



North Ayrshire Council
Comhairle Siorrachd Àir a Tuath

Cunninghame House,
Irvine.

27 August 2015

Cabinet

You are requested to attend a Meeting of the Cabinet of North Ayrshire Council to be held in the Council Chambers, Ground Floor, Cunninghame House, Irvine on **TUESDAY 1 SEPTEMBER 2015** 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 18 August 2015 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).

PRESENTATION

3. National Attainment Challenge: North Ayrshire Strategy

Receive presentation by the Executive Director (Education & Youth Employment).

EDUCATION ITEMS FOR DECISION

4. Education and Youth Employment Accessibility Strategy 2015 - 2018 (Page 11)

Submit report by the Executive Director (Education & Youth Employment) on the progress of the Education and Youth Employment's Accessibility Strategy 2015-18 (copy enclosed).

GENERAL BUSINESS FOR DECISION

Reports by the Chief Executive

5. Raising the Quality of Committee Reports (Page 37)

Submit report by the Chief Executive detailing proposals for a comprehensive project and timetable to improve the quality of reports being produced by the Council (copy enclosed).

Reports by the Executive Director (Finance & Corporate Support)

6. Council Tax (Variation for Unoccupied Dwellings) (Scotland) Regulations 2013 (Page 89)

Submit report by Executive Director (Finance & Corporate) seeking approval to increase council tax for long term empty property (copy enclosed).

Reprts by the Executive Director (Economy & Communities)

7. North Ayrshire Council, sportscotland and KA Leisure Partnership Agreement: 1 April 2015 until 31 March 2019 (Page 97)

Submit report by the Executive Director (Economy & Communities) on the scope priorities and principles of the 2015/19 Partnership Agreement between sportscotland, KA Leisure and North Ayrshire Council (copy enclosed).

8. Ayrshire Growth Deal (Page 113)

Submit report by the Executive Director (Economy & Communities) seeking approval for the preparation of a bid for a Regional Growth Deal in collaboration with North and South Ayrshire Councils (copy enclosed).

9. Urgent Items

Any other items which the Chair considers to be urgent.

EXEMPT INFORMATION

10. Exclusion of the Public

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 items of business on the grounds indicated in terms of Paragraph 9 of Part 1 of Schedule 7A of the Act.

Non Disclosure of Information

In terms of Standing Order 17 (Disclosure of Information) the information contained within the following reports 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.

10.1 Social Work Complaint Review Committee: Complaint by Mr C (Page 121)

Submit report by the Chief Executive on the findings and recommendations arising from the Social Work Complaints Review Committee meeting held on 21 May 2015.

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

to be advised

Chair:

Attending:

Apologies:

Meeting Ended:

Cabinet
18 August 2015

IRVINE, 18 August 2015 - At a Meeting of the Cabinet of North Ayrshire Council at 2.30 p.m.

Present

Willie Gibson, Alan Hill, John Bruce, Anthea Dickson, Tony Gurney and Ruth Maguire.

In Attendance

E. Murray, Chief Executive; C. Hatton, Executive Director and C. Forsyth, Assistant Transportation Manager (Place); L. Aird, Head of Finance, S. Humphries, Senior Manager (Revenues and Benefits) and A. Munn, Community Benefits Officer (Finance and Corporate Support); J. Miller, Senior Planning Services Manager (Economy and Communities); M. Davison, Senior Manager (Democratic Services), R. Johnston, Data Protection Officer, M. Sugden, Communications Officer and D. McCaw, Committee Services Officer (Chief Executive's).

Chair

Councillor Gibson in the Chair.

Apologies for Absence

Marie Burns.

1. Declarations of Interest

There were no declarations of interest by Members in terms of Standing Order 10 and Section 5 of the Code of Conduct for Councillors.

2. Minutes

The Minutes of the meeting held on 23 June 2015 were confirmed and the Minutes signed in accordance with Paragraph 7 (1) of Schedule 7 of the Local Government (Scotland) Act 1973.

3. Data Protection Policy Version 2

Submitted report by Chief Executive on the revised Data Protection policy which has been updated to reflect current best practices relating to information sharing and privacy by design and which (i) introduces a privacy framework for assessing information risk; and (ii) takes cognisance of the expected EU reforms. The revised policy was detailed at Appendix 1 to the report.

Members were provided with clarification in terms of staff training sessions which highlight arrangements in place in relation to protection of information while mobile working.

The Cabinet agreed to approve the revised Data Protection Policy.

4. The High Hedges (Scotland) Act 2013 - Application Fees

Submitted report by Executive Director (Economy and Communities) on fee levels for applications made to North Ayrshire Council under the High Hedges (Scotland) Act 2013

The Cabinet agreed that (a) the current application fee remains unchanged; and (b) the fee structure for applications made under the Act is reviewed annually as part of the budget process.

5. Upper Garnock Valley Flood Protection Scheme Progress Report

Submitted report by Executive Director (Place) on the preferred flood protection scheme for the upper Garnock Valley and detailing the public consultation events and feedback, together with the next steps in the formal notification process.

Members were provided with clarification on venues and newspapers for publication of the formal notification of the scheme.

The Cabinet agreed to (a) note the outcomes of the consultation exercise undertaken in January and February of this year; and (b) publish formal notification of the scheme.

6. Welfare Reform activity 2015/16

Submitted report by Executive Director (Finance and Corporate Support) on progress on the welfare reform action plan advising of further welfare reforms to be implemented from April 2016 onwards.

Members were provided with clarification of the estimated financial impact the transfer from Disability Living Allowance to Personal Independence Payment (PIP) would have on North Ayrshire residents; and that the Scotland Bill 2015 devolves these benefits to the Scottish Government and that they may change in the future.

The Cabinet agreed to (a) endorse (i) the welfare reform activity in 2015/16; and (ii) the progress made against the welfare reform action plan as set out in Appendix 1 to the report; and (b) note the welfare reforms to be implemented from 2016 onwards.

7. Award of Contract – Measured Term Contract (MTC) for Access Control Systems - Automatic Doors Servicing and Repairs

Submitted report by Executive Director (Finance and Corporate Support) on the result of the tender exercise for the MTC for Access Control Systems - Automatic Doors Servicing and Repairs.

The Cabinet agreed to approve the award of the contract to SPIE Scotshield Ltd. at a cost of £342,500.

8. Award of Contract - Measured Term Contract (MTC) for Floor Finishes

Submitted report by Executive Director (Finance and Corporate Support) on the result of the tender exercise for the renewal of the MTC for Floor Finishes.

The Cabinet agreed to approve the award of the contract to Muirgroup Interiors Ltd. at a cost of £455,000.

9. Community and Lifelong Learning Advisory Panel: 21 May 2015

Submitted report by the Executive Director (Economy and Communities) on the minutes of the meeting of the Community and Lifelong Learning Advisory Panel held on 21 May 2015.

Noted.

10. South West Hub Territory Partnering Board held on 28 May 2015

Submitted report by the Executive Director (Place) on the minutes of the South West Hub Territory Partnering Board held on 28 May 2015.

Noted.

11. Physical Environment Advisory Panel held on 1 June 2015

Submitted report by the Executive Director (Place) on the minutes of the Physical Environment Advisory Panel held on 1 June 2015.

Noted.

12. Housing Revenue Account Business Plan Implementation Group: 11 June 2015

Submit report by the Executive Director (Place) on the minutes of the Housing Revenue Account Business Plan Implementation Group held on 11 June 2015.

Noted.

13. Economic Development and Regeneration Board : 15 June 2015

Submit report by the Executive Director (Economy and Communities) on the minutes of the Meeting of the Economic Development and Regeneration Board held on 15 June 2015.

Noted.

14. Ayrshire Economic Partnership : 24 June 2015

Submit report by the Executive Director (Economy and Communities) on the draft minutes of the meeting of the Ayrshire Economic Partnership held on 24 June 2015.

Noted.

The meeting ended at 2.55 p.m.

NORTH AYRSHIRE COUNCIL

Agenda Item 4

1 September 2015

Cabinet

Subject: Education and Youth Employment Accessibility strategy 2015 - 2018

Purpose: To update Cabinet on the progress of the Education and Youth Employment's Accessibility Strategy 2015-18.

Recommendation: It is recommended that Cabinet (a) note and approve the content of the final version of the Accessibility Strategy and Action Plan Framework; and (b) agree the approaches outlined by the Accessibility Strategy Steering Group in order to meet legislative requirements.

1. Introduction

1.1 On 24 March 2015, Cabinet were presented with and approved a draft Accessibility Strategy outlining how:-

- officers would work to enhance the equality of access to education and the wider curriculum;
- the Council would consult with key stakeholders including children and young people and their parents and carers on the Strategy;
- officers would develop an action plan to meet the requirements of the Accessibility Strategy and the relevant legislation

- ☐ The Education (Disability Strategies and Pupil's Education Records) (Scotland) Act 2002
- ☐ Education (Additional Support for Learning) (Scotland) Act 2009
- ☐ The Equality Act 2010 and
- ☐ Children and Young People (Scotland) Act 2014

2. Current Position

- 2.1 A collaborative approach was adopted where officers from Education and Youth Employment met and discussed the content of the draft Accessibility Strategy with parents, carers, senior education staff, including Head Teachers and officers from the Health and Social Care Partnership in order to finalise the Accessibility Strategy and Action Plan Framework.
- 2.2 The Action Plan Framework details how Education and Youth Employment intends to deliver an accessible curriculum through an enhanced educational environment and improved communications to children and young people experiencing barriers to their learning through additional support needs.
- 2.3 The Accessibility Strategy Steering Group will meet on a quarterly basis to review and assess the progress and impact of the actions identified.

3. Proposals

- 3.1 It is proposed that Cabinet (a) note and approve the content of the final version of the Accessibility Strategy; and (b) agree to the approaches outlined by the Accessibility Strategy Steering Group in order to meet legislative requirements.

4. Implications

Financial Implications

- 4.1 There may be financial implications for the council if it is identified that there is a need for building adaptations, specialist equipment or additional staffing and training. It is anticipated these will be met from existing budgets.

Human Resource Implications

- 4.2 There may be human resource implications in light of individual child and young persons' assessments to assist and support access to the curriculum.

Legal Implications

- 4.3 The Accessibility Strategy and Action Plan Framework will ensure that the Council meets the requirements of:-
- The Education (Disability Strategies and Pupil's Education Records) (Scotland) Act 2002;
 - Education (Additional Support for Learning) (Scotland) Act 2009 and the Equality Act 2010; and
 - Children and Young People (Scotland) Act 2014.

Equality Implications

- 4.4 The Accessibility Strategy and Action Plan Framework will ensure that the Council promotes equality of opportunity, positive attitudes and encourages access to a full range of educational, recreational, leisure and cultural activities among children and young people with additional support needs.

Environmental and Sustainability 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;
 - 4 Our young people are successful learners, confident individuals, effective contributors and responsible citizens;
 - 5 Our children have the best in life and are ready to succeed;
 - 6c More vulnerable people are supported within the community;
 - 7c Disadvantage on the basis of race, disability, gender, age, religious belief or sexual orientation is reduced;
 - 8 We have improved the life chances for children, young people and families at risk;
 - 10 We live in well managed, sustainable places where we are able to access the amenities and services we need.

5. Consultations

- 5.1 The multi-agency Accessibility Strategy Steering Group and Parent Council Chairpersons have been consulted fully in the development of the Strategy and Action Plan Framework.

6. Conclusion

- 6.1 Cabinet are asked to (a) note the ongoing work of the Accessibility Strategy Steering Group; and (b) approve the final version of the Accessibility Strategy and Action Plan Framework.



JOHN BUTCHER
Executive Director (Education and Youth Employment)

Reference : JB/PG/DR/JN

For further information please contact Caroline Amos, Head of Service on 01294 324416

Background Papers

None



Accessibility Strategy

2015 - 2018

1. Introduction

1.1 This is the Accessibility Strategy for North Ayrshire for the period 2015 – 2018. It includes a brief review of the previous strategy and the impact it had in enhancing equality of access for children and young people with disabilities.

1.2 **The Education (Disability Strategies and Pupils' Educational Records) (Scotland) Act 2002** requires local authorities to develop and implement strategies for improving access to educational buildings, to the curriculum and to information for pupils with disabilities. There is also a need to take cognisance of **the Education (Additional Support for Learning) (Scotland) Act 2004** and as amended 2009; **the Equality Act 2010**.

In preparing this strategy, North Ayrshire Council must also consider the duties of the **Children and Young People (Scotland) Act 2014** when it comes into effect.

1.3 This strategy is by nature, anticipatory rather than reactive in response to individual needs. It relates to all educational establishments under the management of the authority.

2. What is an Accessibility Strategy?

2.1 The Strategy demonstrates how the authority will provide equality of access to all education services through:

- access to the curriculum;
- access to the physical environment;
- communication with pupils and parents/carers.

These are referred to as the **'three planning duties.'**

3. Legislative Framework

3.1 The Accessibility Strategy is in place so that the planning and implementation processes of the local authority and Education and Youth Employment meet the requirements of sections 1 to 3 of the **Education (Disability Strategies and Pupils' Educational Records) Act 2002**.

There is a requirement in the Act for North Ayrshire Council to include school education outwith schools to children and young people with a disability who are:

- under school age; or
- to those who are school age and are travelling people. This may include children receiving education on Gypsy or Travellers sites or to families who are Showmen.

3.2 North Ayrshire Council must also ensure that there are mechanisms in place for long-term strategic planning, to improve access in schools for all pupils with disabilities.

The Standards in Scotland etc. Act 2000 gives children and young people a right to a school education provided by an education authority and includes a presumption in favour of providing mainstream education for all children, except where education in a school other than an additional support needs school would:

- not be suited to the individuals' ability or aptitude;
- be incompatible with the provision of effective education for the individual; or
- result in unreasonable expenditure being incurred which would not normally be incurred.

The Accessibility Strategy will cover the period 2015 – 18 and seeks to:

- improve access to education in mainstream schooling for present and prospective pupils with disabilities;
- improve visitor access to school buildings;
- improve communication, consultation and involvement of people with disabilities in the planning process;
- streamline departmental lines of communication with respect to issues relating to accessibility, disability and inclusion;
- outline the planning, targets and expected outcomes over the next three years with regard to accessibility for pupils and staff across its education establishments;
- assist with the authority's obligations to provide equality of employment to staff with disabilities under the former Disability Discrimination Act (DDA) 1995, now the Equality Act 2010;
- assist Education and Youth Employment in meeting its general and specific duties under the 2010 Equality Act;
- ensure the requirements of the Children's and Young Peoples Act 2014 and the principles of GIRFEC are planned and met.

3.3 Under the **Education (Disability Strategies and Pupils' Educational Records) Act 2002**, all authorities must have plans in place for pupils with disabilities to meet their duties under the legislation. The two key duties of this legislation are:

- not to treat disabled pupils less favourably; and
- to take reasonable steps to avoid putting disabled pupils at a substantial disadvantage.

3.4 These duties - not treating less favourably and making reasonable adjustments, are both anticipatory. That is, the authority should not wait until it is in the position of having to make such adjustments for a particular individual. The duties must be planned for in advance of individual needs arising.

The requirement to plan ahead to make all school and educational establishments fully accessible over time is reflected in the Accessibility Strategy and in the arrangements and mechanisms for implementing the strategy.

- 3.5** For pupils with complex education, health and/or social needs, Education and Youth Employment should aim for an integrated approach to delivering a fully accessible curriculum. A key principle of 'Getting it Right for Every Child' (GIRFEC) is that high quality co-ordinated intervention and prevention should enable all children to have their wellbeing needs met in a more inclusive way.
- 3.6** The **Disability Discrimination Act 2005 (DDA)**, built on previous requirements by imposing on public bodies, a positive duty to eliminate discrimination and harassment, and therefore, promote equality of opportunity for disabled people. It requires public bodies to move away from risk-avoidance activities to establishing practices which actively promote and support the diverse needs of people. It requires information-gathering on the effect of policies and practices on educational opportunities, attainment and achievement levels of disabled pupils. It also requires service providers to make reasonable adjustments to make our service accessible to disabled people. These can be simple changes such as making sure that all lessons take place on ground floor classrooms for a class where one of the pupils uses a wheelchair and the school does not have a lift.
- 3.7** The Disability Discrimination Act 2005 does not permit an organisation to justify failure to make a reasonable adjustment for any disabled person where the duty applies. It is a question of 'reasonableness' that alone determines whether the adjustment has to be made. Particular factors may be taken into account when determining what is reasonable, and these will vary according to:
- the type of service being provided;
 - the nature of the service, its size and resources and
 - the extent to which it is practicable for the adjustment to be put in place.
- 3.8** **The Equality Act 2010** repealed and replaced the Disability Discrimination Act 2005. The Equality Act harmonises discrimination law by providing a legislative framework to protect the rights of individuals and advance equality of opportunity for all. It also serves to update, simplify and strengthen previous legislation.
- 3.9** The specific duties will include responsibilities from the original 2005 Disability Discrimination Act. These are to:
- promote equality of opportunity between disabled people and other people;
 - eliminate discrimination that is unlawful under the Disability Discrimination Act;
 - eliminate harassment of disabled people that is related to their disability;
 - promote positive attitudes towards disabled people;
 - encourage participation by disabled people in public life; and
 - take steps to meet disabled people's needs, even if this requires more favourable treatment.
- 3.10** The legislation (DDA and Equalities Act) covers people with different types of disabilities. A person has a disability if s/he has a physical or mental impairment, which has a substantial and long-term adverse effect on his/her ability to carry out normal day-to-day activities.

It includes the following broad groups of disabilities:

- communication difficulties;
- hearing impairments;
- specific learning difficulties;
- visual impairments;
- specific language impairment;
- physical disabilities /motor impairments;
- autistic spectrum disorder;
- severe disfigurement and
- progressive conditions such as muscular dystrophy.

3.11 It is important to note that the day-to-day activities affected by disability include:

- mobility;
- manual dexterity;
- physical coordination;
- continence;
- ability to lift, carry or otherwise move everyday objects;
- speech, hearing or eyesight;
- memory or ability to concentrate, learn or understand; or
- perception of the risk of physical danger.

3.12 The Education (Additional Support for Learning) (Scotland) Act 2004, commenced in November 2005 and was revised in 2009. This has wide and far-reaching consequences on the way all pupils are supported by schools, education authorities and partner agencies and organisations and on how additional support needs are perceived.

There was a move to encompass and include social, emotional and behavioural additional support needs as well as those with a recognised medical disability. It fundamentally recognised that with the right support, at the right time, those additional support needs can reduce to an extent that support is no longer required.

It introduced new duties and responsibilities on local authorities to assess and plan to meet the additional support needs of children and young people.

3.13 The requirement for physical alterations to be made to schools, and the provision of an auxiliary aids and services, should be considered as part of the more strategic approach in the **Education (Disability Strategies and Pupils' Educational Records) (Scotland) Act 2002** and the **Education (Additional Support for Learning) (Scotland) Act 2004**.

3.14 Appendix 1 sets out the relationship between the **Equality Act 2010** and the **Education (Additional Support for Learning) (Scotland) Act 2004** and sets out a number of factors which may contribute to an additional support need.

