



**NORTH AYRSHIRE**  
COUNCIL

Cunninghame House,  
Irvine.

6 February 2014

### **Cabinet**

You are requested to attend a Meeting of the Cabinet of North Ayrshire Council to be held in the Council Chambers, Cunninghame House, Irvine on **TUESDAY 11 FEBRUARY 2014** 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 declaration of interest in respect of items of business on the agenda.

**2. Minutes (Page 7)**

The accuracy of the Minutes of the meeting held on 28 January 2014 will be confirmed and the Minutes signed in accordance with Paragraph 7 (1) of Schedule 7 of the Local Government (Scotland) Act 1973 (copy enclosed).

## **EDUCATION BUSINESS FOR DECISION**

**3. Haysholm and James McFarlane Schools (Page 11)**

Submit report by the Corporate Director (Education and Skills) on the accommodation pressures affecting both schools and seeking funding approval to progress associated building works (copy enclosed).

**4. Rezoning the Denominational Primary School Catchment Areas in Kilwinning (Page 17)**

Submit report by the Corporate Director (Education and Skills) on the rezoning of the catchment area of St Luke's and St Winning's Primary Schools, Kilwinning, to accommodate a proposed new housing development at West Byrehill (copy enclosed).

**5. School Leaver Destinations Return 2012/2013 (Page 25)**

Submit report by the Corporate Director (Education and Skills) on the publication of the annual School Leaver Destinations Return (SLDR) and seeking approval to use the North Ayrshire data to target support and resources (copy enclosed).

**6. Validated Self Evaluation (VSE): Employability (Page 31)**

Submitted report by the Corporate Director (Education and Skills) on the publication of the Validated Self Evaluation (VSE) Employability report and seeking approval to use its findings to inform strategic and service development and the targeting of support and resources (copy enclosed).

## **EDUCATION BUSINESS FOR INFORMATION**

**7. Validated Self-Evaluation (VSE) (Page 51)**

Submit report by the Corporate Director (Education and Skills) on the progress made in relation to the actions identified in the Validated Self-Evaluation undertaken by the Council and Education Scotland (copy enclosed).

## **GENERAL BUSINESS FOR DECISION**

### **Reports by the Chief Executive**

**8. Scottish Government Consultation regarding the Redraw of Data Zones (Page 61)**

Submit report by the Chief Executive on the proposed response to the Scottish Government's consultation on new data zone boundaries (copy enclosed).

### **Reports by the Corporate Director (Development and Environment)**

**9. Council House Building: Fencedyke, Irvine (Page 75)**

Submit report by the Corporate Director (Development and Environment) seeking approval from Cabinet to progress the Fencedyke Development Project (copy enclosed).

### **GENERAL BUSINESS FOR INFORMATION**

**10. Payday Lending (Page 81)**

Submit report by the Corporate Director (Finance and Corporate Support) on proposals to understand the impact of Pay Day Lending in North Ayrshire (copy enclosed).

**11. Planned Events To Commemorate the 100th Anniversary of the start of World War One (WWI) (Page 85)**

Submit report by the Corporate Director (Development and Environment) on the events and projects being planned throughout North Ayrshire to commemorate the 100th anniversary of the start of World War One (WWI) (copy enclosed).

**12. Housing (Scotland) Bill (Page 93)**

Submit report by the Corporate Director (Development and Environment) on a summary of the content of the Housing (Scotland) Bill as introduced to the Scottish Parliament in November 2013 (copy enclosed).

**13. Adult Support and Protection Committee Annual Report 2012-2013 (Page 103)**

Submit report by the Director (North Ayrshire Health and Social Care Partnership) on the work of the Adult Protection Committee (copy enclosed).

### **MINUTES**

**14. North Ayrshire Housing Partnership: Minutes of Meeting 10 December 2013 (Page 139)**

Submit report by the Corporate Director (Development and Environment) on the Minutes of the Meeting of the North Ayrshire Housing Partnership held on 10 December 2013 (copy enclosed).

**15. Urgent Items**

Any other items which the Chair considers to be urgent.

## **EXEMPT INFORMATION**

### **16. Exclusion of the Public and Press**

Resolve, in terms of Section 50(A)4 of the Local Government (Scotland) Act 1973, to exclude from the meeting, the press and the public for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 9 of Part 1 of Schedule 7A of the Act.

In terms of Standing Order 17 (Disclosure of Information) the information contained within the following report is confidential information within the meaning of Section 50A of the 1973 Act and shall not be disclosed to any person by any Member or Officer

### **17. Surplus Property - Former Dreghorn Primary School, Main Street, Dreghorn (Page 149)**

Submit report by the Corporate Director (Finance and Corporate Support) seeking approval to proceed with the disposal of the former Dreghorn Primary School (copy enclosed).

---

## Cabinet

---

Sederunt:

**Elected Members**

Willie Gibson (Chair)  
Alan Hill (Vice-Chair)  
Marie Burns  
John Bruce  
Anthea Dickson  
Tony Gurney  
Ruth Maguire

**Church Representatives**

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

**Teaching Representative**

Mr Gordon Smith

**Youth Council Representatives**

Emma Mae Hawthorn  
Sian Hughes

Chair:

Attending:

Apologies:

Meeting Ended:



Cabinet  
28 January 2014

**IRVINE, 28 January 2014** - At a Meeting of the Cabinet of North Ayrshire Council at 2.30 p.m.

**Present**

Willie Gibson, Marie Burns, John Bruce, Tony Gurney and Ruth Maguire.

**In Attendance**

E. Murray, Chief Executive, C. Hatton, Corporate Director and A. Laurenson, Team Manager, Regeneration (Development and Environment); L. Friel, Corporate Director, T. Reaney, Procurement Manager and D. Tate, Senior Manager - Housing, Assets and Investments (Finance and Corporate Support); B. Tudhope, Corporate Business Manager, A. Woodison, Communications Officer and A. Little, Committee Services Officer (Chief Executive's).

**Chair**

Councillor Gibson in the Chair.

**Apologies for Absence**

Alan Hill and Anthea Dickson.

**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 meeting held on 14 January 2014 were confirmed and the Minutes signed in accordance with Paragraph 7 (1) of Schedule 7 of the Local Government (Scotland) Act 1973.

**3. Afghan Relocation Scheme**

Submitted report by the Chief Executive which (a) outlined a scheme for the relocation of Afghan nationals who have been working for the UK Government in Afghanistan; (b) set out the UK and local support that would be made available for those who qualify to relocate; and (c) proposed to remit to the Chief Executive to enter into discussions with the Home Office on the number of people North Ayrshire could take and the funding that will be required.

Members asked questions and were provided with further information in relation to:-

- links with other authorities and the use of arts and culture to support the welcoming and integration of relocated families to North Ayrshire;
- groups and organisations that have been established within the Glasgow area to support relocated families and associated travel costs that would require to be built in to the financial arrangements for these families; and
- the planned minimum 4 weeks notice of new arrivals that will be provided to local authorities and negotiations that will take place around the referral process.

The Cabinet agreed (a) to remit to the Chief Executive to enter into discussions with the Home Office in terms of numbers of people which the Council may be able to take; (b) subject to successful financial negotiations with the Home Office, to the Council participating in the Afghan Relocation Scheme; and (c) to receive a further update in due course.

#### **4. Revenue Budget 2013/14: Budgetary Control Statement to 30 November 2013**

Submitted report by the Corporate Director (Finance and Corporate Support) on the revenue budgetary control position for the Council at 30 November 2013.

Members asked questions and were provided with further information in relation to slippage in the Graduate and Modern Apprentice Programmes that will not impact on the full implementation of the programmes in future years.

The Cabinet agreed to (a) note (i) the information and financial projections outlined in the report; and (ii) the action being taken by Social Services and Health to reduce the current projected overspend; and (b) approve (i) the carry forward of £0.500m to 2014/15 in respect of the Business Gateway project as detailed in paragraph 2.10; and (ii) the virements detailed in Appendix 9 to the report.

#### **5. Capital Monitoring to 30 November 2013**

Submitted report by the Corporate Director (Finance and Corporate Support) on progress in delivering the Capital Investment Programme as at 30 November 2013.

The Cabinet agreed to (a) approve the further revisions to budgets outlined at Section 2.1 and Appendix 1 of the report; (b) note the drawdown of funds from the flexibility budget and the school estate budget; and (c) note (i) the actual General Services and HRA expenditure to 30 November 2013 and (ii) the forecast of expenditure to 31 March 2014.



## **6. High Hedges (Scotland) Act 2013**

Submitted report by the Corporate Director (Development and Environment) on the High Hedges (Scotland) Act 2013 ("the Act") that provides a procedure to deal with the problem of high hedges which interfere with the reasonable enjoyment of domestic properties and the implications for the Council.

Members asked questions and were provided with further information in relation to:-

- the provision of guidance to the public on how to try to resolve disputes in respect of high hedges; and
- an experienced trained officer who will investigate and determine whether trees planted closely together form a hedge.

The Cabinet (a) noted the terms of the Act and the associated statutory obligations on the Council; and (b) agreed (i) that functional responsibility for implementation and enforcement of the Act be undertaken by the Corporate Director (Development and Environment); and (ii) to recommend to the Council that the Scheme of Delegation to Officers be amended to delegate to Officers the determination of any application arising from these statutory obligations.

## **7. Hosting the Scottish Open Golf Tournament**

Submitted report by the Corporate Director (Development and Environment) which outlined (a) the potential for Loch Lomond Golf club to host the Scottish Open Golf Tournament at Dundonald Links in 2015; (b) the level of support that will be required to secure the event; and (c) the benefits to North Ayrshire in hosting this major event.

The Cabinet agreed (a) to support the Loch Lomond Golf Club in their bid to host the Scottish Open at Dundonald Links; and (b) if successful, to provide financial assistance of up to £150,000 and officer time in the provision, management and promotion of the event.

## **8. Procurement EU Tender Plan 2014/15**

Submitted report by the Corporate Director (Finance and Corporate Support) on the EU procurement tender plan for financial year 2014/15 and requirements identified for financial year 2014/15.

The Cabinet agreed to invite tenders for the supplies, services and works listed in the plan detailed in Appendix 1 to the report.

## **9. Measured Term Contract (MTC): Gas Soundness Testing and Boiler Servicing (Non Domestic Properties)**

Submitted report by the Corporate Director (Finance and Corporate Support) on the tender exercise for the MTC for Gas Soundness Testing and Boiler Servicing (Non Domestic Properties) and the recommendation for the award of the contract.

Members asked questions and were provided with further information in relation to:-

- rigorous regulations that are in place in respect of gas soundness testing and boiler servicing and highly skilled tradesmen that work in this industry; and
- the evaluation criteria of 'most economically advantageous tender' (70% price/30% quality) that was used to evaluate the tender returns in accordance with EU Procurement Directives.

The Cabinet agreed to approve the award of the contract to Mitie Technical Facilities Management, at a contract value of £88,500.

## **10. Corporate Equality Group: Minutes of 2 December 2013**

Submitted report by the Chief Executive on the Minutes of the Meeting of the Corporate Equality Group held on 2 December 2013.

Noted.

## **11. Ayrshire Economic Partnership: Draft Minutes of 11 December 2013**

Submitted report by the Corporate Director (Development and Environment) on the Draft Minutes of the Meeting of the Ayrshire Economic Partnership held on 11 December 2013.

Noted.

The meeting ended at 3.05 p.m.

---

## **NORTH AYRSHIRE COUNCIL**

### **Agenda Item 3**

**11 February 2014**

#### **Cabinet**

---

<b>Subject:</b>	<b>Haysholm and James McFarlane Schools</b>
<b>Purpose:</b>	To brief Cabinet on the accommodation pressures affecting both schools and to seek funding approval to progress associated building works.
<b>Recommendation:</b>	That Cabinet a) notes the content of the report; and b) approves funding for the proposed solutions required to address the accommodation pressures at Haysholm and James McFarlane Schools.

---

#### **1. Introduction**

- 1.1 James McFarlane and Haysholm Schools provide education to children and young people with severe and complex needs. The demand for places in these establishments has grown steadily over recent years in line with improvement in related health care. Both schools are now operating at capacity in terms of their classroom accommodation.

#### **2. Current Position**

- 2.1 The Pre School Assessment Team (PreSCAT) has identified that eight children are expected to require primary 1 placement in these schools in August 2014. Their individual needs suggest that five pupils will require placement in James McFarlane and three in Haysholm. There are no planned school leavers from either establishment until session 2016.
- 2.2 The requirement for the placement of eight pupils, coupled with the fact that there are no planned leavers from either school will result in capacity issues at both schools. There is therefore a need to address the accommodation pressures to ensure that appropriate levels of teaching space is available for all pupils attending these schools now and in future years.

- 2.3 Officers from Education and Skills and Property Management and Investment, in conjunction with the schools' headteachers, have identified the proposals outlined in this paper as required to meet the accommodation needs detailed in paragraph 2.1.
- 2.4 Officers from Property Management and Investment have developed the following proposals to provide additional classroom accommodation. These proposals meet the demands and needs of the schools and the young people attending.

### **3. Proposals**

- 3.1 The proposals for both schools are the outcome of detailed space planning discussions to address the requirements for the accommodation pressures for August 2014 and beyond.
- 3.2 At Haysholm School, it is proposed to undertake some internal reconfiguration works of the existing building.
- 3.3 The scheme has been designed to cause minimum disruption to pupils and staff and would be undertaken during the 6 week summer 2014 break.
- 3.4 The works will comprise of the following adaptations:
- A new classroom, similar in area to that of existing classrooms would be formed by removing a partition wall and relocating the existing staff room to another space in the school.
  - The headteacher's office would relocate and share with the Principal Teacher. No additional building works are required in this area; however, additional IT and power points will be required.
  - The Medical room would be subdivided to assist in the creation of the new staff room. The existing Medical room will be of sufficient size to meet the needs of the school.
- 3.5 At James McFarlane School there were three options considered, these were:

Option 1 - hire temporary accommodation while undertaking internal alterations - circa £300,000.

Option 2 - purchase modular accommodation and connect to existing building and undertake minor internal adaptations - circa £240,000.

Option 3 - hire stand alone temporary accommodation until the outcome of the strategic review of Education and Skills is known. Setup cost and removal cost circa £27,900, weekly hire circa £690 and allowance for internal alterations to existing school circa £30,000.

- 3.6 Given the technical complexities of undertaking the required internal alteration and extension works and the ongoing review of the school estate, it has been agreed that the most appropriate solution at this time is to provide additional teaching space via rented modular accommodation and by undertaking modest internal alterations (option 3).
- 3.7 The provision of this unit will ease pressure on the existing accommodation, allow for a more flexible use of the internal spaces to accommodate the increase in pupil numbers and in turn increase the overall capacity of the school for now and in future years.
- 3.8 The scheme has been designed to cause minimum disruption to pupils and staff and would be undertaken during the 6 week summer 2014 school break.
- 3.9 The works will comprise of the following:
  - Minor internal adaptations will be carried out to the existing staff room.
  - A temporary modular accommodation unit would be located on hard standing adjacent to the Sensory Garden and would be linked to the main school building to ensure security and maintain the integrity of the existing building.

#### **4. Implications**

##### Financial Implications

- 4.1 The capital investment required to implement the proposed plans is in the region of £81,000 for Haysholm School and in the region of £57,900 for James McFarlane School. There will be a revenue implication of circa £36,000 per annum for the rental of the modular accommodation at James McFarlane School. These projects have been considered by the Capital Programme and Asset Group (CPAG).

#### 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 key priorities which will be addressed by this report are:
- 4a. Levels of educational attainment and achievement have improved.
  - 5a. Opportunities to support the positive development of vulnerable young children have increased.
  - 6d. More vulnerable people are supported within the community.
  - 8a. More children and young people live in a safe and supportive environment.

### **5. Consultations**

- 5.1 These proposals have been developed through on-going consultation with Senior Managers within Education and Skills, the headteachers and Parent Councils at Haysholm and James McFarlane Schools and officers from Property Management and Investment.

## **6. Conclusion**

- 6.1 Cabinet is asked to a) note the content of the report, and b) approve the funding to undertake the proposed building adaptations at Haysholm and James McFarlane Schools to address accommodation pressures for August 2014 and beyond.



CAROL KIRK  
Corporate Director (Education and Skills)

### **Reference :**

For further information please contact Steven Quinn, Head of Service Development (Education and Skills) on 01294 324413

### **Background Papers**

None





---

## NORTH AYRSHIRE COUNCIL

### Agenda Item 4

11 February 2014

#### Cabinet

---

**Subject:** Rezoning the Denominational Primary School Catchment Areas in Kilwinning

---

**Purpose:** To make a recommendation to Cabinet on the rezoning of the catchment area of St Luke's and St Winning's Primary Schools, Kilwinning, to accommodate a proposed new housing development at West Byrehill.

---

**Recommendation:** It is recommended that Cabinet (a) notes the information contained within this report; (b) agrees to receive statutory public consultation documents at a future Cabinet meeting and; (c) agrees to receive updates on the progress of the proposal at future Cabinet meetings.

---

#### 1. Introduction

- 1.1 The town of Kilwinning is currently served by two denominational primary schools, St Luke's Primary School and St Winning's Primary School.
- 1.2 St Luke's Primary School has experienced an increasing school roll over the last few years which has resulted in accommodation pressures within the school. The table below details the roll and capacity information:

Year	2007	2008	2009	2010	2011	2012	2013
Roll	176	189	189	203	210	215	228
Capacity	213	213	213	213	213	240	240

- 1.3 St Winning's Primary School roll has decreased over the years and the school currently operates at 50% of its capacity, as shown below:

Year	2007	2008	2009	2010	2011	2012	2013
Roll	127	116	104	97	92	96	96
Capacity	192	192	192	192	192	192	192

- 1.4 Development and Planning has advised Education and Skills of a proposed housing development of up to 400 homes at West Byrehill Industrial Estate, which lies within the St Luke's Primary School catchment.

## **2. Current Position**

- 2.1 Based on the information provided by Development and Planning, the potential number of pupils from this development would place further pressure on the already stretched accommodation at St Luke's Primary School.
- 2.2 St Winning's Primary School is currently under occupied and is located just over one mile away from the planned housing development.
- 2.3 St Luke's Primary School is just under half a mile away from the planned housing development.

## **3. Proposals**

- 3.1 Given the projected pupil roll at St Luke's Primary School, it is recommended that the Council takes steps now to review the catchment area prior to the commencement of construction of the housing development.
- 3.2 It is proposed to amend the existing catchment area of St Luke's Primary School by rezoning the West Byrehill area of Kilwinning to St Winning's Primary School catchment area. Appendix 1 shows the current catchment area and the proposed revision is shown at Appendix 2.
- 3.3 The benefits of rezoning the catchment area at this time are as follows:-
- there are currently no residents to be affected by the change;
  - mitigates the projected roll and associated accommodation pressures at St Luke's Primary School; and
  - aims to support an increase in St Winning's Primary School roll, which sustains the future of the school and its community

## **4. Implications**

### Financial Implications

- 4.1 There are no financial implication 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 In line with the Education Scotland Act (2010), this change to education provision requires a Statutory Public Consultation to be carried out.

### 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 key priorities which will be addressed by this report are:

- 3a Opportunities for lifelong learning have increased;
- 15b Public services are more efficient and effective.

## **5. Consultations**

- 5.1 The following stakeholders have been consulted:

- Local Elected Members
- Headteachers of both schools; and
- Parent Council Representatives
- Development Planning.

## **6. Conclusion**

- 6.1 It is recommended that Cabinet notes the information contained within this report and agrees to receive Statutory Public Consultation documents at a future Cabinet meeting.



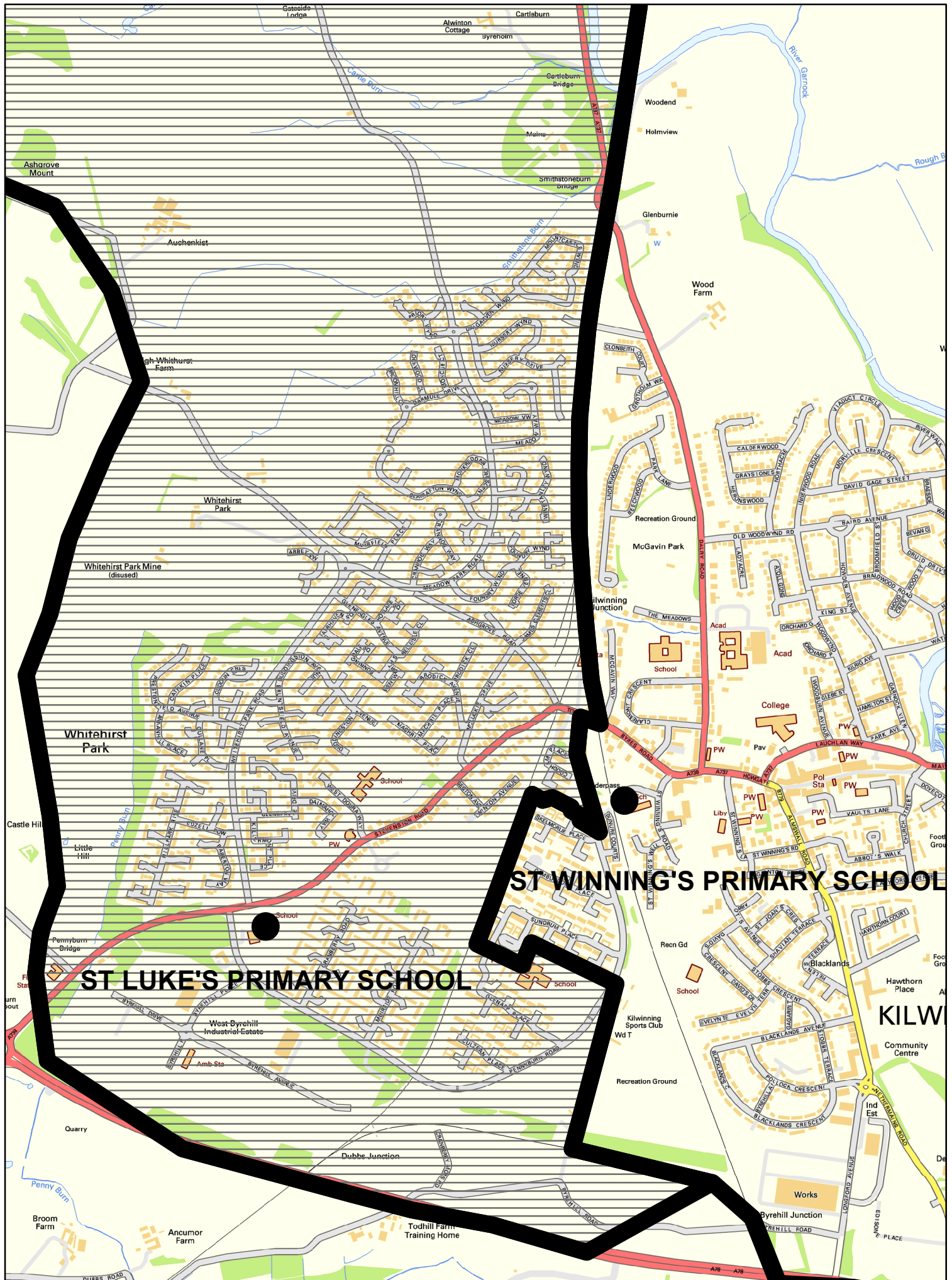
CAROL KIRK  
Corporate Director (Education and Skills)

Reference : SQ/EW

For further information please contact Steven Quinn, Head of Service on  
01294 324413

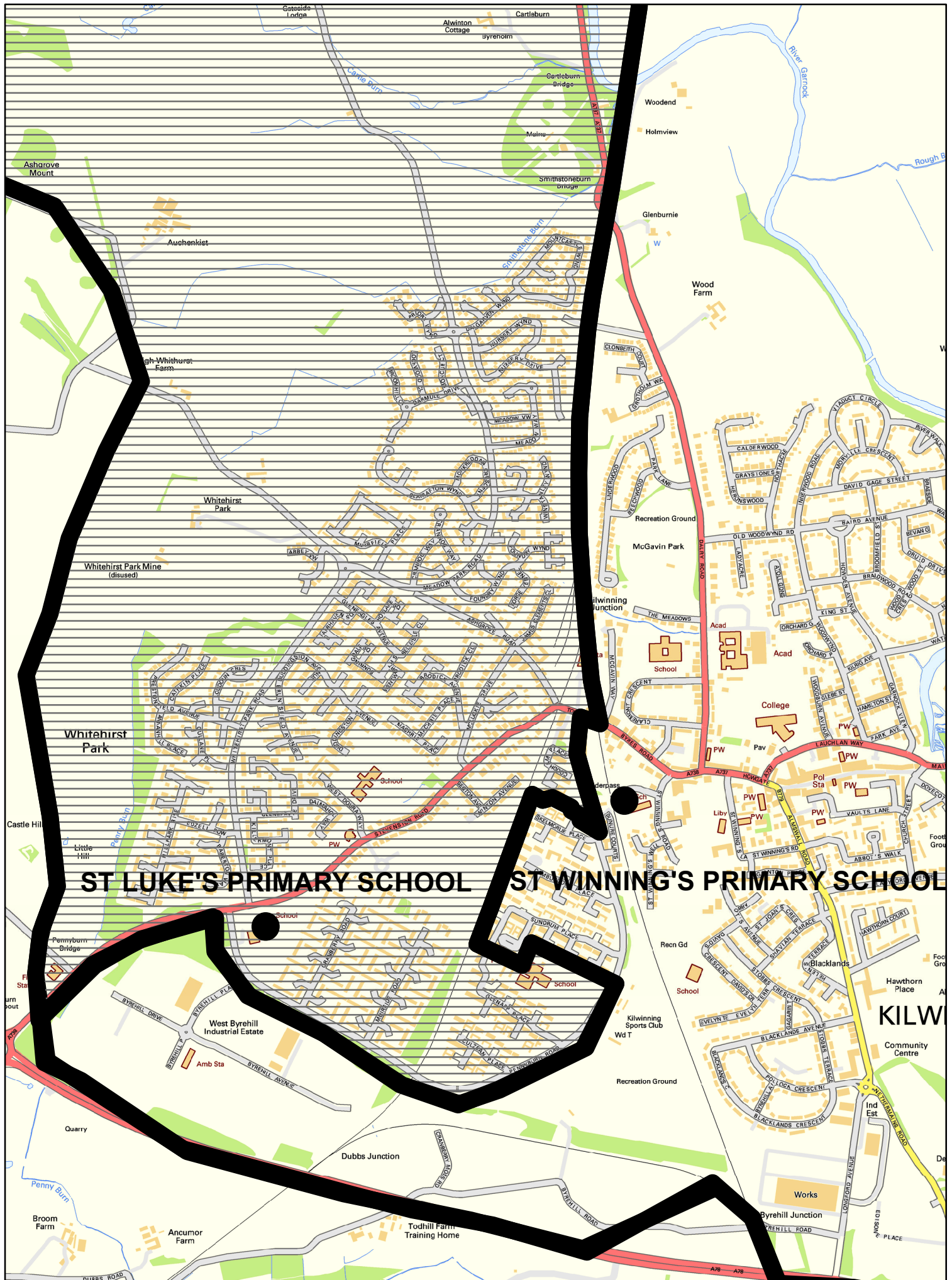
### **Background Papers**

None













---

## **NORTH AYRSHIRE COUNCIL**

### **Agenda Item 5**

**11 February 2014**

#### **Cabinet**

---

**Subject:** **School Leaver Destinations Return 2012/2013**

---

**Purpose:** To inform the Cabinet of the publication of the annual School Leaver Destinations Return (SLDR) and to seek approval to use the North Ayrshire data to target support and resources.

