

Cunninghame House,  
Irvine.

10 March 2016

## **Cabinet**

You are requested to attend a Meeting of the Cabinet of North Ayrshire Council to be held in the Marriage Room, Lamlash Local Office, Arran on **TUESDAY 15 MARCH 2016** at **2.00 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 5)**

The accuracy of the Minutes of the meeting held on 1 March 2016 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).

### **GENERAL BUSINESS FOR DECISION**

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

**3. Locality Partnership in North Ayrshire (Page 9)**

Submit report by the Chief Executive on Locality Partnerships within North Ayrshire (copy enclosed).

## **Reports by the Executive Director (Economy and Communities)**

### **4. Community Benefit from Windfarms (Page 67)**

Submit report by the Executive Director (Economy and Communities) on the feedback obtained through the consultation process on the draft Community Benefit from Windfarms policy (copy enclosed).

### **5. Vacant and Derelict Land Funding (Page 87)**

Submit report by the Executive Director (Economy and Communities) on the award of Scottish Government Vacant and Derelict Land Funding (copy enclosed).

## **Reports by the Executive Director (Place)**

### **6. Council House Building: Fencedyke, Irvine (Page 97)**

Submit report by the Executive Director (Place) on the revisions to the budget for the proposed new Housing development at Fencedyke, Irvine (copy enclosed).

### **7. Road Maintenance Programme 2016/17 (Page 101)**

Submit report by the Executive Director (Place) on the proposed Structural Roads and Street Lighting Maintenance Programme for 2016/17 (copy enclosed).

### **8. Sale of land at Corsehillhead, Weirston Road, Kilwinning (Page 117)**

Submit report by the Executive Director (Place) the disposal of the Council's heritable interest in the land at Corsehillhead, Weirston Road, Kilwinning (copy enclosed).

## **CONTRACTS**

### **9. Award of Contract - Debt Collection and Diligence Services (Page 123)**

Submit report by the Executive Director (Finance and Corporate Support) on the result of the tender exercise for the provision of Debt Collection and Diligence Services (copy enclosed).

### **10. Award of Contract - Council House Build at Cheviot Head, Fencedyke, Irvine (Page 127)**

Submit report by the Executive Director (Finance and Corporate Support) on the result of the tender exercise for the Construction of the 35 Unit (34 Homes) Residential Development at Cheviot Head, Fencedyke, Irvine (copy enclosed).

### **11. Urgent Items**

Any other items which the Chair considers to be urgent.

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## Cabinet

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Sederunt: **Elected Members**

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

Chair:

Attending:

Apologies:

Meeting Ended:



Cabinet  
1 March 2016

**IRVINE, 1 March 2016** - At a Meeting of the Cabinet of North Ayrshire Council at 2.30 p.m.

**Present**

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

**Also Present**

Donald Reid.

**In Attendance**

E. Murray, Chief Executive, L. Friel, Executive Director and A. Lyndon, Team Manager (Corporate Procurement) (Finance and Corporate Support); C. McAuley, Head of Service (Economic Growth), A. Sutton, Head of Service (Connected Communities), J. McHarg, Senior Manager (Participation and Empowerment) and L. Kirk (Access Officer) (Economy and Communities); D. MacRitchie, Senior Manager (Criminal Justice Services) (Health and Social Care Partnership); M. Sugden, Communications Officer (Media and Internal Communications), A. Pearson, Committee Services Support Officer and M. Anderson, Committee Services Team Leader (Chief Executive's Service) .

**Chair**

Councillor Gibson in the Chair.

**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 accuracy of the Minutes of the Ordinary Meeting held on 16 February 2016 and the Special Meeting of the Cabinet held on 17 February 2016 was confirmed and the Minutes signed in accordance with Paragraph 7 (1) of Schedule 7 of the Local Government (Scotland) Act 1973, subject to an amendment to Item 3 of the latter Minute, to reflect the fact that the Elected Member's question on the sale of Perceton House referred to its proceeds funding rather than contributing to the Cunninghame House refurbishment works.

### **3. North Ayrshire Economic Development and Regeneration Strategy Refresh**

Submitted report by the Executive Director (Economy and Communities) on the refreshed Economic Development and Regeneration Strategy Framework and providing an update on progress and timelines for completion of this work. The framework approved by the EDR Board in December 2015 was attached as an appendix to the report.

The Cabinet agreed (a) to note the progress being made in refreshing the EDR strategy; (b) to approve the work done to date, including the framework attached at Appendix 1 to the report; and (c) that a presentation be made to the Cabinet later in the year on the completed strategy and action plan.

### **4. Saltcoats Town Hall and Irvine Townhouse and Leisure Centre (the Portal)**

Submitted report by the Executive Director (Economy and Communities) on the catering and bar provision for Saltcoats Town Hall and Irvine Leisure Centre (the Portal).

Members welcomed the proposals contained in the paper, expressing support for the high standard of catering services provided by the Facilities Management Service.

The Cabinet agreed that North Ayrshire Council Facilities Management Service run the catering and bar arrangements for Saltcoats Town Hall and Irvine Leisure Centre (the Portal), as outlined in the report.

### **5. Review of Library Opening Hours**

Submitted report by the Executive Director (Economy and Communities) on the recent public consultation on public library opening hours and on a revised pattern of library opening times as a result of the above consultation. Appendix 1 to the report summarised current service provision, the original options proposed, and the revised proposals which were informed by the consultation exercise.

Members expressed their appreciation of the thorough consultation work undertaken in order to achieve the necessary savings while maintaining library provision.

Members then asked questions, and received further information, on the Home Library Service.

The Cabinet agreed to (a) note the outcome of the recent consultation; and (b) approve the proposed revised schedule of library opening hours as set out at Appendix 1 to the report, effective from 1 June 2016.

## **6. Fairlie Community Links**

Submitted report by the Executive Director (Economy and Communities) providing an update on the consultation process and the feedback obtained through the consultation process together with the options for the next stages in the project's development. A summary of the consultation process and its outcome was set out at Appendix 1 to the report. Appendix 2 provided a summary of the feedback received through the consultation and an analysis of the key issues raised. The recommendations of the North Coast Area Committee of 11 February 2016 were set out at Appendix 3.

The Cabinet agreed to (a) note (i) the consultation process undertaken and (ii) the feedback obtained through the consultation process; and (b) to approve (i) Option B (to proceed with the detailed design and construction of the project), as set out at Appendix 3 to the report, (ii) as part of that option, the detailed design and key elements of the project being completed as far as practical within the current financial year, with a view to constructing the path in 2016/17 and (iii) the path design and alignment options identified as respondents' preferences referred to within Appendix 3.

## **7. Ayrshire Growth Deal**

Submitted report by the Executive Director (Economy and Communities) on the development of an Ayrshire Growth Deal (copy enclosed). Appendix 1 to the report set out a draft Ayrshire Growth Deal prospectus to the Scottish and UK Governments. A revised draft prospectus was also circulated at the meeting.

Members asked questions, and were provided with further information, on the aspirations of the Ayrshire authorities in terms of the Digital Schools Initiative.

The Cabinet agreed to (a) approve the submission of the revised Ayrshire Growth Deal prospectus to the Scottish and UK Governments; and (b) delegate authority to the Chief Executive to make any further required changes to the prospectus prior to its submission.

## **8. Procurement EU Tender Plan - 2016/17 and 2017/18**

Submitted report by the Executive Director (Finance and Corporate Support) on the EU procurement tender plan for the remainder of Financial Year 2016/17 and requirements identified for 2017/18. The supplies, services and works in question were listed at Appendix 1 to the report

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

## **9. Community Payback Order Annual Report**

Submitted report by the Director (Health and Social Care Partnership) on the Community Payback Order Annual Report 2014/15 which provided information on the work undertaken in the last year through Community Payback Orders with a particular focus on Unpaid Work Requirements. Information on the change in total crime between 2013-14 and 2014-15 and between 2005-06 and 2014-15 by local authority area, was provided at Appendices 1 and 2 to the report. The Annual Report prepared by the Chief Social Work Officer was set out at Appendix 3.

Members reflected on the positive performance of North Ayrshire in terms of the completion rates for unpaid work under Community Payback Orders and commended the work of officers in supporting this service.

The Cabinet agreed to approve the Community Payback Order Annual Report set out at Appendix 3 to the report.

## **10. Award of Contract - Measured Term Contract for Roofing, Render and External Wall Insulation at various locations throughout North Ayrshire (Page 127)**

Submitted report by the Executive Director (Finance and Corporate Support) on the result of the tender exercise for Roofing, Render and External Wall Insulation at various locations throughout North Ayrshire.

The Cabinet agreed to award the contract for Roofing, Render and External Wall Insulation at various locations throughout North Ayrshire to Marley Contract Services at a cost of £19,972,500.

The meeting ended at 3.30 p.m.

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**NORTH AYRSHIRE COUNCIL**

**Agenda Item 3**

**15 March 2016**

**Cabinet**

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**Title:** **Locality Partnerships in North Ayrshire**

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**Purpose:** To seek Cabinet's approval to implement Locality Partnerships within North Ayrshire.

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**Recommendation:** That Cabinet:

- a) Notes the outcome of the recent consultation on the proposals for Locality Partnerships and the best practice accreditation awarded by The Consultation Institute;
- b) approves the proposed Locality Partnership Terms of Reference (Appendix 3) which have been revised to reflect the views of stakeholders;
- c) recommends to Council that the work of Area Committees is subsumed into Locality Partnerships and the Council's Scheme of Administration amended accordingly;
- d) recommends to Council that the Locality Partnership arrangements shall be the North Ayrshire Decentralisation Scheme in terms of section 23 of the Local Government etc (Scotland) Act 1994;
- e) recommends that a report is submitted to Council seeking appointment of Chairs of each of the six partnerships;
- f) recommends that a report is submitted to North Ayrshire Community Planning Partnership seeking agreement (i) that the six localities are the North Ayrshire localities designated under section 9 of the Community Empowerment (Scotland) Act 2015 and (ii) to the locality planning arrangements detailed in this paper and;
- g) agrees to receive a further progress report within one year of the establishment of the proposed locality partnerships.

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## **1. Executive Summary**

- 1.1 The process of developing a Locality Partnership approach in North Ayrshire was agreed by the Community Planning Partnership (CPP) in 2012.
- 1.2 A sector-leading, accredited, process of engagement, design and consultation has underpinned a successful joint production with our communities of a model of six Locality Partnerships which will enable a shift towards community empowerment and co-delivery of services. The result will be more local democracy and more resilient communities.
- 1.3 The consultation process itself was highly rated by stakeholders and has received accreditation from the Consultation Institute.

## **2. Background**

- 2.1 The Public Service Reform agenda and the Community Empowerment Scotland Act have emphasised the need for public sector resources to be delivered in the most efficient and effective way possible and for local people to be involved in the design of these services. The Christie Commission focussed on four principal areas of reform including people, prevention, performance and partnership. The report argued for closer involvement of people in the design and delivery of services they use, the prioritisation of spend on prevention activity, sharing services where possible and using partnerships better to integrate service provision. Christie concluded that continued development of local partnership arrangements would be a key element of the public service reform process. This would include a much stronger focus on engaging with people and communities in partnership processes.
- 2.2 Development of the Neighbourhood Planning Approach was approved by the Community Planning Partnership in 2012. Elected members, the CPP Board, the Community Engagement Reference Group and wider community groups have been consulted at various stages of the developments and have provided essential feedback on the overall approach.

- 2.3 The Strategic Management Team of the Community Planning Partnership (CPP) agreed to explore options to develop a neighbourhood area planning approach across North Ayrshire and in March 2012, a number of priority tasks were outlined to the CPP Board including the need to develop common boundaries to support the implementation of new neighbourhood planning areas in North Ayrshire.
- 2.4 A full programme of consultation was developed to help the CPP decide the best principles, functions and structures for six Locality Partnerships.
- 2.5 As the first part of a pre-engagement phase, three discussion groups were held respectively with the Community Engagement Reference Group, CPP Board members and elected members during November 2014. As a key information gathering stage, these sessions were designed to bring stakeholders up to speed with developments, explore any issues around the model and to provide a mandate for wider consultation across North Ayrshire communities. Notes of all three meetings are available for download on the CPP web pages.
- 2.6 Wider consultation with community groups and representatives in locally based workshops was completed in early 2015 across the six neighbourhoods. Over 220 participants were engaged on progress around Locality Planning and feedback gathered on identifying potential risks and benefits associated with the model. A full report on the workshops outcomes was reported to the June 2015 CPP Board and made available on the CPP web pages.
- 2.7 In March 2015, the CPP Board approved the establishment of an interim Programme Board to manage the final implementation and emerging workstreams in support of the wider approach. This board is ensuring that we meet our commitment to set up local Locality Partnerships in each of the six neighbourhoods by April 2016. The Programme Board also manages the transition process in terms of the CPP moving towards implementing the model.
- 2.8 In September 2015 the CPP and Cabinet approved a mandate for consultation on Locality Partnerships, including their memberships, functions and arrangements. A further round of consultations, including public roadshows, followed and was concluded on 18<sup>th</sup> December 2015.

### **Consultation Responses: Community Consultation Meetings**

2.9 The main aim of the final stage of the consultation as described at 2.8 above was:

- to update participants on the development of the Locality Planning approach;
- to discuss proposals on the balance of local representation; and
- to consider an outline set of responsibilities for the new Locality Partnerships.

2.10 This consultation has been monitored by the Consultation Institute under its Consultation Compliance Assessment Scheme, and the Institute is happy to confirm that the exercise has fully met its requirements for best practice. The Consultation Report is included at Appendix 1 and the consultation responses will be published on the CPP website.

2.11 The consultation questions related to the proposals in the consultation mandate (Appendix 2) and were as follows:

Q1	Are these the right people?
Q1a	Is there anyone missing from the list?
Q1b	Should anyone be removed? If so why?
Q2	What do you think of the list of responsibilities proposed for the Locality Partnerships?
Q2a	Are there any responsibilities missing?
Q2b	Should any responsibilities be added or removed?
Q3	What should be the role in LP in the development and delivery of Locality Plans?

The final part of the consultation workshop was designed to assess the appetite for involvement in Locality Partnerships on the part of communities. Three levels of engagement were explored:

Level 1	<b>Define the issues with partners:</b> respond and influence the agenda
Level 2	<b>Design the solutions with partners:</b> identify the priorities, respond, develop solutions and evaluate approaches
Level 3	<b>Deliver the solutions with partners:</b> develop improvements, lead on initiatives and report on outcomes

2.12 A total of 943 comments were collected from 153 participants across six sessions.

### 3. Proposals

#### ***Membership and Responsibilities***

- 3.1 Based on analysis of the consultation data, the following recommendations are proposed in relation to revising the Locality Partnership proposals contained within the proposed Terms of Reference as agreed by Cabinet and the CPP in September 2015. It is proposed to:
- 3.2 **Increase the number of community representatives on the Locality Partnership to match the number of elected members on each Partnership.** This number will include the Community Council Chairs previously proposed, and these representatives will be appointed by the Locality Partnership. Prior to such appointment there will be a public process to invite expressions of interest in such membership. For the initial appointment of such community representatives, expressions of interest shall be invited at a Locality Community Conference designed to promote the Locality Partnerships, discuss Locality priorities, and identify community representatives for the Partnerships.
- 3.3 **“Participation by Experience” will be confirmed as a central principle of Locality Partnerships, with an emphasis on community representation, involving those hardest to reach, young people and business involvement.**
- 3.4 **Establish that the following CPP partners will be members of all Locality Partnerships:**
- North Ayrshire Council
  - Health and Social Care Partnership
  - Police Scotland
  - Scottish Fire and Rescue
  - Third Sector Interface.
- 3.5 **Agree that the further member organisations of the Community Planning Partnership be members of Locality Partnerships at such times as the priorities identified by that Partnership make their participation advantageous.**

- 3.6 **Establish a mechanism whereby there will be a standing item and representation in relation to reports from the Locality Youth Forum on each Locality Partnership agenda** and there will also be standing item in relation to reports from Locality Partnerships on the Locality Youth Forum agenda, with Locality Partnership representation to provide an update on Partnership activity. This has been approved as good practice by Young Scot, respecting the role of young people in their citizenship and participation in Locality Youth Fora while not placing unrealistic demands on their time.
- 3.7 **Agree a charter encompassing the role and responsibilities of Community Councils** in relation to the Locality Partnerships.
- 3.8 **Confirm the functions and responsibilities of the Locality Partnerships** as per the consultation proposals.

***Communications; Participatory Budgeting and Operational Issues***

- 3.9 In relation to the practical arrangements for the operation of Locality Partnerships, the following will be introduced in response to the consultation feedback, to be contained in guidance for Locality Partnerships:
- 3.10 **A Communications Plan will be developed, including social media** and other communications channels, which will be introduced to support the Locality Partnerships. For example, Facebook pages will be set up and supported by the CPP to provide a consistent basis for sharing locality information and Locality Partnership updates where required.
- 3.11 **A new CPP website and Consultation Portal will be created** to maximise information sharing and good practice in engaging with and consulting with communities.
- 3.12 **Participatory budgeting will be introduced** in each Locality and will request expressions of interest from local groups in order to make the biggest impact possible on locally agreed issues.
- 3.13 **The CPP will review how it can support organisations to access external funding more effectively.**
- 3.14 **Locality Partnership meetings will be held at least quarterly, in the evening**, in suitable community locations. Locality conferences and Participatory Budgeting workshops will be held on Saturdays.

