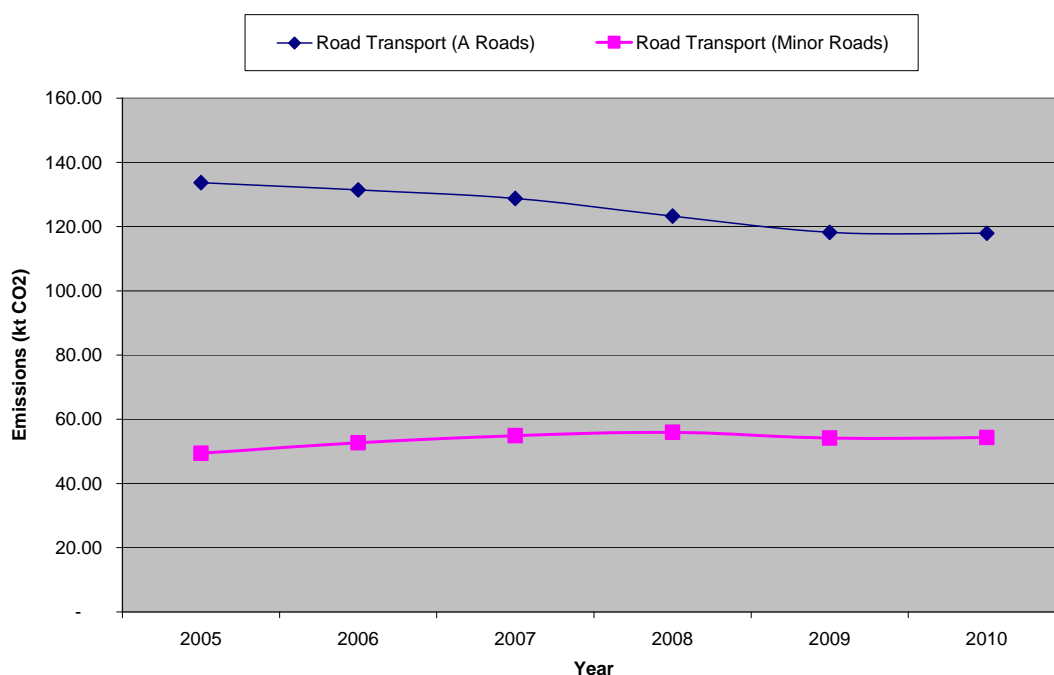


Fig. 3.4: North Ayrshire's Road Transport Greenhouse Gas Emissions

Table 3.3 and Fig. 3.4 show relatively little change in greenhouse gas emissions during 2009/10. The reduction from 2008 to 2009 can be explained, in part, by the global downturn though no direct information on this is available.

Table 3.4 North Ayrshire Per Capita Greenhouse Gas Emissions (ktCO₂e)

Year	2005	2006	2007	2008	2009	2010
Per Capita Emissions (t)	9.9	9.8	9.6	9.5	8.0	8.2

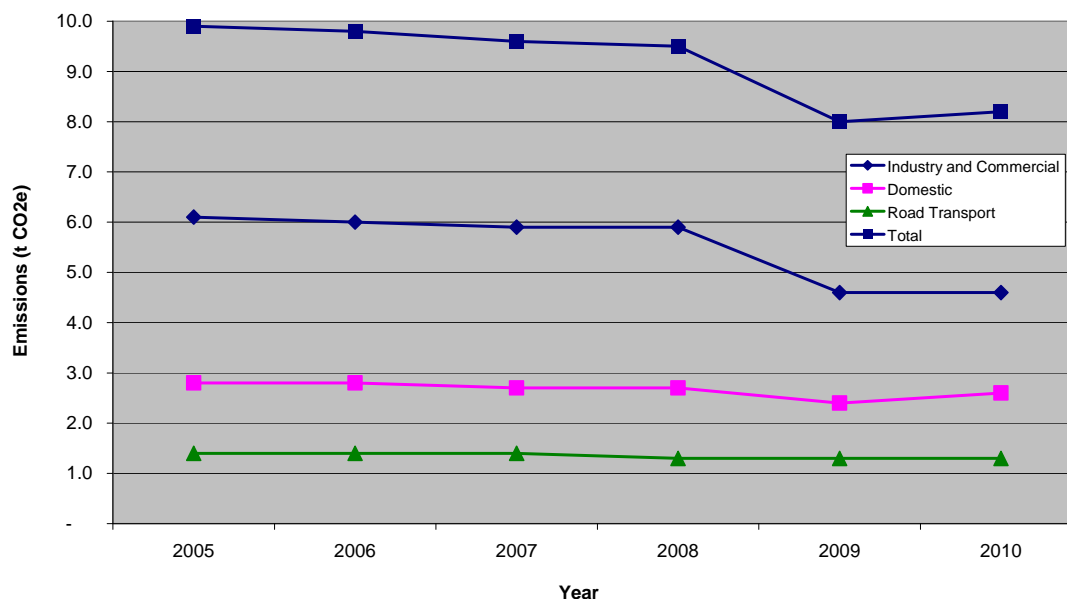
**Fig. 3.5: North Ayrshire's Per Capita Greenhouse Gas Emissions**

Table 3.4 and Figure 3.5 highlight that the greatest contributor to greenhouse gas emission reduction came from our industrial and commercial sector with the greatest reduction occurring between 2008/09. Once again this can be explained, in part, by the global downturn in 2008, though no direct information on this is available.

The following are actions the Council are undertaking to measure and reduce the greenhouse gas emissions from the local authority area and communities.

Awareness Raising

Internally, the Council continues its awareness raising campaign for staff via the Intranet, notice boards and environmental champions for each Service. Initiatives include eco-driving, PC switch off, a bike scheme and increased recycling within offices. The Council has its own strapline "Cutting Carbon in North Ayrshire" which appears on posters and many of the Council's new transport fleet carry this strapline.

The Council supports the WWF campaign Earth Hour on an annual basis. As the

campaign hour is at a weekend, the Council has an "earth lunch hour" during working hours for its own staff.

Externally, the Council encourages the public to think about the environment through news releases and advertorials in local newspapers, information on the website.

Section 3 Priorities for the year ahead

- The indicators and actions to evidence the reduction in carbon footprint will be reviewed.
- Development of a sustainable energy management strategy for North Ayrshire.
- Further bids will be made to the Universal Home Insulation Project.
- Assess and implement works to meet the challenges of the Energy Efficiency Standard for Social Housing (EESH), which is likely to be introduced by the Scottish Government in the late summer of 2013.
- Assess feasibility of attracting Energy Company Obligation (ECO) monies for specific projects within North Ayrshire. Any ECO funding attained will be combined with any funding received via the Scottish Government's National Retrofit Programme to improve the energy efficiency performance of both Council owned and private sector owned houses.
- Finalise a new Local Biodiversity Action Plan (LBAP) which should include measures to support natural carbon sinks.
- Use Earth Hour 2013 as a vehicle to understand staff engagement, general, towards environmental awareness activities

Section 4

Assessing the risks of climate change impacts and working with others to adapt to the impacts of climate change.

Development Planning

The Ayrshire Joint Structure Plan and the current Local Plans seek to mitigate the effects of climate change through their spatial policies by focusing development on transport corridors. Their policies on renewable energy will also make a positive impact. A new local development plan has been submitted to the Scottish Government which further progresses action in this area. It is expected to be adopted by December 2013.

Within the proposed Local Development Plan, the following have been incorporated:-

- The greenhouse gas emissions policy as set out in the Climate Change (Scotland) Act 2009.
- Guidance on implications of the Climate Change Act for development proposals.
- Guidance on green networks and the Central Scotland Green Network (CSGN) including open space issues and combating climate change.

Development Management

The Development Management Service will take account of established policy in determining planning applications and will have regard to the benefits of any development proposals for eco housing, although this would not be the only material consideration.

Flood Prevention

The Council is the lead authority for the Local Flood Plan District for Ayrshire and is required to have a Flood Risk Management Plan in place by December 2015.

Progress is being made with its Flood Prevention Scheme for the River Garnock upper catchment area.

The Council is also progressing with its implementation of the Flood Risk Management Act 2009

Local Food Networks

All of North Ayrshire's primary schools together with Arran High School have been awarded gold accreditation under the Soil Association's Food for Life Catering Mark. This provides a guarantee to customers of the quality of the meals they

purchase. This includes a focus on the use of local suppliers and produce, including all milk obtained from Ayrshire farms, all chicken UK sourced and red tracker approved and all red meat sourced from farm assured Scottish cattle.

Procurement

Actions on sustainable procurement include:

- An updated Council Sustainable Procurement Policy which is available on the Council intranet and website.
- A revision of the Contract Strategy process and documentation to ensure consideration of Community Benefits and Sustainability at contract planning stage; this includes increasing numbers of apprenticeships, employment and training opportunities within the local authority area.
- Revised Standing Orders (section 27 of which relates directly to Sustainability) and procurement thresholds designed to encourage greater participation by local SMEs and other businesses.
- Developing and implementing a sustainable timber procurement policy by achieving the Bronze Pledge for Sustainable Timber Procurement awarded by the World Wildlife Fund (WWF). There may be potential to move forward to Silver or Gold.

Irvine Cycle Friendly Town

A Study is currently being finalised which examines the potential to develop Irvine as a Cycle Friendly Town. This has been part funded by Sustrans Scotland's Community Links Fund and is based on extensive community and stakeholder consultation. The Study has identified a range of recommendations including path improvements, the creation of short links, the removal of barriers and on-road improvements to facilitate active travel. The implementation of the Study will ensure that active travel including walking and cycling is a viable and attractive option for everyday journeys throughout Irvine.

Applications have been submitted to Sustrans Scotland to implement a range of the recommendations identified in 2013/14 and it is envisaged that the outcome of these applications will be known in late April.

The implementation of the Study will assist in climate change mitigation and adaption by:

- Reducing the reliance on and use of the private motor vehicles for everyday journeys and in particular short local journeys (for example those under 5 miles).

- Developing a joined up transport system including active and public transport options for local communities.

Assisting to meet the Scottish Government's target that 10% of all journeys are undertaken by bike by 2020 (Cycling Action Plan for Scotland)

Core Paths Plan and Outdoor Access Strategy

The Outdoor Access Strategy translates the Land Reform (Scotland) Act 2003 into a local perspective. It is a partnership document that provides the strategic vision for outdoor access development by focussing on the key issues for North Ayrshire and identifying the ways in which outdoor access can address these. The Core Paths Plan is a statutory requirement under the Land Reform legislation which identifies the basic framework of paths available for everyday journeys and recreation throughout North Ayrshire. The CPP and OAS have been under review and are expected to be implemented next year. The implementation of the CPP and OAS will ensure that active travel is an attractive and viable option for all local communities for everyday journeys. This includes the upgrade of path networks to provide all abilities access, signage and infrastructure improvements, promotional activities to encourage active travel and the creation of short links to create joined up networks.

Section 4 Priorities for the year ahead

- Implement the new Local Development Plan.
- Continue to develop the Flood Risk Management Plan as lead authority for Ayrshire; key actions for 2013/14.
- Develop the Garnock Flood Prevention Scheme.
- Finalise a new Local Biodiversity Action Plan which should include actions to encourage natural flood mitigation objectives.
- Review and further develop, where appropriate, the Core Paths Plan and Outdoor Access Strategy.
- Develop an open space strategy, in particular investigating opportunities to support wood-fuel supply in Ayrshire
- Implement new food quality menus Council-wide, which have a focus on local produce.
- Support the implementation of Sustainable Procurement aspects of the Procurement Reform (Scotland) Bill when this is enacted.

Section 5

Developing effective partnership working and climate change communications, including producing an annual statement of plans, activities and achievements.

The Council recognise the vital contribution of partnership working to address climate change. Local authorities and external organisations include:

- Irvine Bay Urban Regeneration Company;
- People in Places, working with Keep Scotland Beautiful on environmental issues;
- Society of Chief Officers of Transportation in Scotland (SCOTS);
- Strathclyde Partnership for Transport (SPT);
- NHS Ayrshire and Arran;
- Business and Commerce;
- Scottish Environment Protection Agency (SEPA);
- Clyde Valley Waste Partnership;
- Pan Ayrshire Tourism team;
- Zero Waste Scotland'
- Ayrshire Economic Partnership;
- Scottish Enterprise;
- Heads of Planning Scotland (HoPS);
- 3rd Sector including social enterprises, registered social landlords, the Ayrshire Community Trust, and local community groups.

The following are some specific examples of the Local Authority's partnership working on climate change.

Local Food Networks

The Council is working with The Greenway School for Community Food Production to identify ways to provide effective support for production of local food and other community benefits

Eco-Schools Programme

Presently 58% of all North Ayrshire schools currently have green flag status (1/02/2013).

This is broken down to 62% primary schools
50% special schools
22% Secondary schools

Education Service specifically targeting Climate Change is accessed within three curriculum areas of the National Curriculum for Excellence Education Document

- 1 Social studies (People Places and Environment)
- 2 Science (Planet Earth)
- 3 Technologies (Technological Developments in Society)

Irvine Bay Regeneration Company

The Council works closely with the Irvine Bay Regeneration Company to ensure positive support to climate change. Encouraging development in the town centres has resulted in old buildings being refurbished and brought back into use; new business centres and places of employment, and support for local businesses and retailers.

Encouraging economic activity in town centres encourages use of public transport and active travel. IBRC's business plan directly supports positive projects including:

- The Annickbank Office Campus which is expected to be the first BREEAM Excellent office campus in Scotland.
- A specification that all the buildings will achieve BREEAM Excellent status.
- A strategic environmental assessment of their business plan, resulting in a set of ten environmental principles to which the company adheres and against which we can measure our environmental performance.

IBRC in partnership with the Council has invested in developing the green network in Irvine Bay. There has been investment in new paths, woodland planting, wildflower planting and greening of derelict sites near town centres and clearing and greening derelict or vacant land in Irvine Bay.

Living Landscapes

The Council is supporting the work of the RSPB in Irvine to create a wetland area in an area of importance to wildlife on the Garnock Floods.

Clyde Valley Waste Partnership

Entered into a partnership with the Clyde Valley Waste partnership and commenced a procurement exercise for the treatment of residual waste

Annual Statement

The Annual Statement is covered by this report.

The Local Energy Advice Forum (LEAF)

This is a partnership involving the main Council Services, local Housing Associations, local advice agencies and voluntary organisations continues to operate providing energy efficiency advice to all residents of North Ayrshire through its information packs, special events and on the Council's website.

SME Engagement

The Council has committed a significant financial contribution to support a European funded initiative to improve environmental-process capacity for at least 6 SMEs per year.

Working with an external academic institution, the Council will have a model of its SME carbon footprint to act as a proxy measure to deliver year on year reductions. This project will also identify the greatest needs and the best wins to support climate change mitigation and adaptation in the years ahead.

As part of this the Council is actively engaging with wood fuel growers through the Scottish Regional wood fuel forum. As part of this linkages are being established with SMEs to identify local potential for future wood fuel markets.

Section 5 Priorities for the year ahead

- Carry out further training of staff energy awareness representatives.
- Continue to explore options for shared services and partnership working with other local authorities and external organizations
- Continue to deliver outcomes related to climate change in the new Curriculum for Excellence.
- Participate again in the WWF Earth Hour Campaign and support Climate Week.
- Develop and implement a re-use scheme particularly aimed at 3rd sector organisations

Eco schools

2013 targets Primary schools target 70%
 Special schools target 75%
 Secondary schools target 33%

Total Target for all North Ayrshire schools 67%

A further focus for 2013 on Eco schools will be for more support for schools on

the Isle of Arran where a twilight session involving all schools will be arranged.

Climate Change Progress Highlights of the Past Year

- Exceeding the target for reduction in carbon emissions for a second year.
- Exceeding waste targets.
- Development of the transport hub and installation of telematics to all fleet vehicles.
- Gold accreditation under the Soil Association's Food for Life Catering Mark.
- Working in partnership with the Crichton Carbon Centre to facilitate SME Engagement

NORTH AYRSHIRE COUNCIL

Agenda Item 22

30 April 2013

Cabinet

Subject: **Employee Engagement Survey**

Purpose: To provide the Cabinet with a six monthly update on progress on Employee Engagement Survey improvement planning process.

Recommendation: That the Cabinet agrees to note (a) the progress to-date in relation to Improvement planning and monitoring processes; and (b) that future updates will be provided in October 2013 and April 2014.