---

**Recommendation:** That Cabinet agrees to (a) note the information set out in the School Leaver Destinations Return; (b) approve the targeting of support and resources to improve outcomes for young people; and (c) note the proposed change in relation to this annual measure.

---

#### **1. Introduction**

- 1.1 The School Leaver Destinations Return (SLDR) is a statistical return undertaken each year by Skills Development Scotland (SDS) on behalf of the Scottish Government. The SLDR is based on a follow-up of young people who leave school between 1 August and 31 July each year. The exercise is carried out during the month of September and a statistical report is issued each year in December.
- 1.2 The Scottish Government uses the data on the destinations of leavers to report against the National Indicator and increase the proportion of school leavers (from Scottish publicly funded schools) in positive and sustained destinations.
- 1.3 North Ayrshire Council uses the data to inform initiatives developed as part of the Youth Employment Strategy and the Economic Development & Regeneration Strategy, to evidence the success of initiatives, measure progress against targets and to identify areas to target resources to improve the post-school outcomes for young people. As we now receive learner level data in addition to the statistics, we are able to analyse outcomes for individual young people and ensure that those who are listed as “negative” at the time of the measure, are signposted for the appropriate advice and support.

- 1.4 The data on leaver destinations is used by SDS as an outcome measure for its projects, in particular early intervention projects that have a focus on improving the school leaver destinations of young people who otherwise would have difficulty in making the transition from school to the labour market. Those who are not in a positive destination as at the point of leaving school are “case managed” by SDS with a view to moving them into suitable provision.
- 1.5 The following categories are used by the Scottish Government to record the destinations of school leavers:
- higher education
  - further education
  - employment
  - training
  - voluntary work
  - activity agreements
  - unemployed and seeking
  - unemployed and not seeking
  - not known.

The first six of the above are classified as positive post-school destinations and the last three as negative post-school destinations.

## **2. Current Position**

- 2.1 Across Scotland, 91.4% of 2012/13 leavers are in positive destinations (higher education, further education, employment, voluntary work or training). This is up from 89.9% in the previous year. In North Ayrshire, comparable figures are 93.8% and 89.7% a significant improvement that reflects consistent improvement in all of our secondary schools and Extended Outreach. All of our schools are performing above the national average. This year's performance is an all time high for us in North Ayrshire (Appendix 1).
- 2.2 Although our overall positive figure is higher than the Scottish average, in the employment category, we continue to perform at slightly lower than the national average – 16.1% -v- 20.1%. Whilst this is reflective of the employment market in North Ayrshire, this is an area of specific focus for us during the current school session and we aim to close this gap over the next couple of years.
- 2.3 School-business links continue to develop and all of our schools are now offering a variety of activities involving local (and national) employers including careers information events, support with CV preparation, mock interviews.

Our Experience of Work programme has been reviewed and a more flexible and targeted model has been developed which will better meet the needs of individual learners whilst taking account of the needs of our business partners. Feedback from employers on our revised model is positive.

- 2.4 In all of our Secondary Schools a named 16+ coordinator is responsible for linking with the pastoral/guidance team and the school's senior management to ensure that all leavers have the best possible advice and information. We continue to prioritise those most at risk including those with additional support needs and Looked After young people.
- 2.5 Early identification of learners at risk of not achieving a positive post-school destination is a priority for schools and their partners in North Ayrshire. As a result, a range of effective early intervention programmes continues to be offered by the Council and its partners to assist young people in need of more choices and more chances. These have evolved over the past few years to include bespoke winter leavers' provision offered by Ayrshire College, input by Skills Development Scotland to targeted learners, a range of Community Development provision including the 3 Towns Motor Project, and the flexible provision offered by Education & Skills Extended Outreach Team. Third Sector partners, including Enable Scotland and Impact Arts (funded by Inspiring Scotland), work in partnership with Education & Skills to support targeted young people. Springboard Training secured Lottery funding to deliver hospitality training to a group of young people previously disengaged with learning, and they have successfully secured further funding for the current school session.
- 2.6 As part of the roll-out of Curriculum for Excellence, schools are delivering a Senior Phase (S4-S6) that is relevant to all learners. Our Senior Phase strategy articulates very clearly the responsibility of schools in relation to the development of Skills for Learning, Life and Work. This is increasingly important as there continue to be unprecedented numbers of young people choosing to return to school for S5 & S6. The Skills Centres, operating in 3 of our secondary schools, are providing an excellent resource for vocational learning, with a number of Skills for Work courses being delivered in conjunction with Ayrshire College, West College and Argyll College (Arran).

- 2.7 Our work in this area is increasingly informed by local and national labour market information. For example, a priority is the focus on STEM (Science, Technology, Engineering & Maths). A successful “Girls into STEM” event raised the profile of careers in related industries. Our link with Springboard and local hospitality/leisure employers is successfully informing young people about the opportunities in those industries.

### **3. Proposals**

- 3.1 It is proposed that Cabinet (a) notes the information set out in the School Leaver Destinations Return, (b) approves the targeting of support and resources to improve outcomes for young people and (c) receives an annual progress report on school leaver destinations (note 3.2 below).
- 3.2 The Scottish Government has indicated that the methodology involved in producing this annual statistic will change, potentially with effect from next year. In addition, the new “Senior Phase Benchmarking Tool” which will replace STACS (Standard Table and Charts) as the national statistical measure for schools’ performance, will include school leaver destinations as one of its measures. This will ensure that this statistic has parity with attainment as an indicator of a school’s performance.

### **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 School Leaver Destinations are discussed with secondary head teachers, 16+ coordinators and pastoral/guidance staff to agree approaches to better support young people to make a positive post-school transition.
- 5.2 They have also been a key consideration for the Validated Self Evaluation on Employability which has just been completed.

## 6. Conclusion

- 6.1 Increasing the proportion of school leavers moving to positive and sustained destinations is a key outcome for North Ayrshire.
- 6.2 Our schools continue to develop their work with internal and external partners to enhance provision for learners in their senior phase of education and to ensure that all North Ayrshire young people leave equipped with skills for learning, skills for work and skills for life.



CAROL KIRK  
Corporate Director (Education and Skills)

Reference : MD/DC/LC

For further information please contact Mary Docherty, Head of Service (Education 3-18), on 01294 324416.

## Background Papers

None



---

## NORTH AYRSHIRE COUNCIL

### Agenda Item 6

11 February 2014

#### Cabinet

---

**Subject:** Validated Self Evaluation (VSE): Employability

---

**Purpose:** To inform the Cabinet of the publication of the above report and to seek approval to use its findings to inform strategic and service development and the targeting of support and resources.

---

**Recommendation:** That Cabinet agrees to (a) note the information set out in the VSE: Employability; and (b) approve the targeting of support and resources to improve outcomes for young people.

---

#### 1. Introduction

- 1.1 The Validated Self Evaluation: Employability report is attached (Appendix 1).
- 1.2 Validated self-evaluation (VSE) is a process which aims to support and challenge the work of education authorities to improve the quality of provision and outcomes for learners.
- 1.3 The process is led by the education authority and involves relevant external and internal partners. In this exercise those partners comprised Ayrshire Chamber of Commerce and Industry, Skills Development Scotland, secondary schools and Economic Development. The group applied its knowledge of educational delivery and outcomes to support, extend and challenge the available evidence and collectively agree an evaluation, and make recommendations to strengthen outcomes for learners.
- 1.4 *"North Ayrshire has for many years experienced profound economic difficulties in relation to high unemployment, low pay, multiple deprivation, low levels of business start-up and business stock, poor quality urban fabric and lower than average house prices. The economic recession further exacerbates these difficulties"* North Ayrshire Economic Development & Regeneration Strategy 2010 - 2020. \*(1)

- 1.5 The Council along with its Community Planning partners, has as a result, chosen economic regeneration alongside increasing employment as key priorities. There is clear leadership and Councillor commitment to these priorities.
- 1.6 This validated self-evaluation exercise seeks to establish our current position in relation to the above priorities, identify examples of existing good practice, aspects for further development and areas for improvement.

## **2. Current Position**

- 2.1 Whilst North Ayrshire's overall school leaver destinations for 2012/2013 at 93.8% are above the national average of 91.4%, the percentage of our leavers who progress directly into employment, 13.3%, remains significantly below the national average of 18.5% (Appendix 2).
- 2.2 The Youth Employment Strategy for North Ayrshire 2010-2020 commits North Ayrshire Council to increasing youth employment to above the national average by 2020.
- 2.3 The Council has a clear strategic commitment to providing our learners with the skills they need for learning, life and work. Education and Skills' focus in meeting this challenge is to improve the educational attainment of our pupils and ensure school leavers progress to a positive & sustained post school destination. Increasingly schools are taking on the challenge of preparing, in detail, our young people for the rapidly changing world of work.
- 2.4 Our schools, within the overall framework of Curriculum for Excellence, have planning, target setting, tracking and early intervention strategies that ensure all our young people, regardless of need, have the opportunity to extend and deepen their education and to develop skills for learning, life and work.
- 2.5 Increasingly schools are building links with our business, third sector and community organisations. Examples include Irvine Royal's link with Menzies Hotel, Auchenharvie's link with 3TFM, Garnock Academy and Barrmill Park, and Largs Academy and the local Rotary Club. The links between all our schools and Ayrshire Chamber of Commerce also continue to develop, with the Chamber providing effective brokerage between schools and local industry and commerce.



- 2.6 These and other partnerships continue to broaden teachers' understanding of the skills and aptitudes that young people will need to make their way successfully in the world of work. The aim is to ensure that our school leavers have the skills necessary to gain and retain employment.

### **3. Proposals**

- 3.1 Education and Skills as a key delivery partner in this priority will continue to improve and embed our understanding of employers' recruitment requirements. We will also ensure our young people are aware of these, and have the experiences and knowledge necessary to develop and display these.
- 3.2 Education and Skills, in partnership with Ayrshire Chamber of Commerce and Industry and NAC Economic Development, will actively promote to the business community the advantages of recruiting our young people.
- 3.3 Plans are in place for an initiative which will see teachers having experience of actually working for periods in business and thereafter use that experience to contribute to related curricular development. Business representatives will continue to have the opportunity to contribute to the development of our Skills for Work courses.
- 3.4 It is proposed that Cabinet:
- (a) notes the information set out in the VSE Employability; and
  - (b) approves the initiatives summarised above.

### **4. Implications**

#### Financial Implications

- 4.1 There are no implications.

#### Human Resource Implications

- 4.2 There are no implications.

#### Legal Implications

- 4.3 There are no implications.

#### Equality Implications

- 4.4 There are no implications.

#### Environmental Implications

- 4.5 There are no 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 Included, representatives of the North Ayrshire business community, Ayrshire Chamber of Commerce and Industry, Economic Development, Skills Development Scotland and secondary head teachers.

### 6. Conclusion

- 6.1 This exercise has evidenced Education and Skills' strategic commitment to improving young people's preparedness for the world of work. At the operational level it shows significant progress in developing the Senior Phase of Curriculum for Excellence, increasing positive and sustained post school destinations, building schools' links with employers and improving partnership working, on a wide front, in line with the Council's economic development and regeneration priorities.



CAROL KIRK  
Corporate Director (Education and Skills)

Reference : MD/DC/JN

For further information please contact Mary Docherty, Head of Service on  
01294 3324416

#### Background Papers

-



# **Education and Skills Validated Self- Evaluation**

## **Employability**

**December 2013**

## Employability in Education & Skills

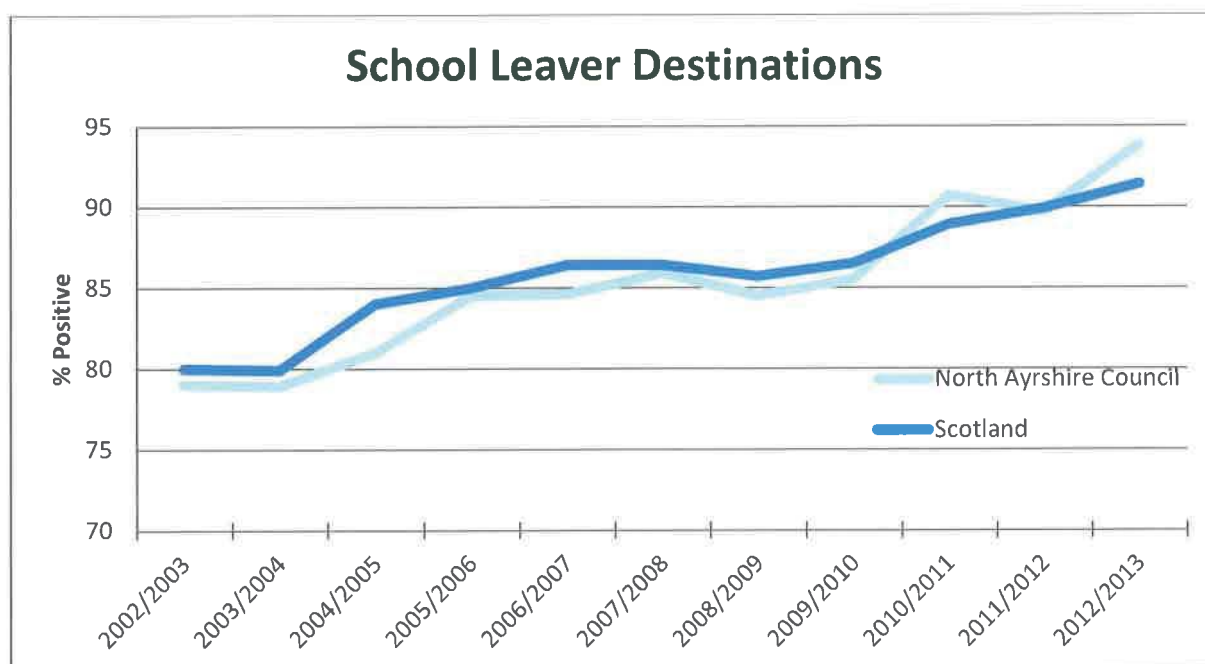
### 1 Executive Summary

- 1.1. *“North Ayrshire has for many years experienced profound economic difficulties in relation to high unemployment, low pay, multiple deprivation, low levels of business start – up and business stock, poor quality urban fabric and lower than average house prices. The economic recession further exacerbates these difficulties”* North Ayrshire Economic Development & Regeneration Strategy 2010 – 2020. \*(1)
- 1.2. The Council along with its Community Planning partners has as a result, chosen economic regeneration alongside increasing employment as key priorities. There is clear leadership and councillor commitment to these priorities.
- 1.3. Education and Skills’ contribution to meeting these priorities is to improve the educational attainment of our pupils and ensure school leavers progress to a positive & sustained post school destination. Increasingly schools are taking on the challenge of preparing our young people for the new world of work.
- 1.4. North Ayrshire Council (NAC) Education and Skills has for some time had a clear strategic commitment to providing our learners with the skills they need for learning life and work. North Ayrshire was identified in 2006 as a “hotspot” authority in relation to More Choices, More Chances (MCMC) and Education and Skills’ officers chaired the local partnership group.
- 1.5. Within our schools and within the overall framework of Curriculum for Excellence, appropriate planning, target setting, tracking and early intervention strategies contribute to ensuring all our young people, regardless of need, have the opportunity to extend and deepen their education and for all pupils to develop skills for learning, life and work.
- 1.6. This validated self - evaluation exercise seeks to establish our current position in relation to the above priorities, identify areas of existing good practices, aspects for further development and areas for improvement. The methodology applied to carry out this exercise is described at Appendix 2.

(\* Numbers in brackets refer to evidence listed in Appendix 1)

## 2 What key outcomes have we achieved?

- 2.1. Over the past few years, and against a recessionary background, the percentage of our school leavers progressing into a positive post school destination has shown very good improvement. The latest SLDR figures (2) show that North Ayrshire is in the top 30% of Local Authorities and that every secondary school in the authority is performing above the National Average.



- 2.2. Work to implement the Senior Phase of Curriculum for Excellence has progressed well in North Ayrshire and importantly, the development of employability skills in our learners is a key feature of the Senior Phase strategy. (3)
- 2.3. We have existing good partnerships with local employers (e.g. Ardagh Glass, Booth Welsh, Booker, Glaxo Smith Kline) We continue to improve our links with employers, most notably through our link with Ayrshire Chamber of Commerce.
- 2.4. There is a significant commitment to ensuring that those who are furthest from achieving a positive destination are effectively supported and challenged and this is reflected in improvements in attainment and achievement across the authority. (4)

<b>SQA Exam Performance by the End of S4</b>	2008/2009	2009/2010	2010/2011	2011/2012	2012/2013
5 or more awards at SCQF Level 3 or better	91.9%	95.1%	95.5%	96.8%	98.2%
5 or more awards at SCQF Level 4 or better	73.2%	74.5%	74.1%	76.7%	80%
5 or more awards at SCQF level 5 or better	29.5%	29.7%	32.4%	30.5%	35%

2.5. There is an increasing range of vocational courses available to learners, linked to local labour market and travel to work area intelligence and we continue to extend the range and level of courses on offer. (5) An example of this is the Skills for Work Rural Skills at Garnock Academy which is being run as a self-sufficient rural enterprise. Pupils have propagated and harvested their own crops, sold and reinvested the profits to expand their operation.





### 3 How well do we meet the needs of our stakeholders?

- 3.1. The authority has made a significant commitment to providing bespoke Skills Centres to ensure that pupils have a learning environment that replicates business settings. Working with Ayrshire College we continue to extend the range and level of courses on offer.
- 3.2. The authority ran a very successful Science Technology Engineering & Maths (STEM) conference aimed at promoting STEM careers to girls and to raise awareness and enthusiasm for STEM related opportunities. Schools are also running very successful employability/careers days involving a number of employers which aim to target particular groups of pupils.



- 3.3. Pupils seeking to progress to University are supported by the provision of a UCAS conference which enhances the existing supports in school. An innovative programme developed by Psychological Services (6), supports the high achieving pupils applying for “high tariff” courses.
- 3.4. Education & Skills works with Enable Scotland in the provision of employability support to Additional Support Needs (ASN) youngsters. We work collaboratively with our other Ayrshire colleagues on a bi-annual CPD event for teachers working with ASN pupils to promote post-school opportunities for their client group.

- 3.5. Working with other council partners, Education & Skills offers a range of Activity Agreements to youngsters who are most removed from the labour market e.g. Extended Outreach leavers, care leavers and young offenders.
- 3.6. The Extended Outreach service works with those youngsters who are amongst the most vulnerable and challenging. Pupils who work with Extended Outreach are supported in school by an Extended Outreach Key Worker, who helps them achieve their academic qualifications. A named Project Officer works intensively with each young person as they approach their school leaving date and crucially for a minimum period of 3 months after they leave to ensure that they sustain their initial positive destination and are signposted to relevant post-school supports. (7) Educational Psychology Service is currently carrying out a longitudinal study of outcomes beyond the initial positive destinations
- 3.7. A named 16+ coordinator in each secondary school coordinates the support in school for leavers. Each coordinator has developed programmes to meet the needs of their own particular school cohorts. Examples of these activities include Ardrossan Academy, who annually organise a 'Your Future' evening event that is open to all year pupils and parents from all year groups. All subject departments are involved as well as representatives from local businesses, universities and colleges. All pupils get support and guidance to help them make suitable and informed choices. Greenwood Academy and Auchendarvie Academy offer focused support for applications to various career sectors for apprenticeships. The pupils spend time working on their applications with support from Careers Advisers and Industry professionals to ensure that they produce their best possible application form and are also given the opportunity to prepare answers to common interview questions supplied by sector specialists.
- 3.8. We are increasingly consulting with employers to ensure that we better understand their needs and through joint working with the Chamber of Commerce we are improving our Experience of Work programme. Plans are in place to expand the availability of flexible Work Experience placements to build on the successful progressions into employment. We have already seen pupils securing employment as a direct result of their extended Work Experience placements.
- 3.9. In conjunction with Economic Development, we have developed a programme of employability input for pupils and it has been successfully piloted in Garnock Academy. The programme has been refined and will be delivered in a Largs Academy and Ardrossan Academy for further evaluation. It will then be rolled out to all secondary schools in North Ayrshire with the aim that all S4 pupils will leave school with the minimum standard of having an Electronic CV and having experienced a Mock Interview. (8)



#### 4 How good is our delivery of processes relating to employability?

- 4.1. Through the Council Plan (9), Education & Skills Service Plan (10), Youth Employment Strategy (11), Equalities Action Plan (12), Psychological Service Improvement Plan (13) and School Improvement Plans (14) it is clear that there is a focus on ensuring that the development of Skills for Learning, Life & Work is a key priority.
- 4.2. The Senior Phase Strategy (3) and its related Action Plan clearly articulate the strategic direction of Education & Skills in its implementation of this aspect of Curriculum for Excellence.
- 4.3. Education & Skills recognises that collaboration with both internal (e.g. Social Services, Economic Development) and external partners (e.g. Skills Development Scotland, CEIS Enable) is crucial, and joint planning, implementation and evaluation of activities is included as part of improvement planning.



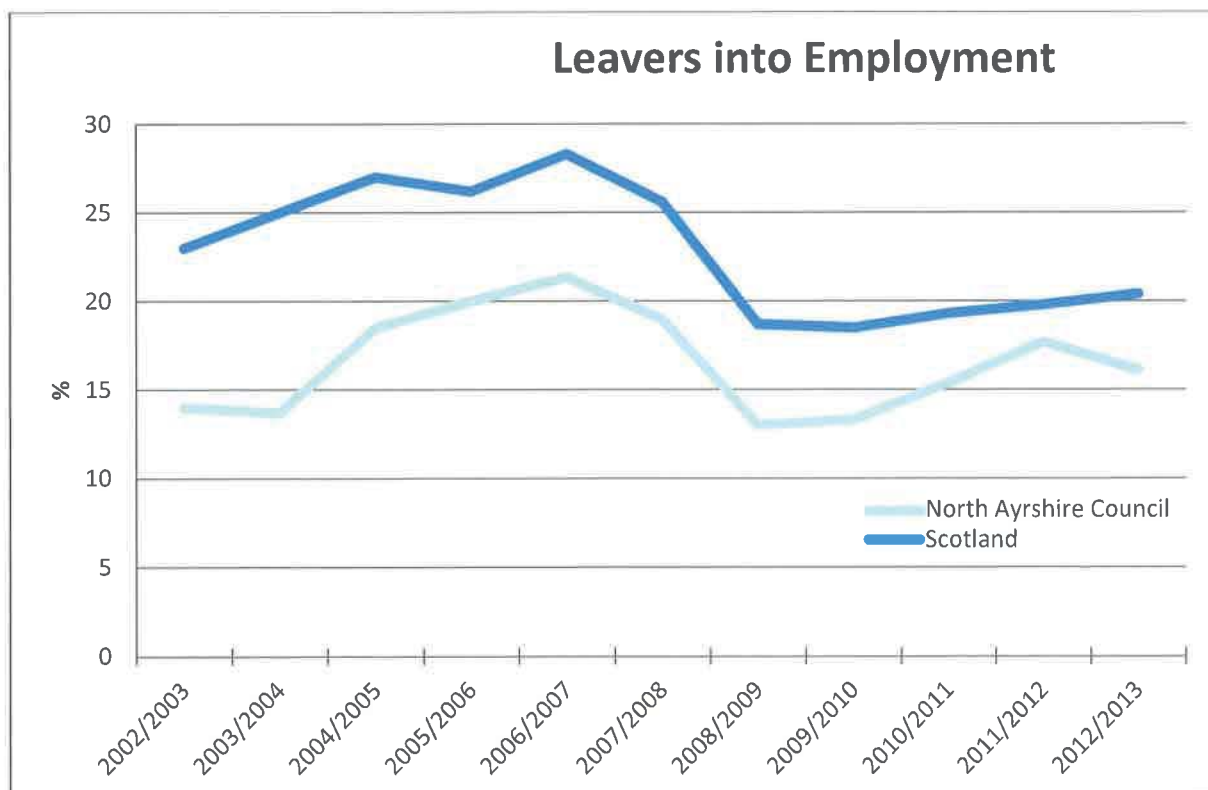
- 4.4. Increasingly schools are making links with business sector, third sector and community organisations. For example, Irvine Royal's link with Menzies Hotel, Auchenharvie's link with 3TFM, Garnock Academy and Barmill Park, and Largs Academy and the local Rotary Club. The links between all our schools and Ayrshire Chamber of Commerce also continue to develop with the Chamber providing effective brokerage between schools and industry and commerce. These and other partnerships continue to broaden teachers' understanding of the skills and aptitudes that young people will need to make their way successfully in the world of work. Building these links is an area of continued focus for Education and Skills and plans are in place for an initiative which will see teachers going into businesses and business people continuing to contribute to the work of education. The main aim is to improve and embed our mutual understanding of employers' needs and young peoples' potential contribution to business.

## 5 How good is our management & leadership?

- 5.1. Education & Skills takes a lead in MCMC work across the whole authority and is a significant contributor to a Skills Development group lead by the Council's Chief Executive. Aspects of our practice in this area have been acknowledged by Education Scotland as part of a focused VSE exercise as excellent practice, generating interest from a number of other local authorities across Scotland.
- 5.2. Education & Skills lead on the development of a Youth Employment Strategy (11) for the council which contributes to the aims of the Economic Development & Regeneration Strategy (1).
- 5.3. Education and Skills identified a need for and created a role specifically focussed on Employer Engagement with the aim of significantly improving the number of school leavers who progress directly into employment. This role will take the lead in developing the Skills for Learning, Life and Work within the Senior Phase of Curriculum for Excellence.

## 6 What is our Capacity for improvement?

- 6.1. Whilst young people's progressions into further & higher education and training have improved, we recognise that we need to increase the percentage of leavers moving directly into employment. Our aim is to increase performance such that in the first instance we match Scottish figures.



- 6.2. We will ensure that Building the Curriculum 4, and the development of Skills for Learning, Life and Work remain a key focus within the roll-out of the Senior Phase. This will include the further development of employability skills alongside raising aspirations of all our learners.
- 6.3. We will further develop our processes and systems to ensure employers feed into and add value to our education provision.
- 6.4. Whilst we have already established Skills Centres with a good quality and range of vocational courses being delivered, we recognise that we need to work more closely with employers to ensure that the learning has real relevance and is valued by employers.
- 6.5. We recognise that impacting on youth unemployment in a North Ayrshire context will likely depend on our ability to develop and nurture small to medium sized Enterprises. (SME) The further development of enterprise projects and programmes in our schools will reflect and respond to the needs of this sector.
- 6.6. Successful transitions for ASN pupils are also an area of continued focus for improvement. We will work with colleges, training providers and employers to maximise opportunities that they may be able to offer.