- 3.15** It should be noted that not all children who meet the definition of disability will have an additional support need. For example, those with severe asthma, arthritis or diabetes may not have an additional support need but may have rights under the Equality Act, if their impairment has a substantial and adverse long-term effect on their ability to carry out normal day to day activities.

Similarly, not all children with additional support needs will meet the definition of disability under the Equality Act. Some children whose emotional and behavioural difficulties have origins in social or domestic circumstances may fall out with the definition but their needs would have to be met under the Additional Support for Learning Act.

- 3.16** Community Planning Partnerships, which includes local authorities, have been working to implement the GIRFEC approach since 2008. This approach should support the aim of improving access to education and outcomes for disabled children and young people. Aspects of this policy have been included in **The Children and Young People (Scotland) Act 2014**.

Wellbeing is a core element of GIRFEC and has been defined in this Act under eight indicators – **safe, healthy, achieving, nurtured, active, respected, responsible and included**. This is often shortened to **SHANARRI**.

3.17 The Children and Young People (Scotland) Act:

- recognises that practitioners are key to promoting, supporting and safe guarding the wellbeing of all children and young people;
- places a duty on local authorities for every child to have a Named Person as a point of contact to support children, young people and families when there is a wellbeing need;
- introduces the concept of Child's Plan;
- provides new statutory functions for information sharing, where appropriate and necessary to support, promote and safe-guard the wellbeing of individuals;
- contains a requirement to report on outcomes and measure the impact of service planning and delivery at a school, authority and Community Partnership Planning level.

4. Disability/Access Reviews

- 4.1** North Ayrshire Council undertakes an annual review of additional support needs provision, to respond to pupil needs through the Staged Intervention levels recorded in SEEMIS. The gathered information provides the basis for the planning and decision making practices necessary to meet the requirements of Planning Duties.

5. The Planning Process

5.1 The three key Planning Duties are as follows:

- Increasing the extent to which disabled children and young people are able to participate in the curriculum whilst enabling the fullest possible participation of all learners with disabilities in the full and broad curriculum experienced by learners without disabilities;
- Improving the physical environment of establishments to enable better access to education and associated services with the systematic and strategic removal of all barriers to the physical and sensory environment of the school;
- Improving communication and the delivery of education to disabled children and young people, ensuring that it is in an appropriate format to meet individual needs, at school and authority level, and improve those links with the pupils parents/carers.

5.2 The combination of these three strands should work to improve access to education and associated services for disabled children and young people, including the following areas:

- learning and teaching;
- classroom and play room organisation;
- timetabling;
- grouping of children and young people;
- homework;
- transition arrangements between stages of education;
- access to all facilities within the establishment;
- activities to supplement the curriculum – e.g. residential school visits Arran Outdoor Education Centre;
- school interval and lunch time activities including access to dining facilities;
- interaction with peers;
- assessment and exam arrangements;
- positive relationships;
- school clubs and activities – within and outwith the establishment
- educational trips;
- inclusion in any planned work with other agencies;
- preparation of pupils for the next phase of education.

Code of Practice for Schools: Disability Discrimination Act: Part 4 (Disability Rights Commission)

The list is not exhaustive but is meant to indicate the areas where discrimination and disadvantage can occur. The work of the Accessibility Strategy and Review Group is to ensure that, in all areas of education; pupils with a disability are not disadvantaged or treated unfairly.

6. Access to the Curriculum

6.1 Curriculum for Excellence is the most extensive development in Scottish education for many years. This new framework contains elements from which every child in Scotland is entitled to benefit from:

- a coherent curriculum from age 3 to 18;
- a broad, general education, including experiences and outcomes which are well planned across all curriculum areas, from early years through to S3;
- the senior phase of education after S3 provides a range of educational pathways and opportunities to participate in and obtain qualifications in an increased choice of nationally recognised qualifications, as well as recognising a range of other achievements whilst continuing to develop the four capacities;
- skills for learning, skills for life and skills for work, with a continuous focus on literacy, numeracy and health and well-being;
- personal support;
- support moving into a positive and sustained destination beyond school.

6.2 It aims to promote transformational change through:

- more flexibility for teachers;
- greater choice and opportunity for pupils;
- a coherent curriculum for all young people aged 3 – 18; and the
- early years curriculum for under 3's.

6.3 When talking about access to the curriculum, we mean access to the new experiences and outcomes of Curriculum for Excellence and to the knowledge and understanding, skills and attributes that will equip every child and help them to achieve their full potential.

Children and young people of all ages may have long or short term needs. How this impacts on a child's learning and development will vary and will determine the level and nature of the required support. Prevention, early intervention and nurture are essential elements for a child's development and progression. For the best start and promotion of positive outcomes, there is a focus on under 3 education to develop four key principles:

- Rights of the child
- Relationships
- Responsive care
- Respect

6.4 The Strategy also seeks to ensure that all children and young people affected by disability can access the full range of recreational, leisure and cultural activities available to their school-aged peers who are not affected by a disability. These may include field trips, residential trips, educational excursions and after school clubs and activities.

- 6.5** North Ayrshire wants to remove barriers to learning through the provision of an accessible curriculum for all children and young people. This will be accomplished wherever possible through the processes of inter-agency working and of making reasonable adjustments to services.

North Ayrshire will work with others to ensure a coherent and unified approach is developed to enable more inclusive activities for service users who are disabled.

- 6.6** The availability of staff and physical resources, such as ICT equipment, specialist desks and chairs or specific equipment for practical subjects, to support a child or young person for long periods will need to be considered and resolved to allow participation.

Each establishment has a duty to ensure that all children and young people have equal access to the curriculum, supported, as appropriate to individual needs.

- 6.7** Staff training and personal development opportunities, as well as alternative approaches for teaching and learning must be considered to ensure full access to the curriculum for children and young people.

- 6.8** Robust quality improvement processes will ensure that staff identify areas of good practice and collaborate on initiatives with other schools and agencies.

This process will also inform the Accessibility Strategy Steering Group about areas for improvement and also advise the group of areas that are effective and work well.

7. Access to the Physical Environment

- 7.1** Children and young people's opportunities to achieve, attain and become successful learners and effective citizens and understand about inclusion and equality will be improved in a learning environment that fosters quality teaching and learning.

- 7.2** Under the auspices of GIRFEC, North Ayrshire Council is committed to ensuring that children and young people have access to high quality learning environments.

- 7.3** The authority maintains and seeks to improve the early years, primary school, secondary school and additional support needs schools. In addition, the Authority will continue to ensure that education establishments are physically accessible to disabled children, young people and visitors.

- 7.4** Any new build projects will be fully accessible in terms of access, teaching and ancillary facilities, decoration and amenities such as:

- appropriate timetabling;
- changes to teaching and learning arrangements;
- classroom organisation and layout;
- support from other pupils; and
- alternative assessment arrangements.

7.5 It is recognised that many of our schools are accessible for the majority of children and young people, however future adaptations may be required to meet the needs of future pupils coming into our schools. Officers in Education and Youth Employment will work with individual Head Teachers and other internal services and external agencies to provide recommendations for adaptations and/or solutions to address those identified needs. These must be considered as far in advance as possible, as the Council has an 'anticipatory duty' to make reasonable adjustments before the pupil arrives, so that the child or young person is not placed at a substantial disadvantage.

7.6 This will include improvements to the physical environment of the school and physical aids to education. The environment includes:

- steps and stairways;
- kerbs, external surfaces, surface textures and parking areas;
- building entrances and exits; and
- colours, acoustics, signage, air quality and temperatures.

There may also be a need to consider improvements to access routes, such as the installation of:

- ramps and handrails
- lifts and hoists
- fully accessible toilets and
- widened doorways to allow wheelchair access/egress

7.7 It is recognised that particular responsive arrangements will have to be made to meet the individual needs of the pupils and staff with sensory impairment. Where this is an issue, advice will be sought from the appropriate sensory agency.

7.8 Throughout the Disability Discrimination Act, there is reference to the duty to take reasonable steps to undertake work as required. This may mean that there are some areas within an establishment that are legitimately defined as inaccessible, as it would not be reasonable to carry out adaptations to gain access to them. This could be because:

- it is replicated on an accessible floor;
- the building is listed; or
- adaptations would result in unreasonable expenditure.

8. Improving Communication with Pupil and Parents/Carers

8.1 This part of the duty is a key component of the **Education (Disability Strategies and Pupils Educational Records) Act 2002**. It covers planning to make curricular and other information, normally provided by establishments to children and young people, available to disabled children and young people.

8.2 The information should take account of individual disabilities and their preferred format. Any information provided in alternative formats must be planned and provided within a reasonable timeframe and preferably at the same time as their peers.

This may include:

- information about educational activities and events;
- timetables;
- alternative assessment and examination arrangements;
- homework or classwork; or
- textbooks

Information that is normally provided in writing must be made more accessible by providing it:

- in Braille;
- in large print;
- British Sign Language or Makaton;
- on audiotape;
- using a symbol system; and/or
- appropriate ICT software.

8.3 To improve communication and the delivery of information to the children and young people and parents, who have English as a second language, North Ayrshire Council will provide, on request or as required, copies of relevant documents in alternative languages.

8.4 In line with the Scottish Government's recommendations that there should be face to face translations, as these are preferred and more effective, North Ayrshire Council has appropriate arrangements in place to access telephone and face to face interpreting, as well as the translation of written text from one language to another when necessary.

Interpreting for people with a sensory impairment can be arranged through the Health and Social Care Partnership and Health Sensory Impairment Team.

Where there is need to provide information on audio CD's, tapes or braille, contact can be made with the Education and Youth Employment Pupil Support Base to make the necessary arrangements for the transcription of text into braille or audio format.

9. Establishing Priorities

9.1 North Ayrshire Council will strive to do more than comply with the relevant legislation, including the **Children and Young People (Scotland) Act 2014**. It wishes to provide leadership and encouragement for the benefit of children and young people within its educational establishments and will seek and take account of the any views expressed.

9.2 Through Education and Youth Employment, North Ayrshire Council will continue to develop and improve the quality of accommodation for its children and young people by considering:

- consultation and engagement with pupils, parents and staff to determine needs and gaps in provision;

- the results of recent strategic reviews of education establishments;
- the aims and objectives of the Accessibility Strategy;
- the individual needs of pupils;
- how the planning for refurbishment of schools is presently undertaken;
- how improvements to the physical access to establishments can be made; and
- how to provide centrally funded support staff to engage creatively and productively with schools to develop more inclusive environments.

Any physical improvements made to improve accessibility for pupils also results in improving access for staff and visiting members of the wider community.

- 9.3** The Accessibility Strategy has been developed in partnership with a range of our community planning partners including the third sector.
- 9.4** The local authority will continue to develop areas of best practice to support and include pupils with additional support needs in mainstream school placements. The planning and implementation of this strategy will greatly facilitate this process.
- 9.5** In order to streamline and to manage more efficiently the various duties under these statutory frameworks, Education and Youth Employment has drawn the duties together under the management of a single working group: The Accessibility Strategy Steering Group.

10. Monitoring and Evaluation

- 10.1** North Ayrshire Council proposes to monitor and evaluate the strategy, its implementation and outcomes on an on-going basis through two avenues:
- The Accessibility Strategy Steering Group; and
 - The Disability Equality Forum.
- 10.2** The Accessibility Strategy Steering Group is a multi- agency group, chaired by the Senior Manager with a responsibility for promoting and managing inclusion, the implementation of children's services, accessibility and support for learning.

The group consists of staff from:

- North Ayrshire Council – Officers from Education and Youth Employment and Health and Social Care Partnership;
 - NHS Ayrshire and Arran Nursing Co-ordinators;
 - NHS Ayrshire and Arran Allied Health Professionals – Occupational Health and Speech and Language Therapists); and
 - KA Leisure
- 10.3** The Disability Equality Forum would be involved in monitoring and evaluating the impact of the action plan and contribute to the development of the Accessibility Strategy as an ongoing dynamic process.
- 10.4** The Action Plan for the 2015 - 2018 Accessibility Strategy has been developed in line with the requirements of the strategic plan.

OVERLAP BETWEEN THE EQUALITY ACT AND THE ADDITIONAL SUPPORT FOR LEARNING ACT

Appendix 1

Equality Act		Additional Support for Learning Act
<p>Pupils' needs which may meet definition of the disability under the Equality Act to whom education accessibility strategies apply:</p> <ul style="list-style-type: none"> Physical or mental impairment including: <ul style="list-style-type: none"> Autism Spectrum Disorder Dyslexia Diabetes Eating disorders (diagnosed) Gross obesity Disfigurement ADHD Incontinence Epilepsy Learning difficulties, including sever and complex needs Hearing impairment Some conditions may progress to have a substantial adverse effect: heart condition, sickle cell anaemia, rheumatoid arthritis <p>Pupils' needs which automatically meet the definition of disability under the Equality Act and to whom education accessibility strategy applies:</p> <ul style="list-style-type: none"> Cancer HIV Multiple sclerosis Certified/registered visual impairment Severe long-term disfigurement 	<p>There may be overlap between the Acts e.g. a pupil may have a disability and may also have additional support needs</p>	<p>Pupils who may require additional support under the ASL Act have a barrier to learning as a result of one of the four factors giving rise to additional support needs:</p> <ul style="list-style-type: none"> Learning environment Family circumstances Disability or health need Social or emotional factors <p>These may include:</p> <ul style="list-style-type: none"> Have a motor or sensory impairment Are being bullied Are particularly able or talented Have experienced a bereavement Are interrupted learners Have a learning disability Are look after by the local authority Have a learning difficulty, such as dyslexia Are living with parents who are substance abusers Are living with parents who have a mental health problem Have English as a second or additional language Are not attending school regularly Have emotional or social difficulties Are on the child protection register Are young carers <p>Or for any other reason</p>

This list is not exhaustive and is intended to highlight the areas where discrimination and disadvantage can occur.

Action Plan Framework

What are we going to do?

What is our target?	How will this be achieved?	Who is responsible?	When?	Planning Duty/Impact	Priority	Quality Indicator
1. Develop a children's and young people's forum to meet three times each year.	→ Work with staff members in mainstream and special schools to identify children and young people to join the forum.	Philip Gosnay	The group will be established in January 2016. Thereafter, the work of the group will be on going and a feedback provided to the Working Group	Communications		

What is our target?	How will this be achieved?	Who is responsible?	When?	Planning Duty/Impact	Priority	Quality Indicator
2. Develop the membership of the Disability Equality Forum (parents/carers).	→ Working through all schools and Early Years Centres, to identify new members from parent and carers of children with disabilities. → Invite those parents to participate in the Forum.	Philip Gosnay	Forum membership should be established by January 2016	Communications		

What is our target?	How will this be achieved?	Who is responsible?	When?	Planning Duty/Impact	Priority	Quality Indicator
3. Develop and implement GIRFEC approaches to improve outcomes for children and young people.	→ Simplify existing shared assessment paperwork and procedures across agencies; → Deliver inter-agency training around approaches to assessment and information sharing.	Teri McIntosh	New paperwork and streamlined procedures should be in place by January 2016.	Curriculum		

What is our target?	How will this be achieved?	Who is responsible?	When?	Planning Duty/Impact	Priority	Quality Indicator
4. Develop an inter-agency approach to supporting learners making the transition through school from 2 – 18 and beyond taking account of early intervention of needs	→ Develop and implement a Transition Protocol including E19 process	Senior Psychologist	Ongoing	Curriculum Physical Environment Communication		

What is our target?	How will this be achieved?	Who is responsible?	When?	Planning Duty/Impact	Priority	Quality Indicator
5. Develop the range and quality of college based courses available to young people affected by disabilities. Improve access to work Opportunities.	→ Develop enhanced partnerships with local college providers; → Develop a package of employability skills for young people as they progress through BGE (Broad General Education) ie telephony, IT, Numeracy and literacy within the working context.	PSS Team, Laura Cook, Positive Destinations, Willie Ferries/Sandra McLaughlin	Ongoing	Curriculum		

What is our target?	How will this be achieved?	Who is responsible?	When?	Planning Duty/Impact	Priority	Quality Indicator
6. Ensure schools are promoting inclusive opportunities and ensuring appropriate specialist equipment is available.	→ Establish protocol for providing consistent access to specialist equipment through school age years in conjunction with RAMG; → WARPIT (web site); → Redefine the role of personnel within RAMG.	Accessibility Strategy Steering Group, RAMG – Resource Allocation Management Group	Ongoing and at Periods of Transition	Curriculum Communication		

What is our target?	How will this be achieved?	Who is responsible?	When?	Planning Duty/Impact	Priority	Quality Indicator
7. Ensure staff are appropriately trained to deliver the curriculum and support young people with ASN through Education from 2 – 18.	<ul style="list-style-type: none"> → A menu of preferred training courses/sessions to be established for ASN Coordinators to share and cascade to all staff; → Ensure that all teachers understand and are compliant with their responsibilities under ASN, including ASD/Dyslexia; → Roles of the Class room Assistants to be clarified regarding mainstream and ASN support; → Create a directory of staff expertise/skill and knowledge within ASN and share with colleagues for the development of in house training, advise and support. 	Accessibility Strategy Steering Group,	Ongoing	Curriculum Communication		

What is our target?	How will this be achieved?	Who is responsible?	When?	Planning Duty/Impact	Priority	Quality Indicator
8. Establish an agreed standard policy on teaching and learning within ASN and include agreed approaches to numeracy, literacy etc.	→ Identify appropriate teaching methods and resources within ASN and mainstream schools; → Self-evaluation used to provide evidence on quality of provision.	HT's HT's	Ongoing	Curriculum		

What is our target?	How will this be achieved?	Who is responsible?	When?	Planning Duty/Impact	Priority	Quality Indicator
9. Establish a good practice forum to share these practices in relation to ASN and meeting young people's needs.	<ul style="list-style-type: none"> → Develop a process to share good practice across the school estate; → Include total communication approach inc. MAKATON, Talking Mats, AAC,SALT, Board Maker; → Questionnaires. 	HT's AS	Ongoing	Curriculum Physical Environment Communication		

What is our target?	How will this be achieved?	Who is responsible?	When?	Planning Duty/Impact	Priority	Quality Indicator
10. Define an appropriate method for the early identification of pupils for early intervention of needs and ensure establishments have appropriate access facilities to ensure full inclusion.	<ul style="list-style-type: none"> → Inter-agency Working Group; → Early identification of ASN children to ensure appropriate supports can be planned and budgeted; → Building assessments to be undertaken on a case by case situation. 	PRESCAT, Health Visitors, HSCP – Social Work, Education Psychologists, NHS, HT's/Officers from E+YE and PMI	Ongoing and Termly	Curriculum Physical Environment Communication		

What is our target?	How will this be achieved?	Who is responsible?	When?	Planning Duty/Impact	Priority	Quality Indicator
11. Consult and develop agreed standards for the refurbishment and creation of ASN facilities within existing and new build projects.	<ul style="list-style-type: none"> → Appropriate stakeholder engagement and consultation as required and on approval from Cabinet; → Create an ASN Consultation Group. 	Executive Director, Senior Managers	TBC	Curriculum Physical Environment Communication		

What is our target?	How will this be achieved?	Who is responsible?	When?	Planning Duty/Impact	Priority	Quality Indicator
<p>12. Establish a communication group to develop a communication strategy, clear and concise policies and information documents</p> <p>Establish an appropriate method of communication to ensure on-going dialogue, consultation and engagement with pupil's, parents and carer's.</p>	<p>→ Develop a working group and include interested parents;</p> <p>→ Take cognisance of National Parental Forum of Scotland;</p> <p>→ Group to look at Communication methods – Facebook/Twitter;</p> <p>→ Develop appropriate material to support parents and develop positive relationships;</p> <p>→ Survey young people ;</p> <p>→ Promote NAC Vision of Inclusion;</p> <p>→ Childs plan process;</p> <p>→ Target setting with pupils;</p> <p>→ School and Class newsletters</p> <p>→ NAC information leaflets;</p> <p>→ Develop 'glossy' brochure;</p> <p>→ Create website page specifically for ASN updates including restorative practice and Nurture.</p>	<p>ASSG, HT's, Communications Team, Web Development Team</p>	<p>Ongoing</p>	<p>Communications</p>		

What is our target?	How will this be achieved?	Who is responsible?	When?	Planning Duty/Impact	Priority	Quality Indicator
13. Update Autistic Spectrum Disorder Strategy for NAC.	→ To be written in consultation with Education and Psych Services; → To include presumption of mainstreaming and the Authority's support of ASD in mainstream and ASN provision.	Senior Managers, Focus Group, Partnership Working with Education Scotland, Education Psychologists.	September 2015 – June 2016	Curriculum Physical Environment Communication		

What is our target?	How will this be achieved?	Who is responsible?	When?	Planning Duty/Impact	Priority	Quality Indicator
14. Establish a method for the identification and delivery of appropriate training requirements. E.g. CALM, Manual Handling.	→ Discuss the requirements for on-going training with Corporate Health and Safety; → Identify an appropriate Provider.	Willie Ferries/ Donna Reid	September 2015			

What is our target?	How will this be achieved?	Who is responsible?	When?	Planning Duty/Impact	Priority	Quality Indicator
15. Monitor and review procedures to determine the success of supporting a young person in education.	→ Forum to assess that pupils needs have been met through behaviour, attainment, participation and specialist placement; → Self – evaluation.	HT's Psychologist				

What is our target?	How will this be achieved?	Who is responsible?	When?	Planning Duty/Impact	Priority	Quality Indicator
16. Develop an evaluation process to determine the success of the Accessibility Strategy.						