1. Introduction

1.1 In October 2012, the Cabinet acknowledged the results of the Employee Engagement Survey and approved the Council-wide Improvement Plan. This Improvement Plan addresses the eight employee experience factors that were highlighted in the survey results. These factors have the greatest potential to positively impact on engagement throughout the Council:

1. Your involvement and value to the Council
2. The Council's quality principles and practices
3. Communication within the Council
4. The Council's mission and purpose
5. Teamwork and cooperation within the Council
6. Your Learning and Development
7. Your role and its clarity
8. Leadership and management of change.

1.2 The Cabinet agreed that work would continue with all Services to review the findings from the survey in relation to their specific Service area and that Service Improvements Plan would be created to address not only service issues but also contribute to the overall Council-wide Improvement Plan.

1.3 It was also agreed that the Cabinet would receive updates on improvement plan activities on a six monthly basis. This paper provides the first progress update on the Council Improvement Plan and also the current status with Service Improvement Plans.

2. Current Position

- 2.1 By the end of October 2012, each Corporate Director and Head of Service had been issued with a pack of information in relation to the survey findings for their directorate / service.
- 2.2 It should be noted that the survey was conducted on the old organisational structure and, therefore, the initial analysis was based on this. Further detailed analysis was conducted to allow the survey findings to be represented in the new organisational structure.

Service Improvement Planning

- 2.3 Following the issue of these Service Packs, Human Resources and Organisational Development conducted analysis of the findings for each Head of Service area, to identify particular themes within the Survey that were most and least positive. Briefings were held with Heads of Services to present these findings, and to provide recommendations on how to approach Service Implementation Planning, between October and December 2012.
- 2.4 In relation to the approach to Service Improvement Planning, it was recommended that the Service organise a focus group with mixed representation across the Service to review the findings, identify where improvements could be made, and therefore determine the Service Improvement Plan.
- 2.5 Focus Groups were provided with briefings on the themes within the Survey that were areas of strength, and those that were areas for improvement within their Service, by Human Resources and Organisation Development. The groups were asked to consider the following in identifying actions for their Service Improvement Plan:-
 - Actions that would contribute to the Council-wide Improvement Plan actions
 - Actions that would improve the themes identified as areas for improvement within the Service.
- 2.6 Work on preparing and approving these plans progressed between November and March 2013. Human Resources and Organisational Development reviewed all draft plans to ensure all Council-wide actions had been considered, in addition to themes identified for improvement within the Service.
- 2.7 During the transition to the new organisational structure, initially each Service created an Improvement Plan. In some cases, these then evolved into Directorate level Plans.

2.8 All Improvement Plans are now finalised, with a total of seven Directorate / Service Improvement Plans now in place as follows:

- Democratic & Administration (Service Improvement Plan)
- Development & Environment (Directorate Improvement Plan)
- Education & Skills (Directorate Improvement Plan)
- Social Services & Health - Service Improvement Plans, as follows:
 1. Social Services
 2. Housing Services
- Finance & Corporate Support - Service Improvement Plans, as follows:
 1. Finance & Property
 2. Human Resources & Organisational Development

Monitoring of Improvement Plans

2.9 To facilitate the ongoing monitoring of Council-wide and Service Improvement Plans, the Council's Performance Management system, Covalent will be used. All Improvement Plans has now been published.

2.10 As the Improvement Plans for Services have only just been put on Covalent, monitoring of progress towards these is not available at this point. Updates on progress towards Service Improvement Plan actions will be obtained in June and September 2013 which will in turn provide further updates on the 'all Service' actions within the Council-wide Improvement Plan.

Council Improvement Plan update

2.11 An update on the Council-wide Improvement Plan actions is enclosed at Appendix 1. This update focuses on the actions that were allocated to specific Services to progress.

2.12 Since the Improvement Plan was agreed in October 2012, some of the key actions that have been put in place are:-

- Managers' Conferences - a firm programme for 2013 is now in place with one conference held in February. The Extended Corporate Management Team (ECMT) now plays an integral part in these events;
- Launch of 'Team Talk' - this initiative launched in March 2013, and aims to address one of the main issues identified within the Employee Engagement Survey findings, i.e. communications with employees;

- Information to support Performance & Personal Development (PPD) - a series of articles have been published on Navigate during January and February to remind employees and managers of the requirements of this, and encourage the consistent approach to PPD and participation;
- An e-learning module and Manager's Workshop have been launched to support PPD discussions and ensure these are effective;
- All Services have created Service Plans, which will be approved by the Council in April 2013. These Service Plans demonstrate the links between priorities within Services and how these contribute to the Council's improvement objectives, and ensure that objectives are connected;
- As part of the Customer Service Strategy, the new Council Website has been designed and will be launched in April 2013;
- The Customer Service training provision has been reviewed and updated to incorporate the new Complaint Handling procedure. This course has supported the Complaint Handling rollout and will continue to be delivered on a regular basis.

2.13 Updates on actions which are the responsibility of all Services have not been included in this report, these will be included in future updates to Cabinet.

Communications

2.14 Employees will be kept up to date with progress towards the Council-wide Improvement Plan actions, initially through articles on Navigate, however further methods of communications will be explored, aiming to utilise new initiatives such as Team Talk and the Newsletter.

2.15 In addition, Human Resources and Organisational Development will continue to liaise with Service contacts as part of the quarterly monitoring process which will aim to improve communication and promote best practice. This will ensure the focus remains on both the Council-wide and Service Improvement Plans.

3. Proposals

3.1 The Cabinet is asked to note the progress update for the Council-wide Improvement Plan, and note that the next update will be provided in October 2013.

4. Implications

Financial Implications

- 4.1 There are no Financial Implications arising from the report.

Human Resource Implications

- 4.2 There are no Human Resource Implications arising from the report.

Legal Implications

- 4.3 There are no Legal Implications arising from the report.

Equality Implications

- 4.4 There are no Equality Implications arising from the report.

Environmental Implications

- 4.5 There are no Environmental Implications arising from the report.

Implications for Key Priorities

- 4.6 There are no implications for Key Priorities arising from the report.

5. Consultations

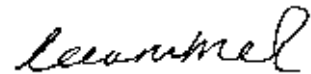
- 5.1 Initial briefings/consultations were held with Heads of Service, to provide information on the analysis of the survey findings in relation to their Service and to determine the best way forward for improvement planning within their Service. Further information on this shown in Section 2.3 above.

- 5.2 Consultation was held with Service Focus Groups to identify actions in relation to Service Improvement Plans. Further information on this is shown in Section 2.5 above.

6. Conclusion

- 6.1 Directorate / Service Improvement Plans are now in place for all Services in relation to the Employee Engagement Survey. The actions within these plans will progress the 'all service' actions identified within the Council-wide Improvement Plan.

- 6.2 Mechanisms are in place to conduct the quarterly monitoring of improvement plans, in order to ensure these are progressed, and also to provide an update on progress to the Cabinet on a six-monthly basis.
- 6.3 A further update to Cabinet will be provided in October 2013, where the progress against the actions within the Council-wide improvement plan will be provided.



LAURA FRIEL
Corporate Director (Finance and Corporate Support)

Reference :

For further information please contact Gavin Macgregor, Head of Human Resources and Organisational Development, or Fiona Walker, HR Manager - Learning & Organisational Development on telephone number 01294 324053








Background Papers

Survey responses

Employee Engagement Survey - Council Improvement Plan (Oct 2012 - Dec 2013)





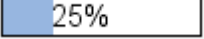

Colour Code	Parent Action
	Sub Action

1. Communications

Action Code	Action Description	Progress	Expected Outcome	Latest Note	Due Date	Lead Service
EES_CW_1214_1.1	Managers' conferences	<div><div>40%</div></div>			31-Dec-2013	Chief Executive's Service (CES) ECMT
EES_CW_1214_1.1a	Hold three Managers' Conferences per calendar year	<div><div>40%</div></div>		Update as at March 2013 One Manager's Conference held on 8th February 2013. Two further dates organised for future conferences within 2013 - 21st June 2013 and 4th October 2013	31-Dec-2013	Chief Executive's Service (CES) ECMT
EES_CW_1214_1.1b	Increase ECMT involvement in the Managers' Conference to raise visibility	<div><div>40%</div></div>		Update as at March 2013 Corporate Directors and Heads of Service participated in the Manager's conference held on 8th February 2013	31-Dec-2013	Chief Executive's Service (CES) ECMT
EES_CW_1214_1.2	Regularly encourage individuals at all levels, and teams within services to work collaboratively on service specific projects and cross service initiatives.	<div><div>0%</div></div>			31-Dec-2013	All Services
EES_CW_1214_1.3	Sharing Information	<div><div>0%</div></div>			31-Dec-2013	All Services
EES_CW_1214_1.3a	Increase the use of Navigate as a means of promoting the Council's mission and objectives and disseminating information.	<div><div>0%</div></div>			31-Dec-2013	All Services
EES_CW_1214_1.3b	Explore other media options to ensure information is disseminated to hard to reach areas.	<div><div>0%</div></div>			31-Dec-2013	All Services






Employee Engagement Survey - Council Improvement Plan (Oct 2012 - Dec 2013)

Colour Code	Parent Action
	Sub Action

Action Code	Action Description	Progress	Expected Outcome	Latest Note	Due Date	Lead Service
EES_CW_1214_1.4	Establish formal briefing sessions within each service to advise employees on what activities are being undertaken as part of the change programme.			Update as at March 2013 Change Programme activity will be included in the Team Talk process launched on 25 th March 2013.	31-Dec-2013	Policy & Service Reform / All Services
EES_CW_1214_1.5	Raise the Equalities Awareness agenda, to ensure all employees are treated fairly and respectfully in the workplace			Update as at March 2013 Equality outcomes for North Ayrshire Council have been devised following widespread consultation. This includes the outcome "Employees are able to respond more confidently and appropriately to the needs of colleagues and customers". An Action Plan to support delivery of the outcomes is being drawn up by the Corporate Equality Group. This will include actions to support employee awareness and development. An equalities e-learning course has been made available on StudyIt E-learning. The Corporate Equality Group at its meeting of March 2013 discussed methods for further promoting the course across NAC employees and ensuring coverage amongst those employees who do not have easy access to a workplace PC.	31-Dec-2013	Policy & Service Reform / All Services
EES_CW_1214_1.6	Improve internal communications.				31-Dec-2013	Communications , Chief Executive's Service & All Services



Employee Engagement Survey - Council Improvement Plan (Oct 2012 - Dec 2013)

Colour Code	Parent Action
	Sub Action

Action Code	Action Description	Progress	Expected Outcome	Latest Note	Due Date	Lead Service
EES_CW_1214_1.6a	Launch and implement the 'Team Talk' initiative i.e. an approach for face to face communications in order to emphasise a focus on discussion and feedback, and three way communications.	<div><div>30%</div></div>		Update as at March 2013: Team Talk launching on 25th March 2013	31-Dec-2013	Communications
EES_CW_1214_1.6b	Ensure consistency of team Meetings across the Council.	<div><div>0%</div></div>			31-Dec-2013	All Services
EES_CW_1214_1.6c	Establish a consistent Council-wide approach to employee suggestions, ensuring all feedback and suggestions are reviewed.	<div><div>30%</div></div>		Update as at March 2013: The Communications Teams and HR & OD have provided the Chief Executive with a proposal paper to consider the way forward with this project. The ECMT will discuss this further on 17th April 2013.	31-Dec-2013	Communications
EES_CW_1214_1.6d	Ensure Workforce Communications more structured, regular and consistent	<div><div>30%</div></div>		Update as at March 2013 Weekly update emails will launch in May 2013. Email 'news alerts' will be issued as required from May 2013.	31-Dec-2013	Communications
EES_CW_1214_1.6e	Increase the frequency of the Chief Executive's blog and continue 'Tea with' the Chief Executive, ensuring two way continued dialogue with employees.	<div><div>30%</div></div>		Update as at March 2013: The Chief Executive's blog is currently updated on a monthly basis. Plans are in place to increase this to fortnightly updates, once the updated website has been launched. Four 'Tea with' the Chief Executive sessions have been held to date within 2013, and a further six sessions are planned for the remainder of the year.	31-Dec-2013	Chief Executive's Service

Employee Engagement Survey - Council Improvement Plan (Oct 2012 - Dec 2013)

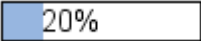



Colour Code	Parent Action
	Sub Action

Action Code	Action Description	Progress	Expected Outcome	Latest Note	Due Date	Lead Service
EES_CW_1214_1.6f	Reinstate 'Back to the floor' sessions which successfully served to raise the visibility of ECMT.	<div><div>30%</div></div>		Update as at March 2013: The Chief Executive has two 'Back to the floor' sessions planned in 2013, for May and October. A report will be presented to the ECMT for discussion in April 2013 to agree the way forward	31-Dec-2013	Chief Executive's Service
EES_CW_1214_1.6g	Reinstate Council Staff newsletter as a means of sharing information council-wide	<div><div>30%</div></div>		Update as at March 2013: First issue of staff newsletter is planned for May 2013.	31-Dec-2013	Chief Executive's Service

Employee Engagement Survey - Council Improvement Plan (Oct 2012 - Dec 2013)









Colour Code	Parent Action
	Sub Action

2. Development

Action Code	Action Description	Progress	Expected Outcome	Latest Note	Due Date	Assigned To
EES_CW_1214_2.1	Performance & Personal Development (PPD)	 20%			31-Dec-2013	All Services
EES_CW_1214_2.1a	Ensure a consistent approach to annual PPD discussions is adopted, ensuring individual understand what is required of them in their role, work objectives and individual goals are aligned with team objective and to ensure that learning needs are identified and prioritised.	 30%		<p>Update as at March 2013 Services should apply the process and conduct PPDs by 31st March each year. HR & OD have supported services by providing the following:</p> <ul style="list-style-type: none"> A series of seven weekly 'Spotlight on PPD' articles published on Navigate January / February 2013 to provide reminder information on the procedure, encourage participation, and encourage a consistent approach. PPD E-learning module, available to all employees, and PPD Discussion for Managers Workshop launched. Both advertised via the Corporate Learning & Development Directory. Workshop available for delivery as a corporate course, or specifically tailored for Service delivery. PPD Healthcheck, monitoring participation within PPDs within the year up to March 2013, to be issued shortly to Services. 	31-Dec-2013	All Services

Employee Engagement Survey - Council Improvement Plan (Oct 2012 - Dec 2013)

Colour Code	Parent Action
	Sub Action

Action Code	Action Description	Progress	Expected Outcome	Latest Note	Due Date	Assigned To
EES_CW_1214_2.1b	Reinforce the Behavioural Competency Framework, during annual PPD discussions, to ensure employees fully understand the behaviours required to be demonstrated.			Update as at March 2013 HR & OD have supported services by providing the following: <ul style="list-style-type: none"> A 'Spotlight on PPD' article, published on Navigate in January 2013, focused on the Behavioural Competency Framework, and how this should be reviewed during PPD discussions 	31-Dec-2013	All Services
EES_CW_1214_2.1c	Conduct regular 1-2-1s with employees, to provide the opportunity for regular two way discussion, feedback and recognition.				31-Dec-2013	All Services
EES_CW_1214_2.2	Leadership & Management Development				31-Dec-2013	Human Resources
EES_CW_1214_2.2a	Reinforce leadership & management development programmes to ensure that the focus on collaborative working, team working, and communication continues.			Update as at March 2013 Three tier Leadership & Management Programmes now in place. High-Impact Leadership - Phase 1, for the Extended CMT, due to complete in June 2013. Collaborative Working included as a 2-day module within this programme, and as a recurring theme throughout the programme. Action Learning Sets have been implemented to support collaborative working for the ECMT.	31-Dec-2013	Human Resources





Employee Engagement Survey - Council Improvement Plan (Oct 2012 - Dec 2013)