- 3.15 **Locality Plan guidance** will be used to develop the first Locality Plans and this will allow the sharing of good practice and the monitoring of progress.

#### ***Area Committees and Decentralisation Scheme***

- 3.16 Effectively the new Locality Partnerships will subsume the work of Area Committees. Accordingly it will be necessary to report to Council to amend the Council's Scheme of Administration to remove Area Committees
- 3.17 Under section 23 of the Local Government etc (Scotland) Act 1994 local authorities are obliged to prepare a decentralisation scheme. The present North Ayrshire Decentralisation Scheme was made in 1996. The draft Scottish Office Guidance on such schemes makes it clear that these were intended to be an early version of locality planning. While the statutory basis of locality planning is now contained in the Community Empowerment (Scotland) Act 2015, the requirement to have a decentralisation scheme has not yet been repealed. Accordingly it is recommended that a report is submitted to Council to adopt the Locality Planning arrangements as the North Ayrshire Decentralisation Scheme in terms of section 23 of the Local Government etc (Scotland) Act 1994.
- 3.18 Under section 9 of the Community Empowerment (Scotland) Act 2015 each Community Planning Partnership (CPP) is obliged to divide the local authority area into localities. In turn each CPP must prepare a locality plan for each such locality. While North Ayrshire CPP had agreed the six localities of North Ayrshire prior to the 2015 Act coming into effect, it is recommended that a report be submitted to the CPP seeking formal adoption of these six areas as the localities designated under section 9 of the Community Empowerment (Scotland) Act 2015. This report would also seek agreement of the CPP to the locality planning arrangements detailed in this paper.

#### 4. Implications

<b>Financial:</b>	Additional support for Locality Planning and Locality Partnerships will require to be identified and discussed through the CPP.
<b>Human Resources:</b>	Any additional staffing resources to support Locality Planning and for Locality Partnerships will require to be discussed through the CPP.
<b>Legal:</b>	<p>In terms of the Community Empowerment (Scotland) Act 2015 each Community Planning Partnership must divide the local authority area into localities, and prepare a locality plan for each locality. Integration Joint Boards have a similar duty under the Public Bodies Joint Working (Scotland) Act 2014 as part of their strategic planning functions. The locality planning arrangements set out in this report provide the governance which enables these duties to be complied with.</p> <p>While the Locality Partnerships will in legal terms operate in the same manner as CPPs, their remit will include the functions of Area Committees. Accordingly this paper recommends to Council that the Scheme of Administration is amended and the Locality Partnership arrangements shall be the North Ayrshire Decentralisation Scheme in terms of section 23 of the Local Government etc (Scotland) Act 1994.</p>
<b>Equality:</b>	The Localities Partnerships will broaden the representation involved in our decision making and future service delivery options. They will increase the opportunities for local communities to influence and participate in local decision making on those issues that affect them.
<b>Environmental &amp; Sustainability:</b>	None.
<b>Key Priorities:</b>	This will address a number of key priorities including “Working together to develop stronger communities.”
<b>Community Benefits:</b>	None.

## 5. Consultation

- 5.1 Consultations have taken place with North Ayrshire Council elected members, chief officers, all Community Planning Partners, including the Health and Social Care Partnership, community and voluntary organisations, CPP staff and a range of young people



ELMA MURRAY  
Chief Executive

Reference : .

For further information please contact Audrey Sutton, Head of Service (Connected Communities) on (01294) 324414.

### **Background Papers**

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## Locality Partnerships

### Report on Consultation on Governance Arrangements for Locality Partnerships Winter 2015/16



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## Executive Summary

- North Ayrshire Council completed the third and final community based consultations in November/December 2015 on the new Locality Partnership structures.
- This consultation discussed governance arrangements for the new bodies, including membership & representation, core functions, outline responsibilities and their role in developing a Locality Plan for localities.
- A total of **943 comments** were collected from **153 participants** across six sessions based in local venues in each locality.
- Well over half (**56%**) of all comments were categorised as **overall positive** (532); approximately **13%** were categorised as negative advisory, where there was advice on how the proposal could be improved (181), and 6% of comments were negative.
- Local Priorities' was the subject with the highest frequency (80) followed by 'Communication' (62), 'Practical Support' (52) and 'Community Councils' (50).
- **Question 1** proposed a **list of representatives** for the Locality Partnership Boards including elected members, senior CPP Lead Officer, CPP officer representatives and Community Council chairs. Out of twenty-nine themes, 'Representation', 'Membership', and 'Community Councils' had the highest number of comments.
- On the themes of 'representation' and 'membership', concerns included making the structure less 'top heavy'; achieving a workable size; ensuring young people were involved; including new community groups, GPs, health professionals and the business community; and making Community Councils much more representative. A recurring theme was the need to ensure that "**local problems were solved by local people**".
- Overall there was little confidence in the representativeness of existing Community Councils. However there was strong support (Garnock Valley, Kilwinning, Third Sector) for **reinvigorating their role in empowering communities** and to "encourage better practice in Community Councils as long as people were listened to".
- **Question 1a** asked whether there was **anyone missing** from the list of suggested members for Locality Partnerships. 'Young People', 'People with relevant experience', 'Local People', 'Community groups' and the 'Business community' had the highest counts out of 32 grouped themes.
- **Question 1b** asked whether **anyone should be removed** from the list of suggested members for Locality Partnerships and if so why? Approximately half the responses (14/29) recommended '**no change**' with some responses doubting the need for all CPP partners on Locality Partnerships.

- **Question 2** presented an **outline core remit** for the Locality Partnerships for discussion. The categories of 'Funding' and 'Terms of Reference', had the highest counts out of 42 themes. Most workshops were receptive to the idea of **Participatory Budgeting (PB)** seeing it as a **positive step forward** and something that would "start small and hopefully grow." Nonetheless participants sought clarity about where funding was being sourced from overall, and how it would be prioritised and allocated. Other queries were around how much **financial control** Locality Partnerships would have, whether funds could be combined towards larger projects. Some workshops suggested a new 'Grants Team' employing specialised funding officers within the Council to help with bigger plans.
- Many workshops asked that buzzwords and 'jargon speak' are not used and a **plain English approach** to Terms of Reference for Locality Partnerships is adopted. The Kilwinning participants advised on making the list 'less ambitious' and focussing instead on dealing with the needs of local people.
- **Question 2a** queried whether participants felt **any responsibilities were missing** from the list. Over **80** additional comments were collated with the themes of 'Communication' and 'Accountability' having the highest counts out of 24 themes identified. The third highest frequency comment was 'no change'
- **Question 2b** asked participants whether **any responsibilities should be added?** Eight out of 35 comments recommended '**no change**', seven suggested more 'Local involvement' and four 'communication'.
- **Question 3** queried the role of Locality Partnerships in developing the **Locality Plan**, and generated the largest proportion of responses. While localities needed to see influence over decision making, the importance of 'getting the priorities right for the community', as well as being 'honest and realistic about what can be done' were highlighted. Flexibility and '**responsiveness to the needs of each Locality Plan**' was agreed, while it was recognised that individual Plans needed to address issues, and not necessarily resolve ALL issues. Partnerships need to be receptive to good ideas, improve equality of access, share knowledge, and reach other groups and individuals who may not wish to be involved while making everyone feel engaged.
- **Recommendations** – workshop feedback highlighted some of the more important factors that will generate confidence in the function, processes and responsibilities of Locality Partnerships. A coherent Locality Plan reflecting real concerns and priorities for each area is more likely to be broadly endorsed and supported by the community. Successful, well governed Locality Partnerships should therefore consider the following recommendations as generated from this round of consultation focussing on governance arrangements:
  - *Membership* - As far as is practicable, Locality Partnerships should ensure a workable but balanced membership between elected members, CPP officers, Community Council chairs, community representatives and participants by expertise

- *Meetings* - Accessible evening meetings that are well publicised & reported, reaching out to all residents including young people, local businesses and community voices 'not usually heard'
- *Community Councils* - Promoting & supporting renewed, robust and representative Community Councils as key vehicles of local democracy and resilience
- *Empowerment* - Empowering local people to form local task and action groups to help co-deliver solutions to local issues as defined in the Locality Plan
- *Budgets* - Build quickly on the receptiveness towards Participatory Budgeting as a tool for enhancing community cohesion, while maintaining realism about the scope of financial resources at the disposal of Locality Partnerships.
- *Funding* - Explore how to advise & support all six Locality Partnerships on behalf of the CPP
- *Participation* - An incremental approach to local change, with early Plans aiming for smaller improvements in localities to bed-in participation while learning & fine tuning the approach from community feedback
- *Monitoring* - Consider development of local indicators, or some means by which the impact of the Locality Partnerships and associated community based groups can be measured & evaluated
- *Community Capacity* - Map all key groups, community associations & individuals to better understand community capacity & sense of identity in each locality. Link this to any subsequent identification of gaps in local services
- *Media* - Consider improving communication between and out with Partnerships via development of a dedicated website, newsletters, leaflets etc.
- *Sponsorship* – Consider promoting local events & fun competitions across communities to promote Partnerships

# 1. Introduction

## *Consulting on the Locality Approach in communities*

- 1.1 In preparation for the introduction of Locality Partnerships in 2016, a third series of community based consultations were completed between October and December 2015. Following on from the previous series of stakeholder pre-engagement consultations completed in February and March 2015, this series of workshops focussed on governance arrangements for, and functions of, the new Partnership bodies. **Table 1.1** below summarises the full sequence of stakeholder consultations around Locality Planning since 2013/14.
- 1.2 As before, this consultation was delivered via evening workshops in local venues and generated important feedback from over 150 participants. Additional comments were also gathered from young residents in separate workshops across the six localities. Separate workshops were organised for residents on the Isle of Cumbrae and for Third Sector representatives.
- 1.3 The main focus of these consultations was on the proposed membership of Locality Partnerships, their core functions, responsibilities and role in developing a Locality Plan for the area. Most workshops were well attended, and presentations focussed on bringing participants up to date with the concept and the key proposals around Locality Planning. Participants across all localities provided a range of views, opinions and recommendations around the most workable balance of representation for the new bodies. Further views were generated on the role of Locality Partnerships in developing and delivering Locality Plans for areas.

## *Purpose of Report*

- 1.4 This report aims to summarise the essential findings from the workshop discussion sessions across the six localities and make recommendations to amend the original proposals based on the feedback from the consultation. This will include looking at the frequency of certain issues being raised, responses by locality and group, and the overall positivity or negativity associated with comments around each theme.
- 1.5 To illustrate the range of comments, some sample illustrative responses from the workshops are included in **Appendix 1**. This report of the key findings from the consultation workshops will be made available on the CPP website in due course.

**Table 1.1 Consultation for Locality Planning 2013/14 to 2015/16**

Dates	Stakeholders	Consultation method	Purpose of consultation
Nov 2013 – March 2014	Residents & Community Groups (220)	6 Community based workshops	<ul style="list-style-type: none"> <li>• Introduce the concept of Locality Planning</li> <li>• Disseminate local findings from the Areas of Family Resilience Report</li> <li>• Hear examples of community participation from established groups &amp; associations</li> <li>• Assess early local priorities</li> </ul>
Nov 2014	Elected Members Community Engagement Reference Group (CERG) CPP Board	Presentation and Discussion Group	<ul style="list-style-type: none"> <li>• To gather key information and bring key stakeholders up to speed with developments on Locality Planning</li> <li>• Explore any issues around the LP model</li> <li>• To provide a mandate for wider consultation across North Ayrshire communities</li> </ul>
Feb – March 2015	Residents & Community Groups	6 Community based workshops	<ul style="list-style-type: none"> <li>• Explore the advantages &amp; disadvantages of a Locality Approach</li> <li>• To explore how the Locality Planning model will help to make decisions more local</li> <li>• To explore the advantages &amp; disadvantages of Community Councils</li> </ul>
August 2015	Elected Members	Political Group Briefings	<ul style="list-style-type: none"> <li>• To report progress on implementing Locality Planning Approach</li> <li>• To seek agreement for final series of consultation for Winter 2015/16</li> </ul>
Nov-Dec 2015	Residents & Community Groups	6 Community based workshops	<ul style="list-style-type: none"> <li>• To update participants on the development of Locality Planning</li> <li>• To gauge proposals on Locality Partnership membership</li> <li>• To ensure we have the right balance of representation</li> <li>• To consider an outline remit for the new bodies</li> </ul>

## **2. Purpose of the consultation**

- 2.1 The CPP Board approved the introduction of a Locality Planning structure in 2016/17 across six locality areas. A final series of community workshops were considered necessary to discuss governance arrangements and to agree the responsibilities of the Locality Partnerships.
- 2.2 The main aim of the consultation was to bring participants up to speed on the development of the Locality Planning approach, to discuss proposals on the balance of local representation, and finally to consider an outline set of responsibilities for the new Locality Partnerships.
- 2.3 Participants were presented with an overview of the current developments around Locality Planning and then divided into discussion groups. Each discussion group was facilitated with seven questions based around the governance and remit of Locality Partnerships.
- 2.4 It was agreed that comments and results from the workshops would be reported to the Community Planning Partnership Board and fed back to all participants via the CPP website pages. This is to ensure transparency throughout all consultations, and for CPP Board decisions to be informed by the most robust and up to date community based evidence.

## **3. Consultation process**

- 3.1 In September 2015, Cabinet approved the Consultation Mandate for North Ayrshire Council to carry out the formal consultation on Locality Partnerships on behalf of the North Ayrshire Community Planning Partnership. This consultation has been monitored by the Consultation Institute under its Consultation Compliance Assessment Scheme, and the Institute is happy to confirm that the exercise has fully met its requirements for best practice.
- 3.2 The consultation aimed to understand the views of CPP Partners, Community Councils and recognised representative community groups, concerning:
  - The proposed arrangement for how the Locality Partnerships would work as expressed in the terms of reference and Charter documents, and
  - The role of Locality Partnerships in the development and delivery of the Locality Partnership Plans and priorities.
- 3.3 Three key questions, with sub questions, were developed to enable consultees to explore the issues and feedback their views.

3.4 A total of eight consultation workshops were held as follows:

28 October	Arran Locality
04 November	North Coast Locality
12 November	Irvine Locality
18 November	Three Towns Locality
23 November	Kilwinning Locality
02 December	Garnock Valley Locality

A further two workshops were organised to accommodate the specific requirements of the Cumbrae and voluntary sector communities:

09 December	Third Sector Interface
16 December	Cumbrae

The workshops generated 943 comments from over 150 people who participated.

3.5 A series of six public Locality Roadshows preceded each of the Locality based consultation workshops to give local communities the opportunity to find out more about the Locality planning approach and to meet with representatives from the North Ayrshire Community Planning Partnership.

3.6 The workshops consisted of a presentation on the Locality Planning journey, the strategic and policy context and the Consultation proposal, followed by discussion groups on the 3 key consultation questions.

3.7 Each discussion group was supported by a trained facilitator and a scribe whose job was to record the group responses. At the end of each discussion, the scribe reported back the recorded responses and the group was given the opportunity to validate these.

3.8 At the end of each workshop, participants were asked to complete an evaluation of their workshop experience. This feedback proved invaluable building the lessons learned register and enabled minor changes to be made to the workshop delivery that improved the experience for participants as the consultation progressed. For example, there was a change to the content and delivery method of the pre-workshop communications which ensured that more people were able to access the information they needed prior to their attendance.

3.9 A total of 159 evaluation forms were received and analysed. Respondents were asked to score aspects of the consultation experience using a scale 1-5 where 1 was “poor” and 5 was “excellent”. **Table 1.2** below details average scores obtained across all events:

**Table 1.2 Consultation event feedback - Average Scores**

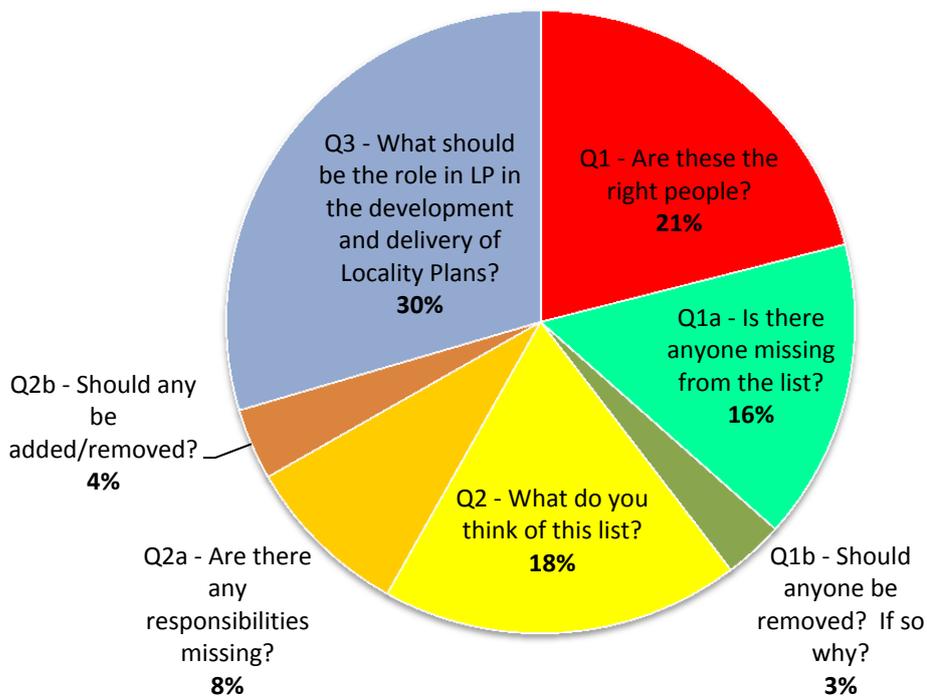
<b>Aspect of the Consultation</b>	<b>Average score</b>
Venue	4.0
Information issued prior to the event	3.4
Presentation	4.1
Group facilitator	4.5
Overall consultation process	4.1
<b>Overall average score</b>	<b>4.0</b>

- 3.10 Young people also took part in the consultation. Each of the locality Youth Forums attended the North Ayrshire Youth Conference along with representatives from all secondary and ASN schools. The Locality Planning consultation was a core part of the agenda. The Executive of the Youth Council led the consultation workshop which enabled young people to gain understanding of the concept of Locality Planning and offer their responses to the consultation questions. Through this approach, nearly 275 young people, aged 16+, participated in the consultation.
- 3.11 A communication plan to support the consultation process was put in place. This consisted of a series of staff briefings issued to all NAC and wider CPP staff. Pre event press releases in each locality were supported by pre and post-event activity on Facebook and Twitter.
- 3.12 In some Localities, for example, Arran, the local press attended the consultation event and subsequently carried a post event news report. On completion of the consultation process a series of interviews with Locality representatives was published in the local press.