## **7 Conclusion**

- 7.1. This exercise has evidenced Education and Skills' strategic commitment to improving young people's preparedness for the world of work. At the operational level it shows significant progress in developing the Senior Phase of CfE, increasing positive and sustained post school destinations, building schools' links with employers and improving partnership working, on a wide front, in line with the Council's economic development and regeneration priorities.
- 7.2. The areas for improvement identified in section 6 are being incorporated into our Service Plan 2014 -2015.



## **Appendix 1**

### **Sources of Evidence**

1. North Ayrshire Economic Development & Regeneration Strategy 2010 – 2020
2. School Leaver Destination Results
3. Senior Phase Strategy and Action Plan
4. Scottish Qualifications Authorities Examination Performance
5. Vocational Courses Audit
6. Psychological Services High Tariff Conference
7. Extended Outreach Case Study
8. Employability Programme
9. Council Plan
10. Education & Skills Service Plan
11. Youth Employment strategy
12. Equalities Action Plan
13. Psychological Service Improvement Plan
14. School Improvement Plans

### **Additional Supporting Evidence**

15. School Employability Day
16. School Programme for Positive Destinations
17. SDS/ School Partnership Agreement
18. Modern Apprenticeship Scheme Statistics
19. Employer Incentives
20. Other School Activities to support positive destinations

All of the above Evidence is available by contacting David Carracher on 01294 324497, [dcarracher@north-ayrshire.gov.uk](mailto:dcarracher@north-ayrshire.gov.uk)



## **Appendix 2**

### **Methodology**

This self-evaluation exercise sought to establish NAC Education & Skill's position in relation to learners' employability by reviewing our strategic commitment to the issue, identifying areas of existing good practice, aspects for further development and areas for improvement.

The group carrying out the exercise was made up of internal education officers along with wider council and external partners. Membership of the group is noted below.

Four high level "employability" statements were agreed in early discussions. Four subsequent meetings allowed each statement to be scrutinised in detail, with group members invited to challenge and/or provide evidence to validate the statement. Tasks were allocated to members in between meetings to facilitate the collection and on-going review of relevant data and evidence. Not all group members were able to attend all meetings, but every working draft of the statements was circulated to the full group for further scrutiny and comment.

These agreed statements form the basis of the final report. Areas of existing good practice are highlighted throughout this report, and areas for development and improvement are identified in Section 6.

### **Group Members**

David Carracher, Senior Manager, NAC Education & Skills (Chair)

Councillor Willie Gibson, Council Leader

Anne MacMahon, Senior Manager, NAC Education & Skills

Laura Cook, Education Development Coordinator, NAC Education & Skills

Colin Gillespie, Education Development Officer, NAC Education & Skills

Lesley Arthur, Senior Educational Psychologist, NAC Education & Skills

Claire Baird, Ayrshire Chamber of Commerce & Industry

Angus O'Henley, Economic Development Officer, NAC Economic Development

John Herd, Depute Head, Auchenhavie Academy

Willie Ferries, Principal Teacher, NAC Extended Outreach

Pat McPhee, Area Manager, Skills Development Scotland (represented by June Weir, Team Leader)





## NORTH AYRSHIRE COUNCIL

### School Leaver Destinations – North Ayrshire

#### Key statistics

In 2012, 89.7% of NAC leavers moved into a positive destination against a Scottish average of 89.9%. Total number of leavers 1430.

In 2013, 93.8% of NAC leavers moved into a positive destination against a Scottish average of 91.4%. Total number of leavers 1380.

In 2013 **all** NAC schools performed better than the Scottish average. We had NIL unknowns.

#### School breakdown % positive destinations

<b>School</b>	<b>2012</b>	<b>2013</b>
Ardrossan	87.5%	92.5%
Arran	94.4%	92.7%
Auchendarvie	87.5%	95.3%
Garnock	89.0%	93.4%
Greenwood	93.6%	95.7%
Irvine Royal	83.7%	92.5%
Kilwinning	89.9%	94.0%
Largs	87.9%	93.9%
St Matthew's	90.7%	92.7%

#### Positive destination categories

<b>Category</b>	<b>2012</b>	<b>2013</b>
Higher Education	32.1%	35.7%
Further Education	34.3%	36.0%
Training	5.0%	5.1%
Employment	17.6%	16.1%
Volunteering	0.4%	0.7%
Activity Agreements	0.3%	0.4%
Unemployed seeking	8.7%	5.1%
Unemployed not seeking	0.6%	1.0%
Not known	0.9%	Zero

## **Areas identified for improvement**

The 71 leavers categorised as unemployed seeking – schools were asked to advise us of the circumstances of each of those leavers. These leavers are case managed by SDS but we are also offering them support and places on council run programmes. For example we have 8 young people signed up to participate on a “Youth Academy” we are running in conjunction with Ayrshire Chamber and Sainsburys which will include a short work placement for each participant together with intense job search support as part of the programme. Other council run programmes such as Strive are also on offer to these youngsters.

Although our overall positive destinations are higher than the national average, we have fewer moving directly into employment (in 2013 – 16.1% -v- 20.4%). This area is a particular focus for us. We are working closely with colleagues in Economic Development – a targeted employability programme has been designed and is currently being delivered in 3 secondary schools (Garnock, Ardrossan and Largs) with a view to full roll out next session. We are running two large employment events in May 2013 for leavers – our aim is to have employers present who will be recruiting young people in the near future, or who may consider doing so.

Vulnerable groups continue to be a particular focus. We are closing the gap for Looked After young people (2012 65% positive, 2013 78% positive), but this is still not good enough. We are working closely with schools, social services and external partners to further reduce this gap. Leavers from ASN schools do not form part of the overall measure but we are working with those schools to ensure that their leavers move into positive destinations. Local college provision for those leavers is good, but employment opportunities remain a challenge.

---

## **NORTH AYRSHIRE COUNCIL**

### **Agenda Item 7**

**11 February 2014**

#### **Cabinet**

---

**Subject:** **Validated Self-Evaluation (VSE)**

---

**Purpose:** To advise on the progress made in relation to the actions identified in the Validated Self-Evaluation undertaken by the Council and Education Scotland.

---

**Recommendation:** That Cabinet agrees to note the progress made in relation to the actions identified in the Validated Self-Evaluation.

---

#### **1. Introduction**

1.1 Validated Self-Evaluation (VSE) is a voluntary process of engagement between education authorities in Scotland that focuses on the quality of self-evaluation leading to improved outcomes for learners. A VSE on aspects of the work of Education and Skills was undertaken in 2012.

1.2 The focus of the VSE in North Ayrshire in 2012 was on:

- meeting all learners needs
- raising attainment and achievement
- early years

and a report was jointly published between Education Scotland and North Ayrshire Council in February 2013.

1.3 The VSE process involved a wide range of staff who participated in the three thematic groups led by associate assessors within the Council, namely a primary headteacher, a secondary headteacher and the Principal Psychologist.

## **2. Current Position**

2.1 The report which was published in February 2012, highlighted the following strengths:

- Strong and effective leadership with a clear vision provided by Elected Members, the Chief Executive, the Director of Education and Skills and other senior council officials.
- Very effective delegated leadership given to team members leading ownership of the self-evaluation process and a robust improvement plan.
- Strong partnership working across council departments and Community Planning Partners leading to greater impact and a shared sense of purpose and direction.
- Strong ethos of trust and accountability which supported creative and innovative approaches.
- Very effective early years work leading to effective prevention and early intervention across the sector and within the communities. Much of this work may be considered as innovative practice.
- Strong additional support for learning provision which continues to be good practice, particularly for children with social and emotional difficulties.
- High quality analysis and professional discussion during the VSE leading to a clear understanding of the significant features requiring further improvement to achieve consistently high standards.

2.2 It also highlighted the following areas for further development to:

- Continue to ensure that appropriate action is taken so that schools improve attainment in national qualifications at SCQF levels 4, 5 and 6.
- Build on and further develop, approaches to tracking and monitoring progress through the Broad General Education; and
- Use the rich data sources collected by schools and the authority to tease out which strands of early intervention and prevention add most value to the outcomes for children and young people in the short, medium and longer term.

2.3 The areas for further development were built into the Service Plan for 2013/14.

### **3. Proposals**

- 3.1 Since the publication of the original report a significant level of work has been undertaken to address the three areas for improvement identified in the original report. These include:

In Raising Attainment and Achievement:

- Improvements at SCQF Level 3 and Level 4.
- A positive trend in S6 attainment with a significant increase in the number of students achieving an Advanced Higher.
- Positive leaver destinations with North Ayrshire performing favourably against comparator authorities and above the national average.

In Meeting All Learners Needs:

- We have continued to expand and develop opportunities within the context of the Curriculum for Excellence for pupils and parents to be partners in the development of the curriculum.
- Routine surveys of parents and learners has informed the development of a wide range of Education and Skills services such as libraries, Community Halls, development of the school estate and leisure services. These processes ensure that their views are influential in strategic development and operational delivery.
- Within the ongoing implementation of Getting it Right for Every Child (GIRFEC) websites have been developed to afford parents and pupils opportunities to access information and influence developments in integrated service delivery.
- Parents have been participants in the development of specialised provision for pupils with Additional Support Needs.
- Skills Development Scotland as the main post-school agency working with school leavers, have visited all ASN schools to identify areas where they can offer support.
- Working with colleagues in East & South Ayrshire, we hosted a successful CPD event for teachers/professionals working with ASN youngsters at which a wide range of post-school providers were present.
- North Ayrshire On-Line Additional Support Needs Manual.
- Revised Standard Circular E5 linked to On-Line Manual.

In Early Years:

- The development of Early Years Networks in clusters involving partner providers to improve sharing of standards and moderation of children's learning experiences.
- Capacity building with parents through work with Parent Network Scotland, and the establishment of parent led community groups.
- Strong emphasis placed on evaluating and improving transitions within Early Years education.
- Children's confidence, enthusiasm and engagement in early learning.
- Improved consistency in the quality of children's learning.
- Commitment to the Early Years Collaborative and the development of approaches to measuring the impact and improvement of development work including tests of change.

#### **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
- 3a Opportunities for lifelong learning have increased.
  - 3b People are better skilled to get into work.
  - 4c Levels of educational attainment and achievement have improved.

## **5. Consultations**

- 5.1 There has been extensive consultation with a range of staff and partners in determining improvements since the original report.

## **6. Conclusion**

- 6.1 At a time of significant change in the implementation of a Broad General Education, qualifications framework, and changes to education and childcare for children under five, it is essential that we monitor and evaluate the impact of these changes on the quality of education.



CAROL KIRK  
Corporate Director (Education and Skills)

### **Reference :**

For further information please contact Mary Docherty, Head of Service (Education 3-18), on 01294 324416

### **Background Papers**

None





**NORTH AYRSHIRE COUNCIL  
EDUCATION AND SKILLS**

**VALIDATED SELF-EVALUATION (VSE)**

**Action Point 1**

***To continue to ensure that appropriate action is taken so that schools improve attainment in national qualifications at SCQF levels 4, 5 and 6.***

Secondary schools across North Ayrshire Council are starting to make gains in the level of attainment at SCQF Level 5, although overall attainment is still below that of comparator schools. Improvements overall have been made at SCQF Level 4, although this is due to significant improvements in only two schools. Attainment at SCQF Level 3 passes has improved in all schools. S5 attainment in 1, 3 and 5 Highers declined last session. This was anticipated due to a decreased performance at SCQF level 5 in S4 the previous year.

There is a positive trend in S6 attainment, with a significant increase in the number of students achieving an Advanced Higher. Uptake of Advanced Higher subjects compares favourably with uptake in other Local Authorities. Positive leavers' destinations continue to improve and NAC is performing favourably against comparator authorities.

Evidence of improved systems to support attainment:

- The majority of secondary schools have a structured programme of mentoring students sitting 1, 3 or 5 Highers.
- Some schools have implemented mentoring for students studying the new National Qualifications in S4 with a particular focus on pupils who are borderline passes at either N5 or N4.
- Rigorous procedures have been introduced in most schools to address underachievement and involve teaching staff and parents at an earlier stage.
- Some schools have introduced self-evaluation processes for teaching staff to measure the success of their own classes and identify issues related to poor attainment.
- In the majority of secondary schools, staff development training has taken place in the interrogation of SQA data and approaches to raising attainment.
- Improved curricular choices in a number of schools to include Skills for Work courses.
- Enhanced SQA tracking in line with the new National Qualifications to identify pupils who are "borderline" passes.

## Next Steps

- Leadership Academy for new Headteachers.
- Structures to be developed to allow for the sharing of good practice, with particular reference to raising attainment, amongst Senior Leaders.
- Investment of both finances and time in schools to work with external providers on raising aspirations.

## Action Point 2

### ***To build on and further develop, approaches to tracking and monitoring progress through the Broad General Education.***

Tracking and monitoring has increased in consistency through the implementation of:

- BGE Tracking Data entered for all curricular areas in all secondary schools.
- BGE Tracking data entered for English and Mathematics, and from next session in Science, in all primary schools.
- Cluster pilot programmes to improve transfer of information and increased dialogue between sectors, with a focus on significant aspects of learning.
- The completion of P7 and S3 pupil profiles.
- Removal of Developing, Consolidating and Secure terminology.
- Personal Learning Plans for primary stage pupils.
- BGE visits carried out by authority representatives.
- Increase in dialogue between pupils, teachers and parents with reference to progress and next steps.
- Improvements made in moderation and verification procedures.

Pupil profiling is being used as a tool to track the wider achievement of pupils. However, schools are operating their own systems to gather and collate information and have individualised methods to celebrate and publicise success.

North Ayrshire Council recognises special achievements of students through the Rising Star Awards.

Most schools have increased the number of pupils being accredited for wider achievement through national bodies, highlighting the ability to master skills for learning, life and work.

However, the improved confidence of teachers in monitoring and tracking the Broad General Education, has not as yet translated into a consistent approach to assigning levels.

## Next Steps

- Continue to develop consistent approaches to tracking and monitoring progress within levels, following discussion and agreement at cluster level, based on national advice.
- Primary colleagues to become involved in NAC Tracking & Monitoring group.
- Evaluation of cluster pilot programmes to shape further development of transition information.
- Update NAC Learning, Teaching and Assessment policies at school and authority level.
- Refine monitoring and tracking processes to take cognisance of the Early Years key milestones and significant aspects of learning in Broad General Education.

## Action Point 3

***To use the rich data sources collected by schools and the authority to tease out which strands of early intervention and prevention, add most value to the outcomes for children and young people in the short, medium and longer term.***

The Council's commitment to the work of the Early Years Collaborative is strongly evident across a range of partners and within the work of Early Years Centres and schools. The development of a number of successful tests of change is providing a rich source of evidence for improvement. Successful interventions include:

- Stay and play initiatives
- Family Fun Challenge
- X Factor Challenge – focus on learning nursery rhymes
- Lending Library – change in process impacted positively on children.
- Developing children's' ability in language and literacy is a priority and a group of early years staff have received additional training to identify concerns and support development. Staff are working closely with speech and language therapists to increase their awareness.
- An early literacy assessment toolkit is currently being introduced.

There has been an extension to the range of support available to children, parents and their families through North Ayrshire's commitment to Early Intervention and Prevention. This is shown through the appointment of a Parent, Learning and Development Officer whose role is to support the delivery of The Parenting and Family Support Strategy.

This work is already adding value in the short term and there is confidence arising from existing practice and wider research that a firm focus on capacity building with parents will show positive outcomes through the establishment of parent led community groups. A co-ordinator for capacity building with parents has been appointed to further develop this work through consultation with parents and further developing the asset based approach. In addition a wider range of parents and carers have access to a variety of support groups and training opportunities through the development of Early Years Centres as Community Hubs

The co-location of social workers and money matters workers in the early years centres is at an early stage, however, this early identification of need is already impacting positively on children and families.

Almost all staff working in Early Years Services have completed the Solihull Parenting Approach training resulting in a unified approach to working with parents. Impact of parenting intervention work will be measured through the use of Rickter Boards. Staff information sessions have been held to publicise the variety of family support services available within North Ayrshire. Uptake from parents shows an improvement in the use of services.

There is a strong emphasis placed on evaluating and improving transitions within Early Years Education. The early years networks are continuing to develop and staff are sharing information on good practice across the early level to ensure progress.

#### Next Steps

- Continue to improve the consistency in the quality of children's learning across all Early Years establishments including Partner Providers.
- Continue to expand the work of the Early Years Collaborative and collect rich data sources to measure impact.
- Continue to evaluate the range of support available to children, parents and families across North Ayrshire and monitor impact.
- Continue to develop play as integral in children's learning experiences beyond P1.
- Scaling up improvements.

---

## NORTH AYRSHIRE COUNCIL

### Agenda Item 8

11 February 2014

#### Cabinet

---

<b>Subject:</b>	<b>Scottish Government Consultation regarding the redraw of Data Zones</b>
<b>Purpose:</b>	To agree a response to the Scottish Government's consultation on new data zone boundaries.
<b>Recommendation:</b>	That the Cabinet agrees to approve the response outlined in the report.

---

#### 1. Introduction

- 1.1 Data Zones first became available in Spring 2004 following the results of the 2001 Census. Scotland is currently divided into 6,505 Data Zones of varying geographical size and shape, but with a roughly standard population in both rural and urban areas.
- 1.2 Since their creation, Data Zones have become the main small area geography used for presenting statistics. They are the core geography behind the Scottish Neighbourhood Statistics website ([www.sns.gov.uk](http://www.sns.gov.uk)) and the Scottish Index of Multiple Deprivation in addition to being the main small area geography for a wide range of statistical outputs.
- 1.3 Data Zones were built up from 2001 Census Output Areas (COAs) and met tight constraints on population thresholds (500 to 1,000 household residents). The aim was to build Data Zones by grouping together COAs with similar social characteristics, for Data Zones to have a fairly compact shape and to take account of physical boundaries.
- 1.4 Data Zones are intended to be used as static geographic units over time. This allows analysis of change over time at a small area level to be carried out, without the problems of discontinuities caused by boundary changes. However over time population change due to new housebuilding or demolitions mean that some Data Zones will grow or shrink beyond the original population thresholds. Other issues affecting Data Zone boundaries are changes to the boundaries of other geographies and changing social homogeneity within Data Zones over time.

- 1.5 For the reasons noted above, Data Zones need to be redrawn. The Scottish Government has issued a consultation to gain user views on the draft set of Data Zone 2011 boundaries. It should be noted that this consultation is not concerned with actual statistics for local areas but rather the geographical boundaries on which such data will be analysed at. The closing date for submissions is 12 February 2014.

## **2. Current Position**

- 2.1 The main criteria (constraints) used in the initial definition of Data Zones, in decreasing order of importance, were:

- Approximate equality of population, between 500 and 1,000 people;
- Compactness of shape;
- Approximate homogeneity of social composition;
- Existence, where possible of some community interest;
- Accordance with other boundaries of local significance;
- Accordance with prominent features in the physical environment.

- 2.2 In the proposed redraw, Data Zones will now be built from 2011 Census Output Areas (COAs) and will be designed so that they can be built up to form many higher geographies including Intermediate Zones (generally amalgamations of between four and six Data Zones).

- 2.3 Across Scotland the redraw process makes changes to 706 of the original 6,505 Data Zones. The remaining 5,799 have been rebuilt using 2011 Census Output Areas on a best-fit basis. The total number of draft 2011 Data Zones is 6,940.

## **3. Proposals**

- 3.1 North Ayrshire currently has 179 Data Zones. In the draft redraw seven of these Data Zones have had significant changes, some being merged and others newly created. The proposed change in North Ayrshire is relatively low at 3.9% of current Data Zones compared to an average of 10.9% across all 32 Scottish local authorities (ranging from 0% in Eilean Siar to 17% in Clackmannanshire). The draft proposals have 184 North Ayrshire Data Zones, an increase of five.

- 3.2 The main impact will be on the next version of the Scottish Index of Multiple Deprivation (SIMD) which is due to be published in 2015. As Data Zone boundaries will have changed it will not be possible to directly compare the new version with the previous four editions of the SIMD (2002, 2006, 2009 and 2012). However it will still be possible to compare the relative levels of deprivation across Scotland. It should be noted that even the SIMDs published to date cannot strictly speaking be compared with each other as some indicators are slightly different in some versions.
- 3.3 In the draft proposals some Census Output Areas (COAs) are allocated to Data Zones and/or Intermediate Zones that do not fit into natural built up areas. In some cases this also means that some COAs are allocated to the incorrect North Ayrshire Neighbourhood Planning Area. Possible solutions to these issues are covered in section 4.
- 3.4 The consultation document asks three questions as follows:
- Are you content with the proposed 2011 Data Zones?
  - Are you content with the proposed best fit Intermediate Zones?
  - Do you agree that the 2011 Data Zones should use the median methodology for the calculation of centroid?
- 3.5 In addition the consultation allows consultees to suggest changes to a small number of draft Data Zones and best-fit Intermediate Zones.
- 3.6 A small group of officers have prepared draft proposals and have suggested changes as outlined in Appendix A. Some of these are minor changes to ensure that individual Census Output Areas are allocated to appropriate Data Zones and it is recommended that the Scottish Government should make these changes if possible within the criteria for creating Data Zones.
- 3.7 However others are of more significant in respect of ensuring that future statistics are based on suitable geographies, particularly North Ayrshire's Neighbourhood Planning Areas. In summary the following are changes that it is recommended that the Scottish Government must make:
- Data Zone DZ210127 (area at northern end of Whitehirst Park/Woodside) which currently sits in Intermediate Zone S02000860 (Fairlie & Rural) should be allocated to Intermediate Zone S02000856 (Kilwinning Whitehirst Park & Woodside) as it forms part of the Kilwinning built up area and the North Ayrshire Kilwinning Neighbourhood Planning Area.

- Data Zone DZ210126 (area to north of Burns Avenue, Saltcoats) which is currently allocated to the large rural Intermediate Zone S02000860 (Fairlie & Rural) should be allocated to Intermediate Zone S02000852 (Saltcoats NE) or S02000848 (Saltcoats NW) as it forms part of the Saltcoats built up area and the North Ayrshire Three Towns Neighbourhood Planning Area.
- Data Zone DZ210072 which currently sits in Intermediate Zone S02000847 (Stevenston NW) should be split as the western part is in Saltcoats. The 4 Census output Areas around Mayfield Road/Auchenharvie Road should be allocated to either Intermediate Zone S02000846 (Saltcoats Central) or S02000852 (Saltcoats NE).
- Data Zone DZ210062 (Montgomerie Park) which currently sits in Intermediate Zone S02000842 (Springside & Rural) should be allocated to Intermediate Zone S02000843 (Irvine Perceton & Lawthorn) as it forms part of the Irvine built up area.

Detailed maps are provided at Appendix B.

- 3.8 As far as the Data Zone centroid is concerned this relates to the point within the Data Zone that represents the population centre. The main use of the centroid is to determine which higher level geography the Data Zone would be allocated to (eg Multi Member Ward). The main impact will be on the Scottish Government's Urban Rural Classification which provides a consistent way of defining urban and rural areas across Scotland.
- 3.9 Two options have been considered, the mean or the median. The key advantage of the median is that it is not as heavily influenced by extreme values as the mean. As such the median is considered to be a more robust measure of central tendency and is less likely to be influenced by values far away from what would be considered to be the population centre of the Data Zone. This is likely to provide a better means of determining how urban or rural a particular data zone is. It is therefore recommended that the Council agrees with this proposal.

#### **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 The revised data zones will allow the Council and its Community Planning partners to analyse various datasets to allow targeting of resources to areas of greatest need.

### 5. Consultations

- 5.1 All Corporate Directors have been consulted and a small Officers Working Group comprising of officers from Chief Executive's, Development & Environment and Education & Skills) met to discuss the proposals.

### 6. Conclusion

- 6.1 The Scottish Government has published proposals for redrawing Data Zone boundaries and is consulting local authorities and other users of small area statistics.
- 6.2 This report outlines the changes as they affect North Ayrshire and suggests amendments to a small number of draft Data Zones so that they are allocated to appropriate Intermediate Zones and subsequently Neighbourhood Planning Areas.