Colour Code	Parent Action
	Sub Action

Action Code	Action Description	Progress	Expected Outcome	Latest Note	Due Date	Assigned To
				<p>Middle Management Development Programme - review of the contents of the programme delivered by Glasgow Caledonian University currently underway.</p> <p>First Line Management Development Programme - the Institute of Leadership & Management (ILM) programme has recently been relaunched as ILM Award in Leadership & Management.</p>		
EES_CW_1214_2.2b	Develop and deliver regular learning events aimed at Managers to extend learning, provide further development opportunities, and encourage networking/sharing of good practice.	<div> <div>30%</div> </div>	●	<p>Update as at March 2013: Two Learning Events organised so far for 2013/14:</p> <p>23rd April 2013 - IT Information Street 20th June 2013 - Customer Service Strategy</p> <p>Pan-Ayrshire Masterclass held for managers, on Applying Positive Psychology. Further masterclass organised for 26th March, on Creative Wellbeing.</p>	31-Dec-2013	Human Resources
EES_CW_1214_2.2c	Extend the Shadowing programme currently in place for employees to shadow the Chief Executive, to the CMT.	<div> <div>30%</div> </div>	●	<p>Update as at March 2013: Procedure and approach for extended Shadowing Programme finalised, and programme initiated. The target audience for this programme will be the Senior Managers included within Phase 2 of the High-Impact Leadership programme.</p>	31-Dec-2013	Human Resources

Employee Engagement Survey - Council Improvement Plan (Oct 2012 - Dec 2013)

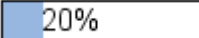





Colour Code	Parent Action
	Sub Action

Action Code	Action Description	Progress	Expected Outcome	Latest Note	Due Date	Assigned To
EES_CW_1214_2.3	Development Solutions	<div><div>40%</div></div>			31-Dec-2013	Human Resources & All Services
EES_CW_1214_2.3a	Review, develop and promote a Corporate Calendar of learning and development events	<div><div>50%</div></div>		Update as at March 2013: The 2013 Corporate Learning & Development Directory and calendar of events were published on 21st December 2012. In addition, the Social Services and Facilities Management sections of the directory were published in March 2013. Copies of calendar of events issued to all Services for publicising on Staff notice boards.	31-Dec-2013	Human Resources
EES_CW_1214_2.3b	Extend the practice of more cost effective development methods and knowledge transfer solutions such as job shadowing, e-learning, webinars etc.	<div><div>30%</div></div>		Update as at March 2013: Full suite of e-learning modules now available to support employees learning using various methods. Modules launched within the Corporate Learning & Development Directory.	31-Dec-2013	Human Resources / All Services
EES_CW_1214_2.4	Expand utilisation of the development module on CHRIS to ensure the corporate system is being used to its full potential and that all development needs are recorded.	<div><div>0%</div></div>		Update as at March 2013: All Services input details of individuals' development needs on CHRIS. HR & OD will monitor this via a series of monitoring checks and liaise with Services to ensure this is being used effectively.	31-Dec-2013	All Services

Employee Engagement Survey - Council Improvement Plan (Oct 2012 - Dec 2013)





Colour Code	Parent Action
	Sub Action

3. Planning and Performance

Action Code	Action Description	Progress	Expected Outcome	Latest Note	Due Date	Assigned To
EES_CW_1214_3.1	Planning and Performance	 20%			31-Dec-2013	Policy & Service Reform & All Services
EES_CW_1214_3.1a	Anticipate future strategic development needs linked to changing legislation and policy drivers.	 30%		Update as at March 2013: All Services have created Service Plans for 2013/14 based on the combined service planning and budgeting guidance which aims to ensure effective integration of strategy and resources to deliver improved outcomes for the people of North Ayrshire. Effective Service Plans provides a solid foundation for achievement and forms a vital part of the golden thread so that all staff understand how they contribute to achieving the Council's improvement objectives. These Service Plans will be approved by the Council in April 2013.	31-Dec-2013	Policy & Service Reform & All Services
EES_CW_1214_3.1b	Ensure that all objectives are connected i.e. Single Outcome Agreement, Council Plan and Service Plans all explain the requirements of the council and its purpose - the 'bigger picture'	 30%		Update as at March 2013: As mentioned above, all Services have created Service Plans for 2013/14 based on the combined service planning and budgeting guidance. These form a vital part of the golden thread so that all staff understand how they contribute to achieving the Council's improvement objectives. These Service Plans will be approved by the Council in April 2013.	31-Dec-2013	Policy & Service Reform & All Services



Employee Engagement Survey - Council Improvement Plan (Oct 2012 - Dec 2013)

Colour Code	Parent Action
	Sub Action

Action Code	Action Description	Progress	Expected Outcome	Latest Note	Due Date	Assigned To
EES_CW_1214_3.1c	Actively promote the involvement of employees in the creation of service and team plans, including the creation of plans or initiatives aimed at customers, as a means of harnessing employee knowledge and creating a sense of involvement and ownership.	<div><div></div></div> 0%			31-Dec-2013	All Services
EES_CW_1214_3.1d	Develop Performance Management Frameworks within all services across the Council as a means of involving managers and staff in target setting, actively encouraging staff to make decisions in line with policies and procedures; giving accountability to all staff at various levels; and assigned areas/teams/responsibilities to staff that are then accountable for the performance within them.	<div><div></div></div> 20%		Update as at March 2013: Services are encouraged to develop their own Performance Management Frameworks to embed a performance management culture as articulated in the Council's Performance Management Strategy 2012/15 and the 2012/13 Action Plan. The continued development of Services' Improvement Plans will be taken forward in 2013/14.	31-Dec-2013	Policy & Service Reform & All Services
EES_CW_1214_3.2	Introduce Service Development Days/ Annual Briefings/ Update Sessions across the Council as a means of sharing information with all employees	<div><div></div></div> 0%			31-Dec-2013	All Services
EES_CW_1214_3.3	Reinforce and promote 'North Ayrshire Achieves' as a means of celebrating and rewarding individual or team contributions, good practice, etc.	<div><div></div></div> 0%		Update as at March 2013: In April 2013, HR & OD will liaise with Services to encourage them to put a marketing plan in place to promote North Ayrshire Achieves.	31-Dec-2013	All Services

Employee Engagement Survey - Council Improvement Plan (Oct 2012 - Dec 2013)

Colour Code	Parent Action
	Sub Action

Action Code	Action Description	Progress	Expected Outcome	Latest Note	Due Date	Assigned To
EES_CW_1214_3.4	Increase the use of benchmarking as a way of raising quality standards and performance across the Council.	<input type="text" value="0%"/>			31-Dec-2013	All Services
EES_CW_1214_3.5	Investigate ways of standardising, controlling, measuring, and auditing procedures and documentation across the Council.	<input type="text" value="30%"/>		<p>Update as at March 2013: Information & Records Manager met with the Roads Network Manager to clarify and discuss the good practice highlighted during the Employee Engagement consultation. The conclusion was that Roads had highlighted three elements each of which require further investigation with relevant Service areas and officers with specific responsibilities. Following this investigation it is intended to produce a report recommending actions.</p> <p>Progress to date: Quality Management – Roads use of QPulse was highlighted. A meeting held with Audit & Risk Management established their processes for review of policies and documentation. Meeting arranged with the Council's Policy & Performance Officer regarding the role of Covalent.</p> <p>Document control – existing guidelines such as Document Control Guidelines and File Naming Guidelines should be adopted along with a Knowledge Bank for Templates should be created on Navigate including Project Management Documentation, Policy, Procedures,</p>	31-Dec-2013	IT Services (Information Management)

Employee Engagement Survey - Council Improvement Plan (Oct 2012 - Dec 2013)





Colour Code	Parent Action
	Sub Action

Action Code	Action Description	Progress	Expected Outcome	Latest Note	Due Date	Assigned To
				<p>Guidelines. Principles relating to use of standard documents and templates should be developed and implemented. Information & Records Manager discussed with the Business Support Manager (Finance & Corporate Support).</p> <p>Customer Feedback – Sample questionnaires were highlighted by Roads as examples of good practice. Information & Records Manager to discuss with Customer Services Manager and Communications Manager.</p>		

Employee Engagement Survey - Council Improvement Plan (Oct 2012 - Dec 2013)

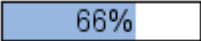



Colour Code	Parent Action
	Sub Action

4. Customer Service Strategy

Action Code	Action Description	Progress	Expected Outcome	Latest Note	Due Date	Assigned To
EES_CW_1214_4.1	Develop and deliver the new Customer Service strategy by continuously looking to operate more efficiently and effectively responding to customer needs.			Update as at March 2013 The launch of the new Council Website, part of the Customer Service Strategy, is due to take place on 24 th April. The Bridgegate Customer Service Centre is due to open in mid to late April. In addition, the Corporate Complaints procedure has been rolled out to all services in order to go live on 1st April.	31-Dec-2013	Customer Services & All Services
EES_CW_1214_4.2	Develop council-wide approach to obtaining customer feedback and establish across the board standards for acting upon this insight, including creating a 360 degree view of customer: Consolidate council-wide customer feedback (surveys, focus groups etc.) and findings and make this insight available to all employees together with information on action taken (via Navigate etc.)			Update as at March 2013 Corporate Customer Satisfaction Survey is in place across various services. Each Service has the responsibility for carrying out their own surveys. Services also have the option add service specific questions to the survey if required. Customer Services will review the previous implementation of the standard Customer Satisfaction Surveys to identify the way forward, to include a council-wide approach to reporting. The Council-wide PSIF review due shortly will help to identify gaps in this approach'.	31-Dec-2013	Customer Services

Employee Engagement Survey - Council Improvement Plan (Oct 2012 - Dec 2013)

Colour Code	Parent Action
	Sub Action

Action Code	Action Description	Progress	Expected Outcome	Latest Note	Due Date	Assigned To
EES_CW_1214_4.3	Establish a level of consistency across the Council in terms of customer service training provision.			Update as at March 2013 Corporate Customer Service course reviewed and updated to ensure up to date. Advertised through corporate Learning & Development Directory. Series of Complaint Handling Procedure courses delivered to services, as part of corporate roll-out of this event. This event now forms part of the corporate programme for delivery.	31-Dec-2013	Human Resources
EES_CW_1214_4.4	Look to expand Council competencies linked to attaining external accreditation in the domain of customer service i.e. Customer Service Excellence award			Update as at March 2013 The newly appointed Business Development Manager will progress the attainment of external accreditation.	31-Dec-2013	Customer Services

NORTH AYRSHIRE COUNCIL

Agenda Item 23

30 April 2013

Cabinet

Subject: **Measured Term Contract 2012/15 - Heating, Mechanical and Ventilation Systems: Responsive Repairs and Maintenance**

Purpose: To seek Cabinet approval to invite tenders for the procurement of a measured term contract for Heating, Mechanical and Ventilation Systems: Responsive Repairs and Maintenance.

Recommendation: That the Cabinet approves the tendering of the measured term contract as detailed in this report.

1. Introduction

- 1.1 Property Management and Investment manage a range of specialist Measured Term Contracts and Framework Agreements relevant to the Council's operational properties. These include statutory testing and maintenance, which enables the Council to comply with its statutory obligations in respect of its operational property portfolio, including compliance with health and safety legislation.

2. Current Position

- 2.1 One such requirement is in respect of Heating, Mechanical & Ventilation Systems: Responsive Repairs & Maintenance, which is a statutory requirement for all of the Council's operational properties.
- 2.2 The current contract expires on 1 December 2013 with no option to extend.
- 2.3 There is currently no facility for provision of these services through Scotland Excel.
- 2.4 The annual value of the contract is anticipated to be in the region of £150,000.

3. Proposals

- 3.1 It is proposed that the contract is advertised in the Official Journal of the European Union (OJEU) as an open tender on the basis of a 3 year contract with the option to extend for a further two years.

- 3.2 The Cabinet is invited to approve the tendering of the contract as detailed in this report.

4. Implications

Financial Implications

- 4.1 The contract costs will be financed from the Council's corporate Property Management revenue budget.

Human Resource Implications

- 4.2 None

Legal Implications

- 4.3 None

Equality Implications

- 4.4 None

Environmental Implications

- 4.5 None

Implications for Key Priorities

- 4.6 None

Community Benefit Implications

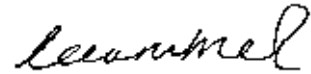
- 4.7 Community Benefits were considered but deemed not to be cost effective as the contract value is only £150,000 per annum. Community Benefit clauses are more effective for contracts with a value of £1m and above.

5. Consultations

- 5.1 Consultation has taken place between Property Management and Investment and the Corporate Procurement Unit as part of the preparation of this report.

6. Conclusion

- 6.1 Cabinet is requested to authorise the commencement of a tendering exercise to put in place a measured term contract for Heating, Mechanical and Ventilation Systems: Responsive Repairs and Maintenance.



LAURA FRIEL
Corporate Director (Finance and Corporate Support)

Reference : TR

For further information please contact Thomas Reaney, Procurement Manager on telephone number 01294 324097.

Background Papers

n/a

NORTH AYRSHIRE COUNCIL

Agenda Item 24

30 April 2013

Cabinet

Subject: **Montgomerie Park: Landscape Management Services**

Purpose: To request approval from Cabinet to invite tenders for Landscape Management Services at Montgomerie Park.

Recommendation: That Cabinet approves the commencement of a formal tender exercise.

1. Introduction

- 1.1 In order to comply with the Council's Standing Orders Relating to Contracts and the Public Contracts (Scotland) Regulations 2012 (SSI 2012.88) (as amended), a formal tendering exercise must be undertaken for Landscape Management Services.
- 1.2 The contract will operate for five (5) years, with no requirements for an option to extend the contract beyond the five year period.

2. Current Position

- 2.1 The Council has a landscape management services contract with The Scottish Woodlands Trust and is required to have a new contract in place with effect from 1 October 2013.
- 2.2 A contract must be tendered and awarded in sufficient time to allow transition to a new service provider, if appropriate.

3. Proposals

- 3.1 That the Cabinet approves the issue of a formal tender for these services.

4. Implications

Financial Implications

- 4.1 The estimated annual cost is £65,000 which equates to £325,000 over the five (5) period of the contract. This is above the EU Public Procurement threshold for services, which is £173,934. Provision for this will be from the Planning Services Revenue Budget.

Human Resource Implications

- 4.2 There are no human resource implications.

Legal Implications

- 4.3 This contract renewal is being undertaken in accordance with EU procurement regulations.

Equality Implications

- 4.4 There are no equality implications.

Environmental Implications

- 4.5 There are no environmental implications.

Implications for Key Priorities

- 4.6 This contributes to the Council Plan Core Objective 4 "operating more efficiently and effectively".

Community Benefit Implications

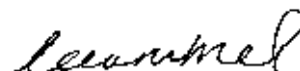
- 4.7 There may be potential for community benefit and this will be considered when developing the Contract Strategy. Although the contract is low in value for community benefits to be obtained, this type of work may be suitable for an apprenticeship.

5. Consultations

- 5.1 Consultation has taken place with the Montgomerie Park Steering Group which includes representatives from Development and Environment, Finance and Property and Democratic and Administration Services.

6. Conclusion

- 6.1 It is recommended that Cabinet approves the issue of a formal tender for this service.



LAURA FRIEL

Corporate Director (Finance and Corporate Support)

Reference :

For further information please contact Chris Garbutt, Category Manager, Corporate Procurement Unit on telephone 01294 32 4541.

Background Papers

None.

NORTH AYRSHIRE COUNCIL

Agenda Item 25

30 April 2013

Cabinet

Subject: Insurance Services

Purpose: To request approval from Cabinet to invite tenders for insurance services

Recommendation: That Cabinet agrees to approve the commencement of a formal tender exercise.

1. Introduction

- 1.1 In order to comply with the Council's Standing Orders Relating to Contracts and the Public Contracts (Scotland) Regulations 2012 (SSI 2012/88) (as amended), a formal tendering exercise must be undertaken for insurance services.
- 1.2 The contract will operate for 3 years under a Long Term Agreement (LTA), with the option to extend for up to 2 years.

2. Current Position

- 2.1 The Council has an insurance services contract with Zurich Insurance plc and it is proposed to have the new contract in place with effect from 1 April 2014.
- 2.2 A contract must be tendered, evaluated and awarded in sufficient time to permit transition to a new service provider, if required.

3. Proposals

- 3.1 That the Cabinet agrees to approve the commencement of a formal tender exercise.

4. Implications

Financial Implications

- 4.1 The estimated annual cost is £1,700,000 which equates to £5,100,000 over the initial period of contract plus an additional £3,400,000 if the extension period is invoked. This is above the EU Public Procurement Threshold for services which is £173,934. There is provision for this within existing revenue budgets held by Services.

Human Resource Implications

- 4.2 There are no human resource implications.

Legal Implications

- 4.3 This requirement is being undertaken in accordance with EU procurement regulations.

Equality Implications

- 4.4 There are no equality implications.

Environmental Implications

- 4.5 There are no environmental implications.