## 4. Distribution of comments by question & locality

- 4.1 All workshops were structured around one hour discussion groups led by a trained facilitator. A total of 943 comments were collected from 153 participants across six sessions and each comment was categorised into primary and secondary topics to understand the top priorities in relation to emerging governance arrangements.
- 4.2 **Table 1.3** below summarises the questions and distribution of comments received. The distribution of responses is summarised in chart form in **Figure 1.1** below. Overall the largest proportion of responses were generated from question 3 (the remit of Locality Partnerships) with almost a third of all comments (29.6%). This is followed by responses to question 1 regarding the 'right people' which generated over a fifth of the total comments (21%).
- 4.3 Question 1b asked participants whether anyone on the suggested list of Locality Partnership Board list of members should be removed. This generated the least amount of responses (29 overall) representing just over 3% of the total comments. A similarly lower proportion of comments (4%) were received in relation to question 2b

**Fig 1.1 Distribution of workshop comments by question**



- 4.4 When we break down the responses to each question by locality, for Question 1 the

highest number of responses were generated in the Garnock Valley (23%) and the lowest in Kilwinning and Cumbrae (both 5.6%). In relation to whether anyone should be removed from the list (Q1b), eight out of twenty-nine responses were from the workshop held with the Third Sector representatives. By contrast only one response was received from the Cumbrae workshop.

- 4.5 Participants from both the North Coast & West Kilbride and Garnock Valley had the most comments in relation to the proposed remit and functions for the Locality Partnerships with almost 40% of all comments received. Meanwhile the Third Sector workshops generated the most comments (25%) in relation to ‘identifying responsibilities that might be missing’ from the list. By contrast less than 4% of the responses to this question were from the Youth Group sessions.
- 4.6 On the question regarding whether ‘any responsibility should be added or removed’, both the Third Sector and Arran workshops had the most suggestions, accounting for approximately 55% of the total responses.
- 4.7 On the final question regarding the remit of Locality Partnerships, 79 out of the total 279 responses were from the Garnock Valley workshop (28%). This was more than double the next nearest proportion (12%), jointly shared by the Arran and Irvine localities.

**Table 1.3 Distribution of comments by question**

Question	Comments	% of total comments
1. Are these the right people?	198	21.0
1a. Is there anyone missing from the list?	147	15.6
1b. Should anyone be removed? If so why?	29	3.1
2. What do you think of this list? (responsibilities)	174	18.5
2a. Are there any responsibilities missing? Councils?	81	8.6
2b. Should any be added or removed?	35	3.7
3. What should be the role of the LP in the development and delivery of Locality Plans?	279	29.6
<b>Total comments</b>	<b>943</b>	<b>100.0</b>

## 5. General outlook of workshop participants

- 5.1 In order to measure general attitudes towards the governance proposals around the Locality Approach, comments were analysed in terms of their overall positivity or negativity. The prevailing outlook within each response was categorised as to whether the comment was generally positive or negative.
- 5.2 **Table 1.4** below illustrates that not every comment falls into a discrete positive/negative category. Certain categories such ‘Positive Advisory’ are needed to more accurately capture comments that are less definitively positive but overall optimistic with some recommendations that could be potentially met. These included many constructive responses such as getting more young people involved in local decision making, or using the new bodies to give voice to those seldom heard in the community.

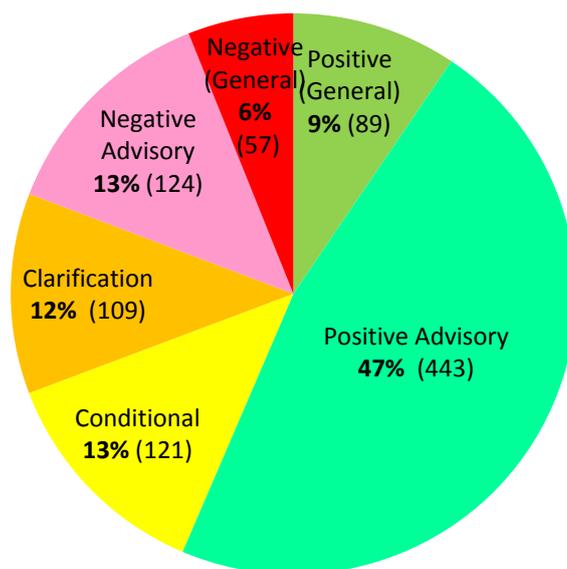
**Table 1.4 Distribution of comments by outlook**

Category	Number of responses	% of total responses
<b>1 - Positive</b> (Generally optimistic)	89	9.4
<b>2 - Positive Advisory</b> - (positive with recommendations on structure / purpose / goals / aspirations etc.)	443	47.0
<b>3 - Conditional</b> - depends on specific qualification or conditions for approach to work	121	12.8
<b>4 - Clarification</b> - Further detail needed (e.g. model / membership / accountability etc.)	109	11.6
<b>5 - Negative Advisory</b> - negative and giving reasons why it wouldn't work AND/OR what could work (constructive criticism)	124	13.1
<b>6 - Negative</b> (Generally Pessimistic)	57	6.0

- 5.3 A similar but opposite category of ‘Negative Advisory’ was also determined for those responses which were overall negative and gave specific reasons as to why the proposal was very unlikely to work. Comments such as “*These are not the right people – too Council heavy and another level of bureaucracy*” are categorised as overall negative but with a specific (and in some cases constructive) criticism.

- 5.4 A category of 'Clarification' was reserved for those responses where the participant needed more information before they could commit to either a positive or negative position. The 'Conditional' category is generally towards a more positive stance but the participant articulates a specific condition or multiple conditions to make the proposal work.
- 5.5 Overall, **Figure 1.2** below demonstrates the broad distribution of participants' outlook in relation to the themes of the consultation. Well over half (56%) of all comments were categorised as overall positive (532), whereas approximately 19% were categorised as negative overall (181). The remaining 230 responses were categorised as neutral, accounting for around 24% of all responses.

**Fig 1.2 Distribution of Positive & Negative comments**

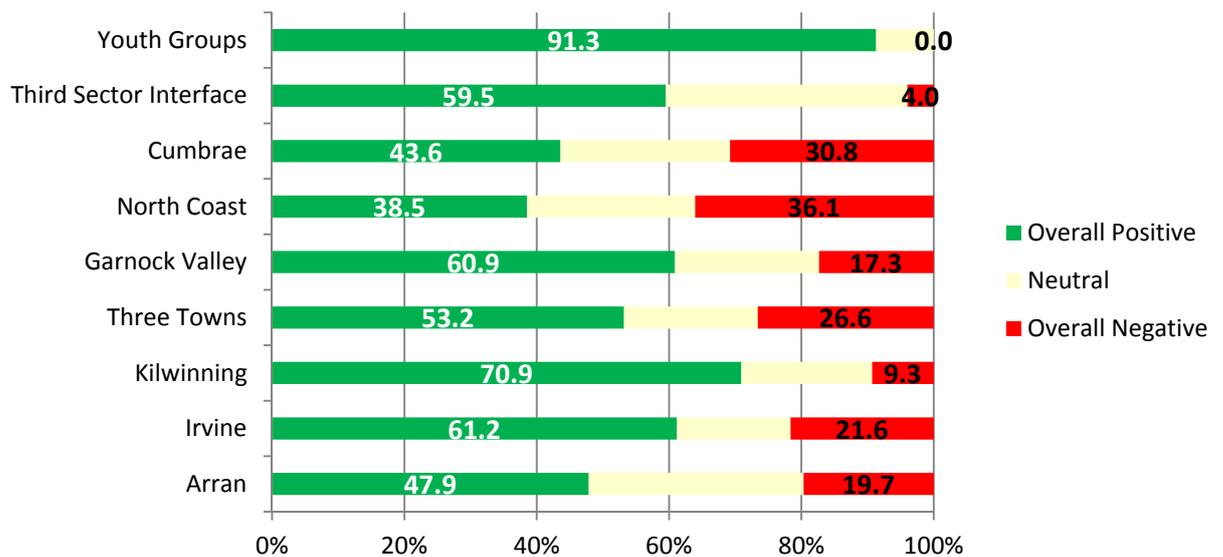


- 5.6 **Figure 1.3** below compares overall outlook by locality, grouping comments into overall positive, overall negative and neutral. Youth group discussions had the highest proportion of positive comments at over 91%, however this must be placed in context of the lower number of responses for this group (23). Other workshops which had higher than average levels of positive comments included Kilwinning at over 70% and Irvine at over 61%.
- 5.7 Six out of every ten comments from both the Garnock Valley and Third Sector workshops were

classified as either positive or generally positive. The North Coast & West Kilbride, Arran, Cumbrae and Three Towns workshops however had lower than average proportions of positive comments. These workshops also had higher than average proportions of negative or generally negative comments.

5.8 Over a third of all the comments in the North Coast & West Kilbride workshop were classified as overall negative (36%), and Cumbrae and the Three Towns also recorded higher than average rates of negative comments at 31% and 27% respectively.

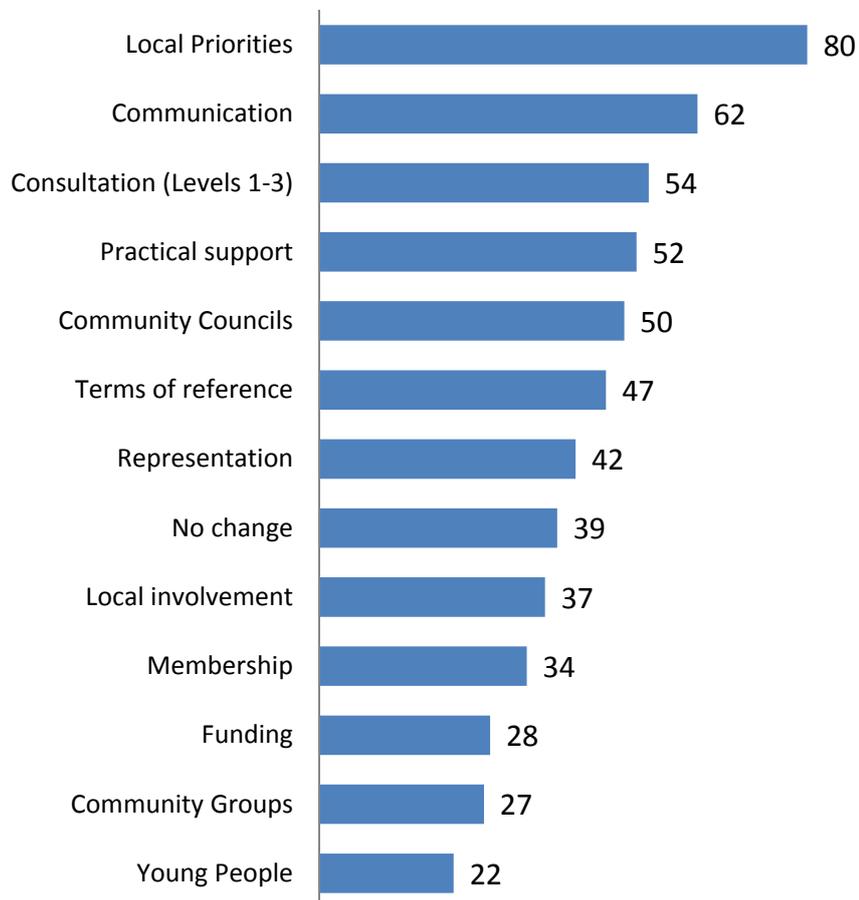
**Fig 1.3 Distribution of comments by Locality & Outlook**



## 6. Emerging priorities & themes

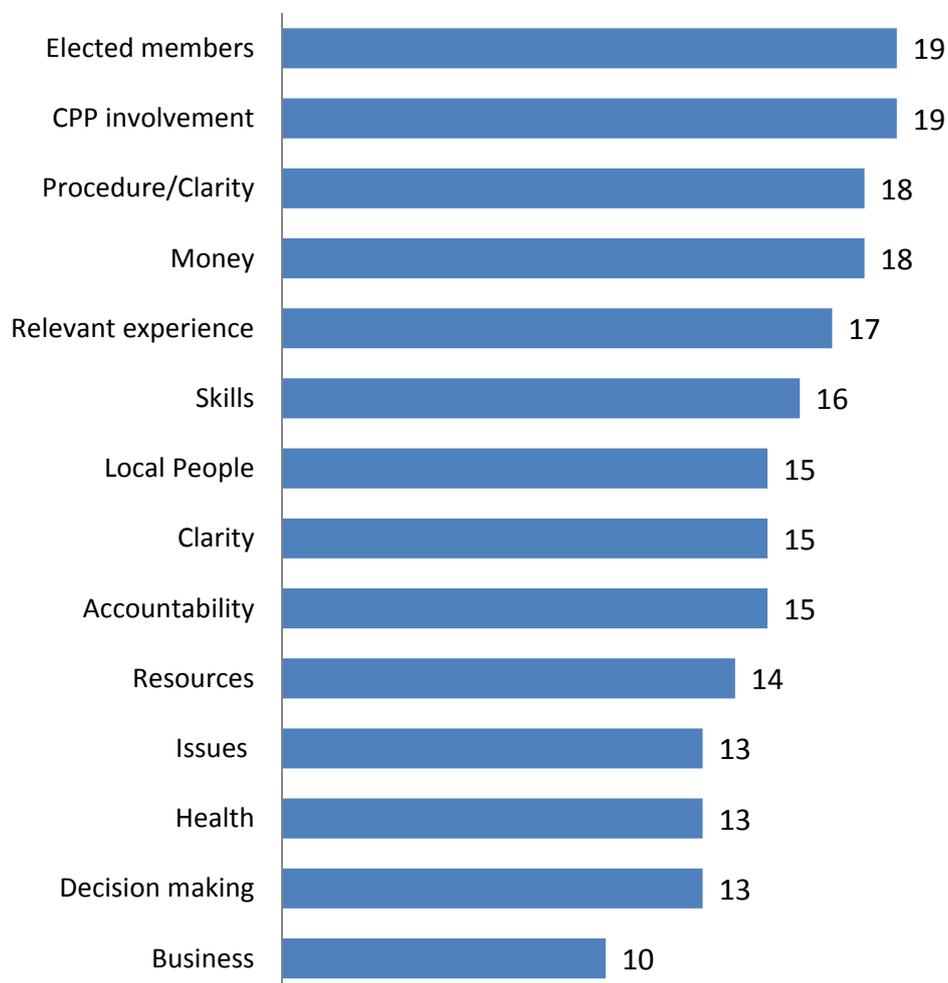
6.1 All 943 comments from all six workshops were categorised into 87 individual themes or subjects. Two comments were categorised as 'unspecified' due to the incompleteness of their subject. **Figure 1.4** below ranks each theme that generated 20 or more comments according to the frequencies attributable to that theme. 'Local Priorities' was the subject with the highest frequency (80) followed by 'Communication' (62), 'Practical Support' (52) and 'Community Councils' (50). 'Consultation Levels 1-3' received 54 comments and this is dealt with separately below.