ELMA MURRAY  
Chief Executive

#### Reference :

For further information please contact Steve Morley, Research Analyst on 01294 324126

#### Background Papers

Scottish Government Consultation regarding the redraw of Data Zones, 23 October 2013



## APPENDIX A

### North Ayrshire Proposed amendments to draft 2011 Data Zones

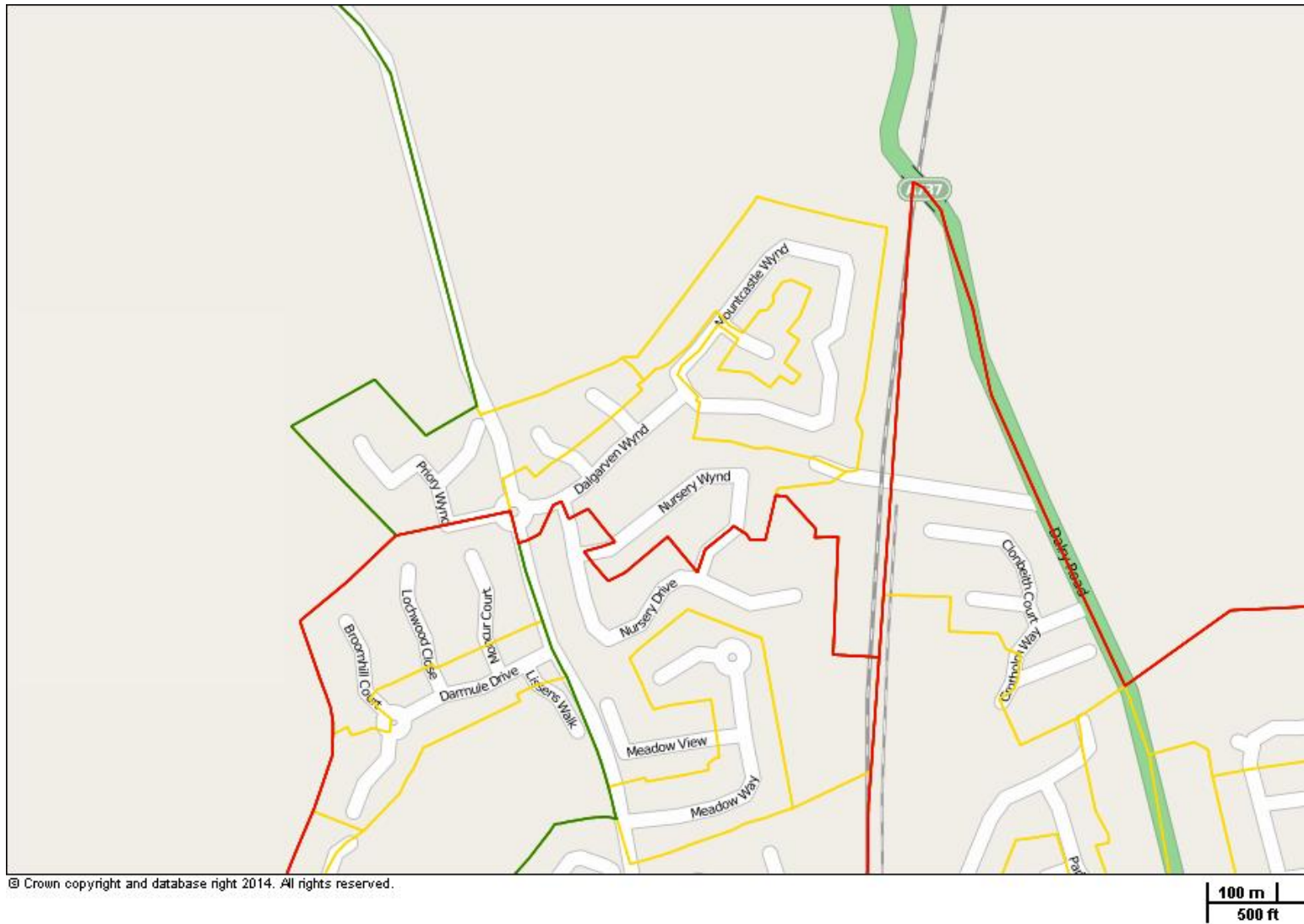
OA_CODE	Original DZ2011_UID	Original IZ_CODE	Original IZ_NAME	Proposed DZ2011_UID	Proposed IZ_CODE	Proposed IZ_NAME	Reason for change
S00122912	DZ210061	S02000842	Springside and Rural	DZ210054	S02000843	Irvine Perceton and Lawthorn	OA forms part of Irvine built up area
S00121888	DZ210062	S02000842	Springside and Rural	DZ210062	S02000843	Irvine Perceton and Lawthorn	OA forms part of Irvine built up area
S00121889	DZ210062	S02000842	Springside and Rural	DZ210062	S02000843	Irvine Perceton and Lawthorn	OA forms part of Irvine built up area
S00121890	DZ210062	S02000842	Springside and Rural	DZ210062	S02000843	Irvine Perceton and Lawthorn	OA forms part of Irvine built up area
S00121891	DZ210062	S02000842	Springside and Rural	DZ210062	S02000843	Irvine Perceton and Lawthorn	OA forms part of Irvine built up area
S00122478	DZ210116	S02000842	Springside and Rural	DZ210109	S02000851	Kilwinning West and Blacklands	OA forms part of Kilwinning built up area
S00122834	DZ210056	S02000844	Stevenston Ardeer	DZ210064	S02000845	Irvine Castlepark North	OA forms part of Irvine built up area
S00122844	DZ210056	S02000844	Stevenston Ardeer	DZ210092	S02000853	Kilwinning Pennyburn	OA forms part of Kilwinning built up area
S00122302	DZ210072	S02000847	West Stevenston North	DZ210071	S02000846	Saltcoats Central	OA is in Saltcoats not Stevenston
S00122303	DZ210072	S02000847	West Stevenston North	DZ210071	S02000846	Saltcoats Central	OA is in Saltcoats not Stevenston
S00122304	DZ210072	S02000847	West Stevenston North	DZ210071	S02000846	Saltcoats Central	OA is in Saltcoats not Stevenston
S00122305	DZ210072	S02000847	West Stevenston North	DZ210071	S02000846	Saltcoats Central	OA is in Saltcoats not Stevenston
S00122915	DZ210126	S02000860	Fairlie and Rural	DZ210100	S02000852	Saltcoats North East	OA forms part of Saltcoats built up area
S00122916	DZ210126	S02000860	Fairlie and Rural	DZ210096	S02000848	Saltcoats North West	OA forms part of Saltcoats built up area
S00122917	DZ210126	S02000860	Fairlie and Rural	DZ210096	S02000848	Saltcoats North West	OA forms part of Saltcoats built up area
S00122921	DZ210126	S02000860	Fairlie and Rural	DZ210099	S02000852	Saltcoats North East	OA forms part of Saltcoats built up area
S00122922	DZ210126	S02000860	Fairlie and Rural	DZ210100	S02000852	Saltcoats North East	OA forms part of Saltcoats built up area
S00122846	DZ210127	S02000860	Fairlie and Rural	DZ210127	S02000856	Kilwinning Whitehirst Park and Woodside	OA forms part of Kilwinning built up area
S00122847	DZ210127	S02000860	Fairlie and Rural	DZ210127	S02000856	Kilwinning Whitehirst Park and Woodside	OA forms part of Kilwinning built up area
S00122848	DZ210127	S02000860	Fairlie and Rural	DZ210128	S02000860	Fairlie and Rural	Only DZ changed, remains in Fairlie & Rural IZ
S00122850	DZ210127	S02000860	Fairlie and Rural	DZ210127	S02000856	Kilwinning Whitehirst Park and Woodside	OA forms part of Kilwinning built up area
S00122873	DZ210128	S02000860	Fairlie and Rural	DZ210122	S02000855	Ardrossan North East	OA forms part of Ardrossan built up area
S00122878	DZ210142	S02000860	Fairlie and Rural	DZ210131	S02000858	West Kilbride and Seamill	OA forms part of West Kilbride built up area
S00122792	DZ210166	S02000867	Skelmorlie and Rural	DZ210163	S02000865	Kilbirnie North	OA forms part of Kilbirnie built up area
S00122824	DZ210186	S02000867	Skelmorlie and Rural	DZ210181	S02000869	Largs North	OA forms part of Largs built up area



**Appendix B Detailed Maps of Data Zones DZ210127, DZ210126, DZ210072 & DZ210062**



Map 1: Data Zone DZ210127 Whitehirst Park, Kilwinning

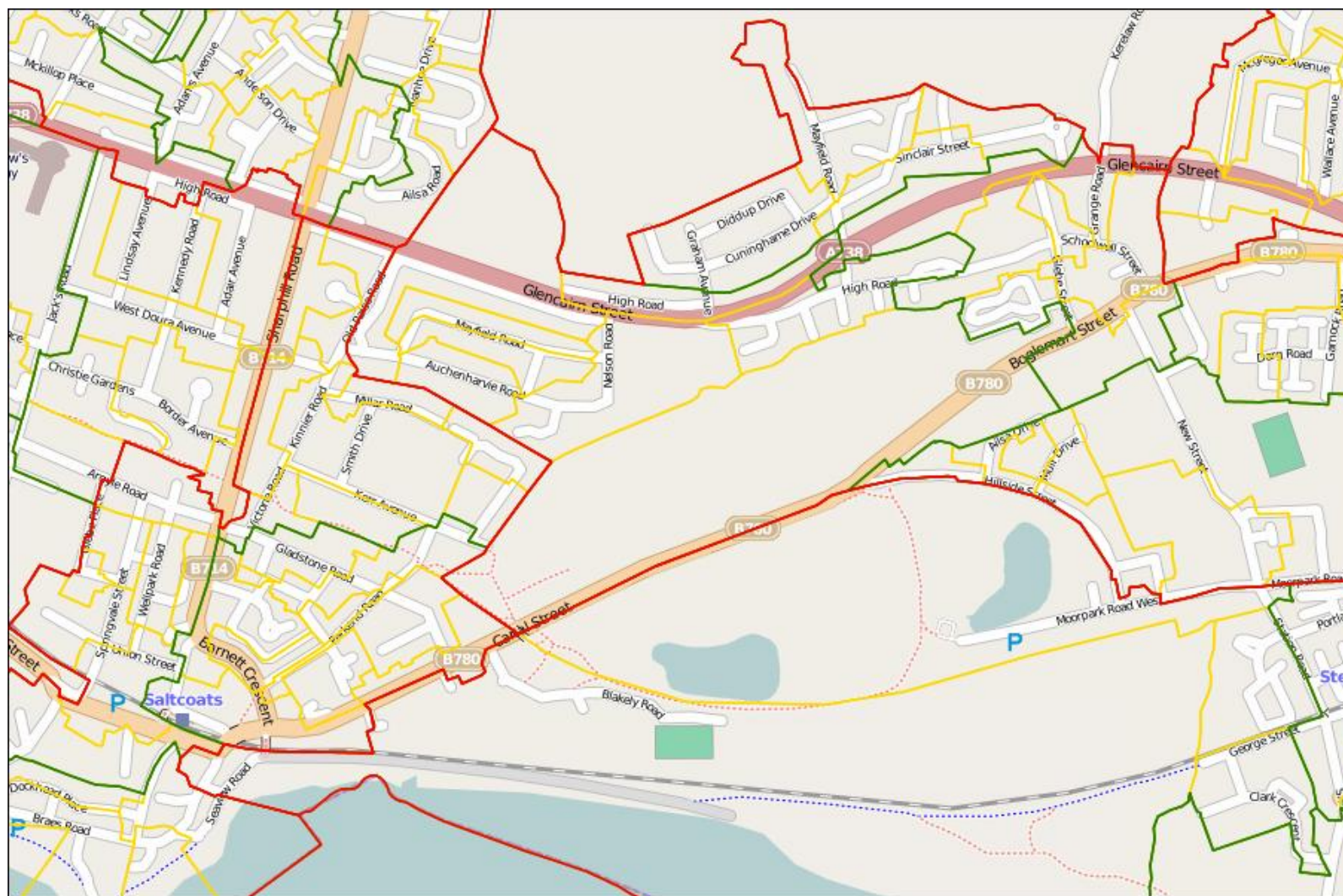


Map 2: Data Zone DZ210126 North Saltcoats

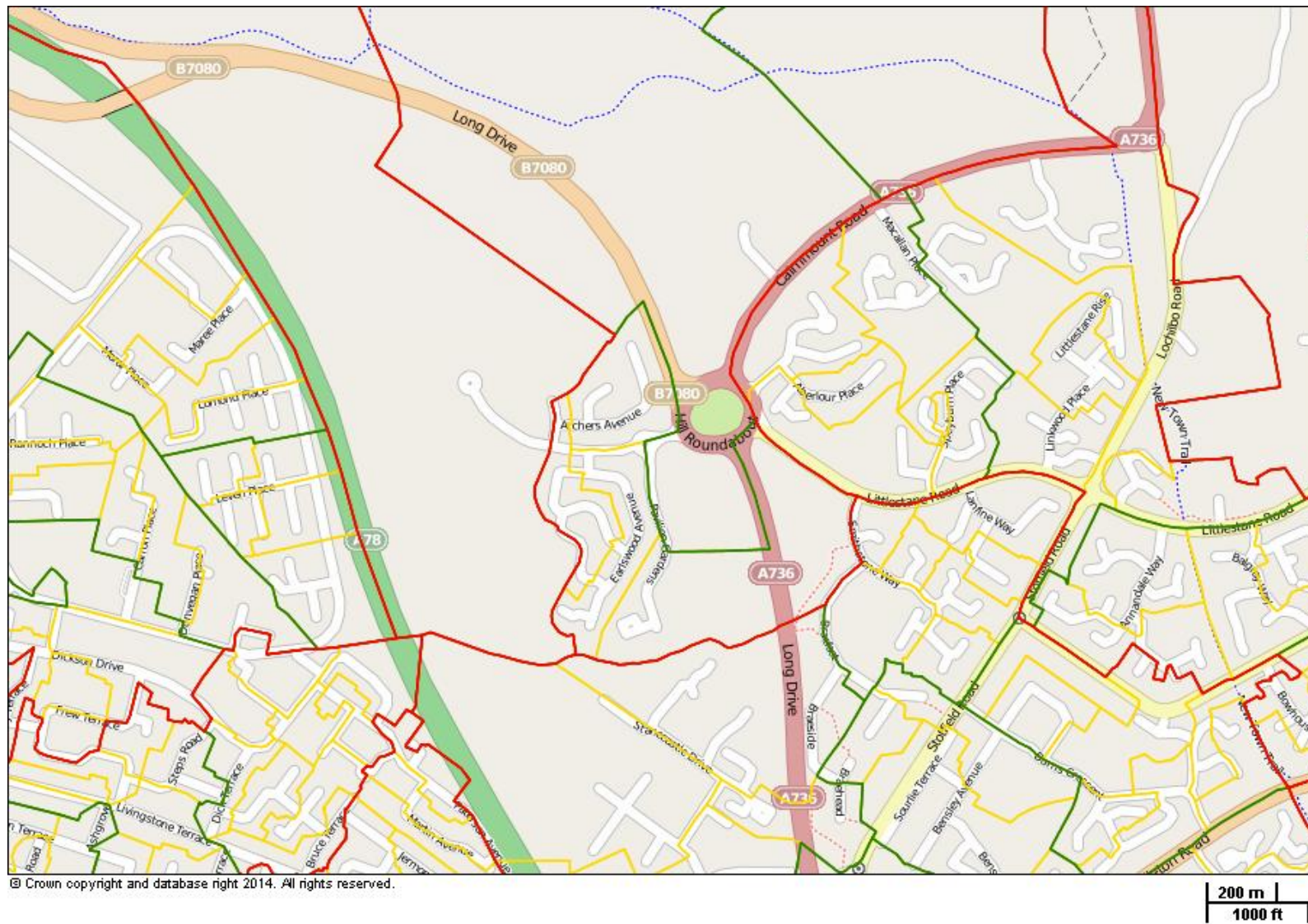




Map3: Data Zone DZ210072 Saltcoats/Stevenston



Map 4: Data Zone DZ210062 Montgomerie Park





---

## **NORTH AYRSHIRE COUNCIL**

### **Agenda Item 9**

**11 February 2014**

#### **Cabinet**

---

<b>Subject:</b>	<b>Council House Building: Fencedyke, Irvine</b>
<b>Purpose:</b>	To seek approval from Cabinet to progress the Fencedyke Development Project.
<b>Recommendation:</b>	<p>It is recommended that Cabinet approve:</p> <ul style="list-style-type: none"><li>a. the HRA Capital Investment budget required to enable the House Building project at Fencedyke to commence in 2014/15.</li><li>b. the transfer of the land at Fencedyke Primary School from the General Services Account to the Housing Revenue Account.</li><li>c. a procurement exercise to invite and assess tenders in advance of the appointment of Building Contractors.</li></ul>

---

#### **1. Introduction**

- 1.1 On 10 September 2013, Cabinet approved the latest revision to the Strategic Housing Investment Plan 2013-2018.
- 1.2 The Plan included provision to undertake a social housing development project at the site of the Fencedyke Primary School, Irvine, upon vacation of the school (anticipated for June 2014).
- 1.3 The HRA Capital Investment budget for 2014/15 was approved by the Council on 11 December 2013. It was anticipated, at the time of drafting the budget, that the house building project for Fencedyke Primary would be undertaken during 2016/17. Following recent Scottish Government notifications confirming increased grant funding for affordable housing projects, there is an opportunity to bring forward the commencement of the project to 2014/15.
- 1.4 The indicative outline for the project suggests that approximately 34 units will be realised on a site of this size, at a cost in the region of £4.25m (approx. £125k per unit). However, as stated in the report of 10 September, until a design team is appointed and fully considers the appropriate density of the site, and the market is tested in terms of appointing a project Contractor, the project details remain indicative.

## **2. Current Position**

- 2.1 The District Valuer has assessed the gross value of the site, considering its use for affordable housing development, as £161,500. Demolition and any other abnormal development costs can be deducted from this value to determine the final or net value of the site.
- 2.2 Demolition costs have yet to be determined, however John Galt primary school, which was demolished in September 2013, cost in the region of £120,000. At the present time no abnormal development costs have been identified in relation to the Fencedyke site. Work is on-going to identify the level of both demolition and any abnormal costs.
- 2.3 Scottish Government has advised that a condition of the grant funding is that the project must be completed by 31 March 2016. In order to meet this timescale ownership of the land must be transferred from the General Services Account, to the Housing Revenue Account, by the 1 September 2014. The Council's Education Service has advised the 1 September 2014 date allows sufficient time to remove equipment and furniture from the school.
- 2.4 It will be necessary to undertake a number of procurement exercises to appoint a Design Team, Quantity Surveyor and Building Contractors. Although the evaluation criteria will differ between each profession it will predominantly consider price, experience, capacity, quality and in the case of the Design Team a design competition. Whilst the value of the contracts for Design Team and Quantity Surveyor will fall below the level at which Cabinet approval is required it will be necessary to secure approval, at a future date, for the appointment of Building Contractors.
- 2.5 As detailed in the report to Cabinet on 10 September 2013, indicative funding for this project remains as follows:
- Scottish Government Funding - £1.564m
  - HRA Capital from Current Revenue - £1.156m
  - Prudential Borrowing - £1.122m
  - Affordable Housing Account (income from reduction to second homes Council Tax) - £0.408m

### **3. Proposals**

- 3.1 It is proposed that Cabinet approve the HRA Capital Investment budget required to enable the House Building project at Fencedyke to commence in 2014/15 with completion in 2015/16. The Housing Business Plan makes provision for the overall development of 500 Council Houses.
- 3.2 It is proposed that Cabinet approve the transfer of the land at Fencedyke Primary School, from the General Services Account, to the Housing Revenue Account, to take place no later than 1 September 2014, at the final net value of the site (ie. the gross value less all costs associate with demolition or abnormal development costs which will be identified in the fullness of time).
- 3.3 It is proposed that Cabinet approve a procurement exercise to be undertaken in order to invite and assess tenders in advance of the appointment of a Building Contractor. Approval to proceed with the appointment of the Contractor will be the subject of a further Cabinet report, to be submitted in due course.

### **4. Implications**

#### Financial Implications

- 4.1 The Capital Investment programme is in line with the funding assumptions for house building contained within the HRA Business Plan. This investment will enable the Council to make further progress towards its objectives of building 500 new council houses over a ten year period.
- 4.2 Based on a valuation by the District Valuer the proposed transfer of land at Fencedyke Primary School to the Housing Revenue Account would result in a gross capital receipt of £161,500 accruing to the General Services Account, to be offset by related demolition and abnormal development costs, capped at a maximum of £161,500.
- 4.3 The financial information pertaining to the project costs within this report are based on average unit costs (£125k per unit) and indicative densities. Should the site be developed in a manner which allows more units to be achieved, the costs will increase. The HRA 30 year Business Plan includes sufficient funding to support any potential increase in unit numbers, as part of the strategy to build 500 new Council houses over a ten year period.

#### Human Resource Implications

- 4.4 The overall programme can be managed from within existing staffing resources, supported by externally procured design team, quantity surveyor and building contractors.

#### Legal Implications

- 4.5 The procurements exercises will be undertaken in line with the Council's Standing Orders Relating to Contracts.

#### Equality Implications

- 4.6 The increase in the supply of affordable social rented housing will maximise our potential to meet the housing needs of those from whom social rented housing is a viable housing solution.

#### Environmental Implications

- 4.7 The environmental implications of this proposal have been considered as part of the Local Development Plan and Local Housing Strategy. There are no further implications arising from this report.

#### 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".

### **5. Consultations**

- 5.1 A corporate group has been established to progress this project. Housing Services are lead Service, with colleagues from Planning Services, Roads Services and Procurement Services supporting and informing the final product.
- 5.2 Housing Services have prepared this report following internal consultation with Estates and Education, in terms of when the land may be secured, and with Corporate Procurement, to ensure that all statutory requirements have been considered.
- 5.3 Finance have been consulted upon the required budgetary adjustments to bring the project forward.

- 5.4 Furthermore, Housing Services will hold a minimum of two consultation events with local people during the design stage of the project, and a further public 'Meet the Builder' event when the construction element commences.

## **6. Conclusion**

- 6.1 There is an opportunity to accelerate the Council House Building programme by bringing forward the Fencedyke Development. It will be necessary to transfer the land from the Council's Generals Services Account to the Housing Revenue Account by September 2014 in order to meet the grant conditions of Scottish Government. It will also be necessary to undertake a number of procurement exercises.



**CRAIG HATTON**  
Corporate Director (Development and Environment)

Reference : CH/AA

For further information please contact Alex Adrain, Interim Head of Housing Services on 01294 324642

### **Background Papers**

None





---

## **NORTH AYRSHIRE COUNCIL**

### **Agenda Item 10**

**11 February 2014**

#### **Cabinet**

---

**Subject:** Pay Day Lending

---

**Purpose:** To update Cabinet on proposals to understand the impact of Pay Day Lending in North Ayrshire.

---

**Recommendation:** That Cabinet notes the work which is planned to review Pay Day Lending in North Ayrshire.

---

#### **1. Introduction**

- 1.1 At its meeting on 6 November 2013, the Council agreed that officers would prepare a report for Cabinet setting out how the aims of the motion in respect of Pay Day Lending would be taken forward.

#### **2. Current Position**

- 2.1 Consideration has been given to the terms of reference for the review and the most appropriate way to progress it.

#### **3. Proposals**

- 3.1 It is proposed that a short life working group, chaired by Ruth Maguire, the Finance, Corporate Support and Housing portfolio holder, is established to review financial literacy and affordable lending within North Ayrshire. The lead officer for the initiative will be the Corporate Director Finance and Corporate Support with external expert support to carry out research and make recommendation for North Ayrshire.
- 3.2 The review will encompass;
- Academic research to understand the changing landscape,
  - Input from debt and money advice agencies including Citizens Advice, Credit Unions and other similar agencies,
  - Usage of standard and non standard debt within North Ayrshire,
  - Focus groups with people willing to share experiences.

- 3.3 The review will propose recommendations which aim to change behaviours, reduce availability of non standard debt, minimise promotion and lobby for change.

#### **4. Implications**

##### Financial Implications

- 4.1 Additional resources will be required to meet the cost of the expert advice. This can be funded from the current underspend within Welfare Reform resources.

##### Human Resource Implications

- 4.2 No direct implications.

##### Legal Implications

- 4.3 No direct implications.

##### Equality Implications

- 4.4 No direct implications. Non standard lending products tend to be used by the most vulnerable members of communities.

##### Environmental Implications

- 4.5 No direct implications.

##### Implications for Key Priorities

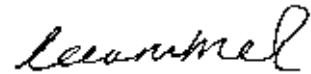
- 4.6 The review seeks to ensure the Council is taking reasonable action to support vulnerable people.

#### **5. Consultations**

- 5.1 No consultation has been undertaken in preparing the report.

## **6. Conclusion**

- 6.1 The report outlines proposals for taking forward a review of Pay Day Lending in North Ayrshire.



LAURA FRIEL  
Corporate Director (Finance and Corporate Support)

### **Reference :**

For further information please contact Laura Friel, Corporate Director (Finance and Corporate Support) on 01294-324554

### **Background Papers**

None



---

## **NORTH AYRSHIRE COUNCIL**

### **Agenda Item 11**

**11 February 2014**

#### **Cabinet**

---

**Subject:** **Planned Events To Commemorate the 100th Anniversary of the start of World War One (WWI)**

---

**Purpose:** To advise Cabinet on the events and projects being planned throughout North Ayrshire to commemorate the 100th anniversary of the start of World War One (WWI).

---

**Recommendation:** That the Cabinet notes (a) the events programme being arranged to commemorate the 100th anniversary of the start of World War One (WW1) as detailed in Appendix 1 and the support being provided to local communities; (b) the preparations to take place at the Council's War Memorials together with the floral projects planned; (c) the arrangements in place to have all War Memorials surveyed by a structural engineer to inform potential applications for grants from the Centenary Memorials Restoration Fund (CMRF); and (d) that work is being carried out to retrieve details of local service personnel who have fallen in Wars and conflicts which have taken place since WW1 and WW2 to inform the consideration of an appropriate means of ensuring their recognition.

---

#### **1. Introduction**

- 1.1 This year will see the 100th anniversary of the start of World War One (WW1) which took place from 1914 - 1918.
- 1.2 A number of events and projects to commemorate the anniversary of the start of WW1 and the impact the War had on lives of service personnel, their families and our communities are being planned throughout North Ayrshire. These events and projects are being developed by officers within Streetscene and Education and Skills in conjunction with a number of individuals and community groups throughout North Ayrshire and the Royal British Legion.

## **2. Current Position**

- 2.1 Education and Skills, together with the Royal British Legion, have developed a menu of educational programmes for pupils to take place throughout 2014. Alongside this, a number of public events and activities have been arranged by individuals and local community groups for 2014 and beyond. Details of the events that have been confirmed and those that are being developed are detailed in Appendix 1.
- 2.2 This year will also see the 75th anniversary of the start of World War Two (WW2). It is envisaged that the events being arranged will contribute to the commemoration of the anniversaries of the start of both World Wars and will have an emphasis on the local history of the towns of North Ayrshire during these significant times in our history as communities reflect on the events of the Wars, the experiences of men and women here and overseas, and how War has shaped the last 100 years.
- 2.3 The Heritage Lottery Fund (HLF) has grants available to help groups, communities and organisations to mark the centenary of the start of WW1 by exploring, conserving and sharing the heritage of the First World War. Officers within Education and Skills will be supporting local groups to access the funding where appropriate over the four years to 2018.
- 2.4 Education and Skills also organised a Holocaust Memorial Day on 27 January 2014 with a number of local schools exhibiting pupil work from around North Ayrshire including displays of artwork, dance, animation and school project work. This is also being supported by the planting of Silver Birch trees at a number of local schools as a commemoration. The Silver Birch is significant in terms of the Holocaust as there are many trees of this type located at Auschwitz-Birkenau - "birke" being the German word for "birch tree".
- 2.5 Streetscene Services are also carrying out a number of projects, predominantly involving the Council's War Memorials, to recognise the significance of 2014. Floral displays at all Council War Memorials, including flower beds, hanging baskets and planters, will be planted in the Royal British Legion colours (blue & gold). In addition, 2 sites, one on the mainland and one on Arran have been selected for commemorative floral projects.

- 2.6 A carpet bedding feature will be installed in June 2014 in front of the Post Office in Brodick, Isle of Arran. The carpet bedding will recreate a poppy field scene with the message "In Memory of the Fallen".
- 2.7 Works will also take place within Kilwinning Cemetery where a 3D floral tribute will be created in the grounds of the cemetery. The floral tribute will take the form of a soldier standing in a trench with a field of poppies in the background. It is also proposed to have a talking post in situ at this floral tribute that will inform people about WW1 and WW2 and trench warfare. Information is being gathered which will be used to develop the script for the talking post which will be written and narrated by local school pupils and members of the Royal British Legion.
- 2.8 In advance of Armed Forces Day in 2014, all War Memorials will be cleaned (and planted in Royal British Legion colours) before 28 June and all minor repairs and maintenance work, including stonework pointing and painting of railings will be carried out as necessary to ensure all 23 Council War Memorials are presented in the highest possible standard.
- 2.9 The floral displays using Royal British Legion colours, together with the carpet bedding and 3D floral display, will also be repeated in future years during 2014-2018. A number of additional projects will also be developed to take place throughout the duration of the 100th anniversary of WW1.
- 2.10 Officers are also working with the Royal British Legion to recognise three local recipients of the Victoria Cross. Consideration is being given to an appropriate means of recognition including the potential to erect decorative panels at an appropriate location.
- 2.11 As previously reported to Cabinet on 28 October 2013, the Scottish Government has set up a Centenary Memorials Restoration Fund (CMRF) through which £1 million has been made available until March 2018 to provide financial assistance to undertake repairs and conservation work on War Memorials in Scotland. Structural surveys are currently being commissioned to determine which War Memorials will be considered for restoration grant applications to be submitted to the CMRF.