Implications for Key Priorities

- 4.6 This contributes to the Council Plan Core Objective 4 'operating more efficiently and effectively'

Community Benefit Implications

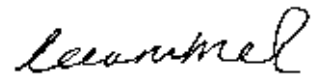
- 4.7 This contract is not appropriate for community benefits.

5. Consultations

- 5.1 All services will be consulted in preparation for the tender process. In addition other local authorities, insurance brokers and direct insurers will be consulted.

6. Conclusion

- 6.1 It is recommended that Cabinet approves the issue of a formal tender for this service.



LAURA FRIEL
Corporate Director (Finance and Corporate Support)

Reference :

For further information please contact Maurice McTeague, Category Manager / Team Leader on telephone number 01294 324015

Background Papers

None

NORTH AYRSHIRE COUNCIL

Agenda Item 26

30 April 2013

Cabinet

Subject: **North Ayrshire Community Based Addictions Support Services - Tender Outcome**

Purpose: To advise Cabinet of the results of the tender for North Ayrshire Community Based Addictions Support Services and present a recommendation for award of contract.

Recommendation: That the Cabinet approves the contract award to Momentum.

1. Introduction

- 1.1 The Cabinet approved the issuing of tenders for the procurement of a North Ayrshire Community Based Addictions Support Services on 29 January 2013.
- 1.2 In order to comply with the Council's standing Orders and Public Contracts (Scotland) Regulations 2012 (SSI 2012/88) (as amended), a detailed specification of requirements was developed and a formal tendering exercise was undertaken. A formal contract notice was advertised under the OPEN process in the Official Journal of the European Union and Public Contracts Scotland Procurement Portal on 5 February 2013 with a return date and time of 1200 hours on 13 March 2013.
- 1.3 The proposed contract terms is for one (1) year commencing on 1 July 2013 with the option to extend for a further two (2) twelve (12) month periods.

2. Current Position

- 2.1 Two (2) bids were received in response to the requirement. These were analysed, further clarification obtained where required and scores determined against previously published evaluation criteria and weightings.
- 2.2 A Tender Outcome Report and award recommendation is provided in Appendix 1.

3. Proposals

- 3.1 It is proposed that Momentum is awarded the contract to provide the services as it has achieved the best overall score based on the criteria and weightings.

4. Implications

Financial Implications

- 4.1 The estimated total value of the overall contract (including any potential extensions) is £412,500.00.

Human Resource Implications

- 4.2 None.

Legal Implications

- 4.3 None.

Equality Implications

- 4.4 None.

Environmental Implications

- 4.5 None.

Implications for Key Priorities

- 4.6 The implementation of the North Ayrshire Community Based Addictions Support Services shall complement the wider work being done across the Alcohol and Drug Partnership and shall contribute to both the national and local priorities.

Community Benefit Implications

- 4.7 Momentum may recruit from the local community thus offering employment opportunities if suitably qualified candidates are available in the local community.

5. Consultations

- 5.1 Extensive consultation has been carried out involving Stakeholders, Council's Legal Services, Corporate Procurement Unit, Finance, Service Design and Procurement Team and Social Services and Health.

6. Conclusion

- 6.1 It is recommended that the contract should be awarded to Momentum for the total sum of £412,500.00.

A handwritten signature in purple ink, appearing to read 'Iona Colvin', is positioned above the printed name.

IONA COLVIN

Corporate Director (Social Services and Health)

Reference :

For further information please contact Isabel McKnight, Team Manager on telephone number 01294 317750

Background Papers

Tender Documentation



NORTH AYRSHIRE **COUNCIL**

Tender Outcome Report

For

NACSSFEB2013/ADP/NACBSS/01

North Ayrshire Addiction Community Based Addictions
Support Services

Contents

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For the Procurement of

NORTH AYRSHIRE ADDICTION COMMUNITY BASED ADDICTIONS SUPPORT
SERVICE

1 Purpose

- 1.1 The purpose of this document is to summarise the Invitation to Tender process and present a recommendation for North Ayrshire Addiction Community Based Addictions Support Service award. The recommendation is based on the results of the tender evaluation carried out on the responses to the North Ayrshire Addiction Community Based Addictions Support Service Invitation to Tender. The report will provide assurance that the tender evaluation has been undertaken in accordance with EU Procurement Directives, Public Contracts (Scotland) Regulations 2012 (SSI 2012/88) (as amended) and the Councils Standing Orders Relating to Contracts and Contract Procedure Rules for North Ayrshire Council.

2 Introduction

- 2.1 This report has been compiled on behalf of the Tender Evaluation Team following the completion of the evaluation of responses to the Invitation to Tenders for the North Ayrshire Addiction Community Based Addictions Support Services.

3 Background

- 3.1 North Ayrshire Council required establishing a Contract for a North Ayrshire Addiction Community Based Addictions Support Service.
- 3.2 In order to comply with the Council's Standing Orders and Public Contracts (Scotland) Regulations 2012 (SSI 2012/88) (as amended) a formal tendering exercise was undertaken.
- 3.3 The contract term is for one year plus the option to extend for a further two twelve (12) month periods.
- 3.4 The estimated total value of the overall Contract (including any possible extensions and all collaborative partners) is £412,500 with an estimated annual budgetary spend to North Ayrshire Council as follows:
- A maximum sum of £112,500 will be paid in respect of the period 1 July 2013 until 31 March 2014.
 - A maximum sum of £150,000 will be paid in respect of the period 1 April 2014 to 31 March 2015.
 - A maximum sum of £120,000 will be paid in respect of the period 1 April 2015 to 31 March 2016
 - A maximum sum of £30,000 will be paid for the period 1 April 2016 to 30 June 2016.

4 Tender Notice, Interest and Returns

- 4.1 A formal contract notice was advertised under the Open process in the Official Journal of the European Union and Public Contracts Scotland Procurement Portal on 5 February 2013 with a return date of 13 March 2013.
- 4.2 The contract notice attracted twenty (20) expressions of interest from a wide range of potential providers of which two (2) submitted offers.

5 Evaluation Process

- 5.1 The evaluation of such Tenders was in two stages. Stage one assessed the responses to the Minimum Criteria. If, during stage one, it was apparent that a Tenderer has submitted a fundamentally non-compliant Tender in respect of any of the Invitation To Tenders requirements, then the Council could choose to reject that Tender. Clarification could be sought from Tenderers at this stage, in order to determine whether their Tender is complete and compliant.
- 5.2 Following completion of stage one, Tenderers meeting the minimum criteria progressed to stage two of the evaluation. Stage two of the evaluation was carried out by a Tender Evaluation Panel consisting of appropriately experienced Council Officers and each Tenderers response was assessed against the following published criteria:

Price 0%
Quality 100%

The bias towards quality reflects the importance of ensuring that the successful tender has the necessary expertise to provide the service. After discussions with the Corporate Procurement Manager, it was agreed that the price did not require to be evaluated as the maximum budget required to be spent and the bias was on total quality.

Quality was evaluated using the following sub-criteria's and sub-weightings:

- Service Provision and Social Inclusion (25%)
 - Outcomes for Service Users (20%)
 - Staffing (15%)
 - Flexibility and Added Value (15%)
 - Quality Processes/Continuous Improvement (15%)
 - Policies and Procedures (10%)
- 5.3 The assessment of the criteria took place the week commencing 18th March 2013. The Tender Evaluation Panel consisted of three officers from North Ayrshire Addictions Services and two officers from NHS.

A Service Design and Procurement Officer from North Ayrshire Council Social Services Service Design and Procurement Team were also in attendance to facilitate the meeting but did not score the submissions.

6 Evaluation Results

6.1 Price 0%

Service Providers were asked to submit prices for the operation of a Community Based Addictions Support Service on behalf of North Ayrshire Council which gave the following results:

Company	Price Tendered	Ranking	Score as % of overall marks
Momentum	£398,812	1	Not applicable
Quarriers	£412,499	2	Not applicable

6.2 Quality 100%

The Evaluation of the Technical Aspects of the tender responses was carried out by the Tender Evaluation Panel. A summary of which is as follows;

Momentum

The evaluation panel felt the response was well written and were confident that the Tenderer would be able to fully meet North Ayrshire Council's requirements and expectations. Momentum scored higher in 4 out of the 6 areas including Service Provision/ Social Inclusion, Outcomes for Service Users, Staffing and Quality Processes/Continuous Improvement.

Quarriers

The panel felt the response was well written but that there were areas of concern identified and the panel had concerns whether the Tenderer would be able to satisfy North Ayrshire Council's requirements and expectations.

The summary of the quality element is shown in the table below:

Company	Technical Score	Ranking
Momentum	100%	1
Quarriers	83.19%	2

7 Overall Score

- 7.1 Following agreement of an overall score for each Tenderer and taking into consideration all qualitative and commercial elements of the responses, a high level summary sheet was completed as shown below:

Company	Actual Price	Pricing Score	Quality Score	Total Score	Total Ranking
Momentum	£398,812	Not Applicable	100%	100%	1
Quarriers	£412,499	Not Applicable	83.19%	83.19%	2

8 Recommendation

- 8.1 The recommendation of the Tender Evaluation Panel is that a Contract be awarded to Momentum.
- 8.2 Subject to approval, a Letter of Award will be issued to the successful Tenderer and a letter and a copy of the debrief notes will be issued to the unsuccessful Tenderer.
- 8.3 Both successful and unsuccessful Tenderers will be provided with the opportunity to receive a full debrief in accordance with EU Legislation, the Public Contracts (Scotland) Regulations and Scottish Procurement Directorate guidance.

9 Authority to Approve

- 9.1 In line with Standing Orders Relating to Contracts and Contract Procedure Rules for North Ayrshire Council, the Tender Evaluation Panel seeks to obtain authority from Cabinet to accept the Tender and award a Contract to the Tenderer identified in section 8.1.
- 9.2 If authority to accept is given by committee, please attach a copy of the minutes giving approval.

Representative of Committee:

Print Name: _____

Signed: _____

Date: _____

NORTH AYRSHIRE COUNCIL

Agenda Item 27

30 April 2013

Cabinet

Subject: **Ayrshire Economic Partnership**

Purpose: To submit the minutes of the Meeting of the Ayrshire Economic Partnership held on Wednesday 13 February 2013.

Recommendation: That the Cabinet notes the Minutes attached at Appendix 1.

1. Introduction

1.1 The Ayrshire Economic Partnership was established several years ago to promote economic development across Ayrshire. The approach has focused on sector development:

- Renewable;
- Food and Drink;
- Engineering;
- Marine and Coastal;
- Tourism.

However it was agreed at the last Ayrshire Economic Partnership meeting that the marine and coastal sector was not a sector in its own right and therefore is no longer a discrete priority to the Ayrshire Economic Partnership.

2. Current Position

2. 1 The Ayrshire Economic Partnership meets approximately every two months.

3. Proposals

3.1 The Cabinet is invited to note the Minutes attached at Appendix 1.

4. Implications

Financial Implications

4.1 There are no financial implications at this time.

Human Resource Implications

- 4.2 There are no Human resource implications at this time.

Legal Implications

- 4.3 There are no legal implications at this time.

Equality Implications

- 4.4 There are no equality implications.

Environmental Implications

- 4.5 There are no environmental implications.

Implications for Key Priorities

- 4.6 Economic Regeneration is a key priority for the Council.

Community Benefit Implications

- 4.7 There are no Community Benefit implications.

5. Consultations

- 5.1 No consultation was undertaken in the production of this report.

6. Conclusion

- 6.1 The attached minutes are submitted for information.



CRAIG HATTON
Corporate Director (Development and Environment)

Reference : KY/fm

For further information please contact Karen Yeomans Head of Development Planning on telephone number 01294 324308

Background Papers

None

At a meeting of the Ayrshire Economic Partnership on **Wednesday 13 February 2013** at **5.30 p.m.** In the Culzean Room, South Ayrshire Council Headquarters, Wellington Square Ayr, KA3 7BU.

Present:	Councillor Bill McIntosh (South Ayrshire Council) Lesley Bloomer (South Ayrshire Council) Mark Hasting (South Ayrshire Council) Eilleen Howat (South Ayrshire Council) Councillor Willie Gibson (North Ayrshire Council) Elma Murray (North Ayrshire Council) Karen Yeomans (North Ayrshire Council) Fiona Lees (East Ayrshire Council) Alan Neish (East Ayrshire Council) Sharon Hodgson (East Ayrshire Council) Willie Mackie (Ayrshire Chamber of Commerce and Industry) Val Russell (Ayrshire Chamber of Commerce and Industry) Stewart Farmer (Federation of Small Businesses)	
Apologies:	David Anderson (South Ayrshire Council) Bill Costley (Private Sector) Donna Higgins (Private Sector) Jill Farrell (Scottish Enterprise) Douglas Boatman (Federation of Small Businesses)	
In Attendance:	Peter Wood (Wood Holmes in association withOptical Economics) Edith McDowall (Optimal Economics) Fiona Millar (North Ayrshire Council)	
ACTIONS AGREED		
	Action Required	Responsible
1.	<u>Actions from Previous Meeting: 12 December 2012</u> The Action Note arising from the AEP meeting held on 12 December 2012 was confirmed.	<i>Noted.</i>
2.	<u>Presentation: Marine & Coastal</u> Peter Wood and Edith McDowall gave a presentation on the Marine & Coastal Strategy for Ayrshire. The Structure of the presentation looked at the following: <ul style="list-style-type: none">• Understanding the Ayrshire Coastal and Marine Economy;• Sectorial analysis;• Strategic Options and the way forward. The sectorial analysis identifies shipping & transport,	

	<p>tourism, energy, fishing & aqua culture and marine and education research.</p> <p>Marine and coastal employment accounts for 15.7%, with tourism accounting for 78.6%, shipping & transport 4.1%, energy 14.5% and finally fish & aqua culture 2.7%.</p> <p>The unique selling point for Ayrshire is the coastal & estuary tourism.</p> <p>Greenock's example of proposed potential from 26,000-80,000 cruise market with Cruise Scotland predicting a 10 fold increase in ten years. Discussion on the tourism product in Ayrshire identified the need to revisit the tourism strategy, with a view to finding out how to attract the visitors heading into Greenock on the cruise ships. The general consensus was that funding would be required. The costs involved in anchorage were discussed and it was suggested that the costs are 10s of millions.</p> <p>Recommendations focused on two areas, 1) marine research and education and 2) the ports. It was also identified that it was important to ensure marine and coastal issues are properly reflected and integrated in other AEP strategies. The recommendations also concluded that it was difficult to identify a unique marine and coastal sector. In the light of this it was agreed that there should not be a separate marine and coastal sector as a priority for the AEP.</p> <p>SAC will take the lead on Ayr and Troon ports, with NAC council dealing with Arran, Largs, Cumbrae.</p>	<p><i>Agreed</i></p> <p>SAC / NAC</p>
3.	<p><u>Presentation: Draft Engineering Strategy</u></p> <p>Mark Hastings gave a presentation on the Draft Engineering Strategy.</p> <p>The sector overview generates 8% of total GVA in Ayrshire- (£380m), with over 240 firms employing 6,600, approximately 50% in general engineering and 50% in Aerospace. A SWOT analysis revealed the strengths in world class engineering cluster at Prestwick, an engineering forum led by Kilmarnock college, and an aerospace forum led by Ayr college providing strong links between industry and education. The opportunities are forecast to be in the Aerospace, Renewables and Oil and Gas sector.</p> <p>The sector has a vision by 2020 that the Ayrshire</p>	