**Fig 1.4 Response categories with 20+ comments**



- 6.2 Comments falling within the theme of 'Local Priorities' were generated mostly around the last question on the role and remit of the new Locality Partnerships. Two-thirds (65%) of these 80 comments were positive and optimistic, with views ranging from "people taking responsibility for their local area" to seeing the new structure as an "opportunity for the Community to prioritise what's really important in the area and possibly access external funding." A stronger role for Community Councils was also envisaged, with an "honest and flexible approach to the needs of each Locality Plan." While Plans are not expected to solve all problems, there was recognition that "people wanted to do something for their Community and not necessarily the wider Locality."
- 6.3 Under the Local Priorities theme people were receptive to the concept of 'Participation by Experience' as long as peoples' views are taken seriously and acted upon. There was an overall message that as long as Locality Partnerships can be accessible and inclusive, reaching out into local communities to engage, listen and be receptive to good ideas, then they would have positive support in developing the Locality Plan. A realistic local agenda with real influence over decision making will in itself generate community support and combat apathy. In shaping the role of the new bodies the challenge for partners is to assemble and channel this energy into a forum which works toward positive local outcomes.
- 6.4 The majority of the 62 Comments falling within the theme of 'Communication' were in response to the questions on the role of the Locality Partnerships and whether any responsibilities were missing from the suggested list. Again two-thirds (66%) of these 62 comments were overall positive with only 6% being framed in a negative context. Views ranged from "raising awareness of *all* groups" including the Partnership itself, to developing and using improved media (including social media) to promote awareness of issues within the area. Plain English, user friendly and jargon-free language was seen as essential to explaining things to people when communicating in various forms – "Every house should know what's going on and be able to comment." A central platform or dedicated website was also cited as a useful tool for key contacts, marketing and publicity for Locality Planning, and for celebrating success in the local area.
- 6.5 Twelve of the seventeen conditional comments were framed in a positive outlook. Most of the conditional comments highlighted the need for consistent and ongoing engagement. This would be conditional on clear and accessible communication links to the board, intelligence sharing, and better feedback direct to the community regarding decision making.
- 6.6 Many themes received more than 10 comments each, and **Figure 1.5** below captures all those themes with between 10 and 19 comments each. These fourteen themes include elected members, CPP involvement, money, skills, experience and accountability. Although almost half of the comments on elected members were positive their main misgivings centred on residency or over representation of elected members on the new Locality Partnerships.

**Figure 1.5 Response categories with 10-19 comments**



6.7 Comments in relation to CPP involvement extended to the role of CPP staff, finding the correct people and whether existing agencies had sufficient capacity to cover all six localities. Comments in relation to the ‘money’ theme focussed on clarity around budgets and funding sources, voluntary groups accessing grant & external funding, and funding allocations (including community benefits). It was clear that many viewed the requirement of funding applications having to fit priorities as essential.

6.8 In relation to the comments on ‘relevant experience’ the majority of the 17 responses were positive. Participants highlighted the positive “balance of experience and local knowledge” offering a “wide skills base that could be utilised depending on the project.” There were clear views that as well as “Partners that have local knowledge”, non-Community Council members could get involved to broaden the range of expert advice to a locality.

### *Consultative Locality Partnerships – Levels 1 to 3*

- 6.9 Community capacity relies on the relative strength of local community cohesion, identity, experience, volunteering, facilities, funding and community participation. This can vary significantly between localities and this variability has been reflected across the range of community associations and groups who have participated in this series of consultations.
- 6.10 The final question in the workshops asked participants to gauge what level of consultation participants considered appropriate for their community. Participants were given a choice of three levels to choose from including:
- Level 1: Define the issues with partners:** respond & influence the agenda
  - Level 2: Design the solutions with partners:** identify the priorities, respond, develop solutions, evaluate approaches
  - Level 3: Deliver the solutions with partners:** develop improvements, lead on initiatives, report on outcomes etc.
- 6.11 Just over 72% (39) of the 54 responses on these proposed consultation levels were classified as positive with only 8 classified as negative. Although the majority of responses to the last question did not specify any particular level, of these who did, 48 participants did specify one of the levels, with level three being the most popular. In most cases participants viewed Levels 1 & 2 to be essential before Level 3 (Delivery of the solutions) could be implemented.

### *Remaining themes*

- 6.12 Selected examples from the most frequently recurring themes across all nine workshops are included in Appendix 1. These include themes or categories with one or more associated comments.
- 6.13 A full analysis and report of the workshops findings will be published on the CPP web pages in due course. This will appendix a full list of all 943 comments by workshop as well as breakdown of the most common themes or issues raised under each of the seven separate workshop questions.

## 7. Responses & priorities by question

Discussion 1 - *Are these the right people?*

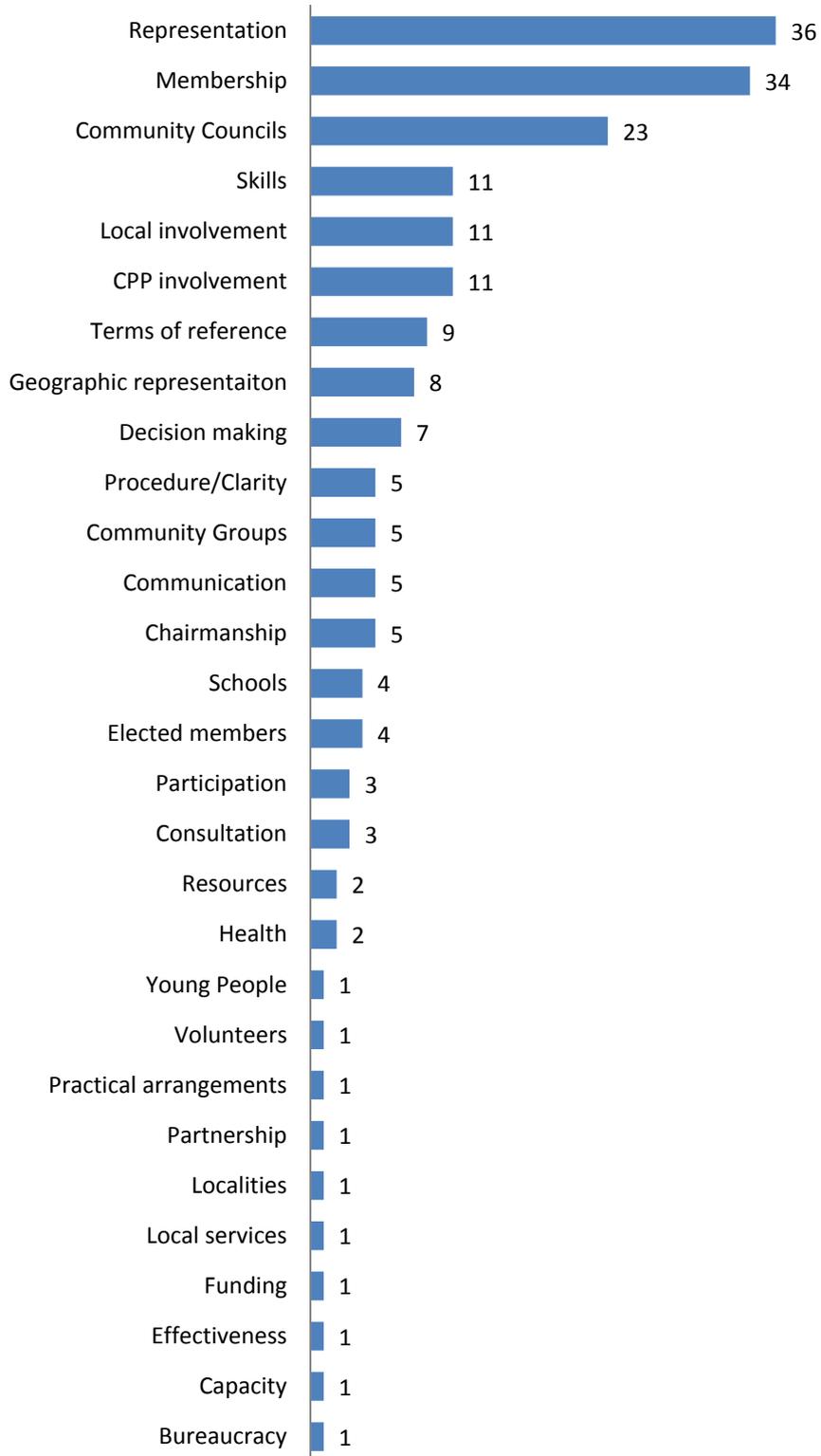
- 7.1 Workshops participants were shown the following list in **Table 1.5** below of suggested people which would form the core membership of Locality Partnerships.

**Table 1.5** Suggested Core Membership for Locality Partnerships

- Chair (Elected Member)
- Elected Members for Locality
- Senior Lead Officer – from CPP
- CPP Officer representatives
- Community Councils (ideally chairs) within the Locality

- 7.2 Participants were asked whether these were the right people to form the core membership of Locality Partnerships. **Figure 1.6** below ranks the frequency of responses by category. The themes of ‘Representation’, ‘Membership’, and ‘Community Councils’ had the highest counts out of twenty-nine themes filtered from question responses.
- 7.3 In terms of representation participants on Arran were concerned that there were not enough local people on the list and that the structure was too “top heavy.” To ensure that “local problems were solved by local people”, representatives needed to be resident on the island. However in the North Coast & West Kilbride workshop, young people’s involvement was cited as essential while the role of Community Councils were viewed as having potential as long as they were more representative. In the Garnock Valley, the involvement of new groups and the business community was considered as important.
- 7.4 On the theme of ‘membership’, participants in both North Coast, West Kilbride & Irvine were concerned about achieving a workable size, since larger groups were more difficult to reach a consensus and may be less productive. Participants in the Three Towns and Garnock Valley also highlighted a need for more health professionals, including local GPs to be included. Overall the need for the core membership to be balanced to ensure fairness and access for local residents was seen as important across most workshops. Wider membership by experience was viewed as productive and manageable.

**Fig 1.6 Response Categories**  
**Q1. Are these the right people?**



7.5 Community Councils were seen as bodies in which residents had little confidence as they were not always representative or indeed functioning. However Kilwinning participants did see the potential for Locality Planning to strengthen the representativeness of Community Councils. Three Towns participants were most supportive of having 16/17 year olds on Community Councils, while the Third Sector workshop viewed the Locality Planning Approach as empowering Community Councils and improving their connection with the Council and their communities. This was echoed in the Garnock Valley workshop where the approach was seen as an opportunity to broaden participation and encourage better practice in Community Councils as long as people were listened to.

Discussion 1a - *Is there anyone missing from the list?*

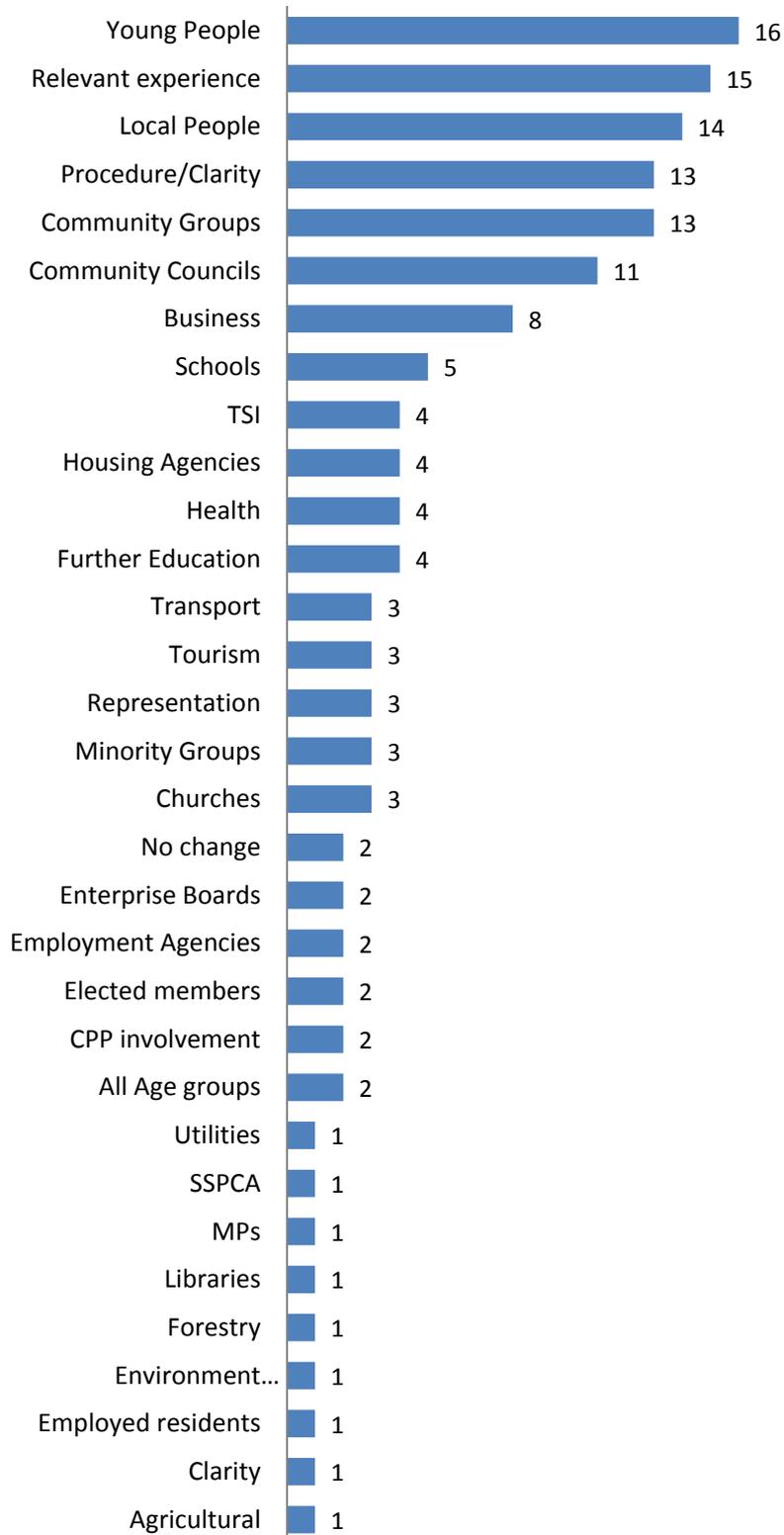
7.6 Participants were asked whether there was anyone missing from the list of suggested members for Locality Partnerships. **Figure 1.7** below ranks the frequency of responses by category. The themes of 'Young People', people with 'relevant experience', and 'Local People' had the highest counts out of 32 themes filtered from question responses. Other more frequently cited examples included 'community groups' and the 'business community'

7.7 While few participants opposed the idea of more youth involvement with the Locality Approach, North Coast & West Kilbride participants highlighted that there was "No conclusion on who or how many." The Kilwinning workshop did highlight the challenge of attracting and maintaining young people's interest. While the Cumbrae workshop queried whether youth in care could be properly represented, Garnock Valley participants agreed that there were existing youth groups and youth forums that could be easily engaged such as members of the Scottish Youth Parliament. However they also acknowledged the very mixed views on young people's longer term commitment overall.

7.8 On the theme of 'relevant experience' Arran participants pointed to the "wide skills base that could be utilised depending on the project", while the North Coast & West Kilbride workshop suggested "themed task groups depending on priorities." Both Irvine and Garnock Valley workshops agreed on the need to co-opt members with relevant experience including the "best person who has interest in the issues." The Third Sector workshop highlighted the need to develop a way of "reaching out to the hidden expertise in our Communities" so that we get to the "right and most experienced individuals and groups."

7.9 Most workshops agreed that there were insufficient numbers of 'Local People' on the list. On Arran this would involve people from local groups and associations who were 'individual' to the island. Garnock Valley participants argued that there were "many on the list but not all are guaranteed to be local." In Irvine, local people were seen as the best candidates for finding the best solutions for local problems. The suggested structure was "too institutional" and "too council", with an excess number of elected members - "People have to be able to represent themselves." The Third Sector workshop argued for more grass roots level representation and suggested holding more local events to put 'name to faces' and identify future community representatives.

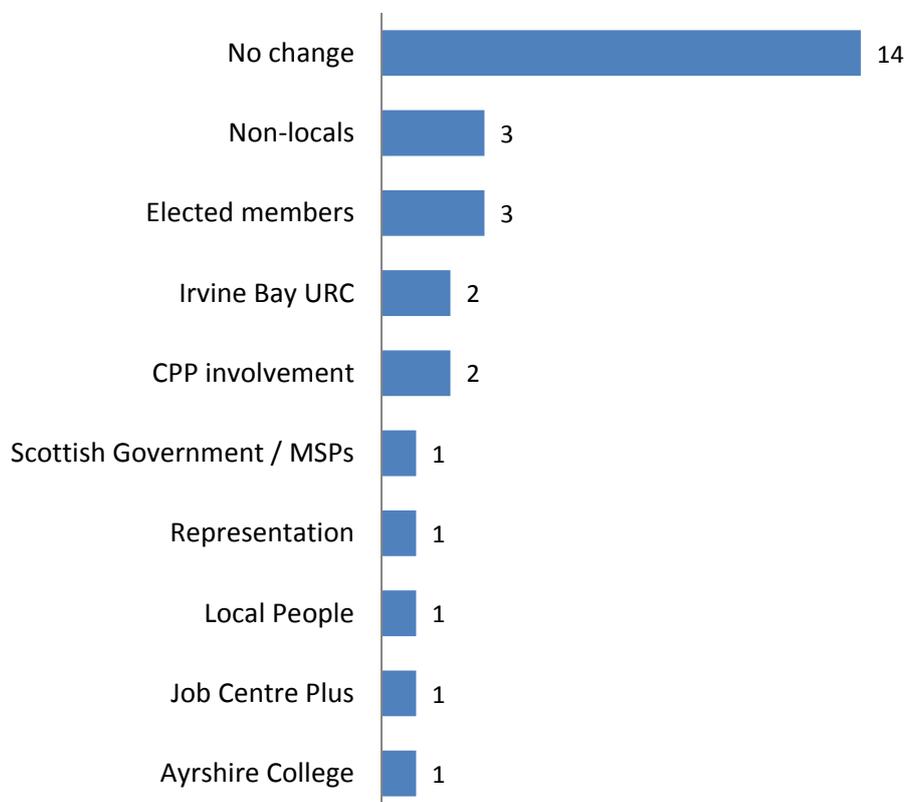
**Fig 1.7 Response Categories**  
**Q1a. Is there anyone missing from the list?**



Discussion 1b - *Should anyone be removed? If so why?*

- 7.10 Participants were asked whether anyone should be removed from the list of suggested members for Locality Partnerships and if so why? **Figure 1.8** below ranks the frequency of responses by category. While ten categories were identified, the majority of responses were for 'no change', with only four CPP agencies (Ayrshire College, Irvine Bay URC, Job Centre Plus and elected members) recommended for removal as well as Scottish Government officials and MSPs.
- 7.11 Irvine workshop participants argued that rather than removing people it is more about how they “engage with the Community and represent people” - as such, they are maybe not required at every meeting. Participants argued that it was important to use the “talent and expertise from the widest list of agencies” to benefit the community.
- 7.12 Arran residents however were clear that “decisions should not be made by individuals not local to the area.” Anyone without ownership or that doesn’t appreciate the local picture should not be making decisions for the island. The localism argument was mirrored in the North Coast & West Kilbride where participants argued for an 80% locals, 20% ad-hoc experts split, chosen according to priorities when needed.