- 2.12 The Council's War Memorials were provided to recognise fallen service personnel from WW1 and WW2. A number of local service personnel have also lost their lives in Wars and conflicts which have taken place since WW1 and WW2. Streetscene Services are working with the Royal British Legion and the War Graves Commission to identify these conflicts, and where possible, the names of service personnel who have fallen in these Wars, to inform the consideration of appropriate means of ensuring their recognition.

### **3. Proposals**

- 3.1 The Cabinet is invited to note:-

- the events which are programmed to take place as detailed in Appendix 1 and that further events and projects will be developed;
- the preparations to take place at the Councils War Memorials together with floral projects planned, including carpet bedding and a 3D floral soldier to be provided prior to Armed Forces Day on the 28 June 2014;
- the arrangements in place to have all War Memorials surveyed by a structural engineer to inform potential applications for grants from the Centenary Memorials Restoration Fund (CMRF); and
- that work is being carried out to retrieve details of local service personnel who have fallen in Wars and conflicts which have taken place since WW1 and WW2 to inform the consideration of an appropriate means of ensuring their recognition.

### **4. Implications**

#### Financial Implications

- 4.1 The inspection, survey and maintenance of War Memorials will be met from within existing budgets and resources. All additional planting at Kilwinning Cemetery and at the Post Office, Brodick will be met from existing budgets. The activities being delivered by or supported by Education and Skills will be met from within existing budgets with external funding sought where identified.

#### Human Resource Implications

- 4.2 All floral designs and installations will be undertaken by Streetscene. A number the events organised will be undertaken by staff who are directly employed by Education and Skills however some will be managed by private individuals and several by local community groups.



#### Legal Implications

- 4.3 The Council has an obligation to maintain its War Memorials.

#### Equality Implications

- 4.4 There are no equality implications

#### Environmental Implications

- 4.5 There are no adverse environmental implications.

#### Implications for Key Priorities

- 4.6 The proposed preparations at War Memorials and the planned events and educational programme will contribute towards the delivery of the Council's core objectives.

### **5. Consultations**

- 5.1 Consultation has taken place with the Royal British Legion, Education and Skills, Property Management & Investment, Planning and North Ayrshire Heritage Centre.

### **6. Conclusion**

- 6.1 Through working with individuals, communities and the Royal British Legion, a number of events and an educational programme are organised to take place to commemorate the anniversaries of the start of WWI and WW2 during 2014 and beyond. The Council's 23 War Memorials will be prepared and presented to the highest possible standard being complemented by colourful floral decorations to commemorate the significance of 2014.



CRAIG HATTON

Corporate Director (Development and Environment)

Reference : DW/LH

For further information please contact Russell McCutcheon, Head of Environment and Related Services on 01294 541514

### **Background Papers**

0



Planned events to commemorate the 100<sup>th</sup> anniversary of the start of World War One (WW1)

<b>Location</b>	<b>Event</b>	<b>Outline Description</b>	<b>Date</b>	<b>Lead Organisation/Contact</b>
Throughout North Ayrshire	Adopt A Hero	Pupils adopt a serviceman/woman from their local war memorial and research his/her life and their local community prior to conscription. Final research projects on display in local library in November 2014. Partnerships will be formed with local history groups and associations to deliver the sessions in partnership with NAC staff.	Nov 2014	NAC - J McColl/N Cullen/Local History Groups
Throughout North Ayrshire	WWI Gets Re-Mixed	Pupils select a song, traditionally associated with the period of the War, and re mix it and add a reflective verse. A CD will be produced at the end of the project	Nov 2014	NAC - L Forsyth/M Blackwood/M Murray
Heritage Centre	Living History Exhibition	Hands on living history exhibition	Sept/Oct 2014	NAC - N Cullen/J McColl
Throughout North Ayrshire	Radio Communications	Ongoing series of mini shows / exhibitions discussing the role of radio communications and code breaking during War times and associated music of the time.	2014	NAC - M Strachan/L Forsyth
Heritage Centres, Libraries and Care Homes Throughout North Ayrshire	WWI & WWII Intergenerational Project	An invitation to join staff to share stories of family experiences and artefacts. Invite to pass on treasured artefacts to the museum's collection or RBL. Oral history recorded for preservation and use in a resulting exhibition	2014 - 2016	NAC - N Cullen/J McColl
Throughout North Ayrshire	Art & Poetry	Invitation to use War paintings and pictures to inspire creative writing. Exhibition of final pieces in Libraries and GCC.	Aug – Oct 2014	NAC - M West
Isle of Cumbrae	Excavation of Howitzer Gun	There is currently a Howitzer gun embedded in the sea wall which groups are keen to see removed, restored and on display. The remains of the gun are very fragile and are being assessed for viability of the project.	To Be Confirmed	NAC - L Forsyth

Throughout North Ayrshire	Pre-War Life In North Ayrshire	Highlight a weekly feature to demonstrate the build-up to War and the impact of War on Ayrshire communities – to be used in website, tweet or possibly blog	Jan – Nov 2014	NAC - L Forsyth/M Strachan
Heritage Centre & Libraries	Poster Exhibition	A series of posters from the period will be on display in the local libraries during the year.	To Be Confirmed	NAC - N Cullen/J McColl
Wellwood & Heritage Centre	Victoria Cross Exhibition	The Burns Club will host an exhibition based on the two soldiers from Irvine – Rankin and Tollerton - who were awarded the Victoria Cross in the first few weeks of WW1.	To Be Confirmed	NAC - N Cullen/J McColl
Throughout North Ayrshire	Poppy Planting	Dobbies have donated poppy seeds for every school in North Ayrshire to plant the seeds in 2014 to create their own bed of poppies for blooming in 2015.	To Be Confirmed	NAC - L Forsyth/Dobbies/C Sharp
Beith	WWI Exhibition	An exhibition on the town during WWI and key people and families who were involved in different ways with the War and the War effort	April – May 2014	Garnock Valley Family History Group
Arran	WWI Exhibition	The local museum will host a special exhibition on the life of the island, its communities and key individuals during the War years.	To Be Confirmed	Arran Museum
Saltcoats	Commemorative Dance	A period, vintage style dance to commemorate the outbreak of WW1	27 June 2014	P Coffee – <i>Private Individual</i>
Ardrossan	Musical Events	A series of concerts showcasing many local groups and bands featuring the music of the era.	Nov 2014	P Coffee – <i>Private Individual</i>

---

## **NORTH AYRSHIRE COUNCIL**

### **Agenda Item 12**

**11 February 2014**

#### **Cabinet**

---

**Subject:** **Housing (Scotland) Bill**

---

**Purpose:** To provide the Cabinet with a summary of the content of the Housing (Scotland) Bill as introduced to the Scottish Parliament in November 2013.

---

**Recommendation:** To note the contents of the report.

---

#### **1. Introduction**

- 1.1 If approved, the Housing (Scotland) Bill will introduce a number of changes to the housing system in Scotland. The Bill will provide the legislative basis for implementing Scottish Government policy priorities with the aim of achieving strategic housing objectives.

There are 8 parts to the Bill -

- Abolition of the Right to Buy;
- Social housing changes;
- Changes affecting the private rented sector;
- Letting agents;
- Regulation of mobile home sites with permanent residents;
- Private housing conditions - Local Authority powers;
- Miscellaneous; and
- General

#### **2. Current Position**

- 2.1 Abolition of the Right to Buy (RTB)

The Bill proposes that Scottish social housing tenants will no longer have any right to buy their home. Abolition will come into effect three years after the date the Bill is enacted. The financial implications for the Council arising from the abolition of RTB may be considered as a balance between the loss of income from RTB sales and the longer term benefit of continued rental income from the stock not sold as a result of the reform.

## 2.2 Social Housing Changes

### 2.2.1 'Reasonable Preference' in Allocations

If approved, the Bill will replace the existing reasonable preference categories which must be observed by social landlords within their allocation policies. The main change is the addition of tenants who are under occupying their tenancy. The North Ayrshire Housing Allocation Policy (in common with other North Ayrshire Housing Register landlords) already acknowledges under-occupation and was reviewed in 2013 when additional priority was given to applicants by increasing the number of points awarded from 25 to 50 points per "surplus bedroom". The other two statutory categories will be homeless people and people 'living in unsatisfactory housing conditions' who have unmet housing needs. The current allocation policy already gives reasonable preference to these two groups.

### 2.2.2 Consultation on Allocations Policies

If the Bill is approved there will be a new requirement for social landlords to consult on priorities within their allocations policies and then to publish a report on the outcome of that consultation. The duty to consult applies where the landlord is making or changing its allocations policy. North Ayrshire Council (NAC) already consults widely when considering any changes to the allocation policy.

### 2.2.3 Taking Age into Consideration in Allocations

Currently social landlords can take age into consideration only when allocating to particular types of houses that have been designed or substantially adapted for people of a particular age group or who are in receipt of housing support services for a particular age group. For example, this currently applies to NAC sheltered and amenity housing which is only allocated to applicants aged 60 or over. If enacted, the new legislation will remove the prohibition on taking age into account. However, landlords must ensure applicants are not subject to unlawful discrimination on age grounds under the Equality Act 2010 and will be required to give careful consideration to this change.

#### 2.2.4 Taking Ownership of Property into Consideration in Allocations

When considering priority for housing, this change will provide landlords with the power to take into account whether an applicant owns (or jointly owns) a property. There are exceptions, so ownership must be disregarded where, for example, occupying the property could lead to abuse or otherwise endanger health. If approved the North Ayrshire Housing Register landlords will need to consider the impact of this change on the allocation policy.

#### 2.2.5 Suspending Housing Applications

Currently, social landlords suspend applicants from an offer of accommodation in certain circumstances, for example where there are former rent arrears or previous antisocial behaviour. If approved, the new Bill will clarify that suspending an applicant temporarily from receiving an offer is a legitimate response in certain prescribed circumstances listed in the Bill. These include antisocial conduct affecting other residents or staff. As NAC already operates a common suspension policy (with the right of appeal), this change is likely to have little impact and will clarify the law in this regard.

#### 2.2.6 Short Scottish Secure Tenancy for Antisocial Behaviour

Currently, social landlords have the power to provide an applicant with, or demote an existing tenant to, a Short Scottish Secure Tenancy (SSST) for those who have behaved in an antisocial manner. This only applies where the tenant or applicant has been evicted for antisocial behaviour in the last three years or is subject to an ASBO. The Bill provides for landlords to have the power to grant SSSTs (minimum 12 months – see below) where applicants or tenants have acted in an antisocial manner in **or near** their home within the last three years. As now, during the period of the SSST, landlords must also ensure that appropriate housing support is available to facilitate the conversion from the SSST to a full Scottish Secure Tenancy (SST).

If approved, the Bill will also introduce a new requirement on social landlords to give tenants reasons why they are seeking to recover possession of a property let under a SSST where a SSST given on antisocial behaviour grounds has been breached. The Bill also introduces a statutory right of review, before court action is taken, for tenants whose SSST is not going to convert to a full SST.

### 2.2.7 Changes to Assignment, Subletting and Joint Tenancies

There will be a qualifying period of 12 months before a tenant can apply to assign or sublet their home. Any prospective beneficiary of an assignment, sublet or prospective joint tenant will need to have lived in the property as their main home for 12 months. Currently, someone can benefit from an assignment if they have lived in the property as their main home for six months, but there is no current residence requirement in the case of applications for joint tenancies and subletting.

In all cases of proposed assignment, subletting or joint tenancies, the prospective beneficiary must have notified the landlord at the point the home became their main home. Any period before that notification does not count towards the 12 month period.

The Bill provides two additional reasons to refuse an assignment, namely where the proposed assignee would not be given reasonable preference under the landlord's allocations policy, or the assignment would lead to under occupation.

### 2.2.8 Changes to Succession

At present the only qualifying period for succession is six months applied to cohabiting partners. This will change to 12 months if the Bill is approved. The new Bill also introduces a 12 month qualifying period for all level 2 and level 3 successors, i.e. family members and carers.

In all cases of succession, the person claiming succession must have previously notified the landlord at the point the home became their main home. Any period before that notification does not count towards the 12 month period.

If the Bill is enacted, NAC's current Tenants Rights policies and procedures will need to be reviewed.



### 2.2.9 Grounds for Eviction Following Criminal Conviction

If approved, the Bill will introduce a requirement that a court must grant an order for recovery of possession in cases where a landlord is seeking possession if a court has convicted a tenant of using the property for illegal purposes or of an offence in or near the property that is punishable by imprisonment. To be able to take advantage of this provision, the Tenant must have been served with a Notice of Proceedings within 12 months of the date of conviction (or 12 months from the date of any unsuccessful appeal of the conviction).

## 2.3 Changes Affecting the Private Rented Sector

### 2.3.1 Third Party Reporting to the Private Rented Housing Panel

The Private Rented Housing Panel (PRHP) is the judicial body with the function of dealing with breaches of the Repairing Standard in the private rented sector. At present it is only the tenant who can bring a case to the Panel. The proposed change means that an identified third party – such as the local authority, can bring a case to the PRHP on the tenant's behalf.

### 2.3.2 A Housing Tribunal for the Private Rented Sector

If approved, this change will see all civil private rented sector cases being transferred to a First Tier Tribunal for resolution. This will mean decisions will be made by three members of the Tribunal as opposed to one sheriff.

### 2.3.3 Landlord Registration Applications

If approved, the Bill will introduce a time limit of 12 months for the determination of landlord registration applications.

## 2.4 Regulation of Letting Agents

If approved, the Bill will make provision for a national scheme for the registration of letting agents. It also proposes a tribunal process for handling disputes between letting agents and landlords or tenants and allows Ministers to set out a statutory code of practice for letting agents.

## 2.5 Regulation of Mobile Home Sites with Permanent Housing

The Bill proposes a number of measures aimed at improving and strengthening the licensing regime that applies to mobile/park home sites on which people live permanently. There are 92 such sites in Scotland, including a number in North Ayrshire.

This is a major change to the existing legislation (the Caravan Sites and Control of Development Act 1960 and later statutes). At present, Site Licences are perpetual, free of charge and do not require to be renewed. All the NAC Sites which are currently licensed obtained their licences many years ago, when the sole issue was whether or not the owner had Planning Permission. The Bill proposes to replace these with new Licences, charging fees, and to introduce a 3-year renewable licence, with a “fit and proper person” test. The Bill does not propose to change the existing law: licence conditions cannot be enforced by the Licensing Committee suspending the licence, and can be enforced only by prosecution by the Procurator Fiscal. The Bill would give the Council power to serve an “improvement notice” or “emergency action notice”, and on default carry out the work and charge the licence holder.

## 2.6 Private Housing Conditions - Local Authority Powers

If enacted, the Bill will introduce a range of powers to tackle poor conditions in the private sector. For example -

- The Bill clarifies the existing power to pay missing shares on behalf of owners who are unwilling or unable to pay or where the owner(s) cannot be identified or found, in situations where the majority of owners in a block have agreed to carry out work;
- There is a new power to allow councils to issue a maintenance order where they have issued a work notice and no certificate has been granted confirming that the work required to be carried out has been completed. (currently this can be done only where the council believes the house has not been or will not be properly maintained); and
- There is to be an additional ground on which a work notice can be issued – where work is needed to improve the safety or security of any house, regardless of whether or not it is situated in a housing renewal area.

These additional powers may be useful in tackling private sector disrepair.

## 2.7 Miscellaneous

### 2.7.1 The 20 year security rule – shared equity schemes

If enacted, the Bill makes an important amendment to the '20 year rule' to overcome a problem which could prevent lenders participating in the new Scottish Government Help to Buy (Scotland) scheme. This scheme helps buyers make a shared equity purchase using a 5% deposit. The 20 year rule gives a borrower the right to redeem a security (mortgage) over a house once at least 20 years have elapsed regardless of the fact that the security is for a longer contractual period. The borrower has to pay the creditor a sum calculated by reference to any money advanced to the debtor and not repaid, plus any interest outstanding. For example, the borrower might only have to repay the capital amount of the original loan rather than the agreed percentage of the value of the properties after 20 years - where the property values have increased, this could result in a significant loss of returns to the investor. The changes would give Ministers a power to specify circumstances for when the 20 year security rule will not apply, such as the Help to Buy scheme.

### 2.7.2 Scottish Housing Regulator – transfer of (Registered Social Landlord) RSL assets

The Bill proposes to introduce two amendments to the Scottish Housing Regulator's (SHR) powers under Section 67 of the Housing (Scotland) Act 2010. The first is an exception to the requirement on the SHR to consult tenants and lenders before it directs a transfer of RSL assets to another RSL.

The second amendment would remove the duty on the SHR to (a) always obtain a valuation where a transfer of assets is being directed and (b) direct a transfer at an open market valuation.

### 2.7.3 Defective property designation – repeal

In the 1980s 12 types of PRC (precast reinforced concrete) houses were classed as defective in order for owners (who had bought through the right to buy) to qualify for grant assistance with repairs or to sell back to the council. As such assistance is no longer available, the designations are now obsolete and if approved, the Bill would bring them to an end.

### **3. Proposals**

- 3.1 It is proposed that the Cabinet notes the content of this report.

### **4. Implications**

#### Financial Implications

- 4.1 The Scottish Parliament are currently consulting on the draft Financial Memorandum. This memorandum outlines the estimated financial implications of the Bill if it is enacted. It is anticipated that the resource implications of the Bill will be minimal and could be managed within the current staffing structure and that the impacts of the abolition of the Right to Buy can be managed within the available budgets included within the HRA 30 year Business Plan.

#### Human Resource Implications

- 4.2 None

#### Legal Implications

- 4.3 Legal Services have been consulted in the preparation of this report.

#### Equality Implications

- 4.4 None

#### Environmental Implications

- 4.5 None

#### Implications for Key Priorities

- 4.6 The Housing (Scotland) Bill supports the following Council Plan Core objectives:

- Protecting Vulnerable People
- Operating more Efficiently and Effectively
- Regenerating our Communities and increasing employment

4.7 The project also supports the Single Outcome Agreement between North Ayrshire Council and the Scottish Government, specifically:

- National Outcome 10 - "We live in well-defined, sustainable place where we are able to access the amenities and services we need".
- Local Outcome 10b - "Availability of affordable housing has improved".

## **5. Consultations**

5.1 Consultation has taken place with the following internal services:

- Finance and Corporate Support: Accountancy
- Chief Executive: Legal

## **6. Conclusion**

6.1 This report provides the Cabinet with an overview of the proposed changes contained within the Housing (Scotland) Bill. A further report will be brought to Cabinet once the Bill has passed through the legislative process; this will highlight any policy and procedural impacts for North Ayrshire Council.



CRAIG HATTON  
Corporate Director (Development and Environment)

Reference :

For further information please contact Alex Adrain, Interim Head of Housing on 01294 324641

## **Background Papers**

None



---

## **NORTH AYRSHIRE COUNCIL**

### **Agenda Item 13**

**11 February 2014**

#### **Cabinet**

---

**Subject:** **Adult Support and Protection Committee Annual Report 2012-2013**

---

**Purpose:** To update Members on the work of the Adult Protection Committee.

---

**Recommendation:** To note the contents of the report.

---

#### **1. Introduction**

- 1.1 The Adult Support and Protection (Scotland) Act 2007 has now been enacted for five years and adult protection continues to be a developing agenda. The legislation necessitates the production of a Biennial Report which focuses on a strategic overview of committee activity. Within North Ayrshire it has been practice to also produce an Annual Report to provide information relating to operational activity, including work with other Agencies. The report is attached in Appendix A. The report also provides information about planned future work.

#### **2. Current Position**

- 2.1 The Adult Protection Committee meets on a three monthly cycle. There is multi agency representation including NHS Ayrshire & Arran, Police Scotland, Scottish Fire & Rescue, Third Sector representatives and two independent carer representatives. Since January 2013 three new Pan Ayrshire sub groups have been developed to support the three Ayrshire Adult Protection Committees in covering generic issues relating to policy and practice, performance and quality and learning and development.
- 2.2 Over four full financial years 2009-2013 the total number of ASP referrals decreased - the average number of referrals across four years was 285. In 2012/13 47% of referrals related to women and 53% to men.

- 2.3 The age of adults referred has altered over the four year period with the numbers of those in the 16-30 years more than halving between 2009/10 and 2012/13. Referrals for those in the 70 years plus bracket have increased. This may be attributable to the increase in referrals from Care Homes over this period.
- 2.4 Suicide attempts/threats are consistently the highest type of harm identified in referrals. As a result the Senior Officer ASP and the Choose Life (suicide prevention) Implementation Manager are working together to ensure a shared understanding of the underlying issues and to make links to facilitate appropriate responses to referrals of this nature.
- 2.5 There has been an increase in referrals for people with dementia, from 10 referrals in 2009/10 to 51 referrals in 2011/12 and 41 in 2012/13. Referrals for individuals with a learning disability have shown a reduction during the period of the report.
- 2.6 The majority of incidents of harm take place at home. However, the number of Care Home referrals has increased year on year. North Ayrshire Council has developed a more robust review process for Care Home residents, and has promoted training for Care Home staff, which has led to a greater awareness of protection issues.
- 2.7 Police continue to be the main source of referrals, with Social Services referrals increasing incrementally over the past four years.
- 2.8 North Ayrshire Council has had to take out a number of Protection Orders under ASP legislation, including Banning Orders and an Assessment Order. These actions have had positive outcomes for service users, ensuring a legal framework of support and review of individual circumstances. The number of orders taken out is broadly in line with the national average.
- 2.9 Adult Support and Protection has a dedicated Learning and Development Adviser, who facilitates, organises and delivers a range of training for Council staff, staff from partner agencies and provider organisations. During the period April 2012 - March 2013, 309 individuals participated in a range of training courses.



- 2.10 In March 2013 North Ayrshire received its first request for an Initial Case Review. This was due to the death of a service user who had services provided by an external agency. After consideration of the facts it was decided that there was no need to proceed to a Significant Case Review, since there was no evidence to suggest that the death was predictable or preventable. However, some training issues were identified for further agencies which have been taken forward, although the procedures in relation to Initial Case Review were deemed to be robust.
- 2.11 Aims Advocacy continues to receive a grant to offer a service to vulnerable adults who require support. During the period April 2012 - March 2013 12 adults were supported by advocacy workers at meetings relating to adult protection issues.
- 2.12 The Scottish Government has identified five priority workstreams and future work will be developed to recognise the importance of the priorities which are
- Financial Harm
  - Adult Protection in Accident and Emergency Departments
  - Adult Protection in Nursing Homes and Care Homes
  - Service User and Carer involvement
  - Data collection
- 2.13 In order to further develop awareness contact has been made with other services within the Council, particularly those who come into contact with the public. Joint work has also been undertaken with Child Protection colleagues to develop and deliver sessions relating to public protection. These sessions have already been delivered to staff from Building Services, Cleaning and Catering and plans are in place to deliver these sessions to other Council services.
- 2.14 A Third Sector Conference has been planned for January 2014 to raise awareness of adult protection and to encourage referrals from these agencies.
- 2.15 Discussions are also underway involving GPs to increase their involvement in the work of the Adult Protection Committee and it is proposed to develop a specific training session for GPs.
- 2.16 North Ayrshire has put forward a proposal to be involved in a national pilot to promote good practice regarding Adult Support and Protection within Care Homes.

### **3. Proposals**

- 3.1 A workplan has been devised and is attached in Appendix 1 of the Annual Report (Appendix A). It is proposed to concentrate effort on the priorities highlighted in the workplan, which includes the development of a public information strategy, an engagement strategy for users and carers and Adult Protection Committee member induction and development days which are designed to maximise skills and knowledge.

### **4. Implications**

Financial Implications

- 4.1 None

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 None

## **5. Consultations**

- 5.1 An Open Space event was held in June 2013 to facilitate discussion between staff and carers and service users regarding adult protection in North Ayrshire. Five priorities were identified by participants which were then sent to 100 carers to give them the opportunity to comment and to rate them in order of importance to them. This information will inform the workplan and will contribute to the Carers and Service Users Engagement Strategy which is being developed by the Adult Protection Committee.

## **6. Conclusion**

- 6.1 The annual report provides an update on the amount and range of work being carried out in relation to Adult Support and Protection within North Ayrshire. The Independent Chair of the Adult Protection Committee, John Paterson, states within the introduction to the report "I am confident that across North Ayrshire we will continue to demonstrate energy and commitment across agencies and communities as we take forward the challenging agenda of appropriately supporting and protecting the vulnerable adults of North Ayrshire".
- 6.2 Cabinet is respectfully asked to endorse this report.



IONA COLVIN

Director (North Ayrshire Health and Social Care Partnership)

Reference : MF/LA

For further information please contact Mary Francey, Senior Manager on 01294 317761

### **Background Papers**

North Ayrshire Adult Protection Committee Annual Report 2012-2013





North Ayrshire  
Adult Protection Committee

**Annual Report  
2012 - 2013**





## Introduction

I am pleased to be able to provide this Annual Report 2012– 2013 on behalf of North Ayrshire Adult Protection Committee.

This Annual Report follows the second Biennial Report 2010 – 2012 and reflects the work that has been undertaken across agencies, and with the wider community, over the period April 2012 - March 2013.

It is not intended that this annual report provides the full strategic overview and analysis that is contained in the biennial reports, but rather that it provides a brief account of the activity levels across agencies in North Ayrshire in responding to individual inquiries about people who may be at risk of harm, identify some key issues, and provide some indication on how we have sought to monitor, audit and improve practice. This Report also provides information about planned future work to continue to develop our practice.

I took up the role of North Ayrshire Adult Protection Committee independent Convenor in June 2012. A new Senior Officer for Adult Support and Protection and a new Learning and Development Adviser for Adult Support and Protection both came into post six months later.

During most of the period covered by this Annual Report there was no Senior Officer for Adult Support and Protection in post and the Learning and Development Adviser post for Adult Support and Protection was vacant for a period of around five months following the retirement of the previous Adviser. The new staff came into post in December 2012 and have brought a new focus to the work of adult protection in North Ayrshire.

A number of issues continue to be at the forefront of our agenda and in addition to public awareness, these include work around better understanding of risk thresholds, ensuring the active involvement of users and carers, consideration of referral and access systems in relation to adult protection, a continued focus on inter agency training programmes, learning from practice, and effective and proportionate scrutiny and audit of activity.