What is our target?	How will this be achieved?	Who is responsible?	When?	Planning Duty/Impact	Priority	Quality Indicator
17. Acknowledge the introduction of HGIOS4 and revise the Strategy accordingly at an appropriate time.						

NORTH AYRSHIRE COUNCIL

Agenda Item 5

1 September 2015

Cabinet

Subject: **Raising the Quality of Committee Reports**

Purpose: This report sets out proposals for a comprehensive project and timetable to improve the quality of reports being produced by the Council.

Recommendation: **Agree** to the actions detailed in Section 3

Agree to the phasing and timelines contained in Section 3

1. Introduction

This paper contains a set of actions, proposed timings and phasing to deliver a programme to improve the quality of Reports being presented at North Ayrshire Council Committees and Corporate Management Team meetings.

2. Current Position

A project of the High Impact Leadership Training was to consider 'How do we get Committee Reports good enough first time?' Two papers have been produced, with recommendations, but there has been little follow up action. A small team of Margaret Davison, Senior Manager Democratic Services, Melanie Anderson, Acting Committee Services Manager and Anne Todd, Senior Policy and Performance Officer, has been established to progress this project.

Improving the quality of Council Reports requires a multifaceted approach covering a number of issues including the quality of thinking before the report is produced, the report structure, process of production, committee processes and the quality and style of writing.

In producing this paper we have undertaken the following actions:-

- Reviewed the previous two papers on this issue and considered their analysis and recommendations;
- Reviewed a range of recent reports and considered them in terms of purpose, content, style and readability;

- Considered Committee agendas in their entirety to get a feel for the balance of papers going to committee (Action v Noting) and for volume of papers submitted;
- Re-written a sample of papers to provide comparator papers to use in discussion with key stakeholders (see appendix 3, pages 57-87);
- Carried out a short consultation exercise.

3. Proposals

Phase 1 – Complete July 2015

- Introduce a new report template (see appendix 1, pages 41-42)
- Target reports at a maximum length of 6 pages
- Remove noting reports from committee agendas and produce a monthly update report and production of North Ayrshire News, available on Members Navigate page for members and Quickr for CMT (or alternative mechanisms can be agreed.) (See appendix 2, pages 43-55, for update template and example)
- Report appendices that are for information only to be made available in electronic format only

Phase 2 – Complete March 2016

- Work with HR to develop a suite of training programmes including: plain English; feedback sessions to individuals on scored papers; report structuring; policy development; and consultation guidelines
- Review and refine processes for submitting reports
- Identify poorest quality papers and implement a rapid feedback loop to address immediately

Phase 3 – Ongoing

- Deliver training
- Produce 6 monthly reports assessing a sample of papers produced by each Directorate to track improvements
- Seek quarterly feedback from members and CMT on satisfaction levels with Committee Reports

4. Implications

Financial	There will be costs associated with the design and delivery of new training programmes Streamlining committee papers could lead to considerable cost savings in terms of staff time and printing costs
Human Resources	A number of staff will need to undertake additional training
Legal	There are no direct legal implications
Equality	Producing clear, simple reports in plain English will increase their accessibility to members of the public
Environmental & sustainability	Considerable sustainability benefits could be realised through cutting down the volume of papers at committees
Key Priorities	The recommendations in this report if implemented could support all key priorities of the Council
Community Benefits	Not Applicable

5. Consultations

The production of this paper and discussions at CMT are part of the consultation process for this project. In addition there have been discussions with Democratic Services staff, The Leader of the Council and the Chief Executive.

6. Conclusion



ELMA MURRAY
Chief Executive

Reference :

For further information please contact Margaret Davison, Senior Manager Democratic Services on 01294 324138

Background Papers

None

Appendix 1 – Report template format

NORTH AYRSHIRE COUNCIL	
Agenda Item	XX
Name of Committee	Date
Title:	<i>Describe what the report is about</i>
Purpose:	<i>Concisely set out the aim of the report</i>
Recommendation:	Agree Agree

1. Executive Summary

A concise summary of the report – (no more than two or three paragraphs)

2. Background

This section is where the substance of the report is discussed and analysed. It should cover:

- *Why are we doing this? – Legal requirement? efficiency improvement? Etc.*
- *Information about the last time the matter was reported and to which committee*

This section needs to support the proposals in the next section.

Consider the use of tables and diagrams to simplify and clarify what you are saying

3. Proposals

This section sets out the specific actions that need to be considered and approved. It is NOT enough to repeat of the recommendations. Where appropriate, details of any options appraisal that may have been carried out prior to arriving at the proposed course of action should be included.

4. Implications

It is vital that the implications of a proposed course of action are considered for the following implications:

Financial	<i>Are these budgeted for or new costs? Are there ongoing revenue implications? Etc.</i>
Human Resources	<i>Are there implications for council staff?</i>
Legal	<i>It is important that any legal issues arising from the report are made clear.</i>
Equality	<i>Consider any equality issues arising from the report (there is a requirement for an Equality Impact Assessment to be made when developing new, or revising existing, policies and functions.</i>
Environmental & sustainability	<i>Provide details of any environmental or sustainability issues arising as a result of the report</i>
Key Priorities	<i>Consider the impacts on key council priorities and plans</i>
Community Benefits	<i>Only apply to reports dealing with the outcome of tendering or procurement exercises</i>

5. Consultation

Consultation should be carried out as part of the process of developing the report, and not as an after-thought!

The report should provide details of consultations undertaken and the feedback received. Feedback should be summarised in the report. It is not enough to simply state that consultations were undertaken.

Executive Directors Sign off

Also include details of author and contact numbers.

List all relevant background papers

Appendix 2 – Proposed Update Template

Council Updates

Date

Service

Reference to Previous Papers

•

Subject	Progress	Rating	
	•		
	•		
	•		
	•		
	•		
	•		
	•		

Key: Progress  On track  Slight delays  Major concerns

Risk  Low  Medium  High

Council Updates

























Date March 2015

Service Place

Title **Update: Waste Management Strategy 2012 – 2016** (*Re drafted paper*)

Reference to Previous Papers

- Waste Strategy update reports to Cabinet on 4 2012 and 25 September 2013
- Clyde Valley Residual Waste Project update reports to Cabinet on 26 February, 25 June and 12 November 2013

Subject	Progress	Rating	
Increase the level of Education and Promotion	<ul style="list-style-type: none"> • Waste awareness team provides advice and guidance • Communication plan is in place • Waste composition analysis to monitor recycling rates • Door knocking in areas of lower participation 		
Provide new services to support re-use	<ul style="list-style-type: none"> • Award winning Partnership with Cunninghame Furniture Recycling Company • Grant from Zero Waste Scotland to increase reuse of waste • WARP-IT online resale portal being implemented 	  	  
Increase range of materials collected for recycling and composting	<ul style="list-style-type: none"> • Household food waste service extended to tenements in January 2014 • A chargeable commercial waste collection service implemented January 2014 		
Waste Management on Arran	<ul style="list-style-type: none"> • Consultations carried out with Arran citizens • Option appraisal report complete 	 	 
Shewalton Landfill site	<ul style="list-style-type: none"> • SEPA continue to rate the site as good • Gas pipeline under the A78 drilled and connected to recover gas 	 	 
Develop facilities and long-term options to dispose / treat residual waste	<ul style="list-style-type: none"> • Detailed submissions from 2 bidders in February 2015. Final dialogue in July 2015 • Partnership was recognised as Collaborative Procurement Initiative of the year 		
Reduce the cost of waste management services	<ul style="list-style-type: none"> • Costs savings achieved from rationalisation of depots and redesigned collection rounds 		
Performance	<ul style="list-style-type: none"> • Third highest performing Scotland in Scotland for household waste recycling • 90% satisfaction rates 		

Key: Progress  On track  Slight delays  Major concerns

Risk  Low  Medium  High

NORTH AYRSHIRE COUNCIL

Agenda Item 14

21 April 2015

Cabinet

Subject: **Update: Waste Management Strategy 2012 – 2016**
(Original Paper)

Purpose: To inform Cabinet of progress made with the implementation of the Council's Waste Management Strategy 2012 - 2016.

Recommendation: That Cabinet agrees to note (i) the progress made with the implementation of the Council's Waste Management Strategy; (ii) the current position with the development of a Waste Management Strategy for Arran; (iii) the progress to date with the Clyde Valley Waste Partnership in procuring residual waste treatment facilities; and (iv) the creation of a national Zero Waste Task Force and the work streams being progressed to create a more circular economy.

1. Introduction

- 1.1 The agreed Waste Management Strategy for the period 2012 to 2016 contains a number of key actions for the development of services to meet the targets and objectives of the Zero Waste Plan, Scottish Government's national waste agenda.
- 1.2 Waste Strategy update reports have previously been presented to Cabinet on 4 December 2012 and 25 September 2013 summarising the good progress made. Updates are also provided to Cabinet as part of the regular Council Plan progress updates.
- 1.3 At its meeting of 4 December 2012 Cabinet formally agreed to enter into an Inter Authority Agreement to procure a long-term solution for the treatment of residual waste with the Clyde Valley Partnership.
- 1.4 Update reports regarding the Clyde Valley Residual Waste Project were presented to Cabinet on 26 February, 25 June and 12 November 2013 summarising the procurement process, the project timetable, evaluation of Pre-Qualification Questionnaires (PQQs), the outcome of the submission of outline solutions and the invitation to participate in detailed dialogue with the remaining bidders.

- 1.5 The waste Strategy also includes an action to develop a business case to evaluate the provision of a community composting facility on Arran, in order to contribute to a longer term sustainable waste management strategy for Arran.
- 1.6 In December 2013 the creation of a national Zero Waste Task Force was agreed by Scottish Government to progress the Zero Waste agenda in Scotland and set out the potential for national and local economic opportunities from a circular economy programme.
- 1.7 The European Commission is currently developing a Circular Economy Package to establish a common and coherent EU framework to promote the circular economy.

2. Current Position

- 2.1 The Waste Management Strategy and its associated implementation plan detail key actions for the development of services to meet the targets and objectives of the Scottish Government's national waste agenda. An update of progress against the key actions is detailed below:

Action : Increase the level of Education and Promotion

- 2.2 The demographic profile of the area indicates that high levels of education and promotion are required to support residents in changing waste management behaviours.
- 2.3 The Council's dedicated Waste Awareness Team continues to provide guidance and support to residents to encourage them to firstly reduce their waste and to reuse and recycle more of the waste they generate through promotion of the "Recycle for North Ayrshire" branding to assist the delivery of the strategy.
- 2.4 A comprehensive Communication Plan is in place which allows the team to be able to plan ahead and focus communications more effectively ensuring the coordination of promotional activities align with service delivery and customer needs.
- 2.5 The team, supported by the Corporate Communications Team, produce clear and concise literature and leaflets through consultation with local community partners to encourage high levels of recycling.
- 2.6 Communication literature and videos explaining how the service operates have been developed through consultation with local focus groups and the North Ayrshire Tenants and Residents Association. Guidance continues to be provided on what can and cannot be recycled within the blue and brown bins.

- 2.7 Waste composition analysis surveys have been carried out for residual, commingled recycling and organic waste streams and the results are being used to inform potential measures to further improve recycling rates.
- 2.8 Targeted intervention measures such as “door-knocking” in areas of lower participation or higher contamination rates are used to encourage individual communities to recycle more of the waste they generate.

Action : Provide new services to support re-use

- 2.9 The Council has developed an innovative 3rd sector ‘Reuse’ partnership project with Cunninghame Furniture Recycling Company which collects and diverts reusable resources (furniture and white goods) from landfill and assists local families to furnish their homes and also provides employment and training opportunities for unemployed residents in the area.
- 2.10 The innovative reuse partnership has been nationally recognised through winning the Best Partnership Initiative at the Scottish Resources Awards 2014 and the Gold Award at the COSLA Excellence Awards 2015 for Strong and Sustainable Communities.
- 2.11 Further work is also being undertaken to improve reuse facilities at Household Waste Recycling Centres through grant funding of £24,000 received from Zero Waste Scotland to increase the reuse of waste.
- 2.12 The Service is currently working with Building Services and Housing Services to evaluate opportunities to increase the reuse of furniture that is collected from the clearing of void council properties.
- 2.13 The implementation of the WARP-IT online reuse portal is being progressed which will encourage the reuse of furniture across Council services and will also be used to promote and encourage reuse to a range of community partners.

Action : Increase range of materials collected for recycling and composting

- 2.14 The Council provides a comprehensive range of waste management and recycling services to householders and businesses.

2.15 The Domestic collection service consists of:-

- An alternate weekly collection of residual waste (grey bin) and co-mingled dry recyclables (blue bin);
- An all year round weekly collection of organic garden and food waste (brown bin) - excluding Arran, however an initiative to look at developing a local community composting facility on the island is being explored;
- Communal residual and recycling waste bins are provided at multi-story buildings; and
- A service for the collection of bulky household domestic items.

2.16 In January 2014 the household food waste collection service was extended to tenements and other flatted properties with communal areas as part of the roll out of phase 2 of the programme. The service that was implemented was designed taking account of customer consultation feedback provided by residents from trials of different containers.

2.17 The Scottish Government's Zero Waste Plan and the Waste (Scotland) Regulations 2012 include derogation from the requirement to introduce separate food waste collections in rural areas such as Arran, due to it not being technically, environmentally or economically practicable.

2.18 A chargeable commercial waste collection service for the collection of residual waste, mixed dry recyclables and organic/food waste is now offered to all businesses following implementation in January 2014. The services provided allow businesses to meet their obligations as set out in The Waste (Scotland) Regulations 2012.

2.19 Additional obligations from these regulations will be introduced in January 2016 which will require all businesses (including not-for-profit organisations and public sector bodies) that produce more than 5Kg of food waste per week to separate the waste for recycling. The Council's Waste Awareness Officers will continue to provide support, advice and assistance to businesses in the lead up to and during the changes.

Action : Waste Management on Arran

2.20 To assist in the development of the Waste Management Strategy for Arran, the Council received advisory support through Zero Waste Scotland to carry out a study to identify and assess the options for the sustainable management of waste on the island.

- 2.21 The study considered the options for a range of waste streams on the island that require a long-term sustainable solution, including some waste streams that are not the responsibility of the Council to manage, such as 'end of life vehicles' and animal by-products, however these waste streams need to be considered as part of the development of an overall sustainable Waste Management Strategy for Arran.
- 2.22 The study included stakeholder engagement workshops (householders and businesses) to discuss a range of topics relating to the sustainable management of all wastes on the island to identify key waste streams and priorities and to assess potential options for local communities and businesses to work in partnership.
- 2.23 A number of break-out sessions were organised at the workshops to discuss specific areas of interest which included:-
- The treatment of organic wastes including household and commercial;
 - Re-use and repair; and
 - Larger-scale processes (for soils, timber, residual waste and end-of-life vehicles).
-
- 2.24 The information and views obtained from the stakeholder consultation workshops have been used to identify the potential options for the management of the different waste streams on Arran. A final options appraisal report has now been received by the Council and a separate report will be prepared for the Physical Environment Advisory Panel for discussion.
- 2.25 During the period of the development of the options appraisal some changes to improve access to recycling services on Arran have been implemented. An improvement to public access arrangements to the recycling facilities available at the Brodick waste transfer station was implemented through changing the pre-booking system to allow same day access rather than access being the day after booking.
- 2.26 New and improved “recycling on the go” facilities were also introduced to allow residents and visitors to recycle a larger range of recyclable materials when on the go in Arran. Newspaper adverts were placed in the local paper and information leaflets were also produced and made available on the ferries, at the ferry terminal and at the local office.

Action : Shewalton Landfill Site

- 2.27 Shewalton Landfill site continues to be developed to enable continued capacity and compliance with the Pollution Prevention and Control (PPC) permit. SEPA inspections continue to rate the site as "good" in accordance with their Compliance Assessment Scheme. Construction contractors have completed the construction of a new Cell 5A and the cell is now in use. The capping of the previous Cell 4 is 50% complete, the remaining capping works will commence again in April 2015 when the contractor returns to the site to construct the new Cell 5B and 5C.
- 2.28 The Council continued to invest in systems to improve environmental management at the site and successfully drilled and connected a gas pipeline underneath the A78 to the gas energy recovery area located at the waste transfer station. The connection enables landfill gas produced at the active landfill site to be recovered and utilised to generate energy which is sold to the National Grid, contributing to sustainable power generation and reducing the Greenhouse effect.

Action : Develop facilities and long-term options to dispose/treat residual waste

- 2.29 The Council continues to work in partnership with the Clyde Valley Residual Waste Partnership to procure a long-term solution for the processing and treatment of non-recyclable waste, replacing the need for landfill and providing a more sustainable solution.
- 2.30 Competitive dialogue on the detailed submissions with the remaining bidders closed in February 2015 with detailed submissions received from two bidders.
- 2.31 Following receipt and evaluation of the detailed submissions, successful bidders will then be invited to participate in final dialogue sessions, prior to the submission of final tenders which is scheduled to take place before the end of July 2015.
- 2.32 On evaluation of final tenders a preferred bidder will be selected and final award of the contract will be made. Contract award is expected to take place in early 2016 with service commencement planned for 2019, however this could vary depending upon the service commencement programme of the successful bidder.
- 2.33 Our partnership approach to the joint procurement of a long-term residual waste treatment solution was recognised at the 2014 GO Awards Scotland by winning the award for Collaborative Procurement Initiative of the Year.