**Fig 1.8 Response Categories**  
**Q1b. Should anyone be removed?**



Discussion 2 - *What do you think of this list?*

- 7.13 Workshops participants were shown the following list in **Table 1.5** for discussion, which listed responsibilities that might form the core remit of Locality Partnerships:

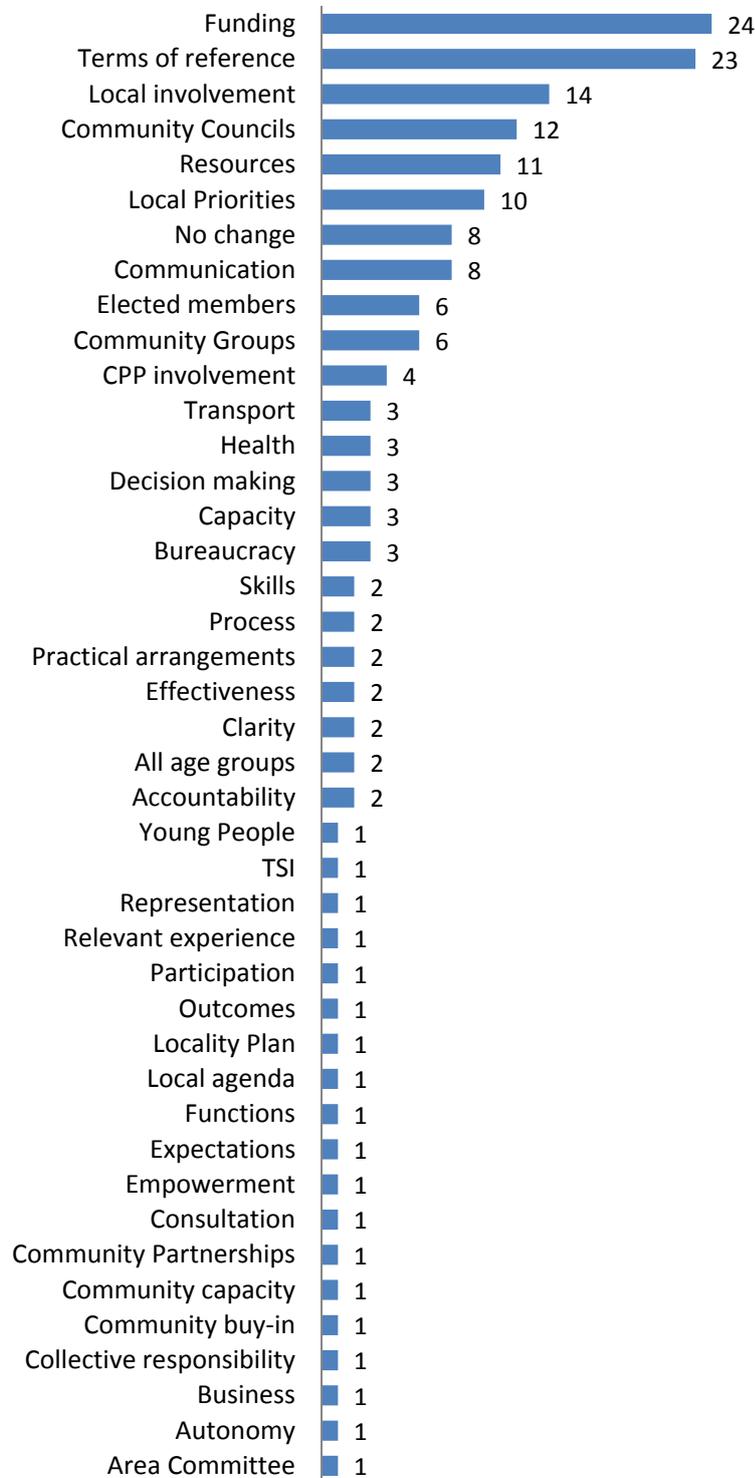
**Table 1.5** Suggested Core remit for Locality Partnerships

- Strengthen links between national, regional and local priorities
- Develop and report to CPP on progress of the Locality Plan
- Inform the work of elected members
- Allocate grants
- Develop and implement Participatory Budgeting
- Encourage organisations to work together to provide better public services
- Support Community Councils
- Engage local people in decisions about services that affect them
- Work toward improved equalities
- Promote civic pride

- 7.14 Participants were asked what they thought of the list of suggested responsibilities for Locality Partnerships in Table 1.5 above. **Figure 1.9** below ranks the frequency of responses by category. The themes of 'Funding' and 'Terms of Reference', had the highest counts out of 42 themes filtered in total from question responses.
- 7.15 Both Arran and North Coast & West Kilbride workshops wanted clarity about where funding was being sourced from, how it would be prioritised and allocated. If Arran was competing for funding with other localities, then decisions on allocating grants could be assisted by a third party advisor.
- 7.16 Questions remained about whether local criteria would meet national criteria, How much financial control Locality Partnerships would have, and whether funds could be combined towards larger projects. The Irvine workshop suggested specialised funding officers within the Council would help with bigger plans, while the North Coast & West Kilbride likewise argued for a Grant team to coordinate a "landscape that can be patchy and difficult to manage"
- 7.17 Nonetheless many workshops were receptive to the idea of Participatory Budgeting (PB) seeing it as a positive step forward and something that would "start small and hopefully grow." The Third Sector workshop viewed PB more as a means of community engagement with more and more people getting used to this approach.
- 7.18 As an initial Terms of Reference for Locality Partnerships, many workshops advised on flushing out the buzzwords and 'jargon speak' and adopting a plain English approach to the constitution. The Kilwinning participants advised on making the list less ambitious and focussing instead on dealing with the needs of local people. Garnock Valley participants claimed that the terms were a Council attempt to "offload statutory duties to Local Communities", and instead there needs to be an explicit "method to allow the groups on the list to achieve their aims"

## Fig 1.9 Response Categories

Q2. What do you think of this list of responsibilities?

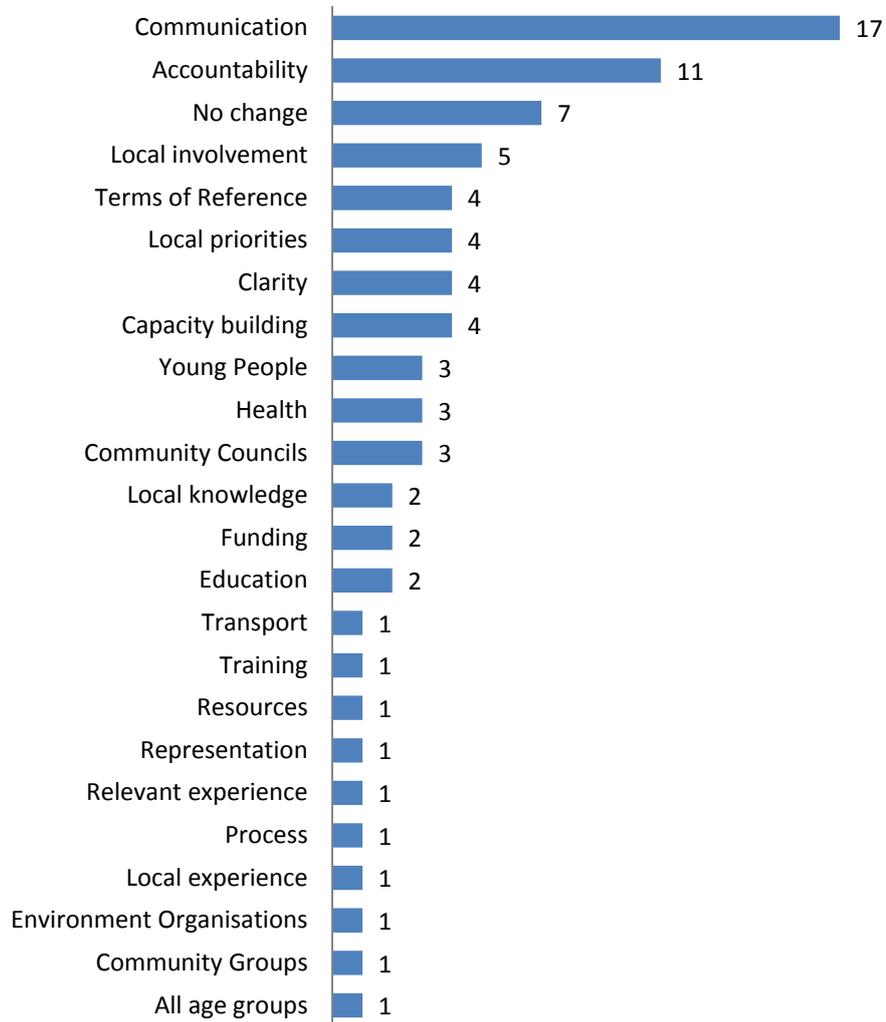


- 7.19 Nonetheless, by contrast, Three Towns participants argued that you “can’t have enough on the list, and can always disregard items later.” The Third Sector workshop queried as to whether there would be scope to add priorities that are unique to the area”, and “Strengthen the links between national, regional and local priorities.”

*Discussion 2a - Are there any responsibilities missing?*

- 7.20 In relation to the proposed remit for Locality Partnerships, participants were asked whether they felt any responsibilities were missing. **Figure 1.10** below ranks the frequency of responses by category. Over 80 items were proposed across all discussions. The themes of ‘Communication’ and ‘Accountability’ had the highest counts out of 24 themes filtered in total from 81 question responses. It is also notable that the third highest frequency comment was ‘no change’ cited by participants who were satisfied by what was listed.
- 7.21 Specifically on ‘communication’ some participants felt that more could be done to raise awareness of what is happening locally, promote a sense of place, and celebrate success in the local area. Single points of contact such as a dedicated website, including use of social media would help to improve the dissemination of information about community events and key contacts. Deploying an improved marketing approach with plain English might encourage an ongoing dialogue across communities for “consistent and ongoing engagement”, and raise awareness of the work of the Partnership.
- 7.22 Accountability was important to Kilwinning, Three Towns and Garnock Valley participants. Scrutiny, monitoring, evaluation of outcomes, and effectiveness were also important to the Third Sector and Three Towns workshops when feeding back to local people on decision making. Holding partner agencies to task while ensuring robust evaluation was seen as key particularly in the Garnock Valley. Similarly, allowing people to see the process creating success and generating positive change was considered just as important in the Third Sector workshop.

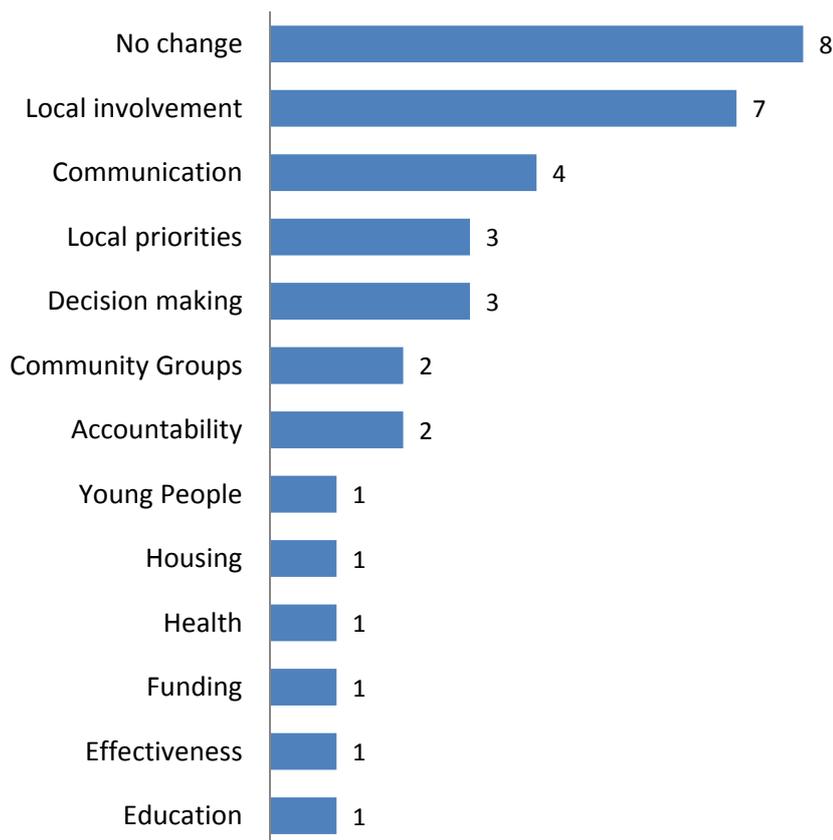
**Fig 1.10 Response Categories**  
**Q2a. Are there any responsibilities missing?**



Discussion 2b – *Should any responsibilities be added?*

- 7.23 Workshops participants were also asked whether they thought some responsibilities should be added to the list. **Figure 1.11** below ranks the frequency of responses by category. A total of 35 suggestions were received across all events. Eight out of the 35 comments recommended ‘no change’, while seven recommended adding in more elements of ‘local involvement’. ‘Communication’ and ‘local priorities’ were also mentioned by participants on multiple occasions.
- 7.24 In relation to ‘local involvement’, participants emphasised the need to devolve decisions to local people. This included resolving any tension between NAC policies and locally identified priorities and ensuring that those decisions are fair and transparent. Creating improved community spirit and civic pride was also seen as important, with some workshops suggesting fun competitions across localities & communities to promote Partnerships and their aims.