	<p>engineering sector will be recognised at the forefront of engineering excellence in Scotland, harnessing the capabilities of industry, academia and the public sector to operate at productivity levels significantly above the Scottish Level.</p> <p>There is a an opportunity to grow gross added value through more young people choosing engineering as a career, increase skills level, improve operating efficiencies, increase innovation and adoption of new technology, increase collaboration amongst firms with academia, accelerate inward investment and finally to promote the sector and develop international trade.</p> <p>Implementation short term tasks:</p> <ul style="list-style-type: none"> • AEP “approval” of strategy & core resource • Full time, fixed term post & budget, host SAC • Propose £30 k p.a, from each council, for 3 years • Implementation resources from all relevant partners/programmes and private sector. • Bench marking survey • Industry leadership & engagement set-up • Industry/ AEP event to “launch” • Work plans for each implementation group. <p>Proposal AEP Board should consider a full time engineer hosted by South Ayrshire Council.</p>	<p><i>South Ayrshire Council to take forward.</i></p>
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5	<p>Thematic Updates</p> <p>Food and Drink strategy will be ready by end of February 2013 with the final draft ready for next AEP meeting in April 2013.</p> <p>Taste Ayrshire Update: although Lisa Tennant has left Taste Ayrshire they are working hard to refocus and fill the position. In the meantime, Sarah Ferguson will take on an administration role, and currently work is being carried out on an Events Calendar 2013.</p> <p>The AEP agreed a) to note the Thematic Updates in terms of Food & Drink, Renewables and Tourism; b) that any questions regarding the Thematic Updates should be directed to the authors of the reports.</p> <p>It was further agreed that the Ayrshire Food and Drink should be a separate item on the Agenda at the next</p>	<p><i>Sharon Hodgson East Ayrshire</i></p>
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	meeting to allow a robust discussion to take place.	<i>Council</i>
6	<p>Renewables</p> <p>KY presented renewables on behalf Scottish Enterprise.</p> <p>The Ayrshire Economic Partnership is seeking to commission a strategic approach to the economic opportunities arising from the evolution of Scotland's energy industries. Specifically, it seeks proposals from consultants for the production of a strategic framework of potential actions that can be implemented by the partners and other stakeholders to:</p> <ul style="list-style-type: none"> • Help ensure that Ayrshire contributes to the ongoing development of energy industries in Scotland; and • Increase the level of energy-related economic activity in Ayrshire. <p>Some concern was expressed as to whether this piece of work was required. Further discussion to be held between the three councils.</p>	<i>Karen Yeomans</i>

	<p>Any Other Business</p> <p>EAC raised the issue of barriers on freight charges changing in 2016, from £4 per ton per mile to £10 per ton per mile, therefore this will have major implications for the open cast mining in East Ayrshire.</p> <p>Skills Development Scotland Gordon McGuiness would like to be involved in the AEP. It was agreed to copy Gordon McGuiness into all future papers.</p> <p>Skills have to become a permanent item on the AEP Agenda.</p>	<p><i>NAC</i></p> <p><i>NAC</i></p>
7.	<p>Next Meeting</p> <p>The next meeting of the Ayrshire Economic Partnership will be held on Wednesday 17 April 2013 at 5.30 p.m. in North Ayrshire Council, Cunninghame House Irvine, KA12 8EE</p>	<i>All</i>

KY/FM
April 2013

NORTH AYRSHIRE COUNCIL

Agenda Item 28

30 April 2013

Cabinet

Subject: Corporate Equality Group

Purpose: To advise on the Minutes of the Corporate Equality Group meeting on 4 March 2013

Recommendation: That the Cabinet notes the Minutes attached at Appendix 1.

1. Introduction

- 1.1 The Minutes of the Corporate Equality Group are submitted to Cabinet for information.

2. Current Position

- 2.1 A meeting took place on 4 March 2013, the Minutes of which are attached at Appendix 1.

3. Proposals

- 3.1 The Cabinet is asked to note the Minutes.

4. Implications

Financial Implications

- 4.1 None

Human Resource Implications

- 4.2 None

Legal Implications

- 4.3 The Corporate Equality Group assists the Council to comply with the Public Sector Equality Duty.

Equality Implications

- 4.4 The Group continues to make progress in improving the Council's activities to promote equality.

Environmental Implications

4.5 None

Implications for Key Priorities

4.6 Supports the Council Plan's core value 'treating people respectfully, fairly and equally'.

5. Consultations

5.1 None.

6. Conclusion

6.1 The Cabinet is asked to note the Minutes of the Corporate Equality Group meeting on 4 March 2013.



ELMA MURRAY
Chief Executive

Reference : MR

For further information please contact Morna Rae, Acting Policy and Performance Officer on telephone number 01294 324177

Background Papers

None

IRVINE, 4 March 2013 - At a Meeting of the Corporate Equality Group at 10.00 a.m.

Present

Councillor Ruth Maguire; Councillor Marie Burns; P. Moore, Senior Educational Psychologist and P. Chow, Development Worker – Ethnic Minorities (Education and Skills); G. Boyce, Business Manager, Environment and Related Services (Development and Environment); L. Crum, Team Manager, Policy and Projects, HR and Organisational Development (Finance and Corporate Support); N. Bell, Manager, Planning and Performance and S. Bryan, Performance Officer, Planning and Performance (Social Services and Health); M. Rae, Acting Policy and Performance Officer and C. Graham, Committee Services Support Officer (Chief Executive's Service).

Apologies for Absence

S. Humphries, Head of Revenues and Benefits, Gavin Macgregor, Head of Human Resources and Organisational Development and L. Morrison, Senior Manager HR (Finance and Corporate Support).

Chair

Councillor Maguire in the Chair.

1. Minutes

The Minutes of the Meeting of the Corporate Equality Group held on 3 December 2012 were approved.

2. Equality Progress Reports

2.1 Education and Skills

Submitted report on equality developments in Education and Skills highlighting:-

- Progress against the actions within the Education & Skills Single Equalities Action Plan 2012-13, all 15 of which are on track and will have achieved the desired outcomes by the end of March 2013.
- Representatives from the organisations 'Stonewall' and 'Respect Me' were invited to give presentations at the twilight session for schools Equalities Champions held in January. Good practice was shared at the event, and it is anticipated that there will be further involvement with these groups in developing practice in relation to assisting in the reduction of bullying and working towards increasing feelings of safety by pupils in schools. Equalities Champions within Community and Culture continue to develop and the libraries and museums now also have access to a trained Champion.
- The e-learning module was introduced to schools at the twilight session and has been supplemented since with the circulation of additional information.

- Schools are in the process of completing their individual equalities progress reports on how equalities obligations are being met.
- A new Equalities Policy template has been drafted for schools which allows for customisation to suit the individual circumstances of a school. This is a new initiative for Education which has been welcomed by the schools, and will be monitored as the process unfolds; and
- The community engagement work being carried out by Community Development and in conjunction with AMECA, including securing an allotment at the Eglinton Growers site in Kilwinning with a view to sharing knowledge in the growing of varieties of cultural fruits, spices and vegetables.

Members asked questions and received clarification in relation to the involvement of pupils in equalities matters / policies within schools.

Noted.

2.2 Social Services and Health

Submitted report on Social Services and Health equality developments aligned to the Equality Action Plan 2012/13.

The following updates were highlighted:-

- *Re-establish a Forum for looked after young people accommodated in North Ayrshire residential units and monitor outcomes and progress of the Forum.*
This task has been removed from the programme at this point in time due to no engagement by young people. However, the views of young people are still gathered at weekly unit meetings and 1-2-1s, with all views expressed being reported through management structures.
- *Review Mental Health and Learning Disability Services and consult with key stakeholder groups.*
The Mental Health draft Strategy and the Learning Disabilities draft Strategy are almost complete. Further consultation is planned upon completion of the strategies which will extend the timescale for completion past 31 March.
- *Partnership working with stakeholder groups to develop the Social Services employability strategy to increase employment opportunities for service users.*
The Hazeldene project, in conjunction with ENABLE Scotland has secured funding in the region of £98,000 from the postcode lottery. A report will be presented to Cabinet in due course on the way forward.
- *Development of a pan-Ayrshire joint equipment service in conjunction with the NHS and South and East Ayrshire Councils.*
The Telecare service enables people to live safely in their own home. A social alarm service including sensors and triggers such as motion or fall detectors and fire / gas / carbon monoxide alarms can be provided. A basic charge does apply. 79 direct referrals were made via the information stall in the Irvine mall shopping centre.

Noted.

2.3 Finance and Corporate Support

Submitted report on equality developments within the services within Finance and Corporate Support, including

HR and Organisational Development Service

- The current position in terms of reviewing data from the Equal Pay Audit and the Workforce Survey
- The launch of the equalities e-learning module to Managers in the last quarter of 2012 and the ongoing review of the provision of equality e-learning training and
- The self-service implementation project (electronic payslips), which is currently undergoing a 2 week testing period before progressing to the second stage of looking at the implementation of the employee kiosk. The timescale for the second stage will be included in the 13/14 Equalities Action Plan.

Customer Services

- The draft EIA on the new Bridgegate House One Stop Shop has been completed and will be signed off once full access to the offices is available and when all procedures are completed. It is anticipated this will be concluded by 31 March.

IT Services

Work is ongoing to

- ensure that the Web Content Accessibility Guidelines (WCAG) Conformance Level AA is either met or exceeded; and
- ensure that equalities implications within the ICT remit are incorporated into the digital inclusion project and delivered.

Finance and Property

- The 7 actions detailed in the Action Plan 2012/13 for Finance and Infrastructure (Revenues and Benefits) have been achieved.
- Private interview facilities are provided at the ground floor and second floor customer enquiries counters and are available on request at any time. A hearing loop system is available at the customer enquiry desks.

Noted.

2.4 Democratic and Administration Services

Submitted report on equality development progress within Democratic and Administration Services (incorporating 11 actions under the heading of Corporate Services and a further 9 actions relative to the Chief Executive's Service), including:

- The submission of a report on Equality Outcomes to CMT and Cabinet in March.
- The awarding of a contract for the provision of a Rape and Childhood Sexual Abuse Counselling Service to Break the Silence for a 3 year term commencing 1 April 2013.

M. Rae undertook to update the Equality Outcomes report to replace "Bullying of young people is reduced" to read "Pupils feel safer in schools" under the heading of Improving Educational Attainment (Core Objective 3).

Noted.

3. Multi Agency Diversity Incident Monitoring Group (MADIM)

M. Rae advised that an Options Paper for the future of a pan-Ayrshire MADIM Group had been produced. No decision has yet been made as to the way forward, however, there is general agreement that a pan-Ayrshire model would be the most suitable option.

Further information will be provided in due course.

Noted.

4. Equality Action Plan 2013-14 and Indicators

M. Rae updated the Group on the Equality Action Plan for 2013-14 and provided information on the new indicators and new outcomes.

Some tasks will carry over to the new Action Plan from this year and services are requested to give consideration to new areas of work which might now align to the Plan.

M. Rae will circulate a template to the group members incorporating the new outcomes and for completion by each service in relation to their individual actions.

Anticipated timescale for completion – 2 weeks.

Noted.

5. Progress Report on Mainstreaming

The Council is required to submit a report to the Scottish Government on Mainstreaming Equalities across the Services.

The Annual Report will be used to form the basis of the Mainstreaming report. Information contained within the Service Plans and the Action Plan will inform the report.

M. Rae will circulate a template to group members for completion in respect of each of their services.

Noted.

6. Equality and Diversity E-Learning Course

Submitted Equality E-Learning Course Development Plan for 2012/13 (amended as at February 2013).

The aim of the project is to implement the Equality E-Learning Course across all Council Services.

5 tasks are included on the plan, 2 of which have been fully completed.

Action 3 – Promote participation on e-learning course – is currently at 50%. There have been issues in terms of who is classified as a ‘manager’ and assessment of the classification has not been uniform across the Council. The roll out to all staff will capture those who were not originally included as managers. The timescale for completion of the roll out is April 2013. However, further consideration requires to be given to promotion of the course.

Actions 4 – Assessment of participation – and 5 – Consider means of ensuring that employees with no access to a PC at work can do the course – will be considered at a later date, around June 2013.

There was agreement that Equalities training should be mandatory, especially for all those involved in recruitment. L. Crum undertook to discuss further with colleagues in HR.

Suggestions for promotion of the course included:-

- Roll out to Elected Members (M. Rae undertook to discuss further with F. Walker (Team Manager, HR))
- A combination of promotion on Navigate with email notification
- Cascading of information through school Equalities Champions
- Inclusion as standard within staff PPDs
- Cascading of information through the new Team Talk initiative
- A lunchtime briefing / participation event – this suggestion was considered worthy of further investigation by the Group, however logistics, e.g. suitable venue, numbers who could attend at one sitting, provision of equipment etc will

require to be given consideration. L. Crum undertook to discuss further with F. Walker (Team Manager, HR) to see if this proposal can be taken forward

Consideration of the provision of training to staff outwith the IT setup will be discussed further at the next meeting of the Group.

Noted.

7. Date of Next Meeting

Monday 3 June 2013 at 10.00 a.m. in Committee Room 3, Cunninghame House, Irvine.

The meeting ended at 11.45 a.m.

NORTH AYRSHIRE COUNCIL

Agenda Item 29

30 April 2013

Cabinet

Subject: **Community Empowerment Policy Board**

Purpose: To submit the Minutes of the meeting of the Community Empowerment Policy Board held on 4 March 2013.

Recommendation: That the Cabinet agrees to note the Minutes set out at Appendix 1.

1. Introduction

- 1.1 The fourth meeting of the Community Empowerment Policy Board took place on 4 March 2013.

2. Current Position

- 2.1 The key issues discussed were:
- North Ayrshire's Physical Activity and Sports Strategy and 2014 Legacy activities.

3. Proposals

- 3.1 It is proposed that Cabinet notes the Minutes, which are attached as Appendix 1.

4. Implications

Financial Implications

- 4.1 There are no financial implications arising from this report.

Human Resource Implications

- 4.2 There are no human resource implications arising from this report.

Legal Implications

- 4.3 There are no legal implications arising from this report.

Equality Implications

- 4.4 There are no equality implications arising from this report.

Environmental Implications

- 4.5 There are no environmental implications arising from this report.

Implications for Key Priorities

- 4.6 There are no key priority implications arising from this report.

5. Consultations

- 5.1 None required.

6. Conclusion

- 6.1 That the Cabinet notes the Minutes.



CAROL KIRK
Corporate Director (Education and Skills)

Reference : AS

For further information please contact Audrey Sutton, Head of Service (Community and Culture), on telephone number 01294 324414.

Background Papers

None

At a meeting of the **Community Empowerment Policy Board of North Ayrshire Council** held on 4 March 2013 at 2pm in Cunninghame House, Irvine.

Members Present:

Councillor John Bruce, Councillor Ian Clarkson, Councillor Jean Highgate and Councillor Peter McNamara

In Attendance:

Mark Armstrong, Head of Service, Education and Skills; Audrey Sutton, Head of Service, Education and Skills; John McKnight, Manager (Community Development), Education and Skills; Lorne Campbell, Business Manager (Development), K:A Leisure

Chair

Councillor Alan Hill

Apologies for Absence:

Councillor Ronnie McNicoll, Councillor Ruth Maguire and Councillor Jim Montgomerie

1. **Welcome:** Councillor Hill welcomed the members of the Board to the meeting.
2. **Minute of last meeting:**

The minute of the last meeting held on 17 December 2013 was approved.

3. **Matters Arising:**

Item 3 – The date of the next meeting of the Community Halls and Centres Working Group was requested and it was advised that this is taking place on Monday 11 March 2013 at 2.00 pm and the Minute from the first meeting would be circulated then.

Item 6 – Nurturing Communities. It was asked whether it would be possible to supply a directory of funding sources and it was advised that there is a partnership website (North Ayrshire 4 Funding: <http://www.open4community.info/northayrshire1/Default.aspx>) in existence which provides this. A monthly email is distributed regarding funding opportunities. There are officers available to support organisations in preparing funding bids.

Item 8 – Progress on the pitches and facilities strategy was requested. It was advised that the consultants had been appointed in December and that the bulk of this work had been carried out. Consultations are to be held with key holders including members and community groups with the intention to provide a strategic view and a blueprint for the future on outdoor pitches and facilities.

4. **Physical Activity & Sport Presentation**

John McKnight, Senior Manager, Community Development and Lorne Campbell, Business Manager, KA Leisure gave a joint presentation on Physical Activity and Sport.

They advised that this strategy has been in place since 2010 and is aligned to the Single Outcome Agreement. There is an annual action plan and in the next financial year it will be going onto the Covalent system.

Examples were provided to show partnership working with NHS, Sportscotland and other governing bodies.

- Sportscotland supports a 10 week swimming programme for primary schools (this has been targeted at 10 schools with the largest take up of free school meals).
- PE support programme which has driven up the quality and provision to meet National targets.
- Four schools of sport have been developed in rugby, football and basketball.
- The Nurturing Excellence in Sport programme is ongoing and 106 athletes have now joined, exceeding the original target of 100. There is a range of 21 sports covered by these participants including Olympic, Paralympic and Winter Olympic. Participants are from all areas of Ayrshire and are acting as ambassadors within their schools.
- K:A Leisure is a lead partner in the Community Games; runs an older people activity programme in conjunction with Social Work and in conjunction with Shelter provides free access to K:A facilities.
- The active sports programme provides opportunities for volunteering.