Action : Reduce the net cost of providing waste management services

- 2.34 The waste strategy seeks to reduce the cost of providing waste management services including reviewing current services, assessing future service needs and securing funding to support the delivery of services.
- 2.35 A comprehensive logistics review of the way we deliver our waste collection services was completed and implemented in 2014. The review rationalised collection depots, redesigned all collection rounds and has increased the overall efficiency of the waste collection service.

Action : Performance

- 2.36 Household waste recycling performance continues to be amongst the highest in Scotland with the council ranking 3rd (56.1%) out of 32 councils based on the publication of the 2013 calendar year national recycling figures by SEPA. The Council was one of only nine Scottish councils, and the only Ayrshire council, who met the Scottish Government's target to recycle more than 50% of household waste by 2013. Details of the official household waste recycling performance statistics for 2013 are attached at Appendix 1.
- 2.37 Satisfaction with the waste collection service remains high with satisfaction levels being above the national average with 90% of adults surveyed being satisfied with the service.
- 2.38 The Service strives to achieve service delivery on a right first time basis. Following the significant transformational change to the waste collection service through the logistics review, a review of business processes was carried out with the assistance of Customer Services which has streamlined and improved the management and handling of customer service enquiries to contribute to achieving a right first time approach.
- 2.39 Enquiries made regarding the waste service are handled through the customer contact centre where the number of cases and types of cases are closely monitored to identify trends and to inform improvements.
- 2.40 The Council was one of the first councils in the UK to procure an Integrated Waste Management ICT System which incorporates specialist collection route optimisation software and back office management software with integrated in-cab technology which allows live waste collection information to be sent electronically to and from collection crews whilst out on their rounds.

- 2.41 The system has been integrated with the Councils Lagan CRM system to streamline service enquiry processes and is currently being developed to provide real-time collection information to our customer service advisers to allow them to handle customer enquiries more effectively.
- 2.42 The Integrated Waste Management ICT System also includes new software for the management of the commercial waste service which has been successfully integrated with the Councils debtor management software. This new system will improve and streamline invoicing processes, debtor control and the associated back office procedures.

Circular Economy and the Zero Waste Task force

- 2.43 The Scottish Government is leading a programme of evidence gathering and engagement on the circular economy, working in partnership with a number of stakeholders including Local Government, SEPA and Zero Waste Scotland. The programme aims to identify specific opportunities and benefits for Scotland by moving towards a circular economy.
- 2.44 Following approval, the national Zero Waste Task Force first met in March 2014 and set the scene with regards to progress with the zero waste agenda in Scotland and set out the potential for national and local economic opportunities from a circular economy programme.
- 2.45 The evidence and engagement programme is complemented by the work of the Zero Waste Task Force. The task force aims to articulate the opportunities and benefits for local government from a circular economy in Scotland, make recommendations on actions to local government and provide broad leadership on the circular economy agenda.
- 2.46 The task force endorsed the following objectives to govern their work:
- Create the investment conditions for new industries;
 - Reduce public sector exposure to risks; and
 - Deliver consistent, cost effective, highly efficient waste/recycling services.
- 2.47 The proposed work streams for the Zero Waste Task Force were refined by a Programme Board consisting of officers of SOLACE, COSLA, Scottish Government and Zero Waste Scotland which led to the forming of work streams into 3 broad themes which are:
- Promoting the Circular Economy;
 - Optimising Participation and Collections; and
 - Managing Market Risks and Opportunities.

- 2.48 The findings of the Zero Waste Task Force are expected to be formally reported in the spring of 2015.
- 2.49 A future report will be submitted to the Cabinet once the recommendations of the Zero Waste Task Force are known.
- 2.50 A Circular Economy Package is currently being developed by the European Commission which proposes to turn Europe into a more circular economy through:
- Boosting recycling and preventing the loss of valuable materials;
 - Creating jobs and economic growth;
 - Showing how new business models, eco-design and industrial symbiosis can move us towards zero-waste; and
 - Reducing greenhouse emissions and environmental impacts.
- 2.51 As part of the circular economy package, the European Commission had previously adopted a legislative proposal to review recycling and other waste related targets in the EU, however in December 2014 this was put on hold as the Commission announced that a new, more ambitious plan to promote a circular economy will be put in place by the end of 2015.

3. Proposals

- 3.1 That progress against the waste management strategy be noted.
- 3.2 That Cabinet notes the progress made with the development of a Waste Management Strategy for Arran and notes that a future report will be brought to Cabinet for consideration.
- 3.3 That the Cabinet notes the progress made to date for procuring residual waste treatment facilities through the Clyde Valley Waste Partnership.
- 3.4 That the creation of a national Zero Waste Task Force and their proposed work streams is noted.

4. Implications

Financial Implications

- 4.1 There are no financial implications associated with this report.

Human Resource Implications

- 4.2 There are no Human Resource implications associated with this report.

Legal Implications

- 4.3 The implementation of the Waste Management Strategy will assist in the achievement of statutory targets in respect of recycling and landfill diversion.

Equality Implications

- 4.4 An equality impact assessment has been completed for the approved waste management strategy.

Environmental and Sustainability Implications

- 4.5 The implementation of the waste strategy will have a positive impact upon the environment in three ways:
- Reduction in the amount of waste disposed of at landfill;
 - Increase in recycling of materials reducing the need to access virgin materials; and
 - Increase in the re-use of materials reducing the impact of re-processing and the use of virgin materials

Implications for Key Priorities

- 4.6 The completed strategy and subsequent implementation will contribute towards the achievement of a number of key council priorities and objectives.

Community Benefit Implications

- 4.7 The successful reuse partnership with Cunninghame Furniture Recycling has a significant positive community benefit.

5. Consultations

- 5.1 The Council's finance, procurement and legal services are consulted as part of the project teams that are working on the Clyde Valley Residual Waste Partnership along with specialist advisers. An update on implementation of the Council's waste Management Strategy was recently provided to the Physical Environment Advisory Panel.

6. Conclusion

- 6.1 Continued implementation of the strategy will enable the Council to meet the requirements of the national waste agenda for the period 2012 to 2016. By carrying out the key actions contained within the strategy, the Council will contribute to the achievement of Scottish Government objectives outlined in Scotland's Zero Waste Plan.



CRAIG HATTON
Executive Director (Place)

Reference : CH/DM/RM

For further information please contact David Mackay, Waste Services Manager on 01294 541525

Background Papers

N/A

Appendix 3 - Raising the Quality of Committee Reports

NORTH AYRSHIRE COUNCIL

Agenda Item 10

27 January 2015

Cabinet

Subject: Child Poverty (Re-drafted paper)

Purpose: To advise the Cabinet on levels of child poverty in North Ayrshire and activity to address them in preparation for 10 February seminar.

Recommendation: **Note** the current levels of Child Poverty in North Ayrshire and the steps underway to address this.
Note the seminar on February 10 to consider further action

1. Executive Summary

- 1.1 Child poverty levels are rising across the UK. North Ayrshire has the third highest levels of child poverty in Scotland and also has small pockets of extraordinarily high levels. This paper provides information of local levels of child poverty and the impact of poverty on young people. It also outlines some of the activities already underway to prevent or mitigate the effects of child poverty.
- 1.2 Members will be attending a seminar on 10 February 2015 to discuss how North Ayrshire Council can reduce the number of local children living in poverty. Discussions will also focus on how to mitigate the effects of the poverty affecting our children.

2. Context

2.1 *Definitions of Child Poverty*

- 2.1.1 The UK and Scottish Governments and the EU all use the same measure of poverty. Children are considered as living in poverty if they live in households with less than 60% of median household income¹. Poverty means that some families are unable to enjoy the things that others take for granted.

¹ In 2011/12 median household income in the UK was £23,200

2.1.2 Work does not provide a guaranteed way out of poverty. Two thirds (66 percent) of children growing up in poverty in the UK live in a family where at least one member works. There is also a significant challenge to find a route out of poverty for families where work is not an option, for example, due to ill health, caring responsibilities or disability.

2.1.3 Children living in poverty are most likely to be found in the following circumstances:

- Lone parents with dependent children,
- Households with younger children and with more than two children, who are either in receipt of benefits or low-paid work,
- Households affected by disability, including those with mental health problems,
- Looked after children and care leavers,
- Households affected by homelessness,
- Households affected by drug and alcohol use,
- Offenders and ex-offenders and their families

2.1.4 Welfare Reform, benefit caps and benefit sanctions are likely to drive more children to live below the poverty line. The Institute for Fiscal Studies estimate an additional 50,000 children in Scotland will be living in poverty by 2020.

2.2 *Child Poverty in North Ayrshire*

2.2.1 Although there was a drop in child poverty in Scotland between 2001 and 2011, it is now increasing again. Recent figures released by the End Child Poverty Campaign indicated that, when taking into account housing costs, 27 percent of North Ayrshire children are now living in poverty. This is the third highest rate in Scotland, behind Glasgow at 33 percent and Dundee at 28 percent.

2.2.2 This overall North Ayrshire figure also masks significant differences across the council area. For example, in the North Coast and Cumbrae levels are 18.7 percent, whilst in Saltcoats and Stevenston 35.1 percent of our children are living in poverty. We are aware of extremely localised pockets where rates are between 40 and 50 percent, such as Castlepark, Fullarton, Ardeer, Hayocks, Ardrossan and Blacklands. The rates for each ward are shown in the table below.

Percentage of children in poverty Oct - Dec 2013	Before Housing Costs (%)	After Housing Costs (%)
North Ayrshire	17.12	27.23
Irvine West	18.98	30.31
Irvine East	17.95	28.28
Kilwinning	16.08	25.67
Saltcoats and Stevenston	22.39	35.16
Ardrossan and Arran	13.98	22.39
Dalry and West Kilbride	14.76	23.63
Kilbirnie and Beith	17.05	27.10
North Coast and Cumbraes	11.71	18.73

2.3 *Impact of Child Poverty*

2.3.1 The Child Poverty Action Group for Scotland has identified the effects of child poverty. Experiencing child poverty can undermine the health, wellbeing and educational attainment of children. For example by the age of five, children in poverty lag between 10 and 13 months behind their more affluent peers in terms of school readiness and attainment. Three-year-olds in households with incomes below £10,000 are two and a half times more likely to suffer chronic illness than children in households with incomes above £52,000. Children living in low income households are also nearly three times more likely to suffer mental health problems than their more affluent peers.

2.3.2 A recent report by the Children's Commissioner highlighted the negative experiences of poor children in school. It found that many young people do not enjoy school due to the things they cannot afford, including school meals, school uniforms and the cost of materials and trips.

2.3.3 Poor children are also less well prepared and less likely to obtain good, stable employment with prospects of further training and promotion. This is much more of a problem in the current economic climate where unemployment is affecting young people disproportionately.

2.4 *North Ayrshire Action*

2.4.1 There is currently significant activity across our Community Planning Partners to address child poverty. As shown in the following table:

Initiative	Details
Youth Employment Strategy 2013/20	Commits the Council to increasing youth employment to above the national average by 2020
The Living Wage	The Council has introduced a living wage for its staff. This is independently calculated against the cost of living
Flexible Childcare	The Council has recently expanded childcare to the most vulnerable tow-year-olds
Income Maximisation	The Councils Money Matters Team and North Ayrshire Citizens Advice Service help people to access the benefits they are entitled to.

Initiative	Details
Financial Capability	Money Matters Team provide help and advice on financial pressures and managing debt.
Fuel Poverty	The Council housing stock is fully insulated and energy efficient. North Ayrshire Local Energy Advice Forum provides a single point of access for the public to help reduce energy costs and eradicate fuel poverty.
Free school meals and clothing grants	School meals are now free for every pupil in Primary 1 to 3. Free school meals and up to £40 worth of school footwear and clothing are provided to children whose parents are on certain benefits.
Education Maintenance Allowance	Provide financial support to young people from low income families. They can help young people stay on at school after 16. Up to £30 per week is available depending on circumstances.
Welfare Reform	The Council is working to mitigate the impact of Welfare Reform on North Ayrshire residents. The Council expects to spend up to £3.4M in 2014/15 on Discretionary Housing Payments, Community Care Grants and Crisis Grants.
Credit Unions	Provide financial services.
Family Nurse Partnership	Support to young pregnant women to support their baby to grow, develop and learn.
Early Years collaborative	A Community Planning Partnership (CPP) programme to help improve Children's outcomes
Improving Children's outcomes	North Ayrshire CPP has been working with the Scottish Government and Dartington Social Research Unit on an evidence based approach to improving Children's services.
Carers and Young Carers	A strategy is in place to support Carers. A key outcome is to tackle discrimination and financial hardship arising from caring responsibilities.
Raising Attainment for All	North Ayrshire is one of six 'pathfinders' across Scotland. The aim is to explore if and how a structured approach to improvement could be helpful to improving attainment.
High Quality Housing	The Council's housing strategy details how it will address housing support, homelessness and fuel poverty
Community resilience	The Asset Based Community Development project has worked on prevention. Including healthy eating and cookery skills, baby and child first aid training and language development.

3. Proposals

- 3.1 Although there is a wide range of activity in North Ayrshire which has an impact on child poverty, there are other additional approaches which could be considered. For example, more could be done on financial education.
- 3.2 The Cabinet and CPP Board are meeting to explore other proposals as part of their work on the Inequalities Strategy. Members will influence this work at a Seminar to be held on 10th February 2015.

4. Implications

Financial	Any proposals taken forward from the workshops would require a detailed business plan
Human Resources	There are no human resource implications
Legal	There are no legal implications
Equality	Equality groups at higher risk of poverty include disabled people and lone parents (primarily women)
Environmental & sustainability	There are no environmental considerations
Key Priorities	Work on tackling child poverty links to the SOA's high level priority "Children's health and wellbeing is improved by breaking the cycle of poverty, inequality and poor outcomes".
Community Benefits	There are no community benefits

5. Consultation

- 5.1 There has been consultation with the Chief Executive, the Director of the Health and Social Care Partnership and the Corporate Director, Education and Youth Employment on this report.

IONA COLVIN

Director (North Ayrshire Health and Social Care Partnership)

Reference : MA/KS

For further information please contact Isobel Kelly, Team Manager Money Matters on 01294 317782 and Marjorie Adams, Programme Manager on 01294 317801.

Background Papers Scottish Government: Child Poverty Strategy for Scotland: Our Approach 2014-17.

NORTH AYRSHIRE COUNCIL

Agenda Item 10

27 January 2015

Cabinet

Subject: **Child Poverty (*Original Paper*)**

Purpose: To advise the Cabinet on levels of child poverty in North Ayrshire and activity to address them.

Recommendation: That the Cabinet consider further action on child poverty at the seminar to be held on 10th February 2015.

1. Introduction

- 1.1 In October 2014 the End Child Poverty Campaign published rates of child poverty which took housing costs into account for the first time. It indicated that in North Ayrshire 27%, more than one in four children, were living in poverty. North Ayrshire ranked third highest in Scotland in relation to rates of child poverty, next to Glasgow and Dundee, with rates of 33% and 28% respectively.
- 1.2 On the 5th November 2014, the Council considered a motion on child poverty and the need to lobby to reduce the levels of child poverty in North Ayrshire.
- 1.3 The Council noted the role of the multi agency work by the Community Planning Partnership Board and the Shadow Integration Board on this issue and agreed that a seminar be arranged to allow an opportunity to consider the strategy for tackling poverty and identify the key priorities. This is to be held on 10th February 2015.

2. Current Position

- 2.1 Although there has been a drop in child poverty in Scotland in the 10 years up to 2011/2012, it is now increasing again. In North Ayrshire, levels of child poverty vary across the area from 18.7% in the North Coast and Cumbrae area to 35.1% in Saltcoats and Stevenston. The rates for each ward are shown in the table below.

Percentage of children in poverty Oct - Dec 2013	Before Housing Costs	After Housing Costs
Local Authority and Wards		
North Ayrshire	17.12%	27.23%
Irvine West	18.98%	30.31%
Irvine East	17.95%	28.28%
Kilwinning	16.08%	25.67%
Saltcoats and Stevenston	22.39%	35.16%
Ardrossan and Arran	13.98%	22.39%
Dalry and West Kilbride	14.76%	23.63%
Kilbirnie and Beith	17.05%	27.10%
North Coast and Cumbraes	11.71%	18.73%

- 2.2 There are 4,460 North Ayrshire children (26.23%) in low income families, the majority (67.5%) are in low income working families. There are some communities with higher rates where poverty is more concentrated, for example, in Castlepark, Fullarton, Ardeer, Hayocks, Ardrossan and Blacklands where rates are between 40 to 50%. those at increased risk of childhood poverty include:

- Lone parents with dependent children,
- Households with younger children and with more than two children, who are either in receipt of benefits or low-paid work,
- Households affected by disability, including those with mental health problems,
- Looked after children and care leavers,
- Households affected by homelessness,
- Households affected by drug and alcohol use,
- Offenders and ex-offenders and their families

- 2.3 A new group likely to be at increased risk are households affected by Welfare Reform and in particular those who face benefit caps and benefit sanctions.

- 2.4 In Scotland, the most significant reductions in child poverty occurred between 1998/99 and 2004/05, with much of this reduction having been driven by increased entitlements to state support, such as the introduction of Child Tax Credits and Working Tax Credits in 2003.
- 2.5 Scotland has used its devolved powers to enhance and to mitigate the impact of UK policies. As child poverty rates in the UK fell, they fell faster in Scotland. In the last two years, Scottish policies have been directed at protecting children and families affected by welfare cuts, for example, by meeting the cost of the "bedroom tax" for certain groups in 2013/14 and for all social tenants in 2014/15.

Impact of Child Poverty

- 2.6 The Child Poverty Action Group for Scotland has identified the effects of child poverty. Experiencing child poverty can undermine the health, wellbeing and educational attainment of children. For example:
- By the age of five, children in poverty lag between 10 and 13 months behind their more affluent peers in terms of school readiness and attainment,
 - Three-year-olds in households with incomes below £10,000 are two and a half times more likely to suffer chronic illness than children in households with incomes above £52,000,
 - Children living in low income households are also nearly three times more likely to suffer mental health problems than their more affluent peers.
- 2.7 A recent report by the Children's Commissioner highlighted the negative experiences of poor children in school. It found that many young people do not enjoy school due to the things they cannot afford, including school meals, school uniforms and the cost of materials and trips.
- 2.8 In North Ayrshire there have been considerable efforts to address this impact. This includes the work of schools in developing a positive ethos and in supporting young people through the curriculum.
- 2.9 Poor children are less well prepared and less likely to obtain good, stable employment with prospects of further training and promotion. This is much more of a problem in the current economic climate where unemployment is affecting young people disproportionately.