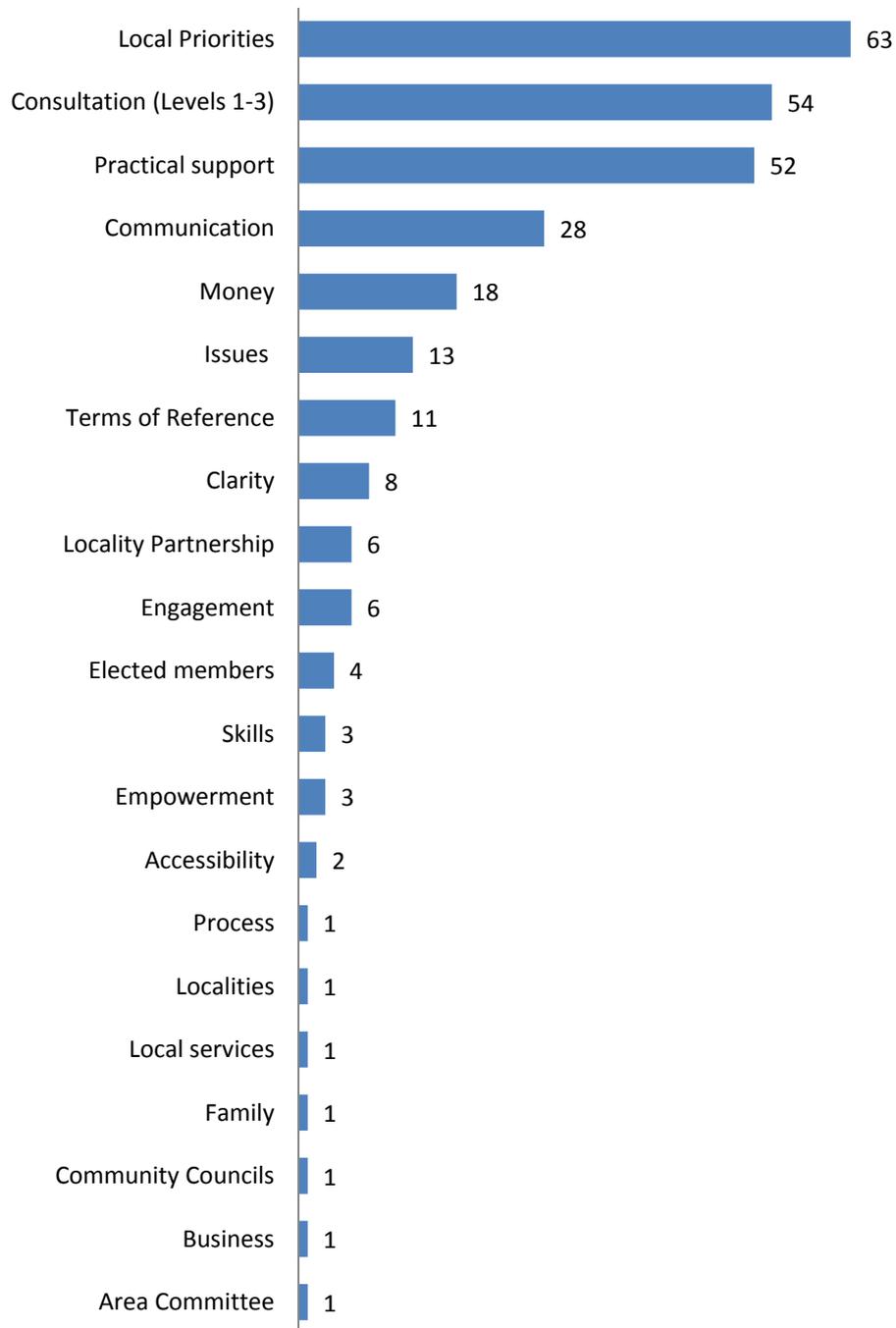
**Fig 1.11 Response Categories**  
**Q2b. Should any responsibilities be added?**



Discussion 3 – *What should be the role of Locality Partnerships in the development and delivery of Locality Plans?*

- 7.25 Workshop participants were finally asked about what the role of Locality Partnerships should be in the development and delivery of Locality Plans? Participants were also asked to gauge the readiness of their respective locality in terms of jointly defining, designing and co-delivering local solutions to help shape each Locality Plan.
- 7.26 **Figure 1.12** below ranks the frequency of responses by category. The themes of ‘Local Priorities’, ‘Practical Support’ and ‘Communication’ had the highest frequencies while the responses to ‘Consultation Levels 1-3’ received 54 comments in total.
- 7.27 Participants’ local priorities included “people taking responsibility for their local area”, “combating apathy” and expanding opportunities to get involved in shaping decisions and outcomes for their neighbourhood - “If we are talking about our priorities then even more people will be interested”. Many workshops responses on this theme recognised that in order to get the priorities right for the community it was important to ask the community and not ‘tell them’. As local people can give an accurate account of what is happening in their area then they know what's best for their area and can prioritise local issues. The challenge of making people consider the needs of the wider locality was highlighted, however the most democratic path included taking different viewpoints on board from a wide range of age groups.
- 7.28 On ‘practical support’ participants were concerned that adequate structures would be in place to support and empower residents and community organisations. Workshops made it clear that a framework of training was needed to build confidence, provide solutions and influence change - “Without empowerment the whole exercise is pointless. People must feel that they have [demonstrable power] to make a difference.” Having a clear route to escalate an issue to the relevant decision makers was also seen as important in the new structures.
- 7.29 Some participants were keen to avoid creating another “talking shop” and argued for “issues getting to action points quicker” with realistic timescales and approaches. People participating in proactive groups and seeing things progressing would help to build momentum in the Locality Approach. Making Participatory Budgeting work from the outset was also seen as important, as well as minutes of meetings and effective communication between the localities.
- 7.30 In order for the new arrangements to be accessible to all, the flow of communication into and out of the Locality Partnership meetings was viewed as important. This included communication with people that are not in the groups (e.g. schools, local press, shops, Facebook, community centres). Methods used also needed to be more user friendly, with clearly explained processes, especially on how decisions are reached. Cost effective mediums (e.g. radio, social media) for reporting service provision were recommended, while localities should also not miss the opportunity to celebrate positive outcomes and achievements.

**Fig 1.12 Response Categories**  
**What should be the role of the Locality Partnerships in the development of the Locality Plan?**



## 8. Recommendations – translating findings into actions for our new Locality Partnerships

- 8.1 Overall, workshop participants were receptive to any proposal that involved putting decision making on local issues closer to local residents. Reaching out to engage the ‘unheard voices’ in the community, improving listening and taking people’s views into account were themes that emerged across the sessions and also align with the aims of the recent Community Empowerment Act.
- 8.2 As experienced service users, there was a consensus that most localities had sufficiently experienced residents who were adequately equipped to both jointly define the issues and design appropriate solutions. Indeed the majority of localities felt that they were at ‘Level 3’ in terms of their readiness, with skills and experience to confidently co-design and co-deliver the solutions to issues within their communities.
- 8.3 Just under 12% of all workshops participants required some form of clarification before they could express an opinion on certain questions. However many of the requests for more information were around for example, how Community Councils worked, who decides priorities, how grant funding is procured, what the mechanism was for feedback to the CPP etc.
- 8.4 Nonetheless, over 56% of all participants were in support of the proposals presented to them in relation to LP governance arrangements. Despite any anticipated levels of fatigue towards the end of the discussion groups, the majority of comments (30%) were generated by the last question around the role of Partnerships in developing the Locality Plan and how ready communities were to help deliver the Plan. By contrast, the majority of comments in the previous community consultation exercise in February 2015 were generated by the first question on whether a locality approach would help to make decisions more local and widen participation.
- 8.5 Workshop feedback highlighted some of the more important factors that will generate confidence in the function, processes and responsibilities of Locality Partnerships. A coherent Locality Plan reflecting real concerns and priorities for each area is clearly more likely to be endorsed and supported by the community. Successful, well governed Locality Partnerships might therefore consider the following recommendations as generated from this round of consultation focussing on governance arrangements:
- *Membership* - As far as is practicable, Locality Partnerships should ensure a workable but balanced membership between elected members, CPP officers, Community Council chairs, community representatives and participants by expertise
  - *Meetings* - Accessible evening meetings that are well publicised & reported, reaching out to all residents including young people, local businesses and community voices ‘not usually heard’
  - *Community Councils* - Promoting & supporting renewed, robust and representative Community Councils as key vehicles of local democracy and resilience
  - *Empowerment* - Empowering people to form local task and action groups to help co-deliver solutions to issues as identified by the Partnership and defined in the Locality

## Plan

- *Budgets* - Build quickly on the receptiveness towards Participatory Budgeting as a tool for enhancing community cohesion, while maintaining realism about the scope of financial resources at the disposal of Locality Partnerships
- *Funding* - Explore the appointment of a dedicated External Funding Officer to advise & support all six Locality Partnerships on behalf of the CPP
- *Participation* - An incremental approach to local change, with early Plans aiming for smaller improvements in localities to bed-in participation while learning & fine tuning the approach from community feedback
- *Monitoring & Evaluation* - Consider development of local indicators, or some means by which the impact of the Locality Partnerships and associated community based groups can be measured & evaluated
- *Community Capacity* – A mapping of all key groups, community associations & key individuals to better understand community capacity & potential for building a sense of identity in each locality. Link this to any subsequent identification of gaps in local services and strategies for addressing these
- *Media & Communications* – Use the new structures to raise the profile of the CPP. Consider improving communication between and outwith Partnerships via development of a dedicated website, newsletters, leaflets etc.
- *Sponsorship* – Consider promoting local events & fun competitions across communities to promote Partnerships, networking and local cohesion

## 9. Conclusion

- 9.1 This consultation exercise was the third in a series of community based workshops designed at introducing and planning for the introduction of the Locality Approach in North Ayrshire. As with previous consultations, participants were open and frank about what they perceived to be the strengths and constraints around the proposed Locality Approach. All 943 comments from 153 participants provided essential feedback to allow us to test community views and opinions on a proposed governance framework, including membership, roles and remits for the new Partnership bodies. This has in turn helped to inform a range of practical recommendations or 'quick wins' around establishing a governance framework for the emerging Locality Partnerships.
- 9.2 In terms of general outlook, successive community consultations have clearly helped to build trust around the proposed new approach. This is in part evidenced by decreasing levels of negativity within the collated responses as workshops have progressed. While over a third (36%) of comments from the February 2015 sessions were categorised as generally negative or pessimistic, this proportion had reduced to just 19% in the November/December 2015 sessions.
- 9.3 While some participants in the February 2015 workshops warned against the Locality Approach process being seen as 'tokenistic', many more viewed it as an opportunity to engage communities better and shape how things are developed. Support for this was notable in localities such as the Garnock Valley, while overall the key vehicle of reinvigorating and supporting Community Councils was viewed as pivotal to this process.
- 9.4 Workshop feedback in relation to communications pointed towards increasing clear, honest, jargon free information flowing into Locality Partnerships, with the same characteristics for information flows coming out. The view expressed that "Every house should know what's going on and be able to comment" is a useful benchmark to assess how well the framework is functioning. Local residents firstly need to know who is representing them and how they were nominated. Secondly they need to be updated on what decisions are being taken, in whose interest they are taken, and which body or group is accountable. This is important if they are to build confidence in the proposed system and are able to exercise some degree of influence on the Partnership for wider and longer term community interests.

Original consultation mandate (agreed by The Cabinet of North Ayrshire Council on 29<sup>th</sup> September 2015):

<b>We:</b>	North Ayrshire Council on behalf of the Community Planning Partnership
<b>Need to understand the views of:</b>	<p><b>CPP Partners</b>  <b>Community Councils</b>  <b>The HSCP Integration Joint Board</b>  <b>Recognised representative bodies of:</b>  <b>community associations; young people's groups; elderly people's groups; tenants and residents groups; parent groups; business development groups.</b></p>
<b>Concerning:</b>	<p>1. The proposed arrangements for how the Locality Partnerships will work as expressed in the Terms of Reference and Charter documents.</p> <p>2. The role of the Locality Partnerships in the development and delivery of the Locality Partnership Plans.</p>
<b>So that:</b>	The Community Planning Partnership finalise and adopt the arrangements for the six Locality Partnerships
<b>Can:</b>	
<b>By:</b>	01 April 2016
<b>So as to accomplish:</b>	<p>1. Better outcomes for local people and communities through increased participation in local decisions that take account of the needs, aspirations, capacities and skills of local communities.</p> <p>2. Increased opportunities for local people and CPP Partners to define and prioritise the issues in each locality, and where appropriate, design and deliver the solutions with locality based partners.</p>

Original proposals (agreed by The Cabinet of North Ayrshire Council on 29<sup>th</sup> September 2015):

## **LOCALITY PARTNERSHIPS**

### **Membership**

The membership of the Locality Partnerships will comprise:

- All Elected Members of North Ayrshire Council who represent the Locality
- A Senior Lead Officer appointed by North Ayrshire Community Planning Partnership, who will act as chief advisor to the partnership
- An Officer representative from each of the organisations comprising North Ayrshire Community Planning Partnership, namely:
  - North Ayrshire Council
  - North Ayrshire Integration Joint Board
  - NHS Ayrshire and Arran
  - Police Scotland
  - Scottish Fire and Rescue
  - Scottish Enterprise
  - Skills Development Scotland
  - Strathclyde Partnership for Transport
  - Job Centre Plus
  - Scottish Government
  - Irvine Bay Regeneration Company
  - Third Sector Interface
  - Ayrshire College
  - KA Leisure
- The Chair of each Community Council within the Locality, which failing such community councillor as shall be nominated by the relevant Community Council
- Where there is no Community Council serving a community council area, an individual from a properly constituted community organisations selected in a fair, open and accountable manner as determined by the Locality Partnership.

### **Co-opted Membership**

Locality Partnerships may co-opt as additional members a representative of a community of interest or an agency or organisation with knowledge of or interests in the Locality (Participation by expertise), provided that the number of co-opted members does not exceed half that of the Locality Partnership's membership. Such

members may be co-opted for a defined period, for the duration of a defined piece of work or such other period as the Locality Partnership may determine, not exceeding the normal period of office of community council members. Such members shall not have voting rights or be counted as part of any quorum for meetings.

### **Deputies**

Named Depute Members for Members may be appointed by the constituent authority which nominated the Member, or the Member as appropriate. The appointment of such Deputies will be subject to the same rules and procedures for Members. Deputies shall receive papers for Meetings of the Locality Partnership but shall be entitled to attend or vote at a Meeting only in the absence of the principal Member they represent. If the Chairperson or Vice Chairperson is unable to attend a meeting of the Locality Partnership, any Depute Member attending the meeting may not preside over that meeting.

### **Period of Membership**

An officer member of the Locality Partnership will remain a member for three years. Otherwise, the term of office of Members of the Locality Partnership shall be until the day of the next ordinary Elections for Local Government Councillors or Community Council in Scotland, as appropriate.

### **Chair**

The Chair will be a North Ayrshire Council Councillor who represents the Locality, appointed by North Ayrshire Council.

### **Code of Conduct**

Members shall subscribe to and comply with the Standards in Public Life - Code of Conduct for Members of Devolved Public Bodies

### **Standing Orders**

Standing Orders will be prepared for meetings of Locality Partnerships, which will incorporate the relevant parts of the Terms of Reference.

### **Quorum**

The quorum will be one quarter of the members of the Locality Partnership, excluding co-opted members.

### **Voting**

As more particularly detailed in the Standing Orders of the Locality Partnership, every effort shall be made by Members to ensure that as many decisions as possible are made by consensus. In the event that such consensus is not possible in relation to a decision (as opposed to a recommendation), then only the member or members representing the body whose function is to be exercised shall be entitled to vote.

### **Delegated Powers**

In common with North Ayrshire Community Planning Partnership the Locality Partnership will normally make recommendations, which in turn, after approval of the Locality Partnership's minutes by the Community Planning Partnership, will be referred for consideration to the body responsible for exercising the function which is the subject of the recommendation. Alternatively an officer of bodies attending the

Locality Partnership may have authority delegated by their parent organisation to implement the recommendation without further decision by their parent organisation. In addition, Community Planning Partners or other organisation may in due course, delegate specific powers to Locality Partnerships.

### **Meetings**

There shall be six ordinary meetings of the Locality Partnership each year

### **Functions Referred**

The function of the Locality Partnership is to develop, review and implement the priorities of the Locality Plan for its area and as part of this:

- Develop a Locality Plan based on agreed local priorities (evidenced from data and community workshops) which aligns with the Single Outcome Agreement and has regard to the plans of Community Planning Partners.
- Monitor and review actions to progress the Locality Plan.
- Engage regularly with CPP Board to review developments and share success.
- Report directly to CPP Board.
- Prepare an annual local outcomes improvement progress report containing an assessment of whether there has been an improvement in the achievement of the outcomes of the Locality Plan.
- To promote and consider the impact of Community Planning partner strategies, and policies at Locality level.
- Respond to strategic issues in relation to service delivery at Locality level to support their alignment with the Locality Plan.
- Influence and improve delivery of services provided within the Locality to support their alignment with the Locality Plan.
- Inform the work of elected members within the Locality.
- Develop and implement Participatory Budgeting in relation to monies delegated to the Locality Partnership.
- Promote and support activities that address local issues and grow community capacity, empowerment and volunteering.
- To support local communities and organisations in aligning their work in support of the priorities of the Locality Plan
- Listen to, consult and represent local communities in Locality.
- Support the role of Community Councils in aligning their work in support of the priorities of the Locality Plan .
- To name new streets within the Locality
- To administer the disbursement of any grant or other financial payment to local organisations or individuals from within the area in terms of the relevant grants schemes.
- Respond to consultations on matters affecting the Locality.



# Locality Partnership Terms of Reference

## Locality Partnerships

### Membership

The membership of the Locality Partnerships will comprise:

- All Elected Members of North Ayrshire Council who represent the Locality;
- A Senior Lead Officer appointed by North Ayrshire Community Planning Partnership, who will act as chief advisor to the Locality Partnership;
- An Officer representative from each of the following Community Planning Partnership organisations, namely:
  - North Ayrshire Council
  - Health and Social Care Partnership
  - Police Scotland
  - Scottish Fire and Rescue
  - Third Sector Interface
- An Officer representative from each of the following Community Planning Partnership organisations, expected to attend where relevant to their work or expertise
  - Scottish Enterprise
  - Skills Development Scotland
  - Strathclyde Partnership for Transport
  - Job Centre Plus
  - Scottish Government
  - Irvine Bay Regeneration Company
  - Third Sector Interface
  - Ayrshire College
  - KA Leisure
- The Chair of each Community Council within the Locality, which failing such community councillor as shall be nominated by the relevant Community Council;
- Where there is no Community Council serving a community council area, an individual from a properly constituted community organisation selected in a fair, open and accountable manner as determined by the Locality Partnership. In the event that a Community Council is subsequently formed for this area, this Member shall be replaced by the Chair of the new Community Council.
- Such further Members of the community as will ensure that the overall number of community representatives (including Community Council and other community representatives appointed in terms of the previous two paragraphs) is the same as the number of Elected Members of North Ayrshire Council on the Locality Partnership. These community representatives will be appointed by the Locality Partnership. Prior to such appointment there will be a public process to invite expressions of interest in such membership. For the initial appointment of such community representatives, expressions of interest

shall be invited at a Locality community conference. All reasonable endeavours shall be made to ensure such community representation includes at least one representative of young persons.