Feedback from the Minister for Public Health and Sport on our second Biennial Report was positive – *‘I was encouraged to read that your future plans include developing strategies for raising awareness and further involvement of carers and services users. As you acknowledge yourself, the report has provided an opportunity for you to take stock and identify priorities for the future. Your comprehensive workplan for the next two years gives reassurance that the progress already made will continue’.*

The Adult Support and Protection (Scotland) Act 2007 has now been in use for five years and adult protection continues to be a developing agenda. I am confident that across North Ayrshire we will continue to demonstrate energy and commitment across agencies and communities as we take forward the challenging agenda of appropriately supporting and protecting the vulnerable adults of North Ayrshire.

John Paterson  
Independent Chair  
North Ayrshire Adult Protection Committee





## Index

Topic	Page Numbers
Governance and Management Arrangements.....	3
Key Strategic Links .....	4
Statistical Information .....	5
Learning and Development.....	16
ASP activity in North Ayrshire.....	19
Pan Ayrshire Partnership Activity.....	21
Future Work.....	22

### ***Appendix 1: North Ayrshire APC Workplan 2012 - 2014***



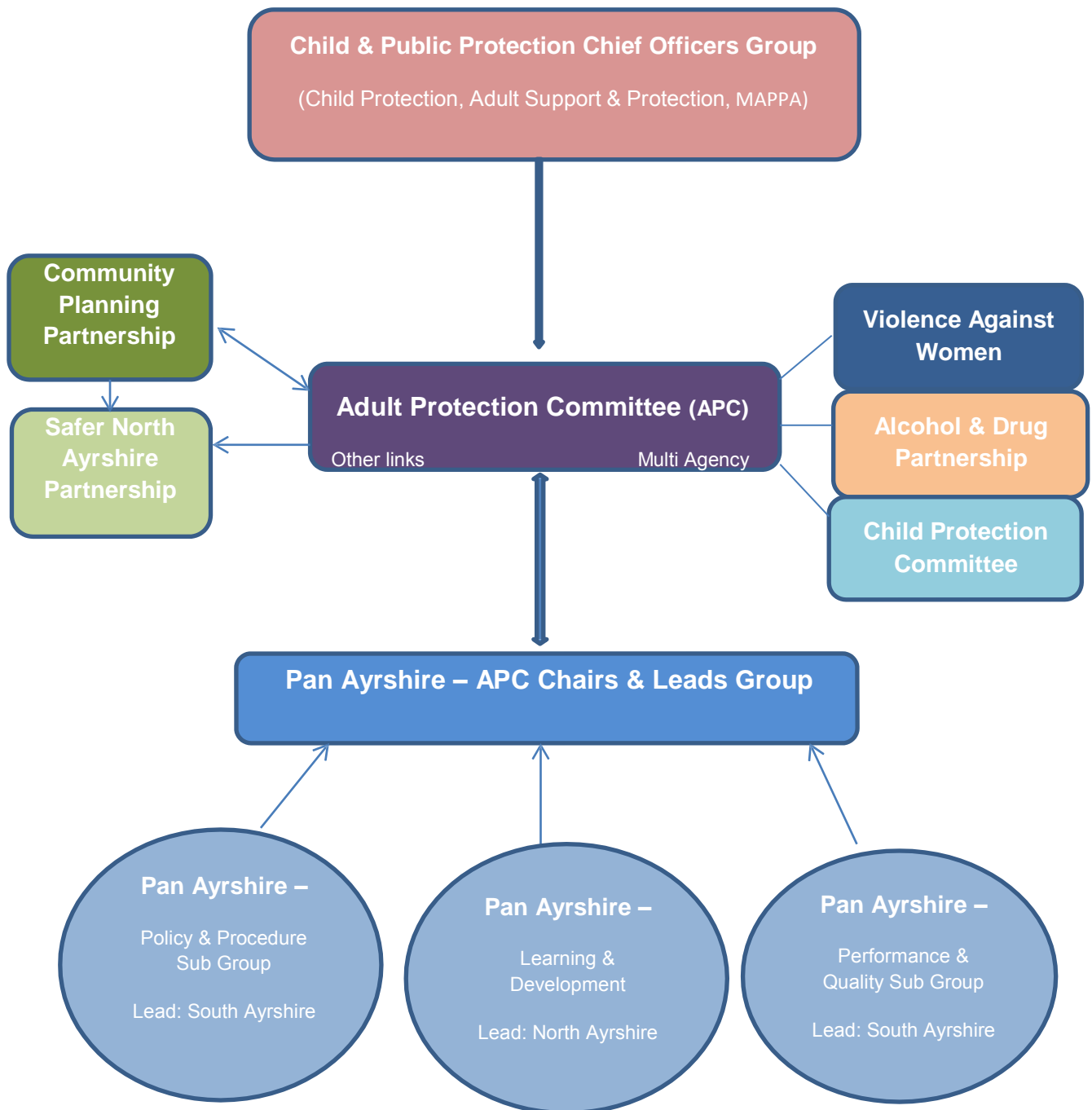
## Governance and Management Arrangements

The North Ayrshire Adult Protection Committee (APC) meets on a three month cycle and has permanent membership that includes an independent Convenor, North Ayrshire Council, NHS Ayrshire and Arran, Strathclyde Police (now Police Scotland), Strathclyde Fire and Rescue (now Scottish Fire and Rescue Service), Third Sector representation and two independent carer representatives. Representation also includes the Lead Officer for the North Ayrshire Alcohol and Drugs Partnership and the Lead Officer for the North Ayrshire Child Protection Committee.

The independent Convenor of North Ayrshire Adult Protection Committee reports on the work of the APC to the North Ayrshire Child and Public Protection Chief Officers Group, which is Chaired by North Ayrshire Council's Chief Executive. This Group also meet on a three monthly cycle and a Report from the APC independent Chair on the main issues relating to Adult Support and Protection is submitted to the meeting.

In January 2013, three new Pan Ayrshire Sub-groups commenced in order to support the three Ayrshire APCs in covering generic Adult Support and Protection issues relating to policy and practice, performance and quality and learning and development. The North Ayrshire APC has taken the lead responsibility for the development and implementation of the Learning and Development Sub Group. The three Ayrshire independent Chairs and the three Council Lead Officers for Adult Support and Protection meet regularly to review the work of the three sub groups and to ensure that strategic objectives are being met.

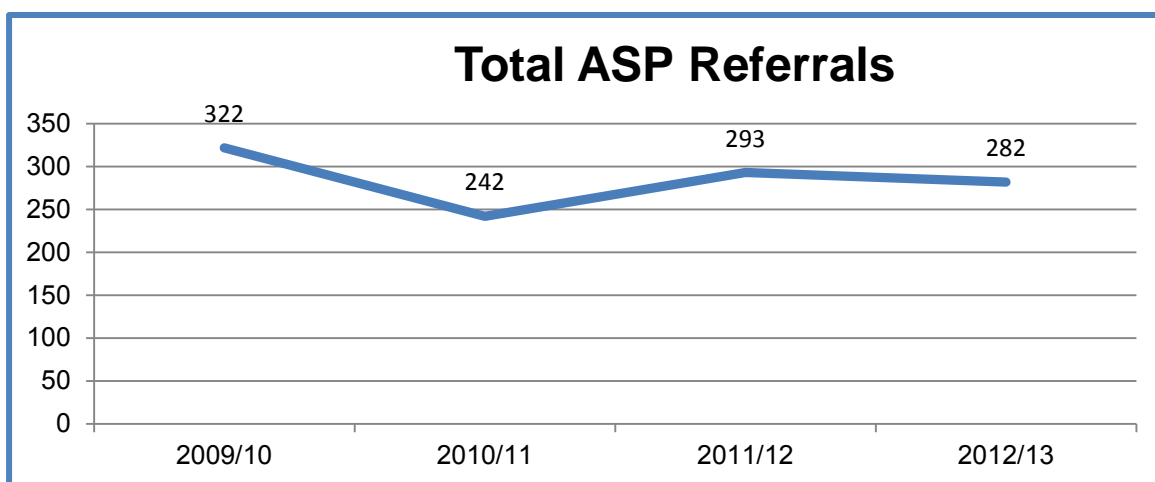
## **Adult Support and Protection – Key Strategic Links**



## Statistical Information

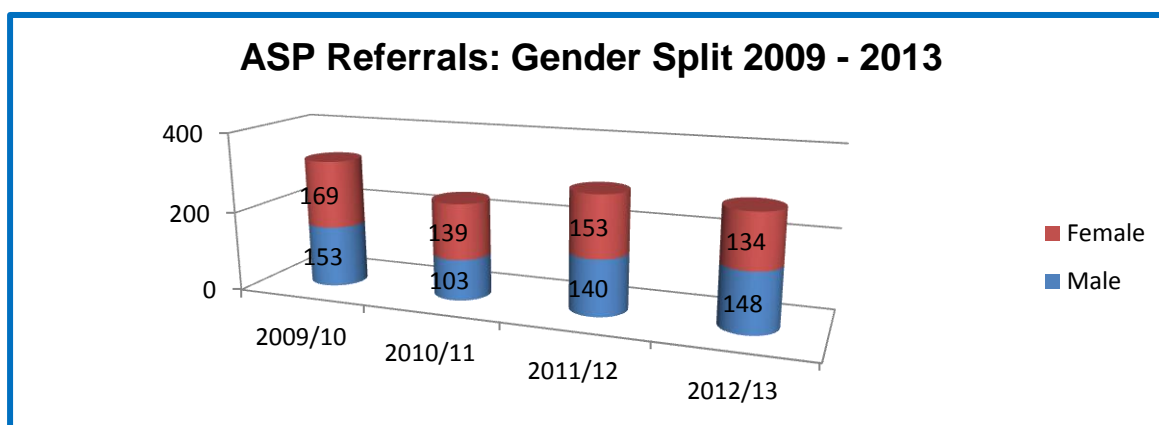
In order to track trends, some of the statistical information below includes data from the full financial (1<sup>st</sup> April – 31<sup>st</sup> March) years 2009/10, 2010/11, 2011/12 and 2012/13. Other statistical data relates only to the current Annual Report year 2012/2013, where this is the case the corresponding statistic or chart has been clearly identified as such.

### ASP – Total Referrals 2009 - 2013

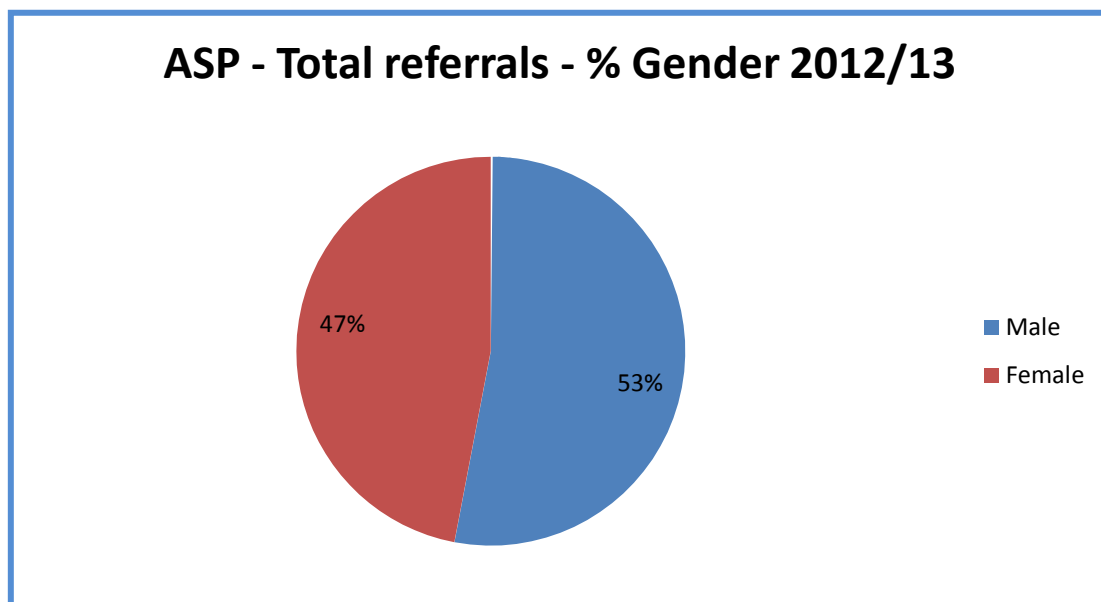


Over the four full financial years 2009 – 2013, the total number of Adult Support and Protection (ASP) referrals have decreased. Between the years 2009/10 and 2010/11, there was a reduction of 80 referrals. 2011/2012 saw an increase of 51 referrals back to almost the 300 mark. Total referrals during 2012/2013 sat at 282 – a slight reduction of 11 referrals from the previous year and a reduction of 40 referrals from the high of 2009. The average number of referrals across the four years was 285.

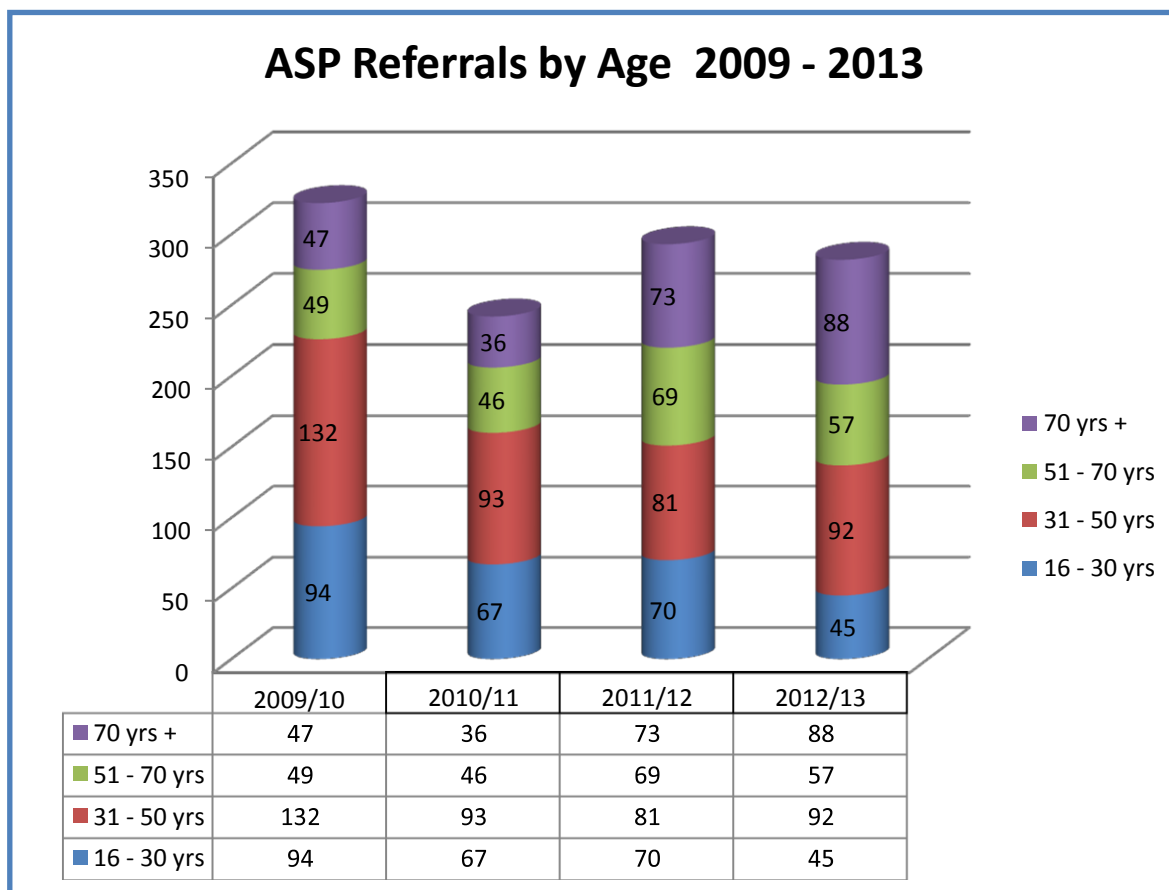
### ASP Referrals - by Gender



The gender split for Adult Support and Protection referrals remained reasonably constant over the first three years, with slightly more females than males referred across this period. In year four, for the first time, the gender split has reversed with slightly more males than females referred – however the difference is small with only 14 more males than females referred during 2012/2013, gender referral percentages for 2012 – 2013 are shown in the chart below:



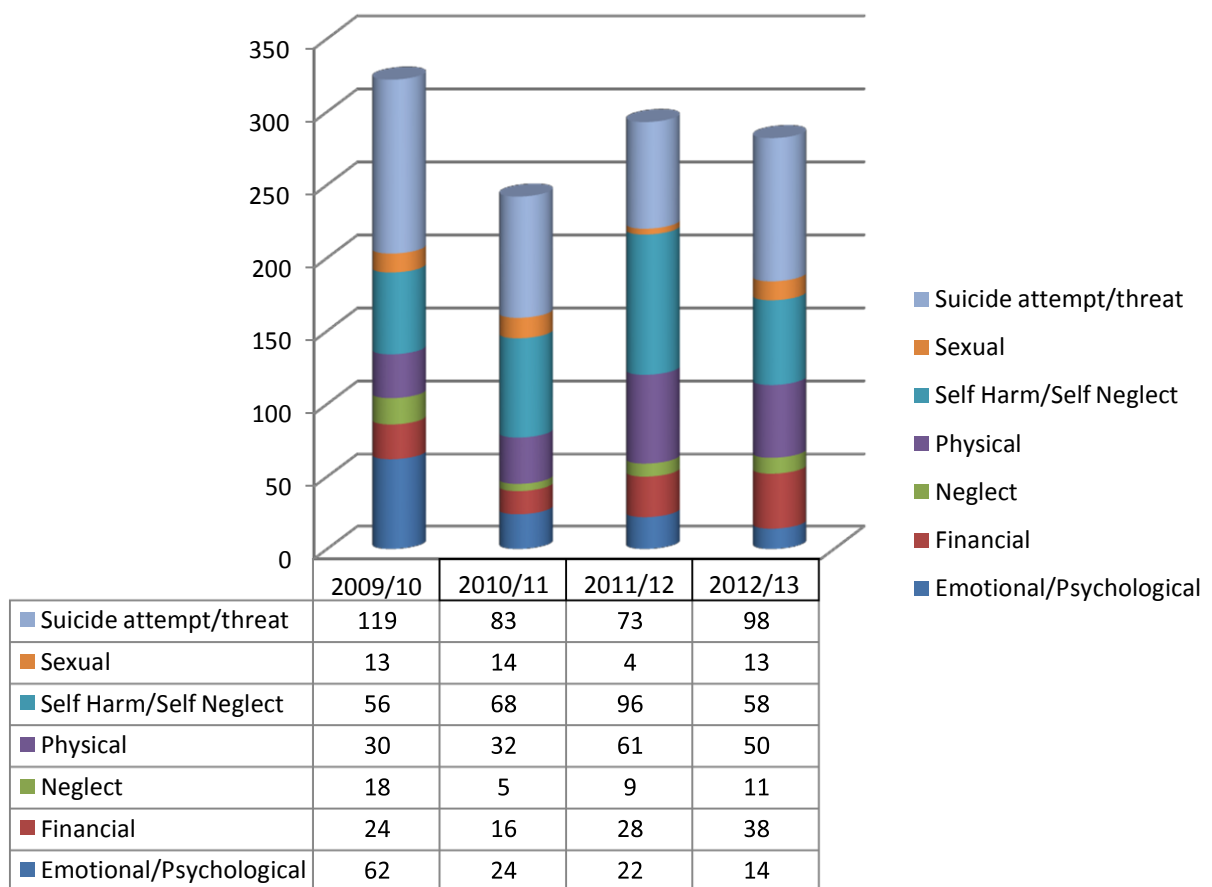
### ASP Referrals - Age



The age of adults referred as an adult support and protection concern, has altered over the four year period, with the numbers of those in the 16 – 30 years age bracket more than halving between 2009/10 and 2012/13. There has also been a reduction in referrals for those in the 31 – 50 year age bracket over the four years of 40 referrals. Referrals for those in the 70 years plus age bracket have increased and this may be attributable to the increase in referrals from Care Homes over this period.

### **ASP Referrals - Type of Harm**

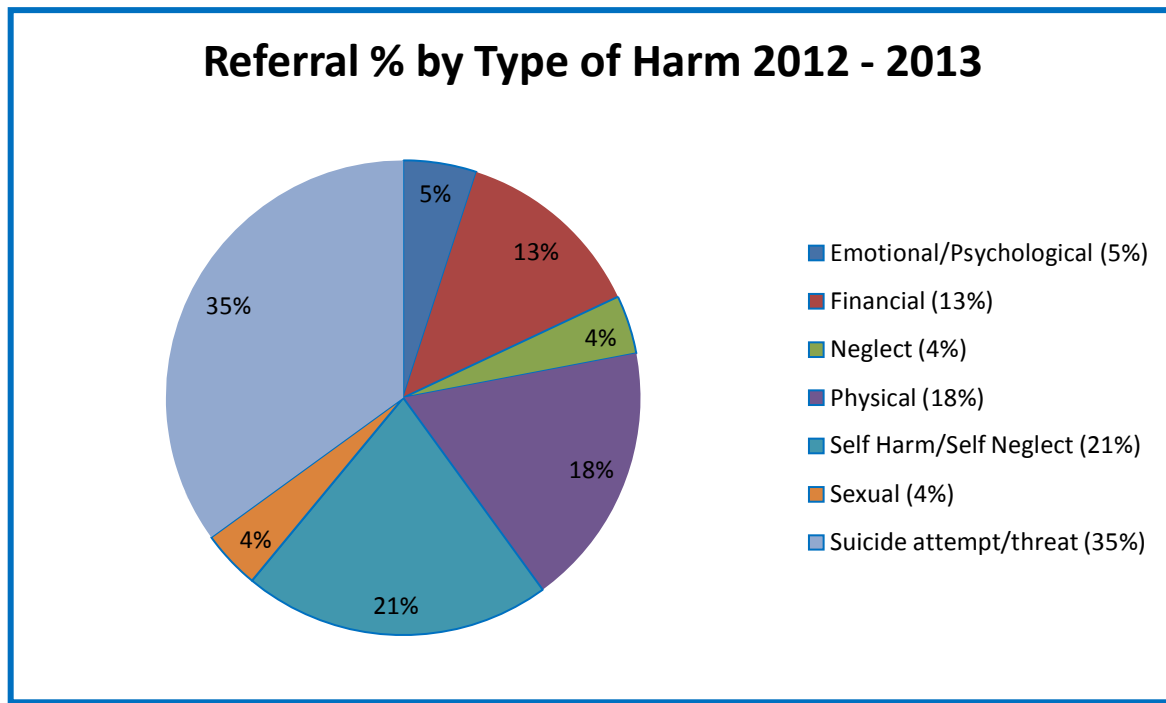
#### **ASP Referrals by Type of Harm 2009 - 2013**



The biggest change over the four year period is the reduction of referrals regarding emotional/psychological referrals by 48 referrals from 62 referrals in 2009/10 to just 14 referrals in 2012/13.

Referrals relating to self harm/self neglect rose to a high of 96 in 2011/12 – but have reduced again by 38 referrals to 58 in 2012/2013.

Financial Harm referrals have increased during the period and this may be attributable to the Pan Ayrshire ASP Conference on Financial Harm hosted in 2012 having raised awareness of this type of harm.

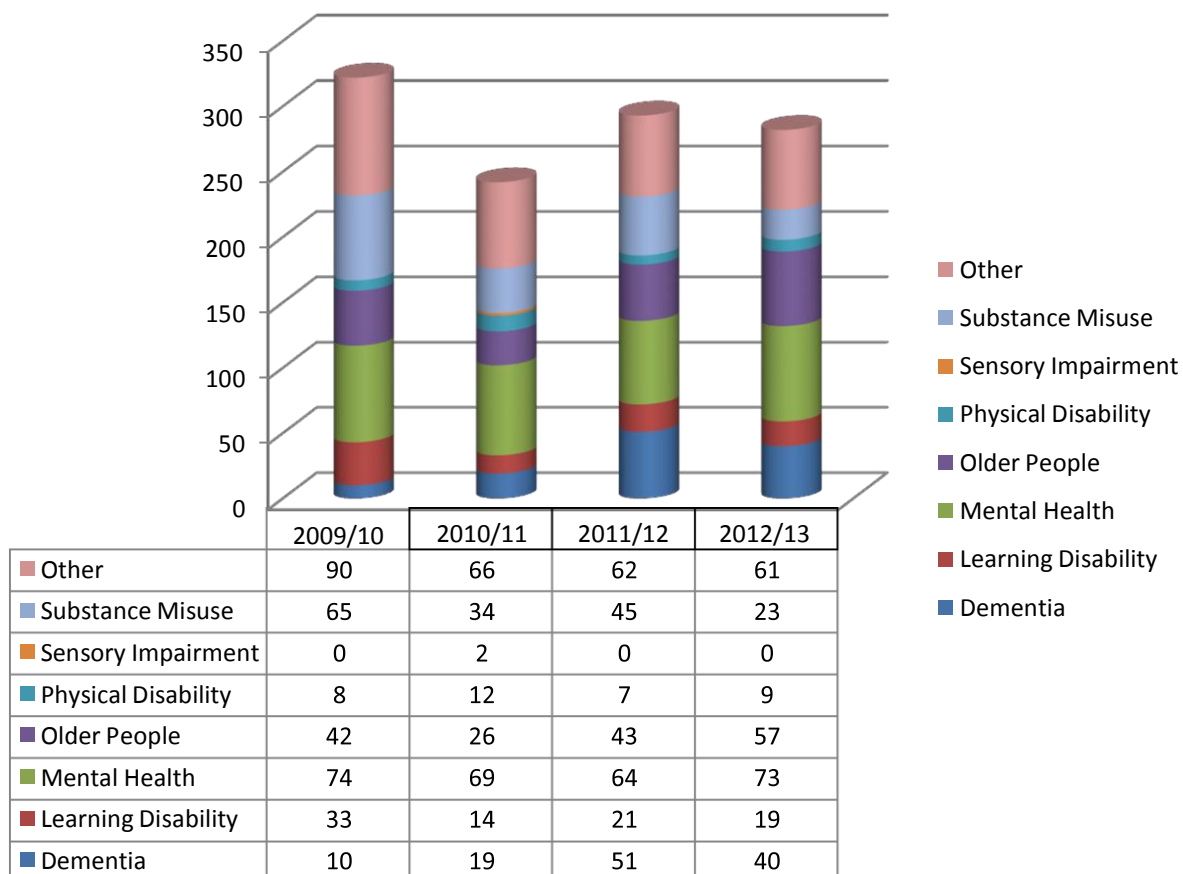


For three out of the last four years, suicide attempt/threat has been the highest type of harm prevalent in relation to ASP referrals. In 2012 – 2013 suicide attempt/threat has once again been the highest reason for referral and as a result, meetings have been set up with the Choose Life (suicide prevention) Implementation Manager to ensure we understand the underlying issues from an ASP perspective and make links to facilitate appropriate responses to referrals of this nature.