Definitions of Child Poverty

- 2.10 Children are considered as living in poverty if they live in households with less than 60% of median household income. This is the key measure used by UK and Scottish Government, and by the EU.
- 2.11 Poverty means that some families are unable to enjoy the things that others take for granted. In a local survey within North Ayrshire, families were reporting that they did not have enough money to keep warm, for leisure activities, to replace furniture or for adults to have a second pair of shoes. The recent growth of foodbanks is further evidence of the difficulties being experienced by people living in poverty in North Ayrshire.
- 2.12 Work does not provide a guaranteed way out of poverty, as two thirds (66%) of children growing up in poverty in the UK live in a family where at least one member works. There is also a significant challenge to find a route out of poverty for families where work is not an option, for example, due to ill health, caring responsibilities or disability.

Child Poverty Act 2010

- 2.13 The Child Poverty Act 2010 places a duty on Scottish Ministers to report on four poverty indicators and to produce a strategy every three years. The indicators are of:
- Relative poverty,
 - Absolute poverty,
 - Material deprivation and low combined income,
 - Persistent poverty.
- 2.14 This is included in the Child Poverty Strategy for Scotland: Our Approach 2014-17. The strategy describes the reduction in child poverty in recent years but indicates that estimates show relative child poverty in Scotland are set to increase to levels previously seen in 2003/04, due to the impacts of Welfare Reform. The Institute for Fiscal Studies estimate an additional 50,000 children in Scotland will be living in poverty by 2020.
- 2.15 The Strategy sets out the Government's commitment to tackle child poverty under three outcomes:

Pockets

Maximising household resources to reduce income poverty and material deprivation by maximising financial entitlements and reducing pressure on household budgets among low income families.

Prospects

Improving children's welfare and life chances to break inter-generational cycles of poverty, inequality and deprivation. This requires a focus on tackling the underlying social and economic determinants of poverty and improving the circumstances in which children grow up - recognising the particular importance of improving children's outcomes in the early years.

Places

Children from low income households live in well designed sustainable places by continuing to improve the physical, social and economic environments in local areas, particularly in those areas of multiple deprivation in which child poverty is more prevalent.

2.16 North Ayrshire CPP has a clear commitment to tackling poverty in the Single Outcome Agreement 2013/17 through its priority on a Working North Ayrshire regarding employment and its Healthy priority:

"Children's health and wellbeing is improved by breaking the cycle of poverty, inequality and poor outcomes."

- 2.17 There is currently significant activity which aims to address child poverty involving CPP partners. This is described under the national Child Poverty outcomes below:

Pockets - Maximising household resources

• Employment

- The availability of employment opportunities remains at the root of tackling child poverty. North Ayrshire's Economic Development and Regeneration Strategy sets out its plans on how it will increase these opportunities. The Council's Economic Development and Business Support Services aim to get more people into work.

Prevention Approach

- **Positive Destinations:**

In North Ayrshire the percentage of school leavers entering a positive destination is 94.1%, a rise of 0.3 percentage points in comparison to 2012/13. This is 1.8 percentage points above the national average of 92.3%. North Ayrshire Council of fifth out of 32 local authorities for the percentage of school leavers entering a positive destination. This encouraging result represents a year on year consistent improvement for local pupils.

- **Youth Employment Strategy 2013/2020:**

This strategy commits the Council to increasing youth employment to above the national average by 2020. This will have a significant impact on the prospects of North Ayrshire's young people.

- **The Living Wage**

- The Council has introduced the living wage which is independently calculated annually against the cost of living and helps ensure that its workers are paid enough to provide them with a decent standard of living.

- **Flexible Childcare**

- Affordable early learning and childcare can substantially boost employment by reducing a key barrier to participation faced by some parents with young children. For those parents who are most economically vulnerable, affordable childcare can provide a route out of worklessness. The Council has recently expanded childcare to the most vulnerable two-year-olds.

- **Income Maximisation**

- The Council's Money Matters Team and North Ayrshire Citizens' Advice Service (NACAS) help people to access the benefits they are entitled to and provide other advice on financial help available. Money Matters staff have been working closely with the Council's five Early Years Centres to carry out benefit checks and to increase the income of vulnerable families.

- **Financial Capability**

- Help and advice on financial pressures and managing debt is offered through the Money Matters Team.

- **Fuel Poverty**

- North Ayrshire Local Energy Advice Forum (LEAF) provides a single point of access for the public to help reduce energy costs, eradicate fuel poverty and help the environment. The Council ensures that its own housing stock is fully insulated and energy efficient, keeping energy bills down.

Free School Meals and Clothing Grants

- The Council provides free school meals and up to £40 worth of school footwear and clothing to children whose parents are on certain benefits. School meals are now free for every Primary 1 to Primary 3 pupil in schools across North Ayrshire.

-

Education Maintenance Allowance (EMA)

- EMAs were launched across Scotland in August 2004 to provide financial support to young people from low income families. An EMA can help young people stay on at school and continue their studies after they become 16 years of age. The allowance provides pupils with £30 a week, depending on the household's income.

-

Welfare Reform

- The Welfare Reform Act 2012 contains a number of reforms that have a significant impact on communities within North Ayrshire and the demand for Council services. The Council's Welfare Reform Working Group is implementing its action plan to mitigate the impact of these reforms. Alongside the action plan, the Council expects to spend almost £3.4m in 2014/15 on Discretionary Housing Payments, Community Care Grants and Crisis Grants mitigating the impact of Welfare Reform.

Credit Unions

- Credit Unions play a valuable role locally in providing financial services and products to a wide range of customers, including those facing financial exclusion.

Prospects - Improving children's wellbeing and life chances

Early Intervention and Prevention Programme

- The programme was established in 2012 to achieve a shift towards early intervention and prevention which improves the outcomes for vulnerable children and North Ayrshire. It comprised projects on:
 - Parenting Programmes
 - Integration of services through Early Years Centres
 - Family Support Service delivered by Quarriers
 - Multi-agency Domestic Abuse Response Team
 - Permanent Care for Children
 - Family Nurse Partnership
 - Asset Based Community Development (ABCD)
 - Vulnerable Children Support (0-5 years)
 - Capacity Building with Parents
 - Stop Now and Plan (SNAP)
 - Supported Carers Scheme
 - Peripatetic Early Years Practitioner Support

Family Nurse Partnership (FNP)

- In 2013 NHS Ayrshire & Arran introduced this programme which begins in early pregnancy and focuses on helping young women to have a healthy pregnancy and to feel confident about supporting their baby to grow, develop and learn. By April 2014 there were 69 mums from North Ayrshire on the FNP programme. The programme's main aims are to improve maternal health, child health and development and family economic self-sufficiency.

•

Early Years Collaborative

- A national Improvement Programme for Community Planning Partnerships which aims to make Scotland the best place to grow up. North Ayrshire's Away Team has been developing tests using the Collaborative's model of improvement to improve children's outcomes.

•

Improving Children's Outcomes Project

- North Ayrshire CPP has been working with the Scottish Government and Dartington Social Research Unit on an evidence-based approach to improving children's services across Scotland. The project involves gathering evidence on the needs of the child population locally and about how services meet that need in order to improve children's outcomes.

•

Carers and Young Carers

- The North Ayrshire Carers Strategy 2013/18 includes a key outcome on tackling discrimination and financial hardship arising as a result of caring responsibilities. It highlights the importance of tackling poverty and financial inclusion to ensure carers and young carers are supported in their caring responsibilities.

•

Strategic Review of Educational Services

- The review aims to reduce inequality in educational outcomes within North Ayrshire and to improve educational outcomes for all learners. It contains three strands - educational equality, educational environment and engagement.

•

Raising Attainment for All

- North Ayrshire is participating as one of six "pathfinders" across Scotland to explore if and how a structured approach to improvement could be helpful to schools in securing a consistent approach to raising attainment, and particularly to reducing inequality.

Places - Children from low income households live in well-designed, sustainable places

•

High Quality Housing

- North Ayrshire Council's Local Housing Strategy 2011-2016 details how the Council and its partners will address housing support, homelessness, fuel poverty and investment issues over the next five years. Six overarching strategic outcomes have been identified to achieve its strategic outcome, "Working together to achieve quality homes and neighbourhoods". These outcomes are:
 - 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
 - The strategic process is open, transparent and accountable

•

Community Resilience

- The Asset Based Community Development (ABCD) project supported work on early intervention and prevention in the early years through engaging with parents using an asset based approach, building on the strengths of the local community. Based in Castlepark, Irvine and Ardrossan, it identified community volunteers in both areas to build their capacity. Activities included healthy eating classes and cooking skills, and baby and child first aid training. An important aspect of the project's work was assisting with young children's speech and language development, including the training of early years staff in "Learning Language and Loving It".

3. Proposals

- 3.1 Although there is a wide range of activity which has an impact on child poverty, there are other additional approaches which could be considered.
- 3.2 More could be done, for example, on the financial education. Education Scotland offers a range of teaching resources to support the development of financial education skills in the classroom. It has also developed Money Talks: Family Finances, an interactive financial education resource for primary and secondary pupils.

- 3.3 The Money Matters Team is linked in to various services, for example, the Vulnerable Pregnancy Service which has helped to promote its services to pregnant women. Widening awareness of this service further could help maximise the income of vulnerable families. Undertaking benefit checks with parents of vulnerable two-year-olds, using early years services for example, could now be introduced.
- 3.4 As Corporate Parents, the Council could consider creating a junior account for its looked after children to provide them with some financial support when they reach 18 years of age, in the same way as many parents provide for their children.
- 3.5 The Cabinet and CPP Board are to explore other proposals as part of their work in the Inequalities Strategy.
- 3.6 Members will influence this work at the Seminar to be held on 10th February 2015.

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 Equality groups at higher risk of poverty include disabled people and lone parents (primarily women).

Environmental and Sustainability Implications

- 4.5 There are no environmental and sustainability implications.

Implications for Key Priorities

- 4.6 Work on tackling child poverty links to the SOA's high level priority "Children's health and wellbeing is improved by breaking the cycle of poverty, inequality and poor outcomes".

Community Benefit Implications

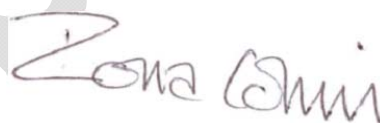
- 4.7 There are no community benefit implications.

5. Consultations

- 5.1 There has been consultation with the Chief Executive, the Director of the Health and Social Care Partnership and the Corporate Director, Education and Youth Employment on this report.

6. Conclusion

- 6.1 Action to address child poverty tends to rely heavily on the tax and benefit system. Local action can also have an impact and North Ayrshire CPP is supporting a considerable amount of activity to reduce poverty. The Elected Members Seminar on this topic will provide further information on this activity and should stimulate further discussion on means of addressing it.



IONA COLVIN

Director (North Ayrshire Health and Social Care Partnership)

Reference : MA/KS

For further information please contact Isobel Kelly, Team Manager Money Matters on 01294 317782 and Marjorie Adams, Programme Manager on 01294 317801.

Background Papers

Scottish Government: Child Poverty Strategy for Scotland: Our Approach 2014-17.

NORTH AYRSHIRE COUNCIL

NORTH AYRSHIRE COUNCIL

Agenda Item 11

24 March 2015

Cabinet

Subject: **Neighbourhood Vision – Remodelling of the Council's Operational Property Portfolio (*Re-drafted paper*)**

Purpose: To seek Cabinet approval to a set of principles identified to support remodelling of the Council's Property Estate.

Recommendation: **Agree** the principles to support the remodelling of the Council's Property Estate.

1. Executive Summary

- 1.1 The Council has a significant asset base in its property portfolio. Property and accommodation is also a major spend item for the council. Remodelling the property portfolio presents an opportunity to achieve major cost savings, realise additional income through the sale or lease of surplus assets and better align our local presence and service delivery to our neighbourhood planning approach.

2. Context

- 2.1 The Council owns or leases in excess of 600 properties. 372 properties are operational supporting the delivery of Council services. These properties cost around £10M a year to run. Of these 372 properties, we own 332, they have an estimated asset register value of £300M². The remaining 40 operational properties are leased from private landlords. The remaining 229 properties in our portfolio are non-operational and they provide a rental income to the Council.
- 2.2 There is a need to remodel our property portfolio to enable improved service delivery and support our neighbourhood planning approach of 6 identified neighbourhoods.³ As part of this process the Property

² This value is based upon the depreciated replacement cost (DRC) method of valuation, which bases value on the cost of providing a modern day replacement of the facility.

³ Our agreed neighbourhoods are Arran, Garnock Valley, Irvine, Kilwinning, North Coast and the Three Towns

Management and Investment team (PMI) has been working with all Services to better understand their current and future needs and how these can better align with our neighbourhood areas.

- 2.3 For the purpose of remodelling property has been classified into four categories: office accommodation; education / community facilities; health, social care and housing; and operational depots.

2.4 *Progress to Date*

Office Accommodation (See appendix 1 for full details of efficiency savings)

2010 accommodation study to assess where efficiency savings could be made

Bridgegate House refurbishment complete. Capacity increased and flexible working methods introduced.

Cunningham House refurbishment underway. Complete 2016. Capacity increase of 300 staff

Saltcoats Town Hall refurbishment underway. Complete late 2015. Creation of a 'one-stop-shop' to Three Town service users, integrating housing, registration, customer and social services. Creating five surplus properties

Education / Community Facilities

Garnock Campus complete December 2016. Integrated state of the art education and sports facilities.

Largs Campus consultation underway for an integrated schools / sports campus at Inverclyde National Sports facility

Community Asset Transfer Policy update 2013. 16 live applications

Health, Social Care and Housing

Health and Social Care Partnership (HSCP) – Established April 2015. The HSCP does not own any of their property assets, but utilises council and health board assets

Currie Court, Ardrossan integration of sheltered housing, independent living unit and day care centre

Stevenson Court, Largs complete Spring 2015. Day care centre and 11 rental flats

Operational Depots

2011 Streetscene review – 19 depots and storage/rest facilities closed. Consolidation to 5 area Streetscene depots

2014 Council restructure – Streetscene, Building Services, Roads and Transportation, Waste Services and Facilities Management incorporated into Place Directorate

Materials and Stores Provision review - underway

3 Proposals

- 3.1 There are a number of factors that are important to consider in the remodelling of the Council's operational estate. Some of these are specific to the type of property, others are generic. They are detailed below for approval:

3.2 *Key Principles and Considerations*

Overall

The current availability and location of sites / assets could impact on the Council's ability to deliver within any of the 6 Neighbourhood areas

Any decisions around utilisation of the property portfolio will consider the conditions of buildings, the running costs and accessibility

Energy performance will also be taken into account in

The Council's commitment to sustainability will be considered when undertaking extensive refurbishments or in building new accommodation

Each neighbourhood will have its own unique requirements and constraints.

Bridgegate House and Saltcoats Town Hall are the model for customer facing service provision

Future service delivery should optimise the use of civic buildings

Explore co-location opportunities with other public services

Consultation is required with Neighbourhoods and elected officials

Remodelling will rely on funding being available

Education / Community Facilities

The outcome of the Education Review that is underway needs to be considered to ensure buildings complement the aspirations of improved education attainment

Where possible education should be considered in a campus setting incorporating 'community hub' space and leisure facilities

The outcomes of the Dartington Review need to be considered. The Review adopts a needs led approach to the design of social services for children and young people

Health, Social Care and Housing

Look for opportunities to co-locate provision

Take into account the HSCP strategic plan

Look for opportunities to integrate housing and social services

Operational Depots

Value for money is achieved

The supply, storage and distribution to point of use is timely and effective

Retained stock levels are in line with good practice and improve customer service

Opportunities to rationalise depot provision will be explored

4. Implications

Financial	All proposals taken forward would require a detailed business plan
Human Resources	Implementation of proposals may lead to the re-location of staff
Legal	Legal services will advise on title and ownership issues and negotiate as appropriate on behalf of the Council
Equality	The re-modelled property estate will comply with equalities legislation
Environmental & sustainability	These implication will be considered as part of the option appraisal and business case development
Key Priorities	This proposal supports: Regenerating our communities; protecting vulnerable people; improving educational attainment; and operating more effectively
Community Benefits	Co-location of services and better alignment of service provision with our neighbourhood planning areas could realise significant benefits

5. Consultation

- 5.1 Consultation has taken place with the eCMT, Senior Managers from across Council Services, Development Planning Service, Legal Services and the Physical Environment Advisory Panel.

CRAIG HATTON
Executive Director (Place)

Reference : CH/DT/LB

For further information please contact David Tate, Senior Manager (Property Management & Investment) on 01294 225051

Background Papers

nil

NORTH AYRSHIRE COUNCIL

Agenda Item 11

24 March 2015

Cabinet

Subject: **Neighbourhood Vision – Remodelling of the Council's Operational Property Portfolio (Original Paper)**

Purpose: To inform the Cabinet of the key principles identified to support remodelling of the Council's Property Estate.

Recommendation: That the Cabinet approves the key principles to support remodelling of the Council's Property Estate.

1. Introduction

- 1.1 The Council owns or leases in excess of 600 operational and non-operational properties. 372 operational properties support the delivery of Council services with the remaining 229 properties being non-operational and providing rental income to the Council.
- 1.2 In order to determine how the Council's operational property portfolio can be remodelled and improved to support service delivery, Property Management & Investment (PMI) has been working across all Council Services in order to understand:
- The property requirements of each service;
 - What service delivery could look like based on a neighbourhood approach;
 - What remodelling and 'right-sizing' opportunities exist; and
 - How the Council can progress with implementing the proposed property remodelling strategy.
- 1.3 The Council's operational property portfolio comprises of 372 assets. 332 of these assets are owner occupied, with 40 properties being leased from private landlords. The owner occupied properties have an estimated asset register value of £300m. This value is based upon the depreciated replacement cost (DRC) method of valuation, which bases value on the cost of providing a modern day replacement of the facility.

- 1.4 The annual running costs of these operational properties is in the region of £10m. On a property-by-property basis, an analysis of these costs has been prepared and this information will be used to measure property running costs performance and will inform future property options appraisals.
- 1.5 Through portfolio 'remodelling' it is anticipated that operational efficiencies can be delivered, whilst effectively implementing the Council's neighbourhood vision for each of the six identified areas.
- 1.6 In order to fully analyse the stock condition information held on each asset, PMI is currently undertaking a further piece of work that seeks to assess the condition and suitability of each operational property. This condition and suitability matrix information will inform future options appraisals and will be considered alongside the property requirements of each service.

2. Current Position

- 2.1 The future property requirements can be split into the following four categories.

- Office accommodation;
- Education/community facilities;
- Health, Social Care and Housing; and
- Operational depots.

- 2.2 In assessing the future of service delivery across the neighbourhoods a number of key principles and considerations affecting the remodelling proposals are outlined as follows:

2.3 Office Accommodation

2.3.1 Office Accommodation - Progress to Date

In 2010 the Council engaged in a study to review the status of its Estate and to establish whether efficiencies could be achieved across the portfolio. The report - 'Our Future Working Environment - Accommodation Strategy' - focussed on operational properties, covering both owner occupied and leased in buildings. The report concluded there were various initiatives to pursue to remodel the portfolio through: better utilisation of key centrally located buildings; exiting leased in properties where possible; improving staff's working environment; implementing opportunities for agile and flexible working; and achieving operational efficiencies through a smaller retained estate whilst still meeting the needs of service users.