K:A Leisure has volunteered to take part in a How Good is Our Culture and Sport pilot at the end of the month which focuses on the geographical areas of Irvine and Kilwinning. This will be a useful exercise and could provide a framework for North Ayrshire as a whole.

KA currently engages with the community in North Ayrshire Council through the following existing user forums:

- Active North Ayrshire is a community based exercise forum which meets four times a year;
- Aquatics forum is made up of swimming clubs. Inter club gala being arranged;
- Garnock Pool User group;
- KA Walking forum – Supports seven walking groups and meets four times a year. Provides training, equipment and first aid training;
- Ice Group Users forum – started when new ice rink opened up and is aimed at clubs and members of clubs using the Centre;
- Barrfield Users Group – Meets monthly and consists of community groups who use the theatre;
- Irvine Leisure Centre user group forum – for discussion regarding new facility.

K:A now uses an external marketing company to manage their website and is also on Facebook and Twitter. Accounts are constantly monitored to engage with the community and more and more communication is taking place in this way. There is an “Everybody” page on website which publicises all events available within the area and this can be searched by activity/sport. Customer feedback leaflets are available in all centres.

Active North Ayrshire was established by Big Lottery funding. This funding is now coming to an end but the programme is becoming sustainable on its own. It provides a 52 week monitored programme (most other programmes are only 12 weeks long) as part of long term recovery or as part of a primary intervention programme in partnership with NHS and GP surgeries. It is delivered from K:A centres as well as from community centres. Currently, statistics/report is being collated for Big Lottery report.

Various programmes are delivered within the community by K:A:

- Sports motivational programme for 18-25 year olds who are unemployed. Two of the participants from the first block are now employed by the programme and nine from the second block are now volunteers within it;
- Working with NHS Change fund developing packages for people with early onset dementia in care homes;
- Activator is taken round various areas and currently providing advice for Crime Stoppers and hoping to become an information portal for Macmillan Cancer Support;
- Portable football pitch is used by a whole range of activity groups;
- Cashless account –allocation of cards which give free access to centres (high usage levels by partners);
- Homeless – Active change – vouchers which give free access to centres;
- Jump Start – aimed at primary age children who are obese;
- Rugby development – three development officers are now in place;
- Barrfields user group – this group now has a real say in the operation and running of the theatre with a 100% increase in footfall to theatre;
- West Kilbride Community Association – first approached about 18 months ago for joint funding. Gym in revamped wing and due to open in May;
- Irvine Beach Park – outdoor gym.

Future - 2014 and beyond. The question is how to support investment and communities by maximising resources, both within the Council and with partners. Need to get it right for communities and have strategies and policies in place to take this forward.

- Volunteering
- Commonwealth legacy action plan to cover a whole series of key themes
- Homecoming next year, 2014 Games, Ryder Cup

- Local events – Commonwealth fencing event being held in Largs
- Sailing championships in Largs

All these events provide a unique opportunity to start discussions. It was asked to what extent the islands were included in these events. It was advised that primary school activities are the same as on the mainland and several other classes run in Cumbrae but this is more difficult to arrange on Arran due to factors such as shortage of trained staff (an advert being placed in Arran Banner next week).

A question was raised about walking/cycling designated routes (in particular Beith Golf Club) and it was advised that Louise Kirk is the contact in this respect as she is involved in the Outdoor Space Strategy.

Everyone realises that a lot of good work is being carried out but we need to identify areas where not doing so well and to get strategic level right.

The unique opportunity of the fencing competition needs to be expanded to promote wider area of North Ayrshire and its experiences ie. hospitality, tourism, transport and cultural experiences. Following a meeting with Scottish Fencing there will be opportunities for youngsters to become involved in master/taster classes prior to this event. There will be volunteering opportunities for about 300 volunteers. Although Scottish Fencing is a minority sport it is expected to bring approximately 1300 visitors into the area and they will be encouraged to stay in North Ayrshire and as this is a two week event it will be a big contributor to the economy. Taste Scotland and Taste Arran have already been approached to provide a marquee and other activities are planned around this event. A paper is being prepared for Cabinet.

The Fencing Association is in talks with other bodies about coming to Inverclyde Centre in Largs. Basketball Scotland already uses facilities at St Matthew's Academy.

It was asked whether there was any chance of the Schools of Sport being expanded into other sports and the response was that it is not possible to identify any at the moment. J McKnight reported that a review had been undertaken within schools and there was an improvement in attendance, work, self motivation and effort. Physical activity appears to be translating into academic and proving to be good value.

5. **A.O.C.B.:**

Following on from a previous discussion about Irvine Community Sports Club and their proposals representatives are to be invited to a future meeting.

Regarding the Olympic legacy details emailed out it was mentioned that Kilbirnie and Beith had been missed out of this apart from a boxing match in Glengarnock.

A member of the Board asked if it was possible for Beith Primary School pitch to be brought back into use as it is a wasted asset because of drainage problems. It was advised that this will be included within the pitches and facilities review if not already done so.

6. Date of next meeting

The next meeting will take place on Tuesday 7 May at 10.00 am in the Council Chambers.

NORTH AYRSHIRE COUNCIL

Agenda Item 30

30 April 2013

Cabinet

Subject: **Education Attainment and Achievement Policy
Board: Minutes of Meeting held on 11 March 2013**

Purpose: To submit the Minutes of the meeting of the Education Attainment and Achievement Policy Board held on 11 March 2013.

Recommendation: That the Cabinet agrees to note the Minutes set out at Appendix 1.

1. Introduction

- 1.1 The meeting of the Education Attainment and Achievement Policy Board took place on Monday 11 March 2013.

2. Current Position

- 2.1 The Minutes of the Education Attainment and Achievement Policy Board held on 11 March 2013 are attached as Appendix 1.

- 2.2 The key issues were:

- James Watt College
- Employability Work
- Early Years Collaborative
- Draft Service Plan
- Standard Circular: Advice to Schools on Circulation of Information

3. Proposals

- 3.1 It is proposed that Cabinet notes the Minutes.

4. Implications

Financial Implications

- 4.1 There are no financial implications arising from this report.

Human Resource Implications

- 4.2 There are no human resource implications arising from this report.

Legal Implications

- 4.3 There are no legal implications arising from this report.

Equality Implications

- 4.4 There are no equality implications arising from this report.

Environmental Implications

- 4.5 There are no environmental implications arising from this report.

Implications for Key Priorities

- 4.6 There are no key priorities arising from this report.

5. Consultations

- 5.1 None required.

6. Conclusion

- 6.1 None required.



CAROL KIRK
Corporate Director (Education and Skills)

Reference : CK/MD

For further information please contact Mary Docherty, Head of Service (Education 3-18), on telephone number 01294 324416.

Background Papers

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Education Attainment & Achievement Policy Board

11 March 2013 at 2.00 pm

At a meeting of the Education Attainment & Achievement Policy Board of North Ayrshire Council held on 11 March 2013 at 2.00 pm in the Council Chambers, Cunninghame House, Irvine.

Members Present:

Councillor John Bell
Councillor John Bruce
Councillor Tom Marshall

In Attendance:

Mary Docherty, Head of Service (Education 3-18)
John Corr, Parent Council Chair, Largs Academy
Ashley Lynch, Parent Council Chair, Blacklands Primary School

Chair:

Councillor John Bruce

Apologies:

Councillor Anthony Gurney
Councillor Catherine McMillan
Carol Kirk, Corporate Director (Education and Skills)
Elizabeth Higton
Very Reverend Matthew Canon McManus

1. Previous minutes Matters arising

Councillor Bruce advised that he would be chairing the meeting on behalf of Councillor Gurney. The Parent Council Chairs of Largs Academy and Blacklands Primary School who will be attending future meetings were welcomed. Apologies were received and noted.

The minute of the previous meeting held on 28 January 2013 was approved. Matters arising from the previous minute are as follows:

It was advised that video conferencing can be recorded and used again at a later date.

Adult returners will be welcomed into schools and Mary Docherty advised that a letter is being sent out to schools regarding this subject. Education and Skills, will be working closely with Communications to publicise this.

2. James Watt College: Liz MacConachie and Anne Heron of James Watt College

Information was given on the links and partnerships which James Watt College has including the Skills for Work programmes and the range of different qualifications offered to school pupils. The College wants to work alongside Education and Skills to put vocational courses into place. There is already a partnership group (Skills Development group) in existence and this is looking at senior phase and how college will work in conjunction with North Ayrshire Council. There is a pilot group in existence consisting of mainly STEMs subjects and this has a good partnership with technology teachers.

Examples were given of various initiatives the College is involved in:

- Faraday competition was hosted recently and this was organised by John Alison from Auchenhavie Academy.
- An open event was held last year for all schools which hundreds of pupils attended.
- Involved in delivering Three Towns Motor Project.
- Currently looking into and piloting C3 –where students map essential skills according to the four capacities. Working with pupils from Auchenhavie Academy and will pilot social and vocations skills with them.

The mergers arising from the regionalisation of colleges include James Watt College Kilwinning Campus, Kilmarnock and Ayr Colleges and are to be known as Ayrshire College and Heather Dunk from Kilmarnock College has been recruited as Principal.

College courses have substantial links to employers with some having an element of work experience throughout North Ayrshire. The College is currently investigating methods of getting more robust data and working with SDS and data share on this.

Majority of college learners progress internally from level 5 up to HND and with the potential to go on to University. In certain subject areas an HND can get the student direct entry to 2nd year of University and some courses articulate into 3rd year. There are links with construction awarding bodies leading to industry standard qualifications. Level 5/6 learners move into apprenticeships. There are good links with employers for childcare – level 5, 6 and 7.

There is a particularly successful work placed project in place which had about 130 participants over the last 18 months.

It was asked whether the changes to the college structure and rationalisation would make it more difficult for local access. It was advised that the College has curriculum maps for all courses across the Ayrshire to reduce duplication of courses. Kilwinning campus has more applications than can be accommodated and there is a new build planned for Kilmarnock.

The college has carried out market research especially on local labour markets and possible emerging markets and used this to influence curriculum delivery plan.

There are still the same numbers of students including students with additional support needs attending college and some of these students are now attending mainstream programmes.

A question was asked about gender bias on courses. The College is still experiencing gender specific choices but has carried out marketing to widen access.

It was asked whether students attending courses do so by choice or whether they are being sent by an employer and the answer is that there is a mix. Level 4 is introductory and students then go on to specialise.

Higher psychology has been offered for school pupils and the results have varied over the years. The most popular course is hair/beauty and complementary therapies with Education and Childcare not far behind.

3. Employability work: David Carracher - Proposals

Work is ongoing to further improve post school destinations. This Authority is now at national average for numbers moving into further education, training and employment. Significantly increased numbers of young people are now actively choosing to come back to school for a 5th and 6th year and many of these pupils have aspirations to make an early move into the world of work and need to be encouraged to make choices at school and after to achieve a productive outcome.

Where will the jobs be in the future? Labour market intelligence suggests that any growth will be in construction, engineering, care, hospitality and emerging technologies. Last year £70,000 was set aside to provide a Learning Co-ordinator, one day per week in each of our secondary schools to work with S4 pupils on their “soft” skills as well as work ready skills. This has had a significant measure of success and is seen as a contributor to improved post school destination numbers.

Looking at trends we are still however significantly below the Scottish average for the number of school leavers who progress directly into employment which reflects local labour market conditions. One response to this is to develop the range of curricular opportunities provided for S5 and S6 pupils in the existing skills centres in our schools, and that is going to be an increasing feature of our planning for the Senior Phase of CfE. The NAC Youth Employment Strategy commits us by 2020 to have the % of young people in North Ayrshire in work at above the Scottish average.

David Carracher emphasised that a lot of our school leavers are already work ready and looking for any opportunity to start their careers. Pupils are job ready but the problem is lack of jobs and the failure to provide opportunities for them. Skill centres will allow young people increased experience of a number of employment opportunities and to make informed choice about their potential career aspirations.

The possibility of members visiting a skill centre was raised. David Carracher would be happy to make the necessary arrangements. Mary Docherty advised that a celebration lunch planned in Irvine Royal Academy on Friday 15 March and a number of councillors are committed to attending this.

4. Early Years Collaborative: Mary Docherty

Mary Docherty gave a presentation based on an Early Years Collaborative initiative which was launched in October 2012 and attended by approximately 800 practitioners from the whole of Scotland.

There are four workstreams aimed at achieving early intervention:

Workstream 1 - By 2015 to reduce by 15% rate of still birth and infant mortality.

Workstream 2 – By end of 2016 to have 85% of children within each CPP reaching their expected developmental milestones at the time of the child's 27-30 month health review.

Workstream 3 – By end of 2017 90% of all children within each CPP to have reached their expected developmental milestones at the time child starts P1.

Workstream 4 – This is the leadership workstream and is aimed at supporting the delivery all three workstreams. Ownership is very important in any change management approach and work is underway to clarify what is to be achieved, agree milestones and have a method to achieve this.

For further information please check the following website:

<http://www.eycollaborative.co.uk/learning-session-1>

A question was asked about parental workshops being held in schools and the suitability of these. It was advised that these do work and a number of schools have open mornings as it gives parents a chance to come into the school during the school day and see their child's progress.

It was asked whether there is enough early years capacity in North Ayrshire and it was advised that in certain areas provision is tight.

5. Draft Service Plan

The Group will discuss this fully at a later meeting.

A comment was made that on page 16 there was no report on % of pupils gaining five or more awards. It was advised that this list has to be refined and that all results would be reported on in August/September. The percentage of students gaining 5 highers is important for a number of university courses. Achieving 3 highers is a passport to a university or college course and is therefore an important measure.

Mary Docherty advised that the requested glossary is a work in progress and will be available for next meeting.

6. Standard Circular: Advice to Schools on Circulation of Information.

A copy of a draft letter on advice to schools was circulated. This is briefly a reminder to headteachers that if in doubt about anything to seek advice. It was suggested that the letter should be “tightened” up. Mary Docherty will discuss this with Carol Kirk and once changes are made it will be emailed to Councillor Gurney.

There was no other business and the meeting finished at 3.30pm.

NORTH AYRSHIRE COUNCIL

Agenda Item 31

30 April 2013

Cabinet

Subject: **Economy and Employment Policy Board**

Purpose: To submit the Minute of the meeting of the Economy and Employment Policy Board held on 18 March 2013.

Recommendation: That the Cabinet notes the Minute attached at Appendix 1.

1. Introduction

- 1.1 The Economy and Employment Policy Board is one of six new Policy Boards operated by the Council.

2. Current Position

- 2.1 A meeting of the Economy and Employment Policy Board was held on 18 March 2013.

3. Proposals

- 3.1 The Cabinet is invited to note the Minute attached at Appendix 1.

4. Implications

Financial Implications

- 4.1 There are no financial implications arising at this time.

Human Resource Implications

- 4.2 There are no human resource implications arising at this time.

Legal Implications

- 4.3 There are no legal implications arising at this time.

Equality Implications

- 4.4 There are no equality implications arising at this time.

Environmental Implications

- 4.5 There are no environmental implications arising at this time.

Implications for Key Priorities

- 4.6 Economic Regeneration is a key priority for the Council.

5. Consultations

- 5.1 No consultations have been undertaken at this time.

6. Conclusion

- 6.1 The attached Minute is submitted for information.



CRAIG HATTON
Corporate Director (Development and Environment)

Reference : CH/LB

For further information please contact Karen Yeomans, Head of
Development Planning Services on telephone number 01294 324308

Background Papers

None

IRVINE, 18 March 2013 – At a Meeting of the Economy & Employment Policy Board at 2.00 p.m.

Present

Councillor Marie Burns, Councillor Elizabeth McLardy and Councillor Alex McLean.

In Attendance

Karen Yeomans, Head of Development Planning; Angus O’Henley, Team Leader Economic Development; Andy Lee Employability Co-ordinator Economic Development and Fiona Millar Administrative Assistant (Economic Development).

Chair

Councillor Marie Burns in the Chair.

Apologies for Absence

Councillor William Gibson, Councillor John Bell and Councillor David O’Neill.

1. Minutes of Previous Meeting

The Minutes of the Meeting of the Economy and Employment Policy Board held on 4 February were confirmed.

2. Socio- Economic Update

Karen Yeomans Head of Service Development Planning; and Angus O’Henley Team Leader Economic Development reported on the Socio-Economic Update for North Ayrshire:

The report looked at the following;

- Scottish Index of Multiple
- Census 2011
- Population Estimates and Projections
- Labour Market Update January 2013

Discussion was had on the Socio- Economic Update and recommendation was made to the Members to read Steve Morley (Research Analyst North Ayrshire Council) paper presented to the ECMT at their meeting on Wednesday 13 March 2013. It was further highlighted the population growth in North Ayrshire was below the Scottish average whereby the East Coast seemed to be growing more than the West Coast. There needs to be an understanding on why and how we go about increasing the population.