## **ASP Referrals - Service User Categories**

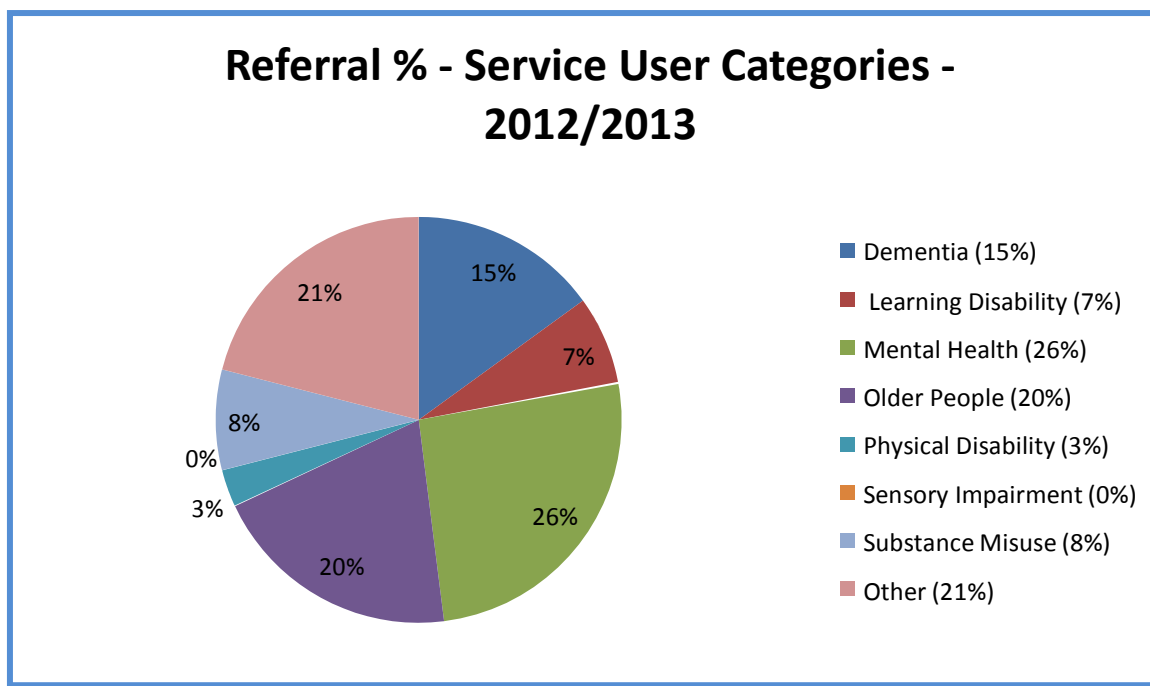
### **Service User Referral Categories 2009 - 2013**



There has been a steady climb in referrals relating to people with dementia from 10 referrals in 2009/2010 to a high of 51 referrals two years later. However the figures for 2012/2013 show a subsequent reduction of 11 referrals to 41 referrals for this category.

Each referral is only counted only once, therefore there may be people who could fit into the 'older people' category, who have instead been counted within other categories, for example the figures for dementia will include some individuals who are 'older people' – however, they would be counted once only – depending on how the person referring them has identified them or categorised in relation to the main issues relating to the referral.

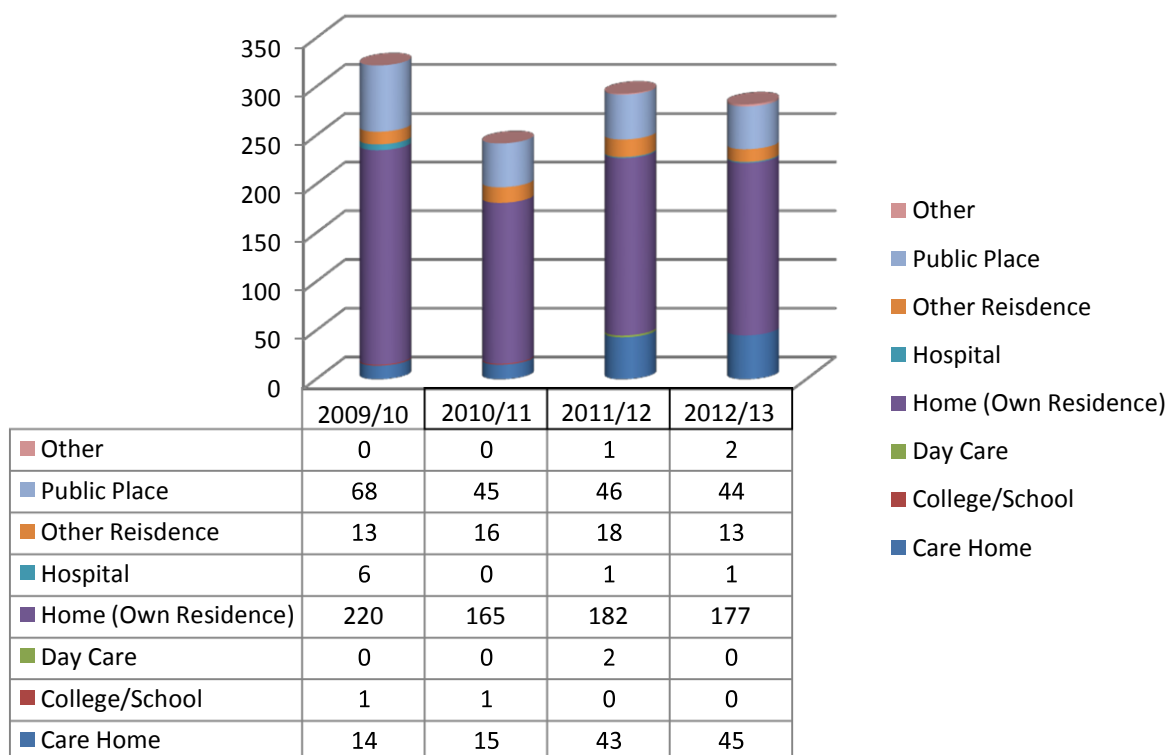
There has been an overall reduction in the referral numbers for people with a Learning Disability from 33 referrals in 2009/2010 to 19 in 2012/2013.



There are 21% of Service Users who fall into the 'other' category. These adults did not fit into any of the other designated categories. This group was comprised mainly of adults who were referred by police as a result of self harm or threat of/attempted suicide.

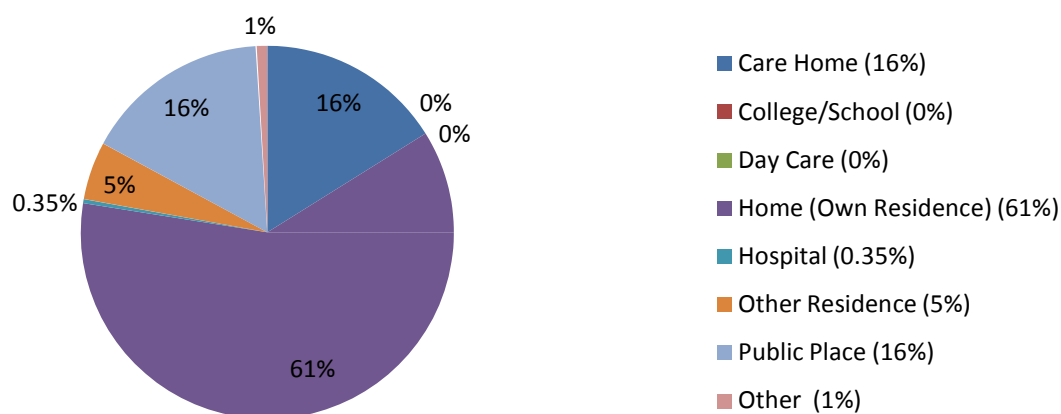
## **ASP Referrals – Settings in which Harm took place**

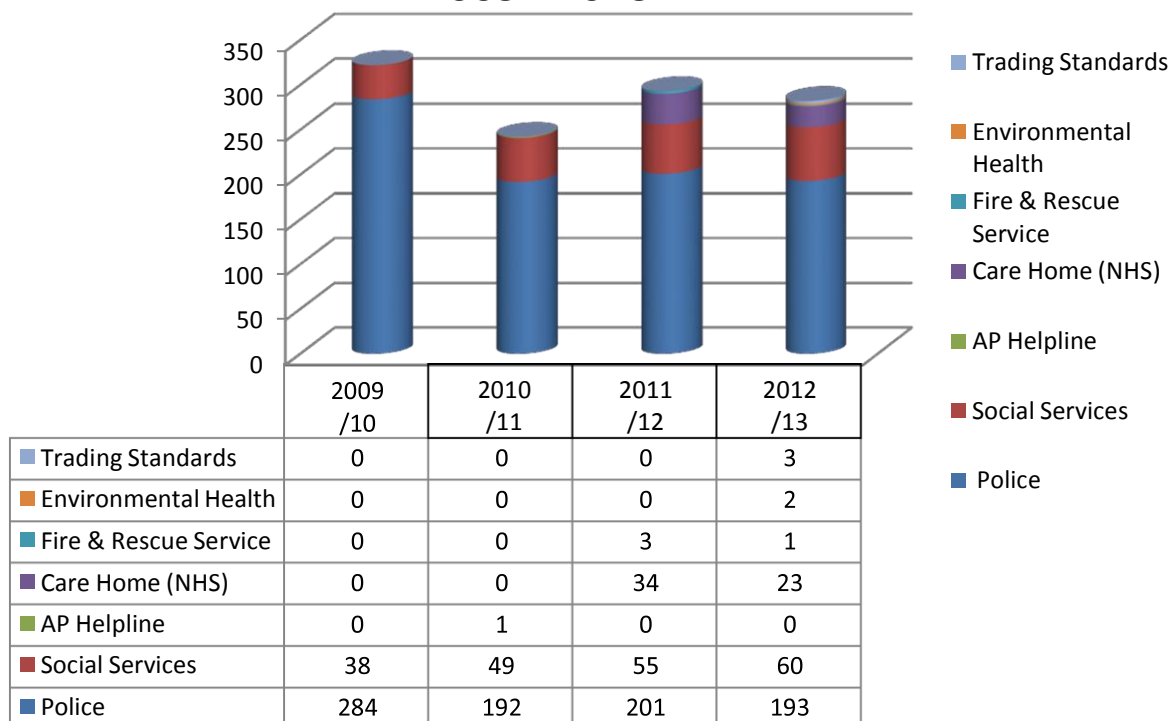
### **ASP Settings in which Harm took place 2009 - 2013**



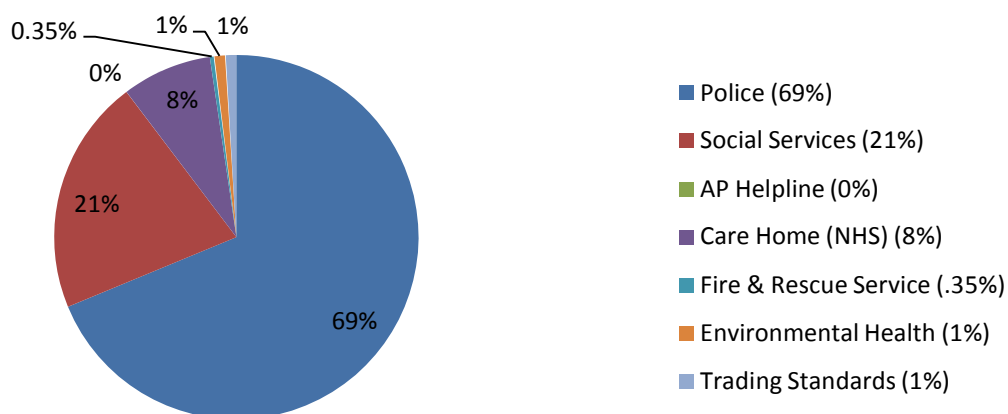
The overwhelming majority of incidents of harm have taken place across the four years within the adult's (subject of referral) home. The number of Care Home referrals has increased year on year.

### **Setting of Harm % 2012 - 2013**

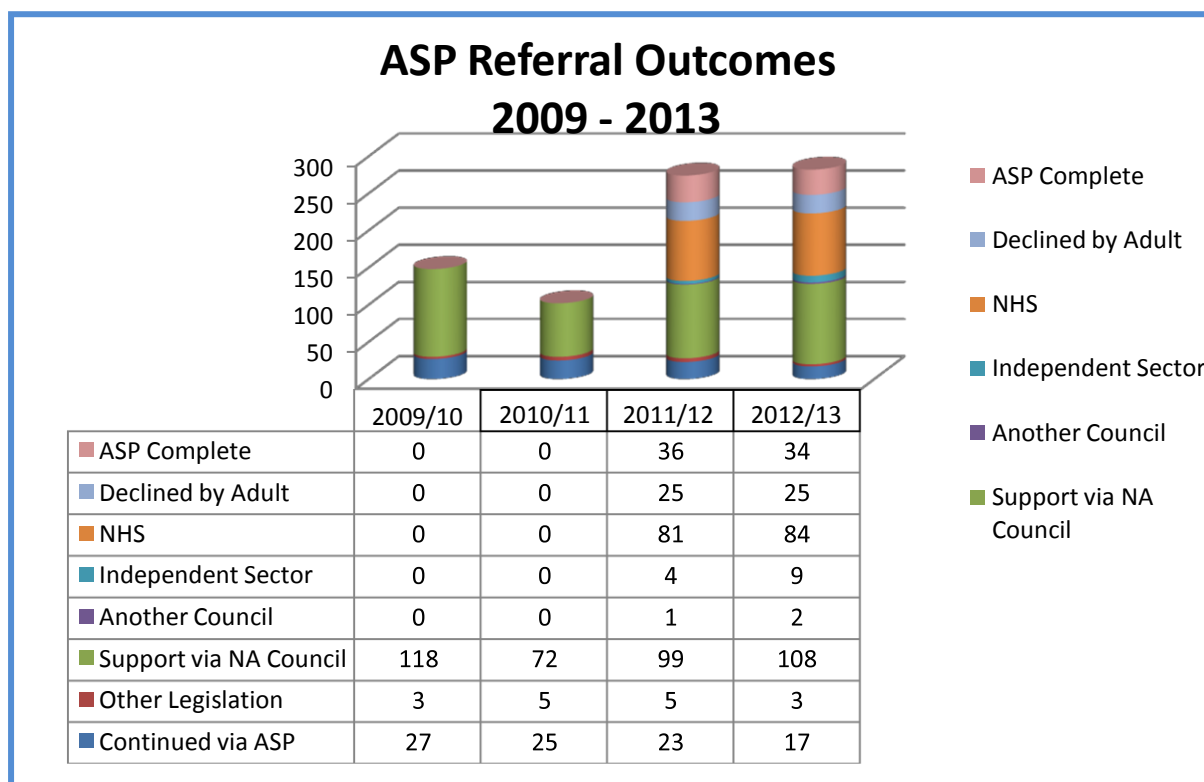


**ASP - Source of Referral****ASP Source of Referral  
2009 - 2013**

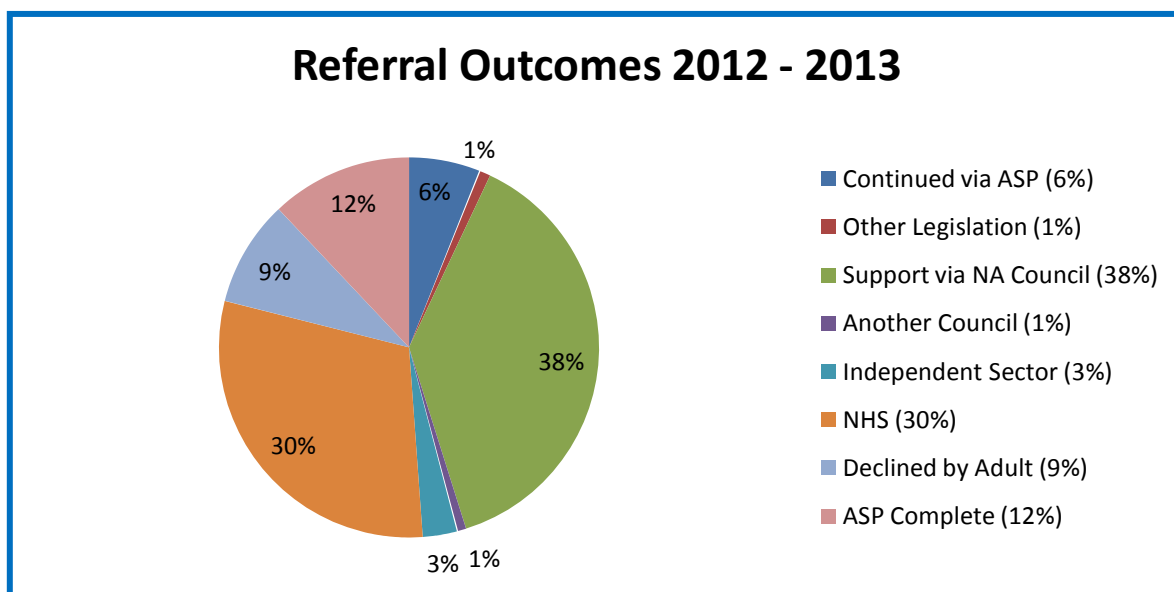
Whilst police referrals have reduced overall over the period, police have continued to be by far the main source of ASP referrals. Social Service referrals have incrementally increased over the four years and other Council Services (Environmental Health and Trading Standards) have referred for the first time during the first quarter of 2013.

**Source of Referral % 2012 -2013**

### ASP Referral Outcomes

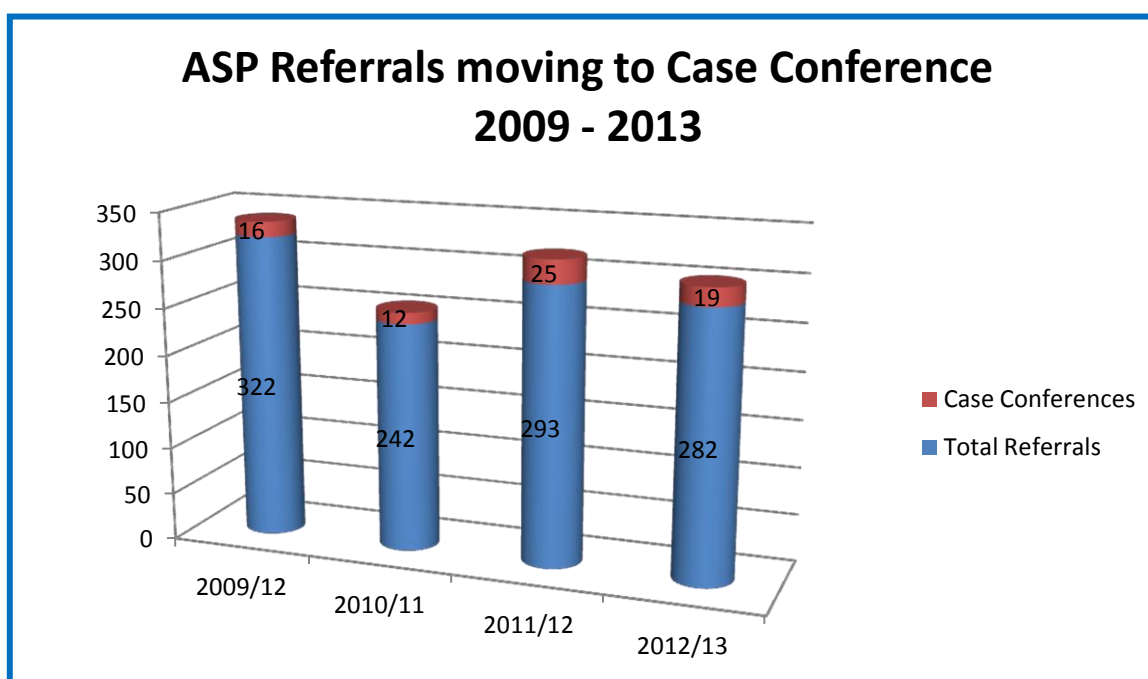
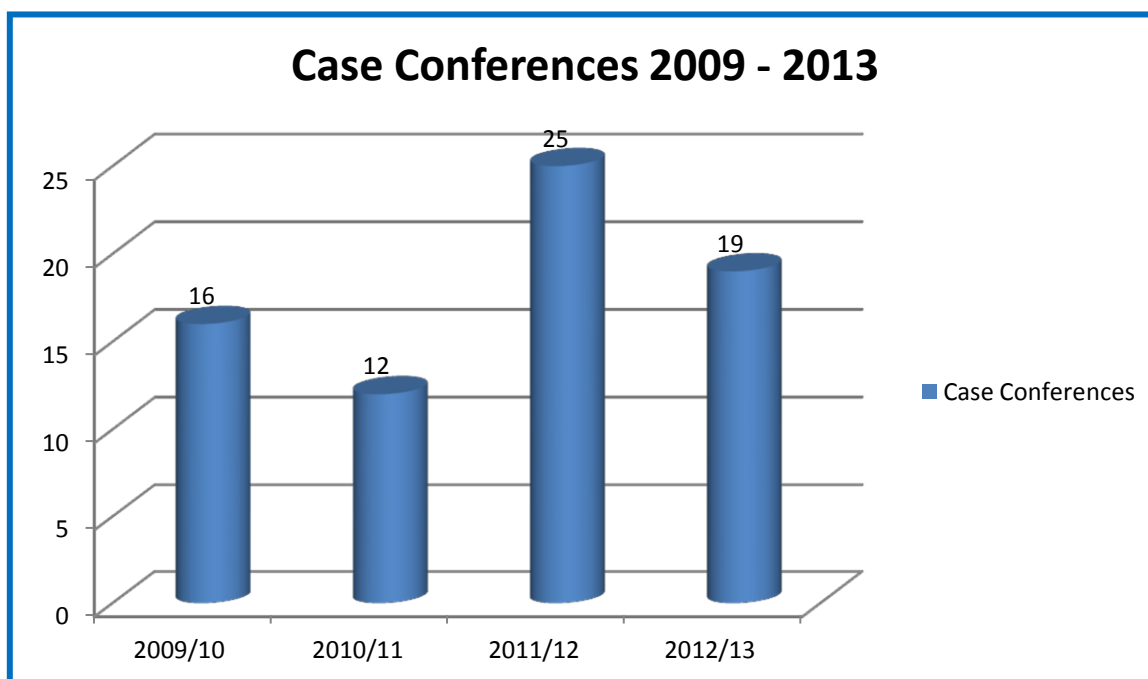


During the first three years systems were not in place to capture all outcomes, therefore in 2009/10 there were 174 referrals for whom outcomes were not defined, there were 140 outcomes not defined in 2010/11 and in 2011/12 there were 19 outcomes not defined. However, as systems have been consistently refined over the years, the figure is zero for outcomes not defined for 2012/13.



The majority of on-going support (68%) as a result of an ASP referral was provided by North Ayrshire Council or NHS Ayrshire and Arran. In 9% of ASP referrals during 2012/13 the Adult themselves declined any intervention.

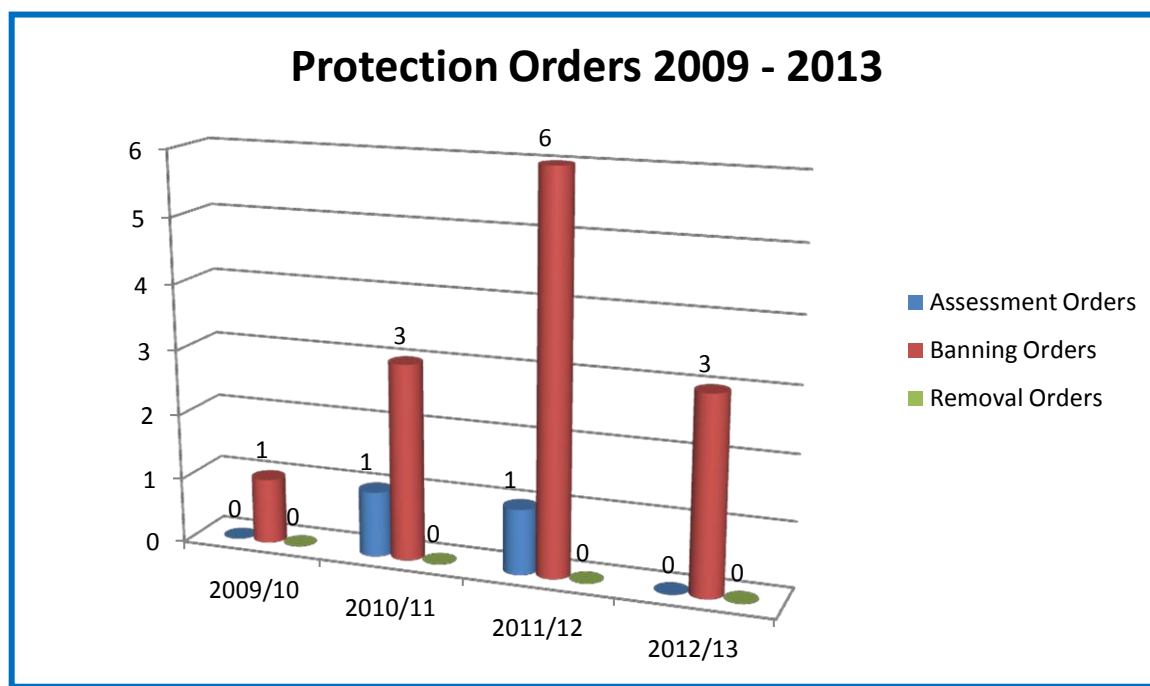
## **ASP - Case Conferences and Reviews**



The percentage of referrals resulting in a Case Conference remained the same during 2009/10 and 2010/11 with 5% of all referrals proceeding to Case Conference. In 2011/12 9% of all referrals proceeded to Case Conference and in 2012/13 7% of all ASP referrals resulted in a Case Conference.

For those referrals that proceed to Case Conference, a Protection Plan is usually put in place and requires to be monitored via formal Case Review meetings. There were 33 Case Reviews in 2012/13 – although some of these may relate to original Case Conferences which took place in the previous year.

### **ASP - Protection Orders**



In 2009/10 there was 1 Banning Order taken out under ASP legislation in North Ayrshire. In 2010/2011 3 Banning Orders and 1 Assessment Order were taken out. In 2011/12 6 Banning Orders and 1 Assessment Order was taken out and in 2012/13 3 Banning Orders were taken out. North Ayrshire have never taken out a removal order since the ASP Legislation came into effect in 2008.

The average number of total Protection Orders (i.e. including assessment, removal and banning orders) during 2010 – 2012 (the period of the last Biennial Report to the Scottish Government) for all APCs was 9. During the period 2010 – 2012 North Ayrshire had 11 banning orders – just in excess of the national average.

### **Pan Ayrshire – Total ASP Referrals per Local Authority Area**

Local Authority Area	Population*	Total ASP Referrals (April 2012 – March 2013)
North Ayrshire	135,180	282
South Ayrshire	111,440	284
East Ayrshire	120,240	298

\*Source: Scottish Government Website: NRS 2010 mid-year population estimates

## Learning and Development

The information provided below on the numbers of staff attending North Ayrshire Council ASP training covers a period of change in ASP Learning and Development Advisors, the first Advisor retired in August 2012 and the new Advisor commenced employment in December 2012.