### **Co-opted Membership**

Locality Partnerships may co-opt as additional members, further representation, including representatives of an agency or organisation not already serving on the Locality Partnership. Any such representative shall have knowledge or expertise in the distinct areas of the Locality Partnership's work (Participation by Experience). The number of co-opted members must not exceed half that of the Locality Partnership's membership. Co-opted members will have such membership rights as the Locality Partnership may determine. In particular, the Locality Partnership may determine their voting rights and the period of time or defined piece of work for which such Co-opted members are appointed. The period of appointment of such co-opted members shall not exceed the normal period of office of community council members. Only Co-opted members who have full voting rights shall be counted as part of any quorum for meetings.

### **Deputies**

Named Depute Members for Members may be appointed by the constituent authority which nominated the Member, or the Member as appropriate. The appointment of such Deputies will be subject to the same rules and procedures for Members. Deputies shall receive papers for Meetings of the Locality Partnership but shall be entitled to attend or vote at a Meeting only in the absence of the principal Member they represent. If the Chairperson or Vice Chairperson is unable to attend a meeting of the Locality Partnership, any Depute Member attending the meeting may not preside over that meeting.

### **Youth Forums**

There will be a standing item in relation to reports from the locality Youth Forum on each Locality Partnership agenda. Representatives from the relevant Youth Forum will attend the Locality Partnership meeting to speak to the report. Equally, there will also be standing item in relation to reports from Locality Partnerships on the locality Youth Forum agenda, with Locality Partnership representation to provide an update on Partnership activity.

### **HSCP Locality Forums**

Each Locality shall have a separate Health and Social Care Locality Forum as a specialist group within each Locality. Its function is to prepare a Locality Plan for health and social care integration functions in each locality, which Plan sets out the arrangements for carrying out integration functions in the Locality and forms part of the Integration Joint Board's Strategic Plan. This IJB Locality Plan will form the health and social care component of the relevant Locality Partnership Plan. Any issues exclusively relating to health and social care will generally be remitted by the Locality Partnership to the Health and Social Care Locality Forum for consideration.

In turn, the Health and Social Care Locality Forum may also remit wider issues to the Locality Partnership for discussion. There will also be a standing item on the Locality Partnership agenda on the progress of the Health and Social Care Locality Plans. Any wider issues which involve health and social care, or health and social care issues which are not addressed in the HSCP Locality Plan will be actioned through the Locality Partnership Plan.

In a similar way, it is expected that the priorities of the Locality Plans will be reflected in the strategic and local plans of CPP partner organisations.

### **Period of Membership**

An officer member of the Locality Partnership will remain a member for three years. Otherwise, the term of office of Members of the Locality Partnership shall be until the day of the next ordinary Elections for Local Government Councillors or Community Council in Scotland, as appropriate.

### **Chair**

The Chair will be a North Ayrshire Council Councillor who represents the Locality, appointed by North Ayrshire Council. Each Locality Partnership can appoint its own Vice-Chair.

### **Code of Conduct**

Members shall subscribe to and comply with the Standards in Public Life - Code of Conduct for Members of Devolved Public Bodies

### **Standing Orders**

Standing Orders will be prepared for meetings of Locality Partnerships, which will incorporate the relevant parts of the Terms of Reference.

### **Quorum**

The quorum will be one quarter of the members of the Locality Partnership, excluding co-opted members.

### **Voting**

As more particularly detailed in the Standing Orders of the Locality Partnership, every effort shall be made by Members to ensure that as many decisions as possible are made by consensus. In the event that such consensus is not possible in relation to a decision (as opposed to a recommendation), then only the member or members representing the body whose function is to be exercised shall be entitled to vote.

## Delegated Powers

In common with North Ayrshire Community Planning Partnership, the Locality Partnership will normally make recommendations, which will be referred for consideration to the body responsible for exercising the function which is the subject of the recommendation. Alternatively an officer of bodies attending the Locality Partnership may have authority delegated by their parent organisation to implement the recommendation without further decision by their parent organisation. In addition, Community Planning Partners or other organisation may in due course, delegate specific powers to Locality Partnerships.

## Minutes

The minutes of the Locality Partnership will be referred to the Community Planning Partnership (CPP) for noting. Any recommendations will be referred to the CPP for ratification, although Community Planning Partners or Officers authorised by them may implement Partnership recommendations prior to the CPP ratifying the minute. It is expected that this will normally be the case in relation to Partnership grant recommendations.

## Meetings

There shall be at least four ordinary meetings of the Locality Partnership each year

## Functions Referred

The function of the Locality Partnership is to develop, review and implement the priorities of the Locality Plan for its area and as part of this:

- Develop a Locality Plan based on agreed local priorities (evidenced from data and community workshops) which aligns with the Single Outcome Agreement and has regard to the plans of Community Planning Partners
- Monitor and review actions to progress the Locality Plan
- Engage regularly with CPP Board to review developments and share success
- Report directly to CPP Board
- Prepare an annual local outcomes improvement progress report containing an assessment of whether there has been an improvement in the achievement of the outcomes of the Locality Plan
- Promote and consider the impact of Community Planning partner strategies, and policies at Locality level.
- Receive reports from Community Planning Partners on matters affecting the Locality and respond to strategic issues in relation to service delivery at Locality level to support their alignment with the Locality Plan.

- Influence and improve delivery of services provided within the Locality to support their alignment with the Locality Plan
- Inform the work of elected members within the Locality
- Develop and implement Participatory Budgeting in relation to monies delegated to the Locality Partnership
- Promote and support activities that address local issues and grow community capacity, empowerment and volunteering
- To support local communities and organisations in aligning their work in support of the priorities of the Locality Plan
- Listen to, consult and represent local communities in Locality
- Support the role of Community Councils in aligning their work in support of the priorities of the Locality Plan
- To name new streets within the Locality
- To administer the disbursement of any grant or other financial payment to local organisations or individuals from within the area in terms of the relevant grants schemes.
- North Coast Partnership only - to administer the disbursement of the Largs Car Park fund
- Respond to consultations on matters affecting the Locality.

### **Decentralisation Scheme**

The North Ayrshire Locality Planning arrangements shall be the North Ayrshire Decentralisation Scheme in terms of section 23 of the Local Government etc (Scotland) Act 1994, as well as complying with the obligations of North Ayrshire Community Planning Partnership under Part 2 of the Community Empowerment (Scotland) Act 2014.

## DEVELOPING THE LOCALITY PARTNERSHIP APPROACH IN NORTH AYRSHIRE NORTH AYRSHIRE COUNCIL ARRANGEMENTS

### Introduction

1. In 2012 North Ayrshire CPP decided to take forward the development of locality planning in response to a clear desire to improve the focus on, and provide integrated and targeted support to, localities across North Ayrshire.
2. This approach builds on the outcomes of the Christie Commission and now presents a clear 'blue print' for its implementation within North Ayrshire.
3. It is not intended that North Ayrshire Council will re-organise itself to have structures which represent the six localities, but rather that we embed our thinking and **HOW** we work to ensure that services can be delivered, monitored, and outcomes evidenced, across each locality partnership.
4. This report seeks to clarify how our Council will support the development of our six localities of:
  - Irvine
  - Kilwinning
  - Three Towns
  - Garnock Valley
  - North Coast and Cumbraes
  - Arran

### Council Arrangements

5. **Democratic and Legal Services** mainly comprises of small teams providing support to the operational running of the Council and corporate governance to Members. To ensure these teams are not diluted or compromised in their effectiveness there will be no re-alignment of how they work. Specific responsibilities will however be identified for the Committee Services Team to provide support to specified locality partnerships.
6. The **Finance and Corporate Support** range of services comprises many corporate support teams and, whilst most of these will not change, specific officers will be identified to provide financial support to Locality Partnership Forums. Those services that provide more direct support to communities and residents are the Customer Contact Centre and Revenues and Benefits Services.
7. The Customer Contact Centre comprises staff with a range of generic skills and some staff who have more specialist skills and calls are managed according to those skills. It is therefore not proposed to make any alterations to their arrangements. However, system changes to ensure calls are logged by Locality and can be reported as such will be made.
8. The Revenues and Benefits Team front line contact is delivered via the Contact Centre with the transitional processing undertaken centrally. It is not proposed to change this.

9. **Education and Youth Employment** are already predominantly organised around Secondary School clusters. To a large extent these clusters will match into Locality Partnership Areas, with the exception of St Matthews Academy which covers all of North Ayrshire.
10. Arrangements are however being made for the denominational schools to work together with other schools in their locality on issues that are common to the development of education in that community. These arrangements are being supported by a team of senior officers who support schools on a locality basis.
11. A number of the services within the **Place Directorate** have already been aligned with Locality Partnership areas. An integrated approach between the operational elements of Streetscene, Waste and Roads has been in place on Arran for some time. Within Physical Environment the Streetscene Service has been organised into three areas and staff and equipment are effectively managed within those three areas to match into the six localities. This model is now being applied to many elements of the Roads Service where opportunities to integrate with the Streetscene Service have been identified.
12. The Housing Service operates on the basis of two Divisional areas, East and West, but the delivery is provided at a town level. In 2016, the Housing offices in the 3 Towns will all move into the refurbished Saltcoats Town Hall, creating a single 3 Towns Housing team. The Property Management and Design Team provide a single service to the whole Council and it is not proposed to re-align this service.
13. Commercial Services functions of Waste Management, Transport and Building Services are managed centrally, with services delivered locally to meet requirements and demands. Facilities Management work to a large extent within the school clusters, and the point of delivery for these services will not change.
14. Within **Economy and Communities**, the Business Growth Team have agreed lead officers for each locality with responsibility for developing business networks within the locality as well as managing their portfolio of business (which are North Ayrshire wide).
15. The Employability and Skills Team will monitor and provide labour market reports for each locality. This will incorporate service performance and activities within each area.
16. The Regeneration Team will be delivering projects and regeneration plans across North Ayrshire in line with strategic priorities. Consultation and participation where appropriate in the delivery of local regeneration activity is proposed as good practice.
17. The Development Planning and Protective Service activities are delivered North Ayrshire wide, however the teams, for operational reasons, focus on one of two areas - coastal or inland, each being made up of 3 localities. The Local Development Plan process will incorporate place making discussions and consultation within each locality through the Area Committee or Locality Partnership Forum.

18. Connected Communities will work in locality-focussed teams and will provide information and support to localities and Locality Partnerships. These teams will support the “participation by experience” dimension of the Locality Partnerships; community empowerment development through increased local democracy (including via participatory budgeting); and, capacity building on an ‘as needs basis’. Community asset transfer will also be a focus for locality based work.
19. Six local community learning plans are being developed to reflect local needs and will be delivered in partnership with other providers in localities.
20. Connected Communities has been developing a specialism in Community Participation, and their work with CPP partners is producing a strong cohort of staff across the CPP with community engagement and consultation skills.
21. The **Health and Social Care Partnership** already have many staff based in localities and their focus is on integrating local teams to support children, adults and older people.
22. The Partnership is required to develop their Strategic Plan at a locality level and work will commence in 2016 with Locality Partnership Forums to create 6 Health and Social Care Locality Plans.

### CPP Senior Officer Arrangements

23. Another important part of the Locality Partnership Approach is to have in place senior officer oversight to act as the key link between the CPP Strategic Management Team (SMT) and individual services and partners. The Terms of Reference for each Locality Partnership include a role for a senior officer to ensure coordinated and cohesive support is provided to each Locality.
24. The CPP SMT includes senior officers from the Council, Health, Police, Fire and Rescue, Third Sector Interface, KA Leisure and Scottish Enterprise. The senior officer role will:
  - Oversee production of the Locality Plan
  - Ensure resources are directed from Partners to achieve the priorities of the Locality Plan
  - Co-ordinate Officer updates to Localities to ensure that Partnership Forums receive comprehensive reports to allow them to focus on their work of strengthening the Locality (Note: some support from the CPP Team will facilitate this)
  - Monitor the delivery of the Locality Plan and support the Chair to provide updates to the CPP Board
  - Escalate any resource issues to the CPP SMT for resolution.
25. With the introduction of the Community Empowerment Bill a number of strategic partners have a duty, along with the Council, to drive CPP working to ensure better outcomes for communities. **It is therefore proposed to take a partnership approach to the role of the senior officer, with one Senior Officer identified to take the lead role for each partnership to ensure CPP partner co-ordination and avoid the CPP having an overwhelming presence at Locality Partnership meetings.**

26. The following is proposed for discussion with CPP partners. There will be 1 senior officer for each Locality with senior officers, ideally already a member of the CPP SMT, and from the following Partner organisations:
- Council – 2 (Executive Director of Place; and Executive Director of Economy and Communities)
  - Health and Social Care Partnership – 1 (to be determined)
  - Police – 1 (to be determined, but possibly the Director of Community Safety)
  - Fire – 1 (to be determined)
  - Third Sector Interface – 1 (to be determined when the areas to be covered by each senior officer have been agreed)
27. At this point no senior officer commitment is proposed from KA Leisure or Scottish Enterprise, or indeed from other partners around the CPP Board – eg. Ayrshire College, DWP SDS.
28. The Locality Partnership Approach Board are requested to discuss the proposals for senior officer involvement to develop a proposal for the CPP Board to consider in March 2016.

**Elma Murray**  
**Chief Executive**  
**North Ayrshire Council**

19 January 2016

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**NORTH AYRSHIRE COUNCIL**

**Agenda Item 4**

**15 March 2016**

**Cabinet**

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**Title:** **Community Benefit from Windfarms**

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**Purpose:** To provide Cabinet with report on the feedback obtained through the consultation process on the draft Community Benefit from Windfarms policy.

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**Recommendation:** That the Committee a) notes the consultation process which was undertaken; b) notes the feedback obtained through the consultation process; and c) agrees to approve the Draft Policy for Community Benefit Wind Turbines (Appendix 2)

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**1. Executive Summary**

- 1.1 In July 2014, the Economy and Communities directorate was remitted to prepare a policy on Community Benefits from Wind Turbines which would seek a level of community benefit commensurate with the Scottish Government's "Good Practice Principles for Community Benefits from Onshore Renewable Energy Developments."
- 1.2 These principles state that developers should provide voluntary community benefits of at least £5,000 per Mega Watt (MW), index linked to inflation for the lifetime of the development together with the consideration by developers of the scope for community involvement.
- 1.3 As highlighted in the July 2014 report to Cabinet, financial benefits form no part of the planning application process: community benefits should be an entirely separate process from planning decisions and should be based on the specific needs of people, not on the impact of the project. A draft community benefits policy was prepared aligned to Scottish Government's "Good Practice Principles". The policy is based on this set of guiding principles and aims to be supportive of communities to maximise their benefit from Community Benefit.
- 1.4 On 23<sup>rd</sup> June 2015, Cabinet agreed to a Public Consultation being undertaken on this draft policy. This report summarises and includes the responses and recommends that the policy be adopted.

## 2. Background

2.1 A range of consultations, using a variety of methods (as per the Consultation Institute Good Practice Guide) took place between 17 November 2015 and 15 January 2016.

2.2 These included:

- Direct letters to key community organisations, including Community Councils, across North Ayrshire – including a questionnaire, the draft policy and link to more information on the Council Consultation webpage;
- 2 drop-in consultation sessions – one in Ardrossan Library on 15 December 2015, 5.30 – 7.15pm and one in Dalry Library on 17 December 2015, 2 – 4pm;
- A copy of the draft policy and questionnaire was sent to Scottish Renewables; and
- A number of tweets were scheduled throughout the consultation period (to encourage the public to complete the questionnaire).

2.3 A total of 4 completed questionnaires were returned (see responses at Appendix 1), from the following:

- ACES, Kilwinning;
- Dalry Station Garden Group;
- Skelmorlie Community Council; and
- West Kilbride Community Council.

along with a more detailed response (see Appendix 1) from:

- Dalry Community Development Hub

The responses were largely supportive, with a few concerns identified in specific localities (the responses to the Consultations will be placed on the Consultation webpage).

### 3. Proposals

- 3.1 That Cabinet agrees to the adoption of the Draft Policy for Community Benefit Wind Turbines (Appendix 2).

### 4. Implications

<b>Financial:</b>	None.
<b>Human Resources:</b>	None.
<b>Legal:</b>	None.
<b>Equality:</b>	None.
<b>Environmental &amp; Sustainability:</b>	Projects funded through the Community Benefits from Windfarm funding will have a focus on environmental issues.
<b>Key Priorities:</b>	This will address a number of key priorities including "Working together to develop stronger communities."
<b>Community Benefits:</b>	None.

### 5. Consultation

- 5.1 Extensive consultation took place with a range of stakeholders in line with the Consultation Institute Good Practice guidelines. See details in section 2.1 – 2.



ELMA MURRAY  
Chief Executive

Reference :  
For further information please contact Audrey Sutton, Head of Service (Connected Communities) on 01294 324414.

### Background Papers

None



## **North Ayrshire Council Public Consultation - Community Benefit from Wind Turbines**

**17 November 2015 and 15 January 2016**

A range of consultation methods (as per the Consultation Institute Good Practice Guide) took place.

These included:

- Direct letters to key community organisations across North Ayrshire – with a questionnaire enclosed, the draft policy and link to more information on the Council Consultation webpage.
- 2 Drop-in Consultation sessions were organised – one in Ardrossan Library on 15 December 2015; 5.30 – 7.15pm and one in Dalry Library on 17 December 2015; 2 – 4pm.
- A copy of Draft Policy and questionnaire was sent to Scottish Renewables.
- A number of tweets were scheduled throughout the consultation period (to encourage the public to complete the questionnaire).