The Labour Market update highlighted the continued increase in unemployment in North Ayrshire with recommendation to consider carrying out targeted research in the Ardrossan Central and Saltcoats Central intermediate zone areas to determine the underlying reasons high overall and

youth unemployment in those areas. There are some areas where the population of young claiming benefits is very low (Arran and Largs).

3. Employability Update & Review

Andy Lee Employability Co-ordinator Economic Development gave a presentation on Employability Review;

The presentation looked at the following points;

- North Ayrshire Labour Market
- Background to Development of Employability Policy
- Employability & Skills Pipeline
- Youth Employment Programme
- Short Term Future of Pipeline Activities
- Formal Review of Employability & Skills Pipeline

Discussion on the presentation highlighted the continuing rise in youth unemployment in the area and the need to work closely to identify the training needs of employers to attract good candidates. It was also highlighted that motivation and communication skills were attractive to employers. The Economic Development & Regeneration Board are forming a Task and Finish Group Chaired by the Portfolio Holder for Economic Development & Regeneration.

4. North Ayrshire Youth Employment Strategy

Angus O'Henley Team Leader Economic Development Officer presented a report on the North Ayrshire Youth Employment Strategy.

Youth unemployment is a major economic and social issue for North Ayrshire Council on young people suffering disproportional in the current economic downturn. To address this issue the Council has developed a Youth Employment Strategy. This Strategy commits North Ayrshire Council to increasing North Ayrshire's youth employment level to above the national average.

North Ayrshire is consistently amongst the local authorities in Scotland with the highest levels of youth unemployment. Although the youth claimant count fell over the last 12 months from 11.2% to 10.7%, It is still the highest in Scotland. Two key themes emerge from this strategy. The first is the need to increase the number of jobs in North Ayrshire and secondly to ensure a clear and targeted approach exists to support young people at different points on the journey to employment.

The strategy has been jointly prepared by Education and Skills and Economic Development Services. Consultations have taken place with other North Ayrshire Council Services and external partners such as Skills Scotland, Jobcentre plus and local colleges.

The Strategy sets out what needs to be done to tackle youth employment in North Ayrshire. The Strategy seeks to co-ordinate activity in a way which will make a tangible and lasting difference to the employment prospects of young people.

Discussion was had on the Strategy and what is being done to tackle youth unemployment with significant achievements for North Ayrshire through the Modern Apprenticeship scheme, it was highlighted there is need to dispel the negative perception to employees, we have good quality youngsters to fill the jobs. The importance of having a strategy using it as a working document

5. Any Other Business

The Chair thanked everyone for attending the fifth meeting of the Policy Board.

6. Date of Next Meeting

The next meeting of the Economy & Employment Policy Board will be held in on Monday 20 May 2013 at 2.00 p.m in the Council Chambers, Cunninghame House, Irvine.

The meeting ended at 3.40 p.m.

NORTH AYRSHIRE COUNCIL

Agenda Item 32

30 April 2013

Cabinet

Subject: **Environment & Infrastructure and Economy & Employment Joint Policy Board**

Purpose: To submit the Minute of the Meeting of the Environment & Infrastructure and Economy & Employment Joint Policy Board held on 18 March 2013.

Recommendation: That the Cabinet note the Minute attached at Appendix 1.

1. Introduction

- 1.1 At its meeting of 4 December 2012, the Cabinet agreed that the Environment & Infrastructure and Economy & Employment Policy Boards jointly develop a Parking Strategy for the Council.

2. Current Position

- 2.1 The first meeting of the joint Policy Boards was held on 4 February 2013, at that time the joint Policy Board considered a report setting out the proposed approach and considerations in the development of a parking strategy.
- 2.2 A second meeting of the joint Policy Boards was held on 18 March 2013 to seek agreement to undertake an initial phase of public consultation in relation to a Car Parking strategy for North Ayrshire. The Minute of the meeting is attached at Appendix 1.

3. Proposals

- 3.1 The Cabinet is invited to note the Minute attached at Appendix 1.

4. Implications

Financial Implications

- 4.1 There are no financial implications arising at this time.

Human Resource Implications

- 4.2 There are no Human Resource implications arising at this time.

Legal Implications

- 4.3 There are no legal implications arising at this time.

Equality Implications

- 4.4 There are no equality implications arising at this time.

Environmental Implications

- 4.5 There are no environmental implications arising at this time.

Implications for Key Priorities

- 4.6 There are no implications for key priorities arising at this time.

Community Benefit Implications

- 4.7 There are no community benefit implications arising at this time.

5. Consultations

- 5.1 No consultations have taken place at this time.

6. Conclusion

- 6.1 The attached Minute is submitted for information.



CRAIG HATTON
Corporate Director (Development and Environment)

Reference : CH/LB

For further information please contact Craig Hatton, Corporate Director
(Development and Environment) on telephone number 01294 324312

Background Papers

None

IRVINE, 18 March 2013 – At a Meeting of the Economy & Employment and Environment & Infrastructure Policy Boards (Joint Meeting) at 1.00 p.m.

Present

Councillor Marie Burns, Councillor Elizabeth McLardy, Councillor John Ferguson, Councillor Ian Clarkson, Councillor Anthea Dickson, Councillor John Easdale and Councillor John Hunter.

In Attendance

Craig Hatton Corporate Director (Development & Environment) ;Karen Yeomans, Head of Service Development Planning; Joe Smith Senior Manager (Roads & Transportation); Alasdair Laurenson Team Manager Regeneration Planning and Fiona Millar, Administrative Assistant.

Chair

Councillor Marie Burns in the Chair.

Apologies for Absence

Councillor William Gibson, Councillor David O'Neill, Councillor John Bell

1. Car Parking Strategy for North Ayrshire – Proposals for Public Consultation.

Submitted report by Alasdair Laurenson Team Manager Regeneration Planning Development Planning on the Car Parking Strategy for North Ayrshire – Proposal for Public Consultation.

The report outlined the following points;

1. Introduction

The February Policy Board paper set out a series of options for intervention to allow improved accessibility/parking including;

- Improved public transport;
- Changes to road infrastructure;
- Additional provision;
- Management of Parking through Time Limitation; and,
- Decriminalised Parking Enforcement (DPE).

2. Current position;

3. Proposals;

4. Objectives of the Consultation;

5. Consultation Material;

6. Consultation Method;

Including area road shows

Online survey

On street survey

Specific consultation with retail and business community

7. Timescale

The preparation of a parking strategy involving two phases of public consultation and including for example further car parking occupancy surveys or analysis of the financial case of parking management of DPE would take a considerable time.

8. Consultation

Any parking strategy must be based on public consultation and stakeholder involvement and have political and public support. Failure of the public to understand the implications of, for example, time limitation or charging would be more likely to lead to non-compliance and would undermine the objectives of this strategy. This report sets out a mechanism to consult with all relevant stakeholders in the preparation of a parking strategy.

Discussion was had on capturing the views of the public, businesses and employers through the consultation process. It was highlighted that many people in Irvine were unaware of the parking facilities in terms of short term and long term parking, with the new leisure centre planned there is a real need for clarity on the parking facilities available in Irvine, also taking into consideration the other towns in North Ayrshire. Members were concerned with the questions the survey would contain and the response to the questions.

It was agreed the consultation would be undertaken with copies of questionnaires circulated to Members before undertaking the Public consultation, with packs being circulated to all ward members, ensuring the public are clear on the survey questions.

2. Any Other Business

There was no other concerning business.

The Chair thanked everyone for attending the Joint Policy Board meeting.

NORTH AYRSHIRE COUNCIL

Agenda Item 33

30 April 2013

Cabinet

Subject: **Health and Social Care Policy Board : Minutes of Meeting held on 25th March 2013.**

Purpose: To submit the minutes of the Health and Social Care Policy Board held on 25th March 2013.

Recommendation: That the Cabinet agrees to note the Minutes set out at Appendix 1.

1. Introduction

- 1.1 The Health and Social Care Policy Board met on Monday 25 March 2013.

2. Current Position

- 2.1 The minutes of the Health and Social Care Policy Board held on 25 March 2013 are attached as Appendix 1.
- 2.2 The key issues discussed were :-
- Care and Contract Management Framework
 - Hazeldene Horticultural Project.
 - Ayrshire Out of Hours Service.
 - Integration of Health and Social Care in Glasgow.

3. Proposals

- 3.1 It is proposed that Cabinet notes the Minutes set out at Appendix 1.

4. Implications

Financial Implications

- 4.1 There are no financial implications arising from this report.

Human Resource Implications

- 4.2 There are no human resource implications arising from this report.

Legal Implications

- 4.3 There are no legal requirements arising from this report.

Equality Implications

- 4.4 There are no equality implications arising from this report.

Environmental Implications

- 4.5 There are no environmental implications arising from this report.

Implications for Key Priorities

- 4.6 There are no key priorities arising from this report.

5. Consultations

- 5.1 None required.

6. Conclusion

- 6.1 That the Cabinet notes the Minutes.



IONA COLVIN

Corporate Director (Social Services and Health)

Reference : IC/KA

For further information please contact Iona Colvin, Corporate Director (Social Services and Health) on telephone number 01294 317723.

Background Papers

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Health and Social Care Policy Board
Monday 25th March 2013

At a meeting of the **Health and Social Care Policy Board** of North Ayrshire Council held on Monday 25th March 2013 at 2.00 p.m., in Council Chambers, Cunninghame House, Irvine.

Members Present:

Anthea Dickson, Catherine McMillan, Alan Munro, Donald Reid, Ruth Maguire, Tom Marshall, Irene Oldfather

In Attendance:

Iona Colvin, Corporate Director (Social Services & Health), Sheena Gault, Head of Children, Families & CJS, Lisbeth Raeside, Head of Service Development, John McCaig, Senior Manager Community Care (Learning Disability & Mental Health), John Godwin, Service Development Officer, Karen Andrews, Business Support Officer

Chair

Councillor Dickson in the Chair.

Apologies for Absence:

No apologies for absence received.

1. Minute of Meeting held on 21st January 2013.

The Minutes of the Meeting of the Health and Social Care Policy Board held on 21st January 2013 were confirmed.

2. Care and Contract Management Framework

Submitted report by Head of Service Development on the Care and Contract Management Framework. The report provided information on the performance of externally commissioned services, further development of the care and contract management framework and the planned review of the contract management framework.

Elected Members asked questions and received clarification in relation to :-

- Costs in relation to monitoring. L Raeside confirmed that there are two designated Contract Monitoring Officers within Social Services budget.
- Moratorium on admissions and withdrawal of quality payments.
- Introduction of a single point of contact to allow service users and carers to raise any issues and concerns they have.

- Agreed that an update in relation to the 2 units outwith North Ayrshire will be provided to Elected Members.
- Regular meetings with the Care Inspectorate to achieve a balanced view of standards of care within establishments.

3. Hazeldene Horticultural Project

Presentation by John McCaig and John Godwin in relation to the proposed partnership arrangement with ENABLE to develop a social enterprise and employment project within the grounds of Hazeldene Resource Centre, Kilwinning. The project intends to trade in horticultural products and services in order to provide day opportunities.

Elected Members asked questions and received clarification in relation to :-

- Ensuring maximum community benefit is achieved through the establishment of this enterprise. Service specifications will be designed to ensure this is achieved.
- Sustainability and possible expansion of the projects identified. It will also build on lessons learned from other small social enterprises e.g., Smithstone House and Ashgrove Publishing.
- Funding sources. ENABLE will be able to access funding that local authorities would not be able to.

It was agreed that a progress report be brought back to the Policy Board within six months.

4. Ayrshire Out of Hours Service

Presentation by Sheena Gault, Head of Children, Families & Criminal Justice on the work carried out over the last year by the Ayrshire Out of Hours Service. The service commenced on 31st March 2012.

Elected Members asked questions and received clarification in relation to :-

- Continued increase in referral rates, contacts and home visits.
- Changes to the operational hours including the introduction of an on call arrangement after 2am.
- Increase in charges from East Ayrshire Council.

This was noted.

5. Integration of Health and Social Care in Glasgow

Presentation by Iona Colvin, Corporate Director (Social Services & Health) on how the Glasgow Community Health Care Partnership (CHCP) operated within Glasgow.

Elected Members asked questions and received clarification in relation to :-

- Weaknesses identified within the CHCP.
- Important of good leadership within the partnership.

This was noted.

6. Any Other Competent Business

Cllr Maguire asked for an update on Welfare Reform at the next Policy Board meeting.

Meeting ended at 4.05 p.m.

NORTH AYRSHIRE COUNCIL

Agenda Item 34

30 April 2013

Cabinet

Subject: **North Ayrshire Housing Partnership: Minutes of Meeting 26 March 2013**

Purpose: To submit the Minutes of the meeting of the North Ayrshire Housing Partnership of 26 March 2013

Recommendation: That the Cabinet notes the Minutes attached at Appendix 1.

1. Introduction

- 1.1 The North Ayrshire Housing Partnership (NAHP) was convened in 2009.
- 1.2 The Group consists of corporate representatives (Housing Services, Infrastructure Services, Planning Services) and representatives from partner organisations (Cunninghame Housing Association, Irvine Housing Association, ANCHO, Isle of Arran Homes/Trust Housing Association, Ayrshire and Arran Primary Health Care Trust, Scottish Government, Irvine Bay Regeneration Company, Arran Community and Voluntary Services).
- 1.3 The NAHP supports the Local Housing Strategy (LHS). The LHS details the Council's housing related priorities through to 2016 and details how we will address the shortage in affordable housing, homelessness, fuel poverty and investment issues. As part of the development of the LHS six overreaching strategic outcomes were identified which will allow the Council and its partners to achieve these strategic priorities:
 - The supply and quality of housing better meets needs and aspirations;
 - Fewer people become homeless;
 - Housing support measures promote independent living;
 - Housing is sustainable and contributes to stable communities;
 - Access to high quality information and advice has improved; and
 - The strategic process is open, transparent and accountable.

1.4 The remit of the Partnership is:

- To take lead responsibility for implementing the relevant Single Outcome Agreement (SOA) outcomes and contribute to the Council Plan Vision of 'North Ayrshire - The Place to be';
- To receive formal reports from sub-groups and other groups/partnerships with formal reporting responsibilities;
- To allocate devolved resources;
- To lever in external and partner resources and allocate as appropriate;
- To develop and implement partnership strategies and action plans;
- To establish and monitor sub-groups and short-life task groups as appropriate;
- To ensure that appropriate links are made in respect of cross-cutting issues;
- To champion partnership working and lead by example; and
- To ensure effective community engagement is at the heart of strategic planning.

2. Current Position

- 2.1 The Minutes of the meeting of the North Ayrshire Housing Partnership held on 26 March 2013 are attached at Appendix 1.

3. Proposals

- 3.1 It is proposed that the Cabinet notes the Minutes attached at Appendix 1.

4. Implications

Financial Implications

- 4.1 There are no implications arising from this report.

Human Resource Implications

- 4.2 There are no implications arising from this report.

Legal Implications

- 4.3 There are no implications arising from this report.

Equality Implications

- 4.4 There are no implications arising from this report.

Environmental Implications

- 4.5 There are no implications arising from this report.

Implications for Key Priorities

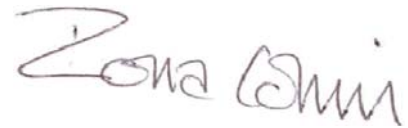
- 4.6 There are no implications arising from this report.

5. Consultations

- 5.1 None required.

6. Conclusion

- 6.1 The attached Minutes are submitted for information.