This work focussed on the Council's office portfolio and since 2010 work has been ongoing to identify and develop remodelling opportunities across the Council's operational office portfolio. The initial focus of this work-stream has centred on the delivery of the refurbishment of Bridgegate House, the phased refurbishment of Cunninghame House and, more recently, the refurbishment of Saltcoats Town Hall.

The first phase of remodelling was Bridgegate House, where a refurbishment of the office accommodation has enabled flexible ways of working to be adopted by the Council. In addition to this the ground floor has been developed to provide a 'one-stop-shop' facility for service users.

Through efficient space planning, Bridgegate House has been able to significantly increase staff capacity. This has been achieved through the development of a hot-desk strategy, space efficient workstations and the creation of an open-plan working environment.

Phase two of the remodelling programme is the refurbishment of Cunninghame House. This project incorporates a number of the principles that are in place at Bridgegate House to create a space efficient open plan working environment. On completion of this phased refurbishment, it is anticipated that the building will have capacity to provide office accommodation for approximately 900 staff, an increase of 300 from the date of commencement of the refurbishment programme in March 2014.

The refurbishment of Cunninghame House is being delivered over a three-year period. Phase one included the delivery of a modern, fit-for-purpose Council chambers and one wing of refurbished office space on the second floor.

The third project that is progressing under the office accommodation work-stream is the refurbishment of Saltcoats Town Hall. This project will be completed in late 2015 and will provide a 'one-stop-shop' to service users within the Three Towns area. The building will also provide community and heritage space and will ensure a historically important building is brought back into community use.

This new customer 'hub' will bring teams together from Ardrossan, Saltcoats and Stevenston to provide an integrated service incorporating Housing Services, Registration Services, Customer Services and Social Services which will result in approximately 80 staff being relocated to this facility.

The successful delivery of the Saltcoats Town Hall project will result in five properties within the three towns area being declared surplus. These surplus properties will be marketed for disposal or for lease, generating capital receipts and/or rental income for the Council.

As a result of the office remodelling projects, surplus office accommodation is being created, thereby providing the opportunity to:

- Generate capital receipts through a property disposals programme;
- Reduce annual property running costs;
- Reduce the Council's carbon footprint; and
- Improve operational efficiency through reduced officer travel time between buildings.

Attached as Appendix I is further detail on the properties that have been or will be vacated by the Council as a result of the implementation of the current office rationalisation and modernisation programme. This appendix outlines the floor space efficiency being achieved, details of the annual revenue operating cost savings and the staff numbers relocated as part of this project.

2.3.2 Office Accommodation - Key Principles and Considerations

- Bridgegate House and Saltcoats Town Hall should be used as a model for customer facing service provision;
- Future service delivery should optimise the use of civic buildings. This could encourage the co-location of customer facing services, back-office services and community facilities within existing Council owned accommodation;
- Explore opportunities for co-location with other public services.

2.4 Education/Community Facilities

2.4.1 Education/Community Facilities – Progress To Date

The preferred model for the delivery of modern, fit-for-purpose educational facilities is best reflected in the vision being realised with the development of the Garnock campus. This campus will deliver state of the art education provision, as well as sports facilities that can be accessed and utilised by both the school and the wider community. The project plan reports that this development will be delivered by December 2016.

In addition to the above, the Council is developing proposals for an education campus in Largs. Consultation in relation to this project is ongoing, however it is anticipated that the opportunity that exists will allow the Council to deliver improved education accommodation together with sports facilities in a campus setting at the Inverclyde National Sports facility.

Developing fit for purpose education provision for children and young people with additional support needs (ASN) remains a priority for the Council. This strategy is being developed in conjunction with the wider educational review to ensure delivery of improved services to learners with additional support needs which will help equip them to benefit from the opportunities and meet the challenges of life in the 21st century.

Community facilities such as community centres, leisure facilities and libraries play an important role in our neighbourhoods. In developing the delivery model for each neighbourhood, opportunities should be explored to achieve greater integration of these facilities whilst recognising and embracing technology advancements to ensure the Council's estate is future proofed for further developments in technology, particularly in digital media.

The Council is committed to working with community groups and recognises the importance of managing and supporting community groups who are seeking to progress community asset transfers. The Community Asset Transfer Policy was updated in 2013, with 16 applications noted as currently being live. Four of these applications are approved in principle.

2.4.2 Education/Community Facilities - Key Principles and Considerations

- The outcomes of the education review that is currently underway requires to be considered within the context of the wider neighbourhood property portfolio review to ensure that the building structure, layout and quality of the built environment complements the aspirations for improved educational attainment;
- Where opportunities exist education provision should be considered in a campus setting that also incorporates 'community hub' space and leisure facilities; and

- The strategy should take cognisance of the outcomes of the Dartington Review. This Review adopts a needs led approach to the design of social services for children/young people and their families. The analysis can then be utilised in determining issues which can affect the delivery of educational services in a campus environment.

2.5 Health, Social Care and Housing

2.5.1 Health, Social Care and Housing – Progress To Date

The recent redevelopment of Currie Court Sheltered Housing Unit and Castlecraigs in Ardrossan is an example of securing better utilisation and integration of assets.

The completed development now provides a sheltered housing unit, an independent living unit and a day care centre on the same site.

Stevenson Day Care & Resource Centre and Stevenson Court, Largs will be complete during Spring 2015. This project will deliver a day-care centre and 11 flats to rent on the site of the former Stevenson Institute.

Further examples of integrated Housing and Social Services projects include the redevelopment of Kiln Court and Montgomerie Court sheltered housing units. These redevelopment projects will provide new living accommodation for elderly residents and will incorporate Social Services facilities that can be utilised by the residents and wider communities that they serve.

As part of the Council's Strategic Housing Investment Plan (SHIP), it is the intention to deliver improved sheltered housing provision within North Ayrshire. Plans to deliver this are being developed and will be consulted on during 2015. It is proposed that any identified major projects will recognise the need to provide social care facilities within the sheltered housing unit.

Where Council owned assets are declared surplus within town centres, consideration will be given to their suitability to be transferred to the HRA and converted into housing. Moving forward this will be considered as part of the brief for the Strategic Assets Group and Surplus Property Group.

In terms of the Health & Social Care Partnership (HSCP), there is a desire to seek greater co-location of Social Services provision within our communities. This should include other health related services such as Doctor's surgeries, Dentists, Physiotherapists, Pharmacies etc being located alongside Social Services provision. This proposal aligns with the national agenda for Health and Social Care integration. Work is already underway with the Health & Social Care Partnership to progress this agenda.

In addition to the above the Council is exploring the opportunity that exists with the HSCP, to locate their head office within a North Ayrshire Council owned property.

This co-location opportunity would promote and enhance the strong working relationship the Council is building with the HSCP.

The progression of a co-location arrangement between the Council and HSCP would also assist with the Council's long term objective of ensuring all office space is utilised in as an efficient manner as possible.

It is acknowledged that further consideration is required in relation to Criminal Justice Partnerships, field worker support services and young peoples' services.

2.5.2 Health, Social Care and Housing – Key Principles and Considerations

- The partnership's strategic plan is expected to be approved in April 2015. This plan will require to be taken account of in the service delivery;
- Where appropriate, partnership and co-location opportunities with other public sector bodies should be encouraged;
- Recognising the Health and Social Care Partnership between the Council and NHS Ayrshire & Arran, there is an opportunity to deliver increasingly integrated Housing/Social Services to the community. This could most notably be implemented through the work that is ongoing in relation to the delivery of the SHIP and Older People's Housing Strategy;
- The HSCP do not own any of the property assets they operate and manage in North Ayrshire. These assets are in the ownership of either the Council or NHS and therefore consideration requires to be given to the implications that this will have on funding, operational and management arrangements.

2.6 Operational Depots

2.6.1 Operational Depots – Progress To Date

As part of the creation of the Streetscene review in 2011, some 19 depots and storage/rest facilities were closed with the revised operational model delivered from 5 area Streetscene depots.

During the first quarter of 2014/15 a business case was developed, outlining a proposal to dispose of approximately five depots and replace with one new, state of the art super depot. Given the level of costs and payback period associated with this, it was determined that the project should not progress at that time.

The Council restructure that was implemented in 2014 brought together Streetscene, Building Services, Roads & Transportation, Waste Services and Facilities Management with the Directorate of Place. Each of the aforementioned services provides a range of differing functions with varying requirements for materials provision, storage and distribution arrangements.

In January 2015, a comprehensive options appraisal around the future delivery of material and stores provision commenced. The purpose of this project is to identify and consider the most effective options and opportunities for providing a new co-ordinated materials supply management and stores provision model, which would serve the needs of a number of frontline services.

The overall aim is to improve the management, governance, value for money, efficiency and effectiveness of materials, stores and logistics provision.

2.6.2 Operational Depots – Key Principles and Considerations

- Value for money is achieved in the supply, storage and distribution of materials and equipment;
- The supply, storage and distribution to point of use is on a timely basis and is effectively managed;
- Retained stock levels are commensurate with good governance and improve the service received by the Council's customers; and
- Opportunities, as they arise, will be explored to further rationalise depot provision.

2.7 Other Key Principles and Considerations

In addition to the service delivery specific proposals outlined above, a number of other key factors are considered as being vital to the remodelling of the Council's operational estate. These are outlined as follows:

- The current availability and location of sites and/or Council assets in any neighbourhood area could impact on the Council's ability to deliver the vision within any of the neighbourhoods;
- To inform the decision making process around the potential relocation and co-location of services consideration will be given to levels of space utilisation within the portfolio, the condition of individual buildings, the operational running costs of individual buildings, the accessibility to and the suitability of existing buildings;
- Energy performance of existing buildings will be a factor in determining future utilisation;
- The Council's commitment to sustainability will be recognised when undertaking extensive refurbishments of existing buildings or where new-build accommodation is created;
- It is recognised that each neighbourhood will have its own unique requirements and constraints. These require to be considered as part of the wider vision; and
- Co-location opportunities with the Department for Work and Pensions (DWP) are being delivered via the creation of employment hubs. With the provision of employment related services alongside finance, debt and Universal Credit related advice this could lead to greater integration of service provision within the Council.

2.8 Many of North Ayrshire's Neighbourhood areas and communities are developing and implementing their local vision for their areas therefore a key next stage of the work programme will be to develop a comprehensive strategy to ensure engagement and consultation with our communities and Elected Members.

2.9 The availability of funding is vital to ensure the successful delivery of the vision and will be considered as part of the Council's ten-year capital plan.

- 2.10 Over the last two years the Council has developed and implemented a surplus property strategy that has proven successful in delivering an increase in capital receipts. However there is a requirement to raise the visibility of this strategy, both within and out-with the Council.

3. Proposals

- 3.1 That the Cabinet approves the key principles to support remodelling of the Council's Property Estate.

4. Implications

Financial Implications

- 4.1 All proposals to be taken forward would require a detailed business case to be developed that clearly sets out both the capital and revenue financial implications, and the funding sources.

Human Resource Implications

- 4.2 The implementation of the proposals will result in the re-location of staff.

Legal Implications

- 4.3 Legal Services will advise on title and ownership issues and negotiate as appropriate on behalf of the Council.

Equality Implications

- 4.4 The re-modelled property estate will comply with Equalities legislation.

Environmental and Sustainability Implications

- 4.5 Any remodelling of the Council estate will consider the wider environmental implications as part of the business case or options appraisal development.

Implications for Key Priorities

- 4.6 This proposal supports all the Council Plan core objectives as follows:
1. Regenerating our communities and increasing employment;
 2. Protecting vulnerable people;
 3. Improving educational attainment; and
 4. Operating more efficiently and effectively

Community Benefit Implications

- 4.7 There are no community benefit implications arising from this report.

5. Consultations

- 5.1 Consultation has taken place with the eCMT, Senior Managers from across Council Services, Development Planning Service, Legal Services and the Physical Environment Advisory Panel.

6. Conclusion

- 6.1 The work undertaken to date has identified the Council's vision to deliver services throughout the six neighbourhoods, whilst improving the condition and operational efficiency of the Council's property portfolio.

Cabinet is now asked to consider the contents of this report and approve the recommendations contained therein.



CRAIG HATTON
Executive Director (Place)

Reference : CH/DT/LB

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Background Papers

nil

Example

NORTH AYRSHIRE COUNCIL

Agenda Item 6

1 September 2015

Cabinet

Subject: **Council Tax (Variation for Unoccupied Dwellings) (Scotland) Regulations 2013**

Purpose: To seek Cabinet approval to encourage owners of long term empty dwellings to bring properties back into use by increasing council tax.

Recommendation: That the Cabinet agrees to

- a. apply a council tax levy on empty property that has been unoccupied for 12 months or more; or for property marketed for sale or let and is unoccupied for a minimum 2 years of 150% from 1 April 2016; and 200% from 1 April 2017; and
- b. to apply a civil penalty of up to £500 where an owner of a long term empty property fails to engage with the Council.

1. Introduction

- 1.1 The Council Tax (Variation for Unoccupied Dwellings) (Scotland) Regulations 2013, which came into effect on the 1 April 2013, widen the Council's discretionary powers to increase council tax by up to 100% for long term empty properties which have been empty for 12 months or more; or for property marketed for sale for a minimum 2 years, conditional on the home being genuinely marketed for sale or let at a realistic market price.
- 1.2 Cabinet agreed at its meeting of 28 May 2013 to retain the current 10% discount for long term empty property and to defer any decision to increase council tax until Housing Service's Empty Homes strategy, to bring empty property back into use, had been operational for at least 6 months.

2. Current Position

- 2.1 The North Ayrshire Empty Homes Strategy was adopted by Cabinet on 16 July 2014. Thereafter, various actions described in the strategy were undertaken, with the intention of reducing the number of empty homes within North Ayrshire.

Scheme of Assistance

- 2.2 The Council's Scheme of Assistance outlines the advice and assistance available to all private sector owners, including empty home owners, to assist them in bringing their home back into the viable housing supply. Since the introduction of the Empty Homes Strategy, the Council has received three requests for assistance from empty home owners.

Referrals

- 2.3 'Empty Home' referrals can be made to the Council in a number of ways, including referrals from Shelter Scotland, and from members of the public who can call, email, write or use the 'contact us' option on the Council's website. The Council seeks to engage with owners of referred properties to provide them with information on a range of options as outlined in the Scheme of Assistance and Empty Homes Strategy. Since the introduction of the strategy 24 referrals have been received. Housing Services contacted all of the referred owners offering advice, assistance, information etc, but to date none have chosen to engage with us.

Empty Homes Loan

- 2.4 The Council successfully bid for £200,000 of Scottish Government loan funding, which could be used to offer 0% interest loans to empty home owners, to allow them to repair and upgrade their homes. It was a condition of the funding that the property be utilised as an affordable private rented property for a minimum of 5 years following receipt of the loan.
- 2.5 In 2013, Housing Services wrote to all 1624 home owners in receipt of an empty home council tax discount and advised them of this mechanism. The Service continues to write to empty home owners in the area reminding them of the availability of loan funding. Posters and leaflets have also been widely disseminated across North Ayrshire.
- 2.6 To date, only 2 loan applications have been received. The first was refused due to the number of outstanding loans on the property, the other application is currently being processed.
- 2.7 It should be noted that this very low rate of take-up is typical across Scotland.

- 2.8 Mindful that there may be reluctance from empty homes owners to become private landlords, the Council sought permission from the Scottish Government to amend the loan terms, to allow owners to carry out repairs and offer the property for sale. The loan would then be repaid to NAC upon point of sale. Written permission to proceed was received from the Scottish Government in July 2015 and an advertising campaign to promote this change is currently being finalised.

Purchasing Empty Homes

- 2.9 In July 2015 the Council also received Scottish Government approval that part of the Empty Homes Loan fund could be used to purchase empty properties. It is anticipated that 2 units could be secured this way.
- 2.10 Furthermore, provision has been made within the Strategic Housing Investment Plan 2015-2020 (SHIP), which will allow a further 2 units to be purchased with the assistance of Scottish Government grant funding.
- 2.11 The process to identify and purchase all 4 units will commence in Autumn 2015. Units which have the most significant detrimental impact on the surrounding neighbourhood, and which are located within existing Council estates, will be targeted.

Exceptional Case Meetings

- 2.12 The Empty Homes Strategy outlines the role of a multi-discipline corporate working group which convenes where 'exceptional' empty properties are identified. These are predominately properties which are causing significant problems in surrounding neighbourhoods and/or local environments, and where the owner is unwilling to engage with the Council or is unresponsive.
- 2.13 To date, two 'exceptional' referrals have been received. Following discussion, the first property was traced to a development company, who agreed to secure and tidy the site before demolishing the building within 8 weeks.
- 2.14 The second case was more complex and involved the estate of an owner who had died overseas. However, such was the condition of the property that it was agreed a Demolition Order should be served.

Matchmaking Scheme

- 2.15 The Strategy refers to a scheme where owners of empty homes who wish to sell their home agree that the Council may pass their contact details to other property owners in the area.
- 2.16 Housing Services have recently, as part of a small concentrated pilot exercise, initiated such an intervention. The result was that one empty home was purchased by an investor who already had stock in the pilot area. This solution will both improve the prospects for the individual unit, and contribute to making a maintenance plan more viable.

Best Practice

- 2.17 Housing Services continue to participate on the national Empty Homes Partnership's Best Practice Group which researches, collates and disseminates good practice and lessons learned from empty homes work undertaken across Scotland, the wider UK and beyond.
- 2.18 In addition to the information above, a further two properties have been brought back into use through intervention by the Private Sector Advice Team. These were the result of linking empty home owners who contacted the Council with colleagues working in the Council's Rent Deposit Guarantee Scheme.
- 2.19 Despite the range of interventions being utilised, it is very difficult to encourage empty home owners to engage. This is because broadly speaking, there are three types of empty homes, each with their own reasons for not engaging with the Council.

Homes which do not impact on surrounding neighbourhoods as they are being looked after (for example owners in hospital and family won't sell, or currently being offered for sale). People living in area may not be aware they are empty.	Owners are either i) temporarily absent and not interested in selling, ii) actively trying to sell and thereafter have a clear idea of the price they wish their asset to achieve, or iii) currently improving the condition of the property.
Empty properties which were purchased as 'projects', and will be redeveloped in time and then inhabited or sold on.	
Much less frequent 'exceptional' empty homes - multiple departments are aware of these properties, they have a visual and social impact on the surrounding environment (likely to be subject to disrepair, vandalism, fly tipping etc)	Owners unlikely to engage

- 2.20 An increase in council tax on these empty properties of up to 100% would supplement the Empty Homes Strategy and may encourage owners to sell or let or to bring their unoccupied property back into use or engage with the Council regarding a interest free loan.
- 2.21 It is proposed that a council tax charge be imposed on long term empty property, across all areas of North Ayrshire, on the following incremental basis:
- 150% from 1 April 2016; and
200% from 1 April 2017.
- 2.22 There is no right of appeal against the amount of the charge and the date it is imposed and no discretion will be applied; the charge will be imposed when 12 months for empty properties or 2 years for marketed properties is reached.
- 2.23 A phased approach will enable all empty property owners to be contacted prior to 1 April 2016, and notified of the increased charge and give the owner an opportunity to take action before the charge is applied.
- 2.24 A recent review of empty properties identified 1,519 empty properties made up as follows:

Eligible for charge from 1 April 2016

614 properties empty for more than 12 months including 55 marketed for sale or let in excess of 2 years.