Due to the induction and training period for the new post-holder, ASP training was not recommenced until February 2013. There were therefore 6 months during the time frame of this reporting period when ASP training was *not* delivered to staff within North Ayrshire Council or to partner agencies. However, Adults at Risk of Harm training for Care at Home staff was on-going, as this is delivered separately by Social Services Learning and Development colleagues.

### NAC - ASP Training data: April 2012 – March 2013

Course name	Delivery	NAC participants	External participants	Total
Level 1	ASP L&D	76	74	<b>150</b>
Level 2	ASP L&D	65	10	<b>75</b>
Level 3	ASP L&D	18		<b>18</b>
Risk Assessment and Risk Management	External trainer	31		<b>31</b>
Bridging the Acts	External trainer	35		<b>35</b>
<b>Totals</b>		<b>225</b>	<b>84</b>	<b>309</b>

During this period, there was no training provided on Investigative Interviewing, Role of the Second person, Adults with Incapacity Act, Financial Harm, Council Officer refresher training or Crossing the Acts training. These courses have all subsequently been offered in 2013, or are to be developed in 2014.

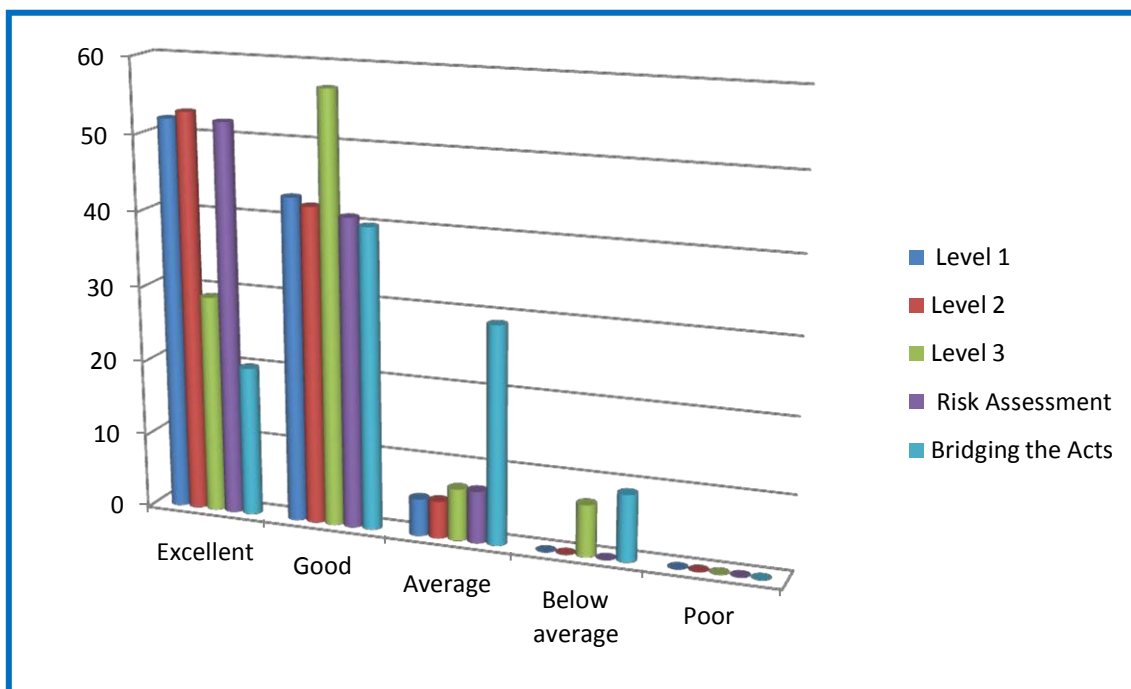


## ASP Training evaluation

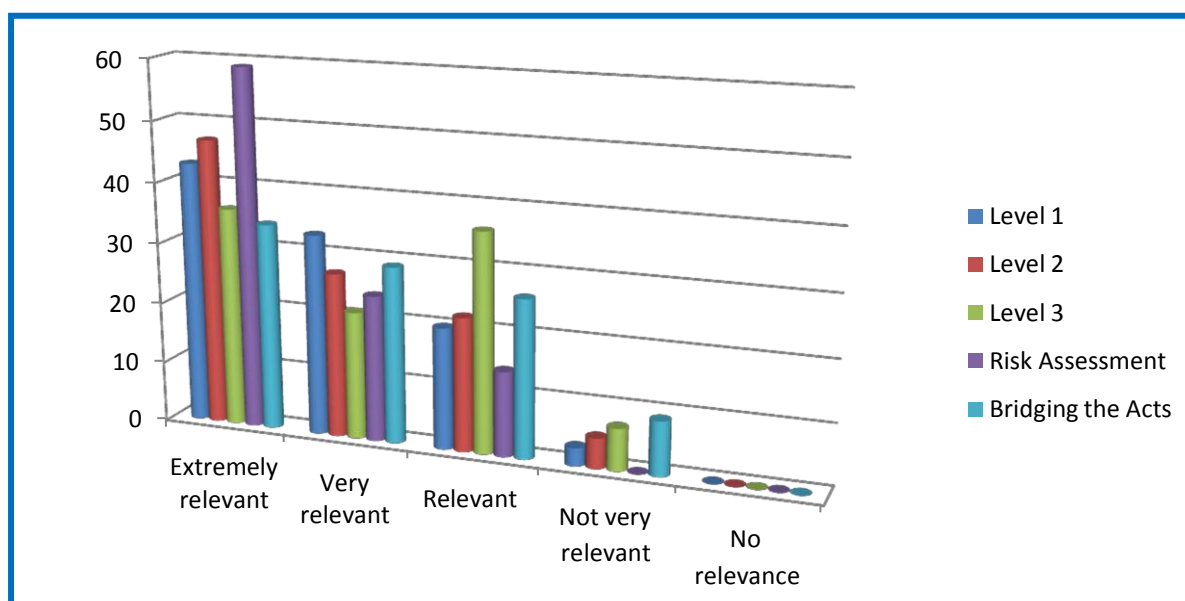
ASP training during 2012/13 has been evaluated on the basis of the ratings and comments provided by participants on the NAC Corporate training evaluation forms following attendance at each course.

Analysis of this feedback is set out below:

**Chart 1 – Overall Impression of ASP Course**



**Chart 2 – Relevance of ASP Course**



It should be noted that the numbers of respondents to the evaluation is *not* the same as the numbers attending the courses. This is accounted for in part by the small numbers who decline to complete evaluation forms (eg in some instance leaving before the course has finished and then failing to return forms sent).

The most significant difference in numbers is explained by the lack of evaluation forms from external participants attending our training. As both our Levels 1 and 2 course are open to other independent and private sector care and support agencies, (as set out in the table above), this evaluation data thus omits 50% (74) of those attending Level 1 training, and a smaller number (10) attending Level 2.

In analysing the remaining data from the table and charts above, the courses rated most highly were the Level 1 and Level 2 courses (delivered internally), as well as the Risk Assessment and Risk Management training (delivered by an external trainer).

The one Level 3 course delivered (internally) was less well evaluated, although the small numbers of attendees and respondents (N=14) has meant that a poor rating from a minority of participants has skewed the results. But over three quarters (86%) of respondents felt the course was excellent or good, and over a half (57%) felt it to be extremely or very relevant.

The 'Bridging the Acts' training was delivered by an external consultant, and there was considerably less satisfaction expressed in relation to this, therefore alternative ways of delivering this training are being explored.

### **NHS Ayrshire and Arran ASP Training**

North Ayrshire NHS Staff training numbers

<b>Training</b>	<b>Numbers</b>
ASP Learn Pro (E-Learning)	273
ASP Level 1	5
ASP Level 2	1

## ASP activity in North Ayrshire

The second Biennial Report (2010- 2012) was submitted to the Scottish Government in October 2012.

At the December 2012 meeting of the Adult Protection Committee, the overarching ASP Workplan was reviewed. The Workplan outcome timescales were revised and lead responsibility for actions was identified, as the new Senior Officer for Adult Support and Protection and the Learning and Development Adviser for Adult Support and Protection came into post on 10<sup>th</sup> December 2012.

A draft Public Information Implementation Plan has been developed, the purpose of this document is to outline the actions to be taken forward in relation to raising awareness of adult support and protection issues and the work of the APC in North Ayrshire. The plan included using various media platforms (i.e. newspaper and newsletter articles, presentations to groups, attendance at partnership public events, a poster campaign, you tube video etc.) to inform the partnership staff and the general public. New ASP Leaflets and posters were also developed and disseminated.

The draft programme for ASP Training for 2013 was developed and approved at the March 2013 meeting of the APC. The programme of training ran from February 2013 – December 2013 and included ASP Level 1, 2 and 3 training, as well as risk assessment and risk management, Adults with Incapacity Act, Council Office refresher training , Investigative interviewing and financial exploitation.

North Ayrshire APC were represented on the Pan Ayrshire Financial Harm Working Group and involved in the Pan Ayrshire development of Guidelines for Care Homes in North Ayrshire, due to be launched at an event in May 2013.

An event to begin a dialogue between agency staff and carers and service users regarding adult support and protection in North Ayrshire was organised and is planned to take place in June 2013. An APC development day has been organised and has been planned to take place mid 2013.

The Senior Officer for Adult Support and Protection has been developing routine management information and ensuring that systems are in place to facilitate effective and proportionate performance reporting, monitoring and audit systems regarding ASP. In addition, work has been commenced on ensuring there are clear, effective and well understood referral and access systems in place in relation to adult protection.

ASP staff have been attending several local and National Groups, including the West of Scotland ASP Co-ordinators Group, the West of Scotland ASP Trainers Group and the Association of Directors of Social Work ASP Sub Group.

### **Significant/Initial Case Reviews**

In March 2013 North Ayrshire received its first request for an Initial Case Review. The APC followed the Pan Ayrshire Guidance on Significant Case Reviews and after considering all the facts, decided not to proceed to a Significant Case Review in this instance. However there were several helpful learning points in terms of the way APC partners work together, that were identified as a result of the Initial Case Review process, and as a result of this a number of amendments have been made to the Pan Ayrshire SCR Guidance.

### **AIMS Advocacy**

AIMS Advocacy Service in North Ayrshire is given an annual grant via the Adult Support and Protection budget to offer a service to vulnerable adults who require support from an advocate to address general issues of concern or specific intervention in the more formal aspects of adult support and protection.

The service is offered to adults who:

- are referred because they require support through formal adult protection proceedings
- are already known to the advocacy service and a situation relating to adult protection has arisen
- are subject to intervention under legislation other than the ASP Act i.e. Adults with Incapacity (Scotland) Act 2000 and Mental Health (Care & Treatment) (Scotland) Act 2003
- no longer require formal intervention under a legislative framework but would benefit from continued involvement within an assessment and care management framework

During the period 1 April 2012 – 31 March 2013, there were 12 adults who were supported by advocacy workers at meetings relating to adult protection issues.

There were 3 Case Conferences attended by advocacy workers during this period. In 3 other instances, advocacy workers were invited to Case Conferences, however in 1 instance the adult at risk did not wish to attend or for advocacy workers to attend and in the other cases timing issues did not allow for attendance.

When the previous ASP Learning and Development Advisor was in post, all staff of AIMS took part in a half day workshop as part of their NVQ training. AIMS report that this was very well received by their staff.

## Pan Ayrshire Partnership Activity

During the period of this Annual Report (April 2012 – March 2013) the three Adult Protection Committees across Ayrshire (North Ayrshire APC, South Ayrshire ACP and East Ayrshire APC) were working towards putting in place a new Pan Ayrshire Sub Group Structure, to support the work of the three APCs.

In January 2013, the three new Sub Groups commenced. The sub groups report on their activity to the Pan Ayrshire Adult Protection Committee Chairs and Leads Group. A reporting pro forma to facilitate concise information sharing has been developed and this report will go to the quarterly meeting of the Chairs and Leads Group from each of the three Sub Groups. Thereafter the report pro forma for each of the three Sub Groups is submitted to the three individual Ayrshire APCs.



(Diagram: New reporting structure – APC Pan Ayrshire Sub Groups)

A Pan Ayrshire event (led by South Ayrshire APC) was held in May 2012 and focussed on Financial Harm.

## Future Work

The Scottish Government has identified five priority workstreams and future work will be developed to recognise the importance of the priorities:

- Financial Harm
- Adult Protection in A & E Departments
- Adult Protection in nursing homes and care homes
- Service user and carer involvement
- Data collection

The work being done in relation to these areas is reported to the APC on a regular basis, and links are made to these areas and the issues identified within the APC workplan.

Given the relatively wide range of people who may become at risk of harm, work continues in relation to public information and interagency understanding. Within the council work also continues to ensure that other North Ayrshire Council Services who come into contact with the public, are aware of what adult protection is about, and to know how to refer when indicated. To that end, meetings have been held with staff of some other key services and the results of this were already being noted during this Annual Reporting period, with the first referrals coming from Trading Standards and Environmental Health, following meetings with the Managers of these services. In addition, ASP staff in partnership with their CP (Child Protection) colleagues have devised a short generic training session covering adult and child protection, which is being delivered to staff from Building Services, Cleaning and Catering and others. Plans are in place to deliver these sessions to other Council Services.

A 3<sup>rd</sup> Sector Conference has been planned for January 2014 to raise awareness of adult protection and to encourage referrals from these agencies. In order to support increased referrals, work has been on-going in ensuring referral pathways are clear and easy to use. This has included the introduction of a central ASP e-mail mailbox, where referral paperwork can be sent electronically. In addition ASP referrals from organisations can be faxed or delivered by hand. Members of the public can also telephone with ASP referrals.

An Open Space event was held in June 2013 to facilitate discussion between agency staff and carers and service users regarding adult protection in North Ayrshire. The outcome of this day was a list of five priorities which participants felt were important to take forward. These five priorities were then sent (via the North Ayrshire Carers Centre) to 100 Carers to give them the opportunity to comment and to rate the five Priorities in order of importance to them. This information will be analysed and a report will go to the APC December meeting to ensure this feedback is considered when the new ASP Workplan is being developed. A Carers and Service users Engagement Strategy is also being developed by the APC.

Work is underway by the North Ayrshire APC to strengthen links locally, regionally and nationally, to allow us to be better informed about local, regional and national ASP issues, to encourage better partnership working, facilitate benchmarking and to ensure North Ayrshire has an opportunity to feed into important forums and consultations.

As members of the APC, NHS Ayrshire and Arran are involved in a National Pilot to promote awareness with and increase ASP referrals from NHS Accident and Emergency staff. This national pilot should be reported on in 2014.

Discussions are also underway about how GPs can be more involved in the work of the APC and a proposal has been made that the Learning and Development Sub Group (led by North Ayrshire APC) will develop a specific training session for GPs.

As members of the APC, North Ayrshire Council have put forward a proposal to be involved in a National Pilot to promote good practice regarding ASP within Care Homes.

Innovative approaches to ASP learning are being developed. This has included some new training courses being developed, but also looked at other ways to promote learning, including a Social Services Team Manager's and Practitioner's Forum to look at practice issues, discuss complex case studies and promote best practice and shared thresholds. Financial harm training has been developed with the first course to be delivered in December 2013. Training for NHS GP practice staff is to be developed, as is 'Training for Trainers' for Care Home Staff. In addition, several other potential ways of creatively promoting learning are being developed, including staff less experienced in ASP processes being able to 'shadow' more experienced staff. There will be an increased focus on a multi-service and multi-agency approach to training, emphasising that adult protection is 'everyone's business'.

An event, jointly hosted by South Ayrshire APC and North Ayrshire APC to look at issues in Ayrshire regarding Forced Marriage has been arranged for November 2013 and it is hoped that following this event, some Pan Ayrshire Guidance can be developed. A further Pan Ayrshire event will be hosted by North Ayrshire APC in November 2014. The theme for this event has still to be agreed at the Pan Ayrshire Independent Chairs and Lead Officers Group.

To underpin all the work of the North Ayrshire APC a Performance Improvement Plan, including an Evaluation and Audit Strategy is being developed.

During 2012 a North Ayrshire APC Workplan was devised, this has continued to be developed and refined throughout 2013, informed by consultation and development events. A copy of the original 2012 – 2014 Workplan is attached at *Appendix 1*.





## North Ayrshire Adult protection Committee Workplan

**2012 - 2014**

Outcome	Action	Timescale
An increased awareness of Adult Support & Protection issues in North Ayrshire across agencies and within the wider community	Develop a public information strategy	March 2013
Engagement of wider community of interest	Plan and deliver North Ayrshire Adult Protection Conferences in 2013 and 2014	Spring/summer 2013 & 2014
Improved multi agency communication and practice		
Continuous improvement in practice, and learning from practice, within and across agencies	Implement recommendations for practice development in relation to areas identified within recent case self-evaluation and supported self-evaluation, and consideration of national reports and local cases for learning points within North Ayrshire.	March 2013
Effective and proportionate performance reporting, monitoring and audit systems	Development of routine management information reports and of audit timetable	March 2013
Effective involvement of service users and carers in the work of protecting vulnerable adults in North Ayrshire	Develop an involvement and engagement strategy for users and carers	March 2013

Staff that are skilled and knowledgeable in adult protection	Continued planning and implementation of an ongoing interagency training strategy	Ongoing
Greater consistency of approach across agencies and councils, and reduction in duplication of effort in relation to the public protection agenda	Continue to maximise options for cross authority collaboration in relation to adult and public protection agendas	Ongoing
The Adult Protection Committee have the skills and knowledge to fulfill its functions	Committee induction and development days to maximise skills and knowledge within the Adult Protection Committee	March 2013
Greater consistency in understanding of risk thresholds and referral criteria	Practice guidance and training developed around risk thresholds and referral criteria	March 2013
Clear, effective and well understood referral and access systems in relation to Adult Protection	Review of current arrangements and recommendations made as appropriate	May 2013
Learning from practice	Consideration of national reports and local cases	Ongoing

End of *Appendix 1*

---

## **NORTH AYRSHIRE COUNCIL**

### **Agenda Item 14**

**11 February 2014**

#### **Cabinet**

---

**Subject:** **North Ayrshire Housing Partnership: Minutes of Meeting 10 December 2013**

---

**Purpose:** To submit the Minutes of the meeting of the North Ayrshire Housing Partnership of 10 December 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, Finance and Property, 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 overarching 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 10 December 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.



CRAIG HATTON  
Corporate Director (Development and Environment)

#### Reference :

For further information please contact Alex Adrain, Interim Head of Services on telephone number 01294 324642

#### **Background Papers**

None



# North Ayrshire Housing Partnership

## Committee Room 1, Cunninghame House

### Tuesday 10<sup>th</sup> December 2013

## Minutes

---

Present:	Alex Adrain	North Ayrshire Council, Housing Services (Chair)
	Elaine Gibson	ANCHO
	Emma Anderson	North Ayrshire Council, Housing Services
	Ian Cathcart	North Ayrshire Council, Finance and Property Services
	Janeine Barrett	North Ayrshire Council, Housing Services
	Lesley Wells	North Ayrshire Council, Planning Services
	Louise Speirs	North Ayrshire Council, Housing Services (minutes)
	Neil Hands	North Ayrshire Council, Housing Services
	Nicola Thom	Irvine Housing Association
	Steven Good	Cunninghame Housing Association
	Trudi Fitzsimmons	North Ayrshire Council, Housing Services
Apologies:	James Ledgerwood	Irvine Bay Regeneration Company
	Jeff Bell	Scottish Government
	Jim Nichols	Arran Community and Voluntary Services
	Joanna Voisey	Trust Housing Association
	Morna Rae	North Ayrshire Council, Policy & Performance
	Robert McGilvery	North Ayrshire Council, Housing Services

### Action

#### 1. Introduction & Apologies

AA welcomed everyone to the meeting. Introductions were made and apologies noted as above.

AA informed the group that Iona Colvin is no longer Corporate Director.

Following the integration of Social Services and Health there has been restructuring within NAC and Housing now reports to Craig Hatton's Directorate (Development and Environment). AA noted that this is a temporary arrangement, and no definitive decision has been made on what Directorate Housing will eventually sit under.

#### 2. Minutes of Previous Meeting and Matters Arising

The minutes of the previous meeting were accepted as an accurate record. The following matters arising have still to be actioned/confirmed:

- EG to forward details of developable land in ANCHO's ownership to AA.
- LW to check that David Hammond emailed a copy of the Local Development Plan to Paul Hillard (Irvine Housing Association).

EG

LW

<p>NT to provide an update on the Sustainable House Research development at Irvine Harbourside.</p>	<p>NT</p>
<p><b>3. Empty Homes Recyclable Loan Fund.</b></p> <p>AA delivered a presentation on the Empty Homes Loan Scheme. A copy of which will be forwarded to the group.</p> <p>There were discussions on the issues of engaging with empty property owners, and the poor uptake of the Loan Fund. TF stated that given the current property market, the focus must be on information and advice to bring homes back into use, rather than owners waiting for the market to recover whilst the property remains empty. The members of the group were asked to raise awareness of the Empty Homes Loan Fund, and direct any interested property owners to Housing Services' Private Sector Advice Team.</p> <p>AA/TF also provided an update on the Empty Homes Strategy. TF informed the group that she was aiming to issue a draft consultation strategy by the end of March 2014.</p>	<p>All</p>
<p><b>4 New Supply Housing Investment.</b></p> <p>AA delivered a presentation on the Affordable Housing Supply Programme, which will be forwarded to the group.</p> <p>There is unallocated funding for 2015-18 of £8.14 million. AA will contact partners regarding a position statement and request suggestions for suitable projects to allocate the funding to.</p> <p>TF to provide information on using part of this funding for the Buy Back Scheme. It was discussed that for some RSL's it was not a financially viable option to buy from the open market, once costs to bring properties up to the SHQS were accounted for.</p> <p>TF noted that, the Scottish Government were not keen on Councils using large amounts of funding for buy backs, preferring instead that the bulk of the funding is used for new build projects.</p>	<p>AA</p> <p>TF</p>
<p><b>5. HNDA: Arran &amp; Cumbrae</b></p> <p>TF delivered a presentation on the Housing Need and Demand Assessment (Arran and Cumbrae). It was noted that the final report has been approved by Cabinet, a copy of this is and the presentation are available to the group.</p> <p>The HNDA report concluded that there is very low demand and no significant shortfall of affordable homes on either Arran or Cumbrae. Some of the key findings noted in the report were:-</p> <p>Both Islands:</p> <ul style="list-style-type: none"> <li>• High number of holiday and second homes,</li> <li>• High age profile,</li> </ul> <p>Arran:</p> <ul style="list-style-type: none"> <li>• 1 &amp; 2 bed properties are scarce,</li> </ul>	



- Many informal lets,
- Twice the national average for number of bedrooms per property.

Cumbræ:

- Few young people,
- Stock mis-match between housing need and existing properties.

There was discussion of the issues encountered with private landlords on the islands; JB suggested that pro-active work may be required to enable a change in attitudes.

There followed a discussion over the allocation of RSL properties on Arran. It was agreed that further discussion was required over the best way to allocate the next phase of housing at St Molio Park.

## **6. Sheltered Housing – Use of Communal Facilities for Lunch Clubs.**

As JN had submitted apologies, this agenda item would be carried forward to the next meeting.

c/f

## **7. Adaptations Research – Outcomes & Way Forward.**

TF gave a presentation on Housing Adaptations which will be forwarded to the group. It was noted that a report into housing adaptations in North Ayrshire undertaken by Craigforth Consultancy has now received Cabinet approval and is available upon request.

It was explained that there are discrepancies in the current two-tier approach: adaptations for Council tenants and adaptations provided in the Private Sector via the Scheme of Assistance.

An assessment of service in the Craigforth report identified the following actions:

- Develop a strategy for adaptations within North Ayrshire.
- Ensure greater personalisation of housing adaptations.
- Implement a performance and improvement framework.
- Seek improved partnership and management.
- Secure better value for investment.

AA stated that it is important that adaptations depend on a persons need and not on tenure.

EA confirmed an initial meeting of the newly convened Adaptations Working Group had taken place. It is hoped that a process for adaptations will be in place early in the new year.

TF to send copy of the presentation to NT by close of business (10<sup>th</sup> Dec.)

TF

## **8. Neighbourhood Planning Approach.**

AA gave a presentation on Neighbourhood Planning. This is a major project involving NAC and all Community Planning partners. A copy of the presentation will be forwarded to group members.

AA noted that work on Neighbourhood Planning was in progress at the moment and updates will be provided to the group at a later date.

EG informed the group that on attending Community Education's 'Working Together for Irvine', it became clear that there are many services and groups running, with duplication of work occurring.

EG stated that on occasion it can be easier for groups outwith the public sector to access funding and thereby provide services. It would therefore be beneficial to manage funding in partnership for increased community benefit.

## **9. Energy Improvement Fund (HEEPS/ABS)**

IC gave an update on the Scottish Government's Energy Efficiency Programme - an initiative to tackle fuel poverty and increase energy efficiency in homes. Home Energy Efficiency Programmes Scotland/Area Based Schemes (HEEPS/ABS) follows an area-based approach with initial focus on the most deprived areas. Responsibility for programme delivery for HEEPS/ABS falls to local authorities, who it is believed are best placed through their Local Housing Strategies to understand the nature of housing provision and to co-ordinate a local supply-chain.

HEEPS/ABS is funded by the Scottish Government with £60m for 2013-14 nationally. NAC received almost £1m, with a further contribution from the Scottish Government and funding from Energy Companies Obligation programme totalling almost £6m.

IC intends to speak with NAC partners in the new year to discuss any possible uses for the next round of funding in March 2014.

IC

## **10. SHR Thematic Inspection: Homelessness**

JB delivered a presentation on the Scottish Housing Regulator's recent inspection of the Homeless Team.

JB noted that the full process was scrutinised and monitored and there were positive and negative outcomes. The final report has not yet been issued.

JB also noted that there was some criticism of the 'housing options approach' to homeless prevention, although this may be due to the inspectors not being familiar with this approach.

## **11. How to improve our Strategic Partnership.**

AA had asked for suggestions on how to make the group more meaningful and improve attendance; no ideas were received. AA had spoken with partners to get reassurance in terms of commitment of attendance at the group.

AA stated that historically the NAHP agenda has been NAC driven. He noted that partners should also be driving the agenda as they are involved in many positive initiatives which would be beneficial to share. It was noted that all members have full workloads and time is an issue when putting together presentations, however informative updates are expected from all

partners and would be appreciated and beneficial to the group.

Partners of the NAHP group were asked to consider agenda items for the next and future meetings and feed back into the partnership.

All

## **12. Date of Next Meeting**

Wednesday 26<sup>th</sup> March 2014

*Minutes recorded and produced by: Louise Speirs, Clerical Officer on 10<sup>th</sup> December 2013*