IONA COLVIN

Corporate Director (Social Services and Health)

Reference :

For further information please contact Olga Clayton, Head of Community Care and Housing on telephone number 01294 324626

Background Papers

None

North Ayrshire Housing Partnership
Committee Room 3, Cunninghame House, Irvine
Tuesday 26th March 2013

Minutes

Present:	Alex Adrain	North Ayrshire Council, Housing Services (Chair)
	David Hammond	North Ayrshire Council, Planning Services
	Elaine Gibson	North Ayrshire Council, Social Services
	Emma Anderson	North Ayrshire Council, Housing Services
	Holli Hunter	North Ayrshire Council, Housing Services (minutes)
	Ian Cathcart	North Ayrshire Council, Infrastructure & Design Services
	Janeine Barrett	North Ayrshire Council, Housing Services
	Jennifer Wallace	Trust Housing Association
	Joanna Voisey	Trust Housing Association
	Lesley Wells	North Ayrshire Council, Planning Services
	Lynne Martin	North Ayrshire Council, Housing Services (minutes)
	Neil Hands	North Ayrshire Council, Housing Services
	Paul Hillard	Irvine Housing Association
Apologies:	Anne Todd	North Ayrshire Council, Policy and Performance
	David Tate	North Ayrshire Council, Infrastructure and Design Services
	Fiona Crosbie	Scottish Government
	Frank Sweeney	Cunninghame Housing Association
	James Ledgerwood	Irvine Bay Regeneration Company
	Jeff Bell	Scottish Government
	Jim Nichols	Arran Community and Voluntary Services
	Liz Docherty	ANCHO
	Marianne McManus	North Ayrshire Council, Housing Services
	Morna Rae	North Ayrshire Council, Community Planning
	Nicola Thom	Irvine Housing Association
	Olga Clayton	North Ayrshire Council, Community Care & Housing
	Steven Good	Cunninghame Housing Association
	Trudi Fitzsimmons	North Ayrshire Council, Housing Services

1. Introduction & Apologies Received

AA welcomed everyone to the meeting. Introductions were made and apologies noted as above.

AA introduced Emma Anderson who has recently been appointed as 'Older People's Housing Manager' and Holli Hunter, Clerical Officer to the group.

As JN had submitted apologies, the 'Sheltered Housing – Use of Communal Facilities for Lunch Clubs' agenda item will be carried forward to the next meeting.

Action

C/F (JN)

2. Minutes of Previous Meeting and Matters Arising

The minutes of the previous meeting were accepted as an accurate record and there were no matters arising.

3. Homelessness Update

JB delivered a presentation to the partnership which provided an update on Homelessness in North Ayrshire.

The key points noted were:

- Of 2,596 housing options approaches, 24.5% of clients were declared homeless.
- Homelessness has dropped by 66% from 2002/03, to 2012/13.
- A new support duty is being introduced in June 2013 which will mean that everyone who approaches the Homelessness team will be entitled to a housing options interview and support assessment.
- A new system is being introduced which will provide more comprehensive statistics on presentations and tenancy sustainment.
- A new focus for the team will be to provide housing options to people who have been discharged from hospital or released from prison.
- Current challenges are the implementation of Welfare Reform and the review of the existing service structure.

JB noted that the Scottish Housing Regulator will be carrying out inspections in June 2013; in preparation for this visit Housing Services must submit a self-assessment by May 2013. JB will inform the Partnership when further information is known.

Following discussion JB agreed to provide assistance to JV by training staff on the Isle of Arran with regards to housing options and welfare reform. This will allow staff to provide appropriate advice to tenants and help to ensure that Homelessness remains low on the Island.

JB/JV

4 New Supply Housing Investment

AA provided an update on New Supply Housing Investment.

AA provided the partnership with an update on the current position with regard to the strategic local programme. The Scottish Government initially awarded North Ayrshire just over £3 million of new money for the 2012/15 affordable housing programme. The Scottish Government subsequently awarded additional allocations of over £500K, £1.044 million and £1.39 million. Projects have still to be agreed for the £1.044 million and £1.39 million.

Points Noted:

- The SLP is based on development which will be subsidised by £30k for Council House Building and £40k for RSL development,
- All current development projects must be complete by March 2015,
- AA is working with local RSL's to prepare the revised SLP and slippage plan, (taking account of the above).
- The most recent funding allocation of £1.39M has the spend deadline

extended to March 2016.

When the revised SLP and slippage plan is prepared it will be submitted to the Cabinet on 30th April 2013 and if approved will be passed to the Scottish Government. The final SLP will be tabled at the next meeting of the NAHP.

The Scottish Government have also indicated that NAC Housing Services should prepare a SHIP (Strategic Housing Investment Plan) for 2015-18 by June 2013.

The SHIP 2015-18 should allocate funding for projects based on the following indicative subsidy levels:

- 2015/16 - £2.79m
- 2016/17 - £2.417m
- 2017/18 - £1.737m

As there is duplication between the SHIP and SLP, the Government are preparing guidance on developing one cohesive document which should be made available soon.

AA will meet with the local RSL's in developing the new SHIP and noted that RSL development will be required to ensure that the funding can be spent within North Ayrshire.

EG noted that it was unlikely that ANCHO could develop at the prescribed subsidy levels and noted that she would however forward details of developable land in ANCHO's ownership to AA.

EG

5. Pressured Area Status and Adaptations

AA gave an update on Pressured Area Status in North Ayrshire.

The current PAS designation in North Ayrshire is due to expire in May 2013. Following legislative changes North Ayrshire Council are now permitted to designate which areas receive pressured area status. To ensure transparency in this process an independent research report was commissioned, the recommendations from this report will be submitted to Cabinet on 26th March 2013. Following a scrutiny period the revised pressured area designation will be confirmed. AA will inform Partners of the outcome as soon as possible thereafter and requested their assistance in advising all affected tenants of these changes (if approved).

AA took the opportunity to thank the RSL Partners for their cooperation with informing tenants and gathering feedback on Pressured Area Status.

AA noted that most of the feedback gathered was positive, and that the only opposing feedback was mainly from tenants who wanted a window of opportunity to purchase their homes.

6. Local Development Plan & Affordable Housing

DH delivered a presentation on the Local Development Plan (LDP).

Points Noted:

- The LDP is a statutory document which is updated every 5 years,
- It provides zonings on allowable use of all land within the Councils area,
- This allows the Council and its partners to identify sites for future development,
- By engaging with Planning Services early, developers can increase the chance of securing planning permission and speed up the process.
- Planning Officers can provide specialist advice regarding issues which may affect build programmes.
- Planning Officers can work with architects to discuss concepts and agree principles to streamline the process.
- The latest LDP will be adopted later this year.
- The next review of the LDP will commence in 2015.

DH noted that the planning department encourages early approaches from partners and will provide advice and assistance if required.

DH agreed to e-mail PH a copy of the LDP.

DH

LW noted that a new approach to development has been undertaken at the Council's John Galt site. For this project the Council developed a corporate design team and engaged with Architecture & Design Scotland to prepare a vision for the site. The project also used an alternative procurement approach and the project team were appointed through a design competition. This approach meant that Planning Services input was front loaded and this will help to streamline the process.

7. Joint Procurement Opportunities

IC explained that Joint Procurement means combining actions of two or more contracting partners. The key defining characteristics is that there is only one tender published for participating partners.

IC outlined some of the benefits and drawbacks of this process. The benefits include lower prices, through economies of scale, and there are increased opportunities for sharing innovation and good practice. Potential drawbacks include conflicting contract timescales.

PH commented on the process and noted that whilst he was supportive, the timescales could be very difficult to coordinate and therefore it may not be practical to implement.

The group agreed to maintain an open dialogue regarding joint procurement opportunities.

8. Greener Initiatives

IC provided an update on Greener Initiatives. IC noted that the key objective is being able to achieve targets by reducing carbon emissions in housing. This can be done by lowering the impact of energy prices by investing in greener technologies.

IC discussed two recent additional standards for energy efficiency which are

being introduced:

- The Scottish Government's Energy Efficiency Standard for Social Housing (EESH) which social landlords must meet by 2020.
- Code for Sustainable New Homes, Building Standards labelling for homes in Scotland (properties will be awarded with a Bronze, Silver, Gold or Platinum status).

The Green Deal

The Green Deal is a Government initiative that aims to encourage consumers to make homes efficient without having to pay money upfront. It does so by offering loans to consumers to install green technologies.

LEAF

The Local Energy Advice Forum (LEAF) provides assistance with energy matters, price comparisons and general information to consumers. Various Council departments and private sector organisations are represented at the forum and IC noted that all partners are welcome to attend.

Green Homes Cash Back Deal

The Green Homes Cash Back Voucher Scheme (managed by the Energy Savings Trust) provides up to £500 to owners in the private sector to undertake works recommended by their Energy Performance Certificates.

PH noted that IHA are developing eco properties at Irvine Harbourside. PH will provide further information on these properties at the next NAHP.

PH

9. Housing with Care

Jennifer Wallace, Supported Housing Manager, Trust Housing Association delivered a presentation on Housing with Care. Jennifer's talk informed and updated those present on:

The current range of Housing Options delivered by Trust include:

- Retirement homes,
- Amenity housing,
- Sheltered housing and
- General needs accommodation.

She also outlined the services that Trust provides which include housing support, day care and meals services.

Most developments have onsite full time or temporary staff, which ensures that tenants needs are met whilst they remain independent in their own homes. Other benefits include alarm call systems and security for tenants and their families.

The cost of staying in supported accommodation is cheaper than residential care or a hospital stay and residents can easily opt in or out of services at relatively short notice as their needs change.

10. New Partnership Model

PH gave a brief update on the new Partnership Model.

A new model is being prepared by 6 RSL's in North Ayrshire. At a recent meeting discussion topics included Welfare Reform and Joint Procurement.

11. AOCB

No other business noted.

12. Date of Next Meeting

Thursday 30th May 2013

Minutes recorded and produced by: Holli Hunter, Clerical Officer on 3rd April 2013

NORTH AYRSHIRE COUNCIL

Agenda Item 35

30 April 2013

Cabinet

Subject: **Finance and Corporate Support Policy Board**

Purpose: To submit the Minute of the Meeting of the Finance and Corporate Support Policy Board held on 28 March 2013.

Recommendation: That the Cabinet agrees to note the Minute attached at Appendix 1.

1. Introduction

- 1.1 The Finance and Corporate Support Policy Board is one of the six Policy Boards of the Council.

2. Current Position

- 2.1 The fourth meeting of the Finance and Corporate Support Policy Board was held on 28th March 2013. The Board received a presentation on the potential of ECO and HEEPS funding to reduce fuel poverty in North Ayrshire.

- 2.2 An overview of the key issues was presented to policy board members including.

- Relative deprivation within North Ayrshire including levels of fuel poverty;
- National targets for the reduction of greenhouse gases;
- Progress in delivering energy efficiency within the Council's own housing stock;
- Quality of private sector housing in terms of fuel efficiency and funding sources to help address this;
- Information on ECO and HEEPS including resource availability, focus, timescales for accessing funds and risk;
- Role of the Energy Agency.

Key discussion points were:-

- Clarification on the inclusion of private households;
- The methods of improving energy efficiency to householders;
- Development of an Energy Strategy;
- Availability of energy efficiency advice for householders;
- Clarification on funding the shortfall with private households;
- Clarification on how the improvement work will be carried out;
- Clarification on the contractors who would carry out the work.

2.3 The Minute of the meeting is attached at Appendix 1.

3. Proposals

3.1 That the Cabinet agrees to note the Minute attached at Appendix 1.

4. Implications

Financial Implications

4.1 There are no financial implications

Human Resource Implications

4.2 There are no Human Resource implications.

Legal Implications

4.3 There are no legal implications.

Equality Implications

4.4 There are no equality implications.

Environmental Implications

4.5 There are no environmental implications.

Implications for Key Priorities

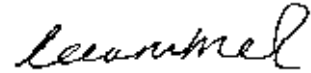
4.6 There are no implications.

5. Consultations

5.1 No consultations were required in the formation of this report.

6. Conclusion

6.1 The attached Minute is submitted for information.



LAURA FRIEL
Corporate Director (Finance and Corporate Support)

Reference :

For further information please contact Laura Friel, Corporate Director (Finance & Corporate Support) on telephone number 01294 324554.

Background Papers

Presentation on the potential of ECO and HEEPS Funding to support North Ayrshire fuel poverty

Finance & Corporate Support Policy Board
28th March 2013

At a meeting of the Finance & Corporate Support Policy Board of North Ayrshire Council held on **Thursday 28th March 2013 at 3.30pm in Council Chambers, Cunninghame House, Irvine.**

Members Present:

Councillor Alex McLean
Councillor Marie Burns
Councillor Alex Gallagher

In Attendance:

Laura Friel, Corporate Director (Finance & Corporate Support)
Yvonne Baulk, Head of Finance & Property
David Tate, Senior Manager (Housing, Assets & Investments)
Debbie Anderson, PA to Corporate Director (Finance & Corporate Support)

Chair

Councillor Alex McLean

1. Welcome and Apologies

Councillor McLean welcomed members to the fourth meeting of the Finance and Corporate Support Policy Board.

Apologies were noted from Councillor Tony Gurney and Councillor Tom Marshall.

2. Minute of Previous Meeting – 21st January 2013

The minute of the previous meeting was approved as an accurate record.

3. Potential of ECO and HEEPS Funding to support North Ayrshire fuel poverty

Presentation given by David Tate, Senior Manager (Housing, Assets & Investments) in relation to the potential of ECO (Energy Company Obligation) and HEEPS (Home Energy Efficiency Programme for Scotland) funding to support North Ayrshire's approach to reducing fuel poverty including:

- Relative deprivation within North Ayrshire including levels of fuel poverty;
- National targets for the reduction of greenhouse gases;
- Progress in delivering energy efficiency within the Councils own housing stock;
- An outline of the current quality of private sector housing in terms of fuel efficiency and funding sources to help address this;
- Information on ECO and HEEPS including resource availability, focus, timescales for accessing funds and risk;
- Role of the Energy Agency.

Members raised the following questions:

- Councillor Gallagher sought clarity on the inclusion of private houses within the scheme. David Tate confirmed that ECO funding applies to both private and Council houses but HEEPS funding only applies to private houses.
- Councillor Gallagher noted that the presentation refers to improving energy efficiency such as cavity wall insulation and questioned any other methods of improving energy efficiency that are included within the scheme, such as triple glazing. David Tate confirmed that replacement central heating and double glazing are part of the scheme but triple glazing is not yet included.
- Councillor Burns noted that the actions taken under this scheme seemed to be reactive and stated that she would like the Council to develop an energy strategy for North Ayrshire Council that maximises the benefits of these schemes.

Yvonne Baulk confirmed that Craig Hatton, Corporate Director (Development & Environment) is developing an overarching strategy. She stated that a report will be submitted to Cabinet in the near future. Laura Friel highlighted that this was identified in the report which was considered by Council on 30 January 2013 when the HRA budget was set.

David Tate advised that the three schemes that have been identified for funding are the most beneficial schemes in North Ayrshire. David also highlighted that discussions are underway with the Scottish Government to seek to increase HEEPS funding.

Laura Friel confirmed that £987,000 HEEPS funding is a recurring annual resource but ECO funding is only in place until March 2015.

- Councillor Gallagher asked whether energy efficiency advice is being provided to residents. David Tate stated that SOLACE provides advice to residents where officers visit residents' homes and provide advice on their current tariff and energy efficiency. He also stated that the Scottish Government will be providing funding to the Energy Agency to allow them to visit residents and provide energy efficiency advice, an approach which the Council will support.
- Councillor Burns noted that the schemes cover a number of households and reinforced that a strategy is required to give a clear indication of where the Council is going and what will be achieved.

Laura Friel stated that the Energy Team is planning ahead to ensure the Council maximises external funding from each of the schemes. Yvonne Baulk highlighted that a workshop was held in early January 2013 with Development & Environment (Craig Hatton), Community Care & Housing (Olga Clayton) and the Energy (David Tate) Teams to map out what is being done currently and ensure a joined up approach.

- Councillor McLean asked how the Council will deal with funding the shortfall with private households. David Tate confirmed that the Council is currently looking at other ways to fill the gap, for example, by providing loans, taking security over homes etc. He noted that the Scottish Government had

indicated the possibility of an increase in the funding ratio between HEEPS and ECO funding.

- Councillor Gallagher asked how the works will be carried out. David Tate confirmed that the Council includes community benefit clauses in its tenders. Laura Friel confirmed from a procurement perspective, that the Council is doing everything possible to ensure business is retained within North Ayrshire.
- Councillor McLean asked whether the Council has a list of contractors who would carry out works. Yvonne Baulk confirmed that Thomas Reaney, Procurement Manager held a construction forum with contractors to establish a way of working together within legislation.

4. Any Other Competent Business

There was no other business.

5. Future Agenda Items

Digital Engagement Strategy
Modern Apprenticeship Scheme
HR policies

6. Date of Next Meeting

To be confirmed.

The meeting ended at 4.20pm.