Not currently eligible for charge

738 empty for less than 12 months and not marketed for sale or let; and
167 are currently been marketed for sale or let but have been empty for less than 2 years.

- 2.25 The properties have been empty since 1993 to 2014 with around 460 (75%) covering 2010 to 2014 and 470 (76%) in Valuation Bands A to C.
- 2.26 While the majority of the properties are band A or B these are unoccupied and surplus to the owners requirements in most instances. This change is expected to increase available housing within North Ayrshire and reduce the number of vacant properties. It is not anticipated that the change would cause financial hardship as it is a charge on a surplus asset which can be sold or let to generate income.

- 2.27 All new empty properties would enter the long term empty scheme with immediate effect and be charged the appropriate levy when the 12 month period or 2 years for marketed property has elapsed.
- 2.28 Increasing council tax by up to 100% will increase the Council's income, but there may be an increased risk of evasion and inappropriate property classifications by owners, for example second homes, which would reduce the benefit to be achieved from bringing homes back into use. This will be monitored through inspections and scrutiny of supporting evidence by Housing Services and Finance and Corporate Support.
- 2.29 To mitigate these risks, the Council Tax (Administration and Enforcement) (Scotland) Amendment Regulations 2012 (SSI 2012/338) came into force on 9 February 2013 and owners are required within 21 days to provide information requested by the Council in relation to whether or not their home is occupied, and owners are required to notify the Council of any change in circumstances relating to whether or not a home is occupied and which has led to them being undercharged council tax. A civil penalty of up to £500 may be charged if the owner fails to provide the information required. It is proposed that these powers be used as required to bring property back into use. Fraudulent activity will be referred to the Council's Corporate Fraud Team for investigation.
- 2.30 Increasing council tax charge may increase personal debt and the Council Tax Debt Recovery Team will provide debt advice, guidance and agree sustainable repayment plans with taxpayers, as required.

Exclusions from the council tax increase

- 2.31 Increased council tax does not apply to second homes.
- 2.32 Purpose built holiday homes and second homes for persons living in job related accommodation are exempt per Regulations and will continue to receive a 50% discount.
- 2.33 Owners eligible for a council tax exemption cannot be charged council tax during the exemption period for example where the owner is:
- In long term residential care or hospital;
 - In prison; and
 - Deceased and an executor has been appointed.
- 2.34 No increase will apply where a dwelling has been repossessed by a lender.

- 2.35 Where a dwelling is undergoing or requires major work to render it habitable or which is undergoing structural alteration for up to 1 year, a minimum 50% discount is awarded during the first 6 months beginning on the day the owner purchased the dwelling where applicable.

3. Proposals

- 3.1 That the Cabinet agrees:

- (a) to impose a council tax levy on empty property that has been unoccupied for 12 months or more; or for property marketed for sale or let and is unoccupied for a minimum 2 years of:

150% from 1 April 2016; and
200% from 1 April 2017 onwards; and

- (b) to apply a civil penalty of up to £500 where an owner of a long term empty property fails to engage with the Council.

4. Implications

Financial Implications

- 4.1 By way of an illustration and based on 2014/15 council tax charges the 614 empty properties would increase council tax by £594k over two years with an estimated £463k collected and estimated arrears of £131k, this is based on the current collection level of 78% for long term empty properties. Although additional income is collected, council tax collection levels may fall by around 0.1% over the two years.

Human Resource Implications

- 4.2 Increasing council tax is expected to increase the amount of resource required to engage with owners, administer empty properties and to recover any unpaid council tax and to progress the Council's Empty Homes Strategy. It is proposed to meet the cost of this resource from the income that is received from the increased council tax charge.

Legal Implications

- 4.3 The Council will comply with the Council Tax (Variation for Unoccupied Dwellings) (Scotland) Regulations 2013.

Equality Implications

- 4.4 None

Environmental and Sustainability Implications

- 4.5 A reduction in long term unoccupied properties may have positive environmental benefits.

Implications for Key Priorities

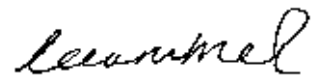
- 4.6 Contributes towards protecting and enhancing the environment for future generations.

5. Consultations

- 5.1 Discussion held with the Executive Director (Place).

6. Conclusion

- 6.1 The Council Tax (Variation for Unoccupied Dwellings) (Scotland) Regulations 2013, give the Council discretion to increase the council tax by up to 100% for long-term empty properties that have been unoccupied for 12 months or 2 years where marketed for sale or let. Imposing a 150% charge from 1 April 2016 and 200% from 1 April 2017 will contribute towards achieving the Council's commitment of bringing empty properties back into use.



LAURA FRIEL

Executive Director (Finance and Corporate Support)

Reference : SH

For further information please contact Stephen Humphries. Senior Manager Revenues and Benefits on 01294 310106

Background Papers

Council Tax (Variation for Unoccupied Dwellings) (Scotland) Regulations 2013; and

Housing Services Empty Homes strategy

NORTH AYRSHIRE COUNCIL

Agenda Item 7

1 September 2015

Cabinet

Subject: North Ayrshire Council, sportscotland and KA Leisure Partnership Agreement: 1 April 2015 until 31 March 2019

Purpose: To provide a report to Cabinet outlining the scope, priorities and principles of the 2015/19 Partnership Agreement between **sportscotland**, KA Leisure and North Ayrshire Council.

Recommendation: That Cabinet:

- a. notes the opportunities offered by the Partnership Agreement which will invest a total of £1,459,800 by **sportscotland** over four years for Active Schools and Community Sport Hubs;
- b. agrees to an annual in principle contribution of £140,000 per annum for the duration of the agreement, totalling £560,000; and
- c. agrees to receive annual reports on the progress of the Partnership Agreement during 2015/19.

1. Introduction

- 1.1 Sport makes a positive and valuable contribution to personal, community and national wellbeing in Scotland. The power of sport means it contributes to the five strategic objectives outlined in the Scottish Government's National Performance Framework, Scotland Performs.
- 1.2 In addition it makes an important contribution to supporting the North Ayrshire Community Planning Partnership priority of 'A Healthier North Ayrshire' and North Ayrshire Council priorities, including 'Supporting all of our people to stay healthy and active,' 'Ensuring people have the right skills for learning, life and work,' and 'Working together to develop strong communities'.

- 1.3 Following the success of the 20th Glasgow Commonwealth Games and the 10th anniversary of the Active Schools programme in Scotland, the Scottish Government announced a further four year investment package in order to further develop opportunities for children and young people to participate in sport and physical activity before school, during lunch and after school, while continuing to support the development of community sports hubs.
- 1.4 The new Partnership Agreement is a commitment among North Ayrshire Council, KA Leisure and **sportscotland** to identify and deliver shared national and local priorities for sport and secure an in principle commitment to investment and working together over the period April 2015 until March 2019 (see Appendix 1).

The **sportscotland** Partnership Agreement investment principles are as follows:-

- **System approach** – *Focusing on partners who are committed and connected to the development of a world class sporting system for sport at all levels in Scotland.*
 - **Impact** – *Supporting and working with partners that deliver significant impact against the changes we seek and can clearly show how our investment will contribute to these.*
 - **Sustainability** – *Supporting activities that have a long term approach resulting in sustained access, opportunities and outcomes.*
 - **High Standards** – *In line with guidelines, policies and good practice; specifically around governance, ethics, equality, safeguarding, planning, budgeting, monitoring and evaluation.*
 - **Additionality** – *In line with National Lottery guidelines, we will only invest to support additional impact over and above what would otherwise be achieved, adding to and not replacing other funding sources.*
- 1.5 The programme makes a significant contribution to the Active Scotland National Outcomes Framework and to local outcomes which encourage people to stay healthy and active while supporting wider achievement.

2. Current Position

- 2.1 The previous partnership agreement 2011/15 contributed to engaging communities in the preparations for the London 2012 Olympic Games, 2014 Ryder Cup at Gleneagles, the 20th Glasgow Commonwealth Games programme and associated local events including the Queen's Baton Relay.
- 2.2 During the previous agreement, North Ayrshire Active Schools recorded increases across almost all indicators during the previous four years, which included the summer term 2014 preceding the 20th Glasgow Commonwealth Games.

Over the period of the agreement, the following was achieved:-

- Overall activity sessions increased by an average of 8.9% to 8067.
 - Participant numbers and sessions increased by an average of 10.7% to 151,716.
 - The number of programme deliverers increased by 2.5% to 619.
 - Qualified volunteers increased by 4.4% to 312.
 - Numbers of Secondary pupil volunteers increased by 4.4% to 161.
 - School, community sports club links increased by 50.75% to 662.
 - Initial work relating to Community Sports Hubs was progressed with the development of Irvine, Kilwinning, Dalry and West Kilbride during the period 2012/14.
- 2.3 Progress is recorded and monitored using both the North Ayrshire Council Performance Framework and the **sportscotland** Active Schools, ASMO and Community Sports Hubs, HUBSMO databases respectively.
- 2.4 In addition, over the same period, uptake of KA Leisure activities increased by more than 10% and projects delivered in partnership with NAC include:

- **Schools of Sport:** 3 Sports Development Officers (2 Rugby, 1 Basketball) deliver innovative Schools of Sport activities within host secondary schools across North Ayrshire.
- **Scottish Football Association (SFA)** In addition to its on-going successful partnership with the SFA, KA Leisure also provides staffing for the Football School of Sport at Auchenhavie Academy in Stevenston.
- **Youth Diversionary Activity:** KA Leisure operates the Mobile Football Pitch which works in partnership with NAC Youth Services and the Mobile Information Centre (MIC) to deliver diversionary activities for young people within areas with high levels of youth disorder and anti-social behaviour.
- **Free summer swimming for under 18s:** This has been delivered in partnership with the Council for the last two years.
- **Libraries:** KA Leisure also takes part in the “Make Your Mark” project. This project rewards children and families for accessing and taking part in a range of NAC and KA Leisure activities over the summer holiday period.
- **Young Persons Support Team (YPST):** KA Leisure facilitates free at point of sale access to all Company activities for the young people supported by the North Ayrshire Council Young Persons Support Team.
- **Active Change:** KA Leisure facilitates free at point of sale access to all KA Leisure activities for individuals and families currently experiencing homelessness.
- **NAC Partnership Subscriptions:** KA Leisure offers employees of NAC strategic partner subscription rates for Gym and Fitness with the Company. At the end of September 2014 there were 1948 subscriptions with NAC employees including partners and child subscriptions.

2.5 The new Partnership Agreement will seek to further improve opportunities by engaging effectively with schools, KA Leisure, community sports organisations, North Ayrshire Council and national governing bodies in contributing to delivery of a new North Ayrshire Active Communities Strategy and Sports Framework.

3. Proposals

- 3.1 The agreement will continue to develop opportunities for the delivery of local Active Schools and Community Sports Hub development programmes.
- 3.2 Further annual financial support from **sportscotland** during 2015/16 will be offered to support PE in schools, Positive Coaching Scotland and other local initiatives which broaden the range of opportunities, while building on existing good practice relating to work with schools, community clubs and national bodies.
- 3.3 The **sportscotland** offer will be enhanced by resources identified by North Ayrshire Council and KA Leisure above the basic requirements to secure the funding as identified in the partnership agreement Appendix 1. Increased joint working between all partners will seek to increase innovation and partnership delivery options which support building capacity within local community sports clubs.
- 3.4 A focus on the development of Community Sports Hubs utilising secondary schools will seek to maximise the current and future excellent facilities being developed within the secondary school estate.

4. Implications

Financial Implications

- 4.1 **sportscotland** will invest £1,459,800 over four years: £364,950 per annum, to support the delivery of the programmes through the continued employment of 10 Active Schools staff and a Community Sports Hub programme delivered through KA Leisure .

North Ayrshire Council will continue to commit £140,000 per annum to meet the conditions of the Partnership Agreement, for the duration of the Partnership Agreement.

Additional contributions will be identified subject to budget approvals from both KA Leisure and North Ayrshire Council to support the overall programme delivery.

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 and Sustainability Implications

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

Implications for Key Priorities

- 4.6 The Partnership Agreement will contribute to all of the Council's strategic priorities while making a significant contribution to

- Supporting all of our people to stay healthy and active
- Ensuring people have the right skills for learning, life and work
- Working together to develop strong communities.

5. Consultations

- 5.1 Consultations have taken place with **sportscotland**, KA Leisure, Education and Youth Employment, national agencies and Economy and Communities.

6. Conclusion

- 6.1 The revised Partnership Agreement and funding package offers excellent value for money and the opportunity to build upon the success of the 20th Glasgow Commonwealth Games in growing a local Legacy which will engage and inspire local children, young people, adults and communities to be physically active through the opportunities offered by the Partnership Agreement.



KAREN YEOMANS

Executive Director (Economy and Communities)

Reference :

For further information please contact John McKnight, Senior Manager (Community Development) on 01294 324488

Background Papers

None

North Ayrshire Council, KA Leisure and **sportscotland**

Partnership Agreement

2015-2019

Putting sport first

sportscotland
the national agency for sport

Purpose and Scope

This Partnership Agreement is a commitment between North Ayrshire Council, KA Leisure and **sportscotland** to identify and deliver shared national and local priorities for sport, and secure an in principle commitment to investment and working together over the period April 2015 – March 2019.

sportscotland Investment Principles

The principles detailed below underpin the approach we will take in terms of our investment with partners. These principles will apply to all of our investment.

System Approach – Focusing on partners who are committed and connected to the development of a world class sporting system for sport at all levels in Scotland.

Impact – Supporting and working with partners that deliver significant impact against the changes we seek and can clearly show how our investment will contribute to these.

Sustainability – Supporting activities that have a long term approach resulting in sustained access, opportunities and outcomes.

High Standards – In line with guidelines, policies and good practice; specifically around governance, ethics, equality, safeguarding, planning, budgeting, monitoring and evaluation.

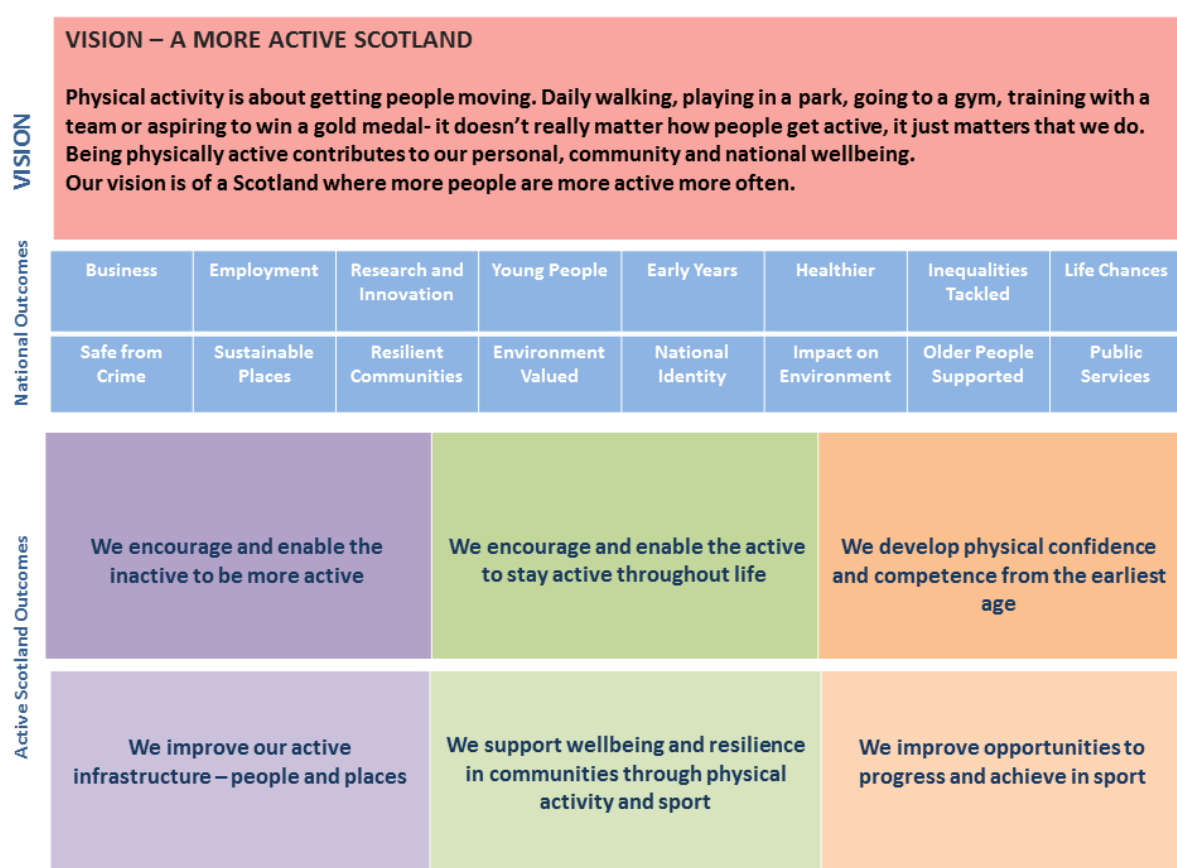
Additionality – In line with National Lottery guidelines, we will only invest to support additional impact over and above what would otherwise be achieved, adding to and not replacing other funding sources.

Strategic Context

Sport makes a positive and valuable contribution to personal, community and national wellbeing in Scotland. The power of sport means it contributes to the five strategic objectives outlined in Scotland Performs, which unite all public organisations in Scotland: wealthier and fairer, smarter, healthier, safer and stronger, and greener.

Within this context **sportscotland**, as the national agency for sport, contributes directly to the Scottish Government's vision of a Scotland where more people are more active more often, and the Active Scotland outcomes. This is shown in Diagram 1.

Diagram 1: Active Scotland Outcomes Framework



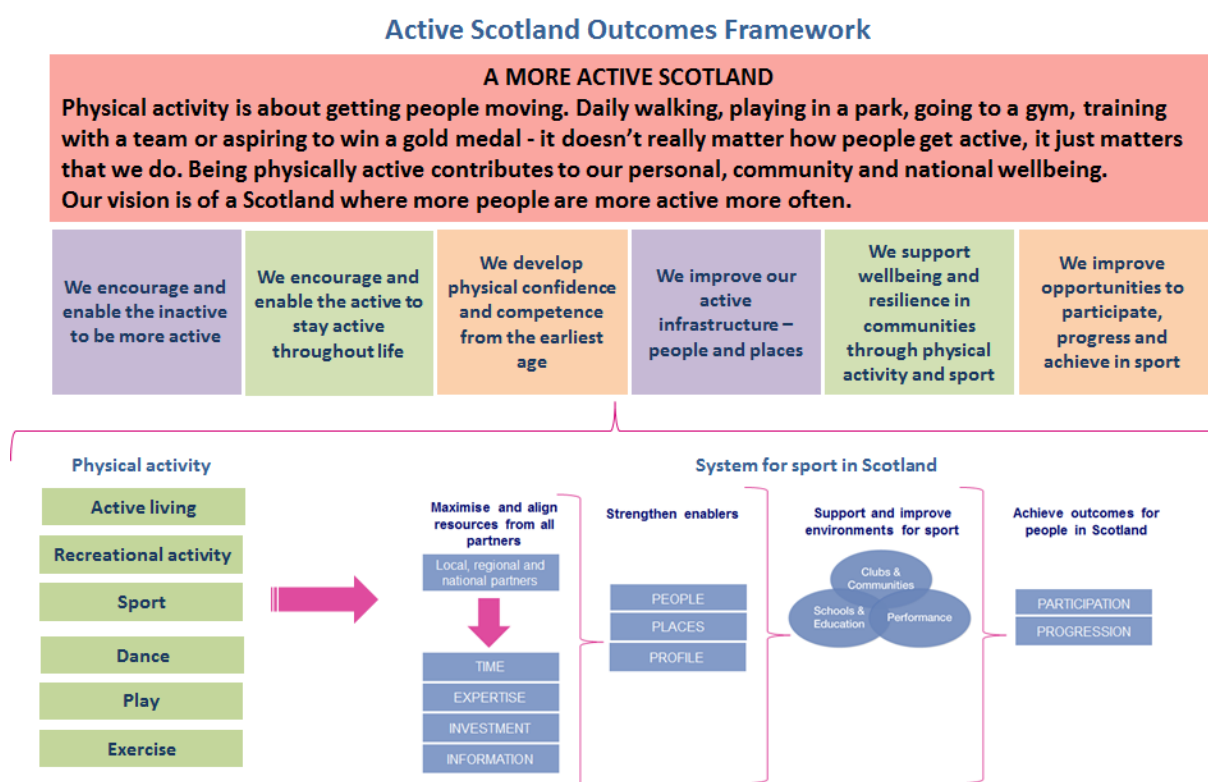
What we want to achieve:

Our vision is a Scotland where sport is a way of life, where sport is at the heart of Scottish society and has a positive impact on people and communities.

We want to enhance and improve the sporting system in Scotland, and ensure it is fit-for-purpose to deliver the outcomes we strive for. Our mission, therefore, is to develop and support a sporting system for people in Scotland that aspires to be world class.

Diagram 2 below provides a simple visual representation of the 'system'. It identifies the inputs required to enable key sporting environments to develop and thrive, which in turn will support 3 key outcomes for the people of Scotland.

Diagram 2: Scotland's sporting system



Achieving outcomes for people in Scotland

The key outcomes highlighted within the sporting system that people in Scotland will notice as we work together to improve sport for them and their communities are that they:

Will have the opportunity to get involved and participate in sport, and stay involved throughout their lives

Will have the opportunity to progress and achieve success at their chosen level in sport

Will be inspired by the success of Scottish sport

School, Club and Community outcomes:

More opportunities to participate in sport within schools, clubs and the wider community

More people delivering opportunities within schools, clubs and the wider community

Improve the quality of these opportunities and up skill the workforce to deliver sport locally

Local Partner Outcomes

North Ayrshire Community Planning Partnership

SOA Vision “North Ayrshire ... A Better Life”

SOA Priorities:

- A healthier North Ayrshire
- A working North Ayrshire
- A safe and secure North Ayrshire

North Ayrshire Council Vision

“To improve the lives of North Ayrshire people and develop stronger communities”

North Ayrshire Council Strategic Objectives:

- Supporting all our people to stay safe, healthy and active
- Working together to develop strong communities
- Protecting and enhancing the environment for future generations
- Ensuring people have the right skills for learning, life and work
- Growing our economy, increasing employment & regenerating towns

North Ayrshire Sports Framework 2015-2020

Our vision is to bring sport to life by inspiring communities

Our outcomes are:

- More opportunities for people to participate in sport
- More people taking part in sport
- More people coaching and volunteering in sport

Our priorities are:

- Provide quality opportunities and experiences

- Support and develop sustainable community sport
- Celebrate success
- Support and develop volunteers and the workforce
- Maximise the use of places and spaces

KA Leisure 2015-2020 Strategic Outcomes

People are more active, more often

- Physical Activity & Wellbeing
- Quality Facilities
- Community & Club Sport
- Community Engagement

KA Leisure Proposed Strategic Outcomes

People

- Appropriately skilled qualified team delivering quality programmes to local communities
- Responses to customer demand
- Positive Health & Safety
- Active coach and volunteer programme
- Working in partnership to deliver local opportunities
- Communities influence service design and delivery

Places

- Delivery of effective programmes within local communities
- Facilities are Fit for Purpose
- Local communities are empowered

Profile

- Quality reputation
- Communities are healthy and active
- Communities have trust and confidence in service delivery
- Valued partner within the local community
- Environmentally aware policies and procedures

North Ayrshire Sports Framework 2015-2020 – DRAFT as of 6/5/2015

Our vision is to bring sport to life by inspiring communities

Our outcomes are:

- More opportunities to participate in sport
- More people taking part in sport
- More people coaching and volunteering in sport

Our priorities are:

- Provide quality opportunities and experiences
- Support and develop sustainable community sport
- Celebrate success
- Support and develop volunteers and the workforce
- Maximise the use of places and spaces

Our partnerships

- We will work in partnership through the Regional Sporting Partnership to focus on the following outcomes; growth in club membership, improved quantity and quality of club services, more coaches and volunteers, improved quantity and quality of talented athletes in development pathways and better support for targeted athletes with the potential to be world class.
- Rollout a Neighbourhood Planning approach using the 6 identified Areas for integrated partnership planning, delivery and evaluation.
- Development of the Active Communities Strategy 2015 - 2025 to include:
 - A new Sports Development Framework 2015-2020
 - Play and Dance strategies/frameworks
 - Use of Covalent/ASMO, HUBSMO in monitoring progress and reporting to sportscotland,
 - The Community Planning Partnership and other partner agency reporting frameworks

How we will work together

We will work together to resource deliver and measure the following to deliver the above outcomes:

Clubs and communities	<p>We will:</p> <ul style="list-style-type: none"> • Provide guidance and support to develop sustainable community sports clubs • Lead the development of Community Sport Hubs • Work in partnership with governing bodies to support the development of sport specific forums that enable clubs to work together • Tackle local barriers to participation through targeted programmes and initiatives
Schools and education	<p>We will:</p> <ul style="list-style-type: none"> • Provide a range of quality extra curricular sport opportunities • Strengthen and enhance opportunities for children and young people to compete in formal sport • Support and maintain strong links between schools and community sports clubs • Support schools to ensure they maintain the national minimum PE requirements and improving quality of delivery where required. • Recruit, develop and retain young people as leaders in sport
Nurturing talent	<p>We will:</p> <ul style="list-style-type: none"> • Support local athletes who demonstrate high levels of sporting performance and achievement or demonstrate potential and commitment to achieve success in their chosen sport • Ensure the sporting workforce have access to high performance learning and development opportunities
People	<p>We will:</p> <ul style="list-style-type: none"> • Inspire, recruit and retain a sporting workforce that will provide a quality experience for people in sport. • Provide a range of high quality development opportunities that will support the sporting workforce to achieve their potential as coaches, volunteers, officials and leaders • Recognise, reward and celebrate the impact that the sporting workforce has on North Ayrshire • Consult with the sporting workforce to understand their needs and how we can support them
Places	<p>We will:</p> <ul style="list-style-type: none"> • Improve the accessibility, range and quality of places for sport and physical activity • Maximise external investment and identify funding opportunities for Capital and Revenue Projects • Actively promote and support the opportunities for clubs or organisations to secure the transfer of Council Assets as part of the North Ayrshire Council policy of Asset Transfer and community empowerment • Inform future strategic developments for facilities by utilising local and national policies

Resources

Investment 2015-2019

	sportscotland					North Ayrshire Council / KA Leisure				
	2015/16	2016/17	2017/18	2018/19	Total	2015/16	2016/17	2017/18	2018/19	Total
						(All subject to Budget Approvals)				
School sport										
Active Schools	£318,600	£318,600	£318,600	£318,600	£1,274,400	£140,000	£140,000	£140,000	£140,000	£560,000
PE Support Programme	£47,500	-	-	-	£47,500	-	-	-	-	-
School of Sport	-	-	-	-	-	£42,000* NAC/KA	£42,000* NAC/KA	£42,000* NAC/KA		£126,000
Club sport										
Community Sport Hubs	£46,350	£46,350	£46,350	£46,350	£185,400	-	-	-	-	-
Sports Development	-	-	-	-	-	£102,711 KA Leisure	TBC	TBC	TBC	£102,711
Coaching and volunteering										
PCS	£5,000	-	-	-	£5,000	£2,500 NAC	£2,500 NAC	£2,500 NAC	-	£7,500
Coaching Awards	£1,000	£1,000	£1,000	£1,000	£4,000					
Performance sport										
Nurturing Excellence	-	-	-	-	-	£50,000** NAC	£50,000** NAC	£50,000** NAC	TBC	£150,000
Total	£418,450	£365,950	£365,950	£365,950	£1,516,300	£337,211	£234,500	£234,500	£140,000	£946,211

*Includes KA Leisure HR costs for 3 DO's

**Plus KA Leisure match funding of KA Card £20,700

Staffing 2015-19 (FTE)

	2015/16	2016/17	2017/18	2018/19
School sport				
Active Schools Management	1	1	1	1
Active Schools Coordinators	9	9	9	9
PE Lead Officers	1	-	-	-
School sport competition	-	-	-	-
Club sport				
Community Sport Hub Officers	-	-	-	-
Coaching & Volunteering				
PCS				
Other				
Sports Development	5.3 – Permanent 1.6 Relief			
Other				
Total				

Partnership Agreement April 2015 – March 2019

We agree and accept this partnership agreement

Between: **sportscotland**

Doges, Templeton on the Green, 62 Templeton Street, Glasgow, G40 1DA

And:

Name

Position

Organisation

Signature date

Name

Position

Organisation

Signature date

Name

Position

Organisation

Signature date

Name

Position Partnership Manager

Organisation **sportscotland**

Signature date

Name Jacqueline Lynn

Position Head of School and Community Sport

Organisation **sportscotland**

Signature date

NORTH AYRSHIRE COUNCIL

Agenda Item 8

1 September 2015

Cabinet

Subject: **Ayrshire Growth Deal**

Purpose: To seek approval to prepare a bid for a Regional Growth Deal in collaboration with South and East Ayrshire Councils.

Recommendation: That Cabinet approves:

- a) joint working with South and East Ayrshire Councils on the development of a regional growth bid;
- b) the procurement of technical support in developing a business case to support the bid; and
- c) the commitment of up to £50,000 from existing budgets, to be used to secure any internal or external support required.

1. Introduction

- 1.1 In December 2014, the Ayrshire Economic Partnership (AEP) agreed to review its activities and to jointly pursue a more strategic approach to advancing economic growth. This recognised that opportunities to change the fortunes of Ayrshire lie in a long term regional approach to investment which will also contribute to the Scottish Government's economic vision.
- 1.2 The region benefits from numerous economic assets including: its strengths in engineering, life sciences, tourism, aerospace and food and drink; the availability of investment sites and locations; its maritime features and assets; strong heritage and sense of identity; and in parts, good rail and road links to Glasgow.
- 1.3 However it also faces numerous challenges that have acted as barriers to economic growth. These include: high rates of long term unemployment; a low business birth rate, poor survival rates for business start-ups, the lack of a competitive commercial property market, low levels of inward investment, falling and aging populations and in some parts a lack of connectivity across and beyond the region.

- 1.4 The Scottish Government's Regeneration Strategy was published in December 2011. This outlined a changing approach to regeneration activity including a move away from ring fenced grant funding for specific organisations and increased support for community led regeneration. It led to the introduction of new financial mechanisms for regeneration activity and the introduction of mechanisms such as Tax Incremental Finance (Falkirk, Glasgow, Oban, etc.), the Growth Accelerator Model (Edinburgh) and City Deal (Glasgow City Region).
- 1.5 A number of UK cities have agreed 'City Deals' with the UK Government as a result of the localism agenda. These deals empower cities and their regions to deliver increased economic growth by putting greater resources and financial freedoms in the hands of local leaders.
- 1.6 In Scotland, Glasgow and the Clyde Valley authorities have secured a Deal worth £1.13bn of investment over a 20 year period. The UK and Scottish Governments have each committed £500m, and a minimum of £130m will come from the local authorities across Glasgow and the Clyde Valley. The funding will be used to improve the transport network across the region; unlock key development and regeneration sites; support growth in key sectors; target youth unemployment; and, test new ways to boost the incomes of residents on low wages.
- 1.7 A number of other Scottish City Deals are being developed at present (Highland; Aberdeenshire; and, Dundee, Angus, Perth and Kinross, and Fife). The Ayrshire Economic Partnership recognises both the significant opportunity provided by these deals, and that the impact of these could be to the detriment of other areas in Scotland.
- 1.8 Discussions with the Scottish Government confirm that Scotland's regions (beyond the cities) have an important role to play in delivering its economic aspirations. As a consequence, the Government is open to the development of new policy tools to support growth outside the City Regions through Regional Growth Deals (also referred to by the Government as a Growth Accelerator Model (GAM)).
- 1.9 A Regional Growth Deal would have no set structure but is likely to be made up of a combination of mechanisms and involve a range of sources of investment dependant upon a regions circumstances and vision. It need not focus solely on physical infrastructure and may include interventions in for example employability, sectoral support, skills development, public or private housing, etc. The cornerstone of this approach is the ability to demonstrate the positive outcomes derived from investment in terms of future uplifts in taxation; non domestic rates, personal tax and council tax, and the reduction in welfare claims.

2. Current Position

Ayrshire Growth Deal Proposal

- 2.1 An Ayrshire Regional Growth Deal provides partners with the opportunity to focus on the interventions which would grow the economy and create employment within the region. The starting point for this would be the development of a vision for the region which a Growth Deal would take forward.
- 2.2 In developing a Growth Deal there is a need to present a proposition of sufficient scale that would realise increased economic growth and address regional inequalities. There is more to be achieved by working collaboratively across Ayrshire and it is proposed to work with South and East Ayrshire Councils on the development of a Growth Deal bid.
- 2.3 An initial proposition will require to be developed which sets out the ambitions for the regeneration of the Ayrshire economy. Scottish Government officials and representatives from the Scottish Futures Trust have indicated that the key issues which would need to be addressed include:-
- Confirmation of a political commitment across Ayrshire to a collaborative approach;
 - Demonstration of private sector support and involvement;
 - The development of an agreed, shared vision for improved economic performance in Ayrshire;
 - The identification of projects that would address the identified vision, the regions current under-performance and maximise its economic potential;
 - A business case to support the projects that are being promoted and articulation of their economic impact; and,
 - The governance and management arrangements that would deliver on the Growth Deal commitments.
- 2.4 In preparation of a bid to government, North Ayrshire Council in association with AEP partners will require to commit resources to allow the development of a business case/investment programme and the benefits that this would realise over a 15-20 year period. This business case will require to demonstrate strong impacts in terms of business growth and employment.

- 2.5 To commence this process each of the authorities are seeking their Council's formal approval of a collaborative approach to securing an Ayrshire Growth Deal. Subject to that approval early discussions will be held with AEP members on the initial Ayrshire visioning process.

Governance

- 2.6 There will be a significant amount of work required to satisfy the Government in terms of the viability of Ayrshire's proposals. This will include the following governance arrangements:
- A core senior officer group, working with additional technical support and with the Scottish Government, Scottish Futures Trust, Scottish Enterprise and other partners in the development of a Growth Deal bid. Scottish Enterprise have agreed to make a financial contribution to the work and other partners including Ayrshire College, the University of the West of Scotland and Skills Development Scotland have all expressed a desire to be involved.
 - The Ayrshire Economic Partnership (AEP) currently consists of the local public sector, national agencies, the educational sector, with the private sector represented by the Chamber of Commerce, Federation of Small Businesses and some individual sector representatives. Recent discussions with the Scottish Government have suggest that it would be beneficial to revise the membership of the AEP to allow additional private sector representation from key sectors to allow a regional structure empowered to drive the delivery of any regional plan.
 - The requirement that each Council will be asked to approve a business case in advance of submission to the Scottish Government.
- 2.7 Any future Growth Deal would require detailed governance structures between the three local authorities and Government on decision making and management arrangements. Other City Deals have 'Gateway' type mechanisms put in place so that funding is released in 5 yearly tranches subject to conditions being met and outcomes being demonstrated to be on track. These results are then validated by an independent commission.

3. Proposals

3.1 It is proposed that Cabinet approves:-

- a) joint working with South and East Ayrshire Councils on the development of a regional growth bid;
- b) the procurement of technical support in developing a business case to support the bid with a view to submission to Ministers in early 2016; and
- c) the commitment of up to £50,000 from existing budgets to be used to secure any internal or external support required.

4. Implications

Financial Implications

- 4.1 A commitment of up to £50,000 is sought from each of the Ayrshire local authorities to meet the costs of securing internal or external support to prepare an initial bid to the Scottish Government. The contribution from North Ayrshire can be met by existing budgets in Economy and Communities and the commissioning process will be in line with the Council's Standing Orders in relation to procurement.

Human Resource Implications

- 4.2 An officer group involving all three Councils and other partners will be required to drive this project forward. In addition, the partners may decide to recruit on a temporary basis an appropriate professional to coordinate and prepare the bid document and programme business case if this is considered an effective option.

Legal Implications

- 4.3 There are no legal implications at this stage.

Equality Implications

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

Environmental and Sustainability Implications

- 4.5 There are no environmental implications arising from this report. Any proposals that are included within the Ayrshire Deal would be impact assessed appropriately.

Implications for Key Priorities

- 4.6 This proposal supports our corporate priorities:-

- Growing our economy, increasing priorities and regenerating our towns.

It also has potential to contribute to other priorities including:-

- Working together to develop stronger communities;
- Ensuring people have the right skills for learning, life and work;
- Protecting and enhancing the environment for future generations.

Community Benefit Implications

- 4.7 There is an obligation to provide Community Benefit on all contracts in excess of £100,000. Appropriate clauses will be inserted in any contracts awarded as a result of this work.

5. Consultations

- 5.1 The basis for developing the proposal has been as a result of our engagement with key stakeholders including industry partners through the North Ayrshire Economic Development and Regeneration Board (EDR), Ayrshire Economic Partnership and Scottish Government and its agencies (Scottish Enterprise, Scottish Futures Trust, Skills Development Scotland) . These engagements have demonstrated an appetite to commence a process for joint working in the development of a proposal. The process will incorporate appropriate consultation as part of the bid development process.

6. Conclusion

- 6.1 Securing a Growth Deal for Ayrshire presents a significant opportunity for the region to realise its economic potential. Whilst discussions and development are at an early stage there is a requirement for partners to accelerate the development process over the next six months. To do this requires additional and technical resources which subject to the approval of Cabinet will be sourced.
- 6.2 As the process starts to develop, particularly through the development of a shared vision for Ayrshire, further consultation with the Council Leader and Portfolio holder will be undertaken. At appropriate stages, further reports detailing progress will be presented to Cabinet and any bid to government will be subject to Cabinet approval.



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Reference : CMc/AB

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Background Papers

None