A total of 4 completed questionnaires were returned (see responses – Appendix 1), from the following:

- ACES, Kilwinning
- Dalry Station Garden Group
- Skelmorlie Community Council
- West Kilbride Community Council

along with a more detailed response (see Appendix 2) from:

- Dalry Community Development Hub

## Appendix 1

### Questionnaire Responses:

#### 1. Responses received from:

a) Organisation  4 Individual

b) Organisation name:

Ayrshire Communities Education and Sport  
Dalry Station Garden Group  
Skelmorlie Community Council  
West Kilbride Community Council

#### Your views

#### 2. Please indicate whether you agree or disagree with the following recommendations in the draft policy.

a) North Ayrshire Council has developed a community benefit from wind turbine policy, which proposes that wind developers make a voluntary financial contribution of at least £5000 per mega watt (MW), index linked to inflation for the lifetime of the development, together with the consideration by developers of the scope for community involvement. This rate is recommended by the Scottish Government.

Agree  4 Disagree  0

#### Comments:

1. The Amount however would be up to the Developer to decide; the Scottish Government figure of £5,000 per MW is an aspiration not a definite requirement. To date there are no windfarm developments awarding this figure for Community Benefit.
2. Sounds fantastic.

b) North Ayrshire Council is proposing that Community Benefit Funds will be available to local communities (those directly affected by Wind Turbines and all other communities across North Ayrshire). Whilst the Council recognises that some communities will be more directly impacted by wind turbines, the Council also wishes to pursue maximum benefit for all communities by ensuring those beyond the immediate area are also able to benefit, **the proposed distribution of funds is therefore:**

- Local Area Fund (this means the Locality Planning Area,) where the Wind turbines are located– consisting of 60% of the total community benefit fund and,
- A North Ayrshire-wide fund, consisting of 40% of the total community benefit fund.

Agree  3 Disagree  1

**Comments:**

- 1. Disagree: The proposed distribution would mean that the benefit was not local to the development but at the NAC Councillors discretion in the area that the development was situated. NOT the actual locality. The North Coast Area already has the facility in terms of Local Community Trusts and the capacity to manage current and future community benefit being awarded to the immediate area.**

- c) The local Area Fund (60% of the total community benefit fund) will be distributed to proposals which benefit the Locality (or persons residing in them) in which the development is sited.

Agree  Disagree

**Comment:**

- 1. Disagree: The percentage split of community Benefit would only work if the income from windfarm developments was at the high level of £5K /MW. If lower incomes only are generated then the percentage would have to be higher (say 85%) to the local community. It has to be considered that the windfarm developments are all currently on 25 year contracts for community benefit.**

- d) The North Ayrshire-wide fund (40% of the total community benefit fund) would be available to eligible projects across North Ayrshire, including those in receipt of local funds. These applications would be aligned with Locality Action Plan Priorities, based on the funding criteria detailed below:

Agree  Disagree

**Comment:**

- 1. Disagree: As above the percentage would have to drop to 15%**

### **Funding Criteria**

- 3. It is intended that both the Local Area Fund and North Ayrshire-wide Funds would receive applications, which support locality action plans priorities, from communities, groups and other appropriate organisations based on the following criteria:**

- Applications can only be accepted from constituted community groups located within North Ayrshire;
- Applications for environmental projects will have priority but the fund will also support applications which do not have an environmental perspective but which are of lasting benefit to the community;
- There is no minimum or maximum limit of grant funding from the fund
- Grant awards will be treated as one off contributions except in exceptional

circumstances;

- Local groups will be given priority; national organisations will only be considered if their application demonstrates a direct benefit to the communities of North Ayrshire;
- Each application will be judged on its own merit but applications which bring an element of match funding would be welcomed; and
- In determining applications from any Local Area Fund or North Ayrshire-wide fund, regard will be given to the availability of renewable community benefit monies coming to Trusts or other arrangements out with the Council Funds. If such funding is available it is expected that proposals would only come to the Local Area or North Ayrshire wide fund as a last resort.

Do you Agree  4 Disagree

**Comments:**

1. In general terms yes, however the criteria must be on Capital Investment not Revenue Expenditure. Support of individuals would be outwith the criteria. Basing it on the funding having a finite time limit of 25 years.

4. In this questionnaire we have focussed on some key aspects of the policy; however we are keen to hear any views you have on all aspects of the policy. If you have any further comments on the draft policy please detail them here:

**Comments:**

1. We would be very grateful for any money given to Skelmorlie Community Council.
2. Included in the draft policy was the employment of a NAC officer to manage the community fund; his/her salary coming out of the community Benefit received from developers. This is most strongly opposed, as currently all the Trusts that have been set-up to manage community Benefit on a voluntary basis and take no remuneration or expenses for doing the work. North Ayrshire Council for the last 10 years have managed the Community Benefit for Ardrossan from Airtricity/Infinis, which was agreed by Council that the total amount received would be distributed to the community. I would request that NAC provide a breakdown for illustration purposes how this community benefit in the region of £150K has been spent on Capital Expenditure in terms of the Airtricity/Infinis Contract.

## Appendix 2

### Response from Alastair Adamson of Dalry Community Development Hub:

Responses were in relation to the NAC Cabinet Report

<b>Recommendation</b>
d) Agrees to the appointment of a Windfarm Community Benefits Officer, funded by community benefits from wind turbines, when the policy is agreed and when sufficient funding is available.
<b>Comment</b>
The community may have some reservations about the benefits being used to fund this. Short term expediency – yes; Long term drain on funding – No.
<b>1. Introduction</b>
1.1 In July 2014, the Economy and Communities directorate was remitted to prepare a policy on Community Benefits from Wind Turbines which would seek a level of Community Benefit commensurate with the Scottish Government's "Good Practice Principles for Community Benefits from Onshore Renewable Energy Developments."
<b>Comment</b>
As this can't be achieved using S75, without the possibility of the obligation being legally challenged at a later date, can we discuss how community benefit arrangements can be contracted to ensure guaranteed income to the community?
1.2 These principles state that developers should provide voluntary community benefits of at least £5,000 per Mega Watt (MW), index linked to inflation for the lifetime of the development together with the consideration by developers of the scope for community involvement.
<b>Comment</b>
Some developers have initially promised community ownership options during the pre-planning and planning stages, and then have withdrawn this incentive when the development has been approved. Continually changing community benefit values has also been observed.
1.3 As highlighted in the July 2014 report to Cabinet, financial benefits form no part of the planning application process: community benefits should be an entirely separate process from planning decisions and should be based on the specific needs of people, not on the impact of the project.
<b>Comment</b>
If this is the case, why was the Millour Hill extension LRB approval subject to S75 community benefit obligations?
1.4 There is an important distinction between the statutory planning process and the voluntary offer of community benefits. Any community benefits which are offered must be negotiated separately, out with the planning process and not involving members of the Planning Committee, and members must declare an interest if they have been involved in discussions about potential community benefit funds in advance of decisions to be taken by the Planning Committee.
<b>Comment</b>
Issues about declared interests and the insistence of developers to include community benefit statements in their planning applications still exist. How will NAC address and monitor this?
<b>2. Current Position</b>
2.1 To date, North Ayrshire Council has no Community Benefit Policy for Renewable Energy Developments. The current proposed policy relates only to community benefit from windfarms.
<b>Comment</b>

NAC already has a community benefit policy document which was produced in the early 2000's. Why this appears to have been ignored over the past decade may be worthy of consideration.

**2.2** Until the production of the Government's Principles, the maximum community benefit paid by a wind turbine development in North Ayrshire has been £1,570 per MW at Kelburn Wind Farm. Other developments at Wardlaw Wood and Millour Hill to date have paid no identifiable community benefits.

**Comment**

Various recommended levels of community benefit have for some time been available from a number of sources. Documented statements from CWPL and analysis of their claimed benefit payments from 2006 – 2013 clearly indicated that £4,747k per MW installed was the funding claimed to have been provided from Dalry Community Wind Farm (Wardlaw Wood). Why this was then reduced in 2014 to £2.5k per MW installed needs to be challenged. Millour Hill has documented proof of community benefit figures of £5,555k per MW installed, then £0k per MW installed and finally an index linked £5k per MW installed. The negotiated community benefits secured from RES Kelburn has a lot of history which needs more space than this to explain. RES employed Tony Meehan to set up Kelburn Community Benefit trust and agree community benefit rate.

**2.3** The current situation has a number of weaknesses:

- The level of benefit payments has not been maximised;
- There has been little meaningful consultation in relation to community benefit;
- The process is not transparent and local communities are unaware of the potential sums available;
- The distribution of benefit has proven divisive;
- The prospect of benefit can lead to lobbying of Elected Members by developers and community groups who wish the development granted for financial reasons unconnected to the planning merits of the development; and
- There is a tendency for monies not to be distributed in a systematic way, and not linked to the needs of an area.

**Comment**

Agree.

**3. Proposals**

**3.1** A draft community benefits policy (Appendix 1) has now been prepared to address these shortcomings and has been aligned to Scottish Government's "Good Practice Principles". The policy is based on this set of guiding principles and aims to be supportive of communities to maximise their benefit from Community Benefit.

**Comment**

Unfortunately the Scottish Governments "Good Practice Principles" for community benefit, unlike the Westminster equivalent, is not fit for purpose. I would be more than happy to highlight the differences, and willing to suggest how the NAC policy could be enhanced to address the Holyrood shortcomings.

**3.2** Community Action Plans are to be developed to guide expenditure. Such action plans should be aligned with the Council's Neighbourhood Priorities agreed with Community Planning Partners and communities as part of the neighbourhood planning process.

**Comment**

Agree.

**3.3** A new "Windfarm Community Benefits Officer" post will be created, funded from Community Benefit, to maximise the overall contributions from existing and emerging agreements. The post would be part of Connected Communities Service and would address the changes envisaged in moving forward with the community benefits policy for windfarms. The post would negotiate and agree the terms of community benefits with developers to ensure that these were agreed

independently of the planning process. Part of the remit of the post holder would be to support communities to develop proposals, including community energy generation proposals pursuant to the forthcoming Government Community Energy policy and the Council's own Renewables Strategy to increase our levels of community energy generation. The appointment of a "Windfarm Community Benefits Officer," funded by community benefits from wind turbines, will take place when the policy is agreed and when sufficient income has accrued to the fund to allow the appointment to be funded. The work of this officer will relate closely to the work of the new Energy and Sustainability team within the Place Directorate.

**Comment**

As NAC are unlikely to be able to afford the daily consultancy rate I charged when acting for the Energy Industry, I would be more than happy to provide "free" advice during the start-up period if you so desire.

**3.4** Communities will be encouraged to invest Community Benefit funds to generate sustainable income. Increasingly communities are looking for opportunities to invest Community Benefit in renewables. However, there remain significant barriers in relation to finance and community capacity, specialist skills, confidence and time. The policy encourages developers to give communities the opportunity to invest in proposed developments, which enable communities to create sustainable income streams.

**Comment**

This is only likely to happen if the revised subsidies currently being discussed are only made available where community investment is an integral part of the planning application proposal, i.e. the developer and the community make a joint planning application.

**3.5** The policy encourages developers to facilitate this process by taking a flexible approach to supporting community-led investment in assets and services.

**Comment**

Flexible approach, usually means that the developer can wriggle out of his commitments to the community.

**3.6** Community Benefit will be available to local communities and to communities across North Ayrshire. Whilst the Council recognises that some communities will be more directly impacted by renewable energy development, the Council also wishes to pursue maximum benefit to all communities by ensuring that those beyond the immediate area are also able to benefit, with the proposed distribution of funds as follows:

- Local Area Fund with contributions at 60% level; and
- North Ayrshire-wide Fund with contributions at 40% level.

**Comment**

NAC may find that Communities and Developers challenge this proposal.

**3.7** The North Ayrshire-wide Fund would be open to all North Ayrshire communities, including those in receipt of Local Funds. It is intended that both the Local and North Ayrshire-wide Funds would receive bids, which will be aligned with Community Action Plans, from communities, groups and other appropriate organisations based on the criteria detailed in the draft policy.

**Comment**

Agree.

**3.8** The Local Area Fund will be distributed to proposals which benefit the Neighbourhood or Neighbourhoods (or persons residing therein) in which the development is sited.

**Comment**

Agree.

**3.9** Applications for environmental projects will have an additional weighting applied in favour of them, but the Fund will also support applications which do not have an

environmental perspective.

**Comment**

Agree.

**3.10** The funding allocated to a Local Area Fund will be distributed by Council Area Committees (and in future, by the Neighbourhood Partnerships which are currently being developed in conjunction with Community Planning partners and communities). The funding allocated to the North Ayrshire wide fund will be determined by Cabinet.

**Comment**

What is your definition of Local Area? The Council Area Committee for the Garnock Valley and West Kilbride has councillors who are also members of LRB and Planning Committee. This suggestion could put individuals in a compromised position. As Dalry is the host community for the vast majority of Wind Turbine Developments, and the Area Committee is made up of 6 NAC councillors, 2 Representing the community of Dalry, how will this work?

**3.11** The introduction of the new policy raises the question of implications for current community benefit arrangements. The following is recommended:

- Busbie Muir, Ardrossan: On adoption of the new Community Benefit Policy, approaches should be made to the developers to seek uplift in their contribution, which is managed by the Three Towns Area Committee. In relation to the monies paid to the independent West Kilbride Trust it is proposed that Officers should liaise with the trust as to whether they wish Council assistance in seeking to negotiate an uplift in the sums presently paid to them. Any such uplift would reflect the new arrangements i.e. the 60%/40% split between Local Area Fund and the North Ayrshire-wide Fund. This means that any increases agreed to funding over and above existing arrangements will be allocated in this manner.

**Comment**

Definition of "host" (Local Area) communities also required. Watershed? Arran should no longer have access to the proposed 60% Local Area Fund. Will the developer challenge this?

**3.11 cont.**

- Kelburn Wind Farm: Again it is proposed that Officers should liaise with community trustees as to whether they wish Council assistance to negotiate an uplift to the Community Benefits presently paid. Any such uplift would reflect the new arrangements i.e. the 60%/40% split between Local Area Fund and the North Ayrshire-wide Fund. This means that any increases agreed to funding over and above existing arrangements will be allocated in this manner.

**Comment**

Definition of "host" (Local Area) communities also required. Watershed? What communities should no longer have access to the proposed 60% Local Area Fund? What communities will have access to the proposed 60% Local Area Fund? Will the developer challenge this?

**3.11 cont.**

- Wardlaw Wood Dalry: The six turbine (18MW) Wardlaw Wood wind farm, has been operating since 2008. Other than funding their Go Green Shop Community Windpower do not appear to provide any community benefits. They have recently refused to provide any further Community Benefits. It is recommended that after approval of the policy that Council Officers engage in further discussions with Community Windpower to explore payment of the recommended level of community benefits, including back payments.

**Comment**

I thought that Dalry Community Wind Farm (Wardlaw Wood) was brought into service in 2006. I have chapter and verse on their community benefit shenanigans

since this date if you wish to use the information. CWPL are not stupid enough to refuse to provide community benefits or decline to meet with community representatives, they just fail to do so.

### **3.11 cont.**

- Millour Hill Dalry: In June 2014, the Local Review Body granted planning permission, subject to a Section 75 agreement, for a two turbine extension to Millour Hill, taking the total number of turbines to eight (24MW)(planning application reference 13/00647/PP).Community Windpower have entered into an arrangement to pay £120,000 per annum to a newly constituted Dalry Parish Trust, which is a private trust. It is recommended that after approval of the policy, Council Officers liaise with the Trust in relation to whether they wish Council assistance in negotiating payment of back payments in respect of the existing six turbines. Again this would be on the basis of a 60/40 split of any new benefits.

### **Comment**

What more can I say? Planning application clearly indicates that installed capacity Will be 25MW when the two turbine extension is commissioned. Community benefit Should be an index linked £125k per annum. Does NAC propose to secure income From CWPL and then provide 60% of this to the Council Area Committee for the Garnock Valley and West Kilbride, who in turn will then pass on the funds to DPBT?

### **3.11 cont.**

- There is an application at Sorbie Farm, Ardrossan awaiting determination by Scottish Ministers following a public inquiry. The developers have undertaken to pay community benefits at the recommended level to a fund nominated by the Council following approval of this policy.

### **Comment**

Local Area/Host Community definition? Why was S75 used to secure £5k Community Benefit?

### **3.11 cont.**

- There is also a further application by Community Windpower for turbines at Blackshaw Farm, West Kilbride, which is still to be determined.

### **Comment**

Outcome will be very interesting.

**3.12** Officers would also seek to support the independent trusts by providing them with copies of the agreed neighbourhood action plans and priorities and suitable applications which meet their criteria.

### **Comment**

This infers that NAC propose that the current community benefit management arrangements be maintained. What does this really mean?

## **4. Implications**

### **Financial Implications**

**4.1** A Windfarm Community Benefits Officer, at Grade 10, at a total cost per annum of £42,567 will be appointed when the policy is agreed and when sufficient funding has accrued to the fund to allow the appointment to be funded.

### **Comment**

Chick - egg?

**4.3** There are no legal implications arising directly from the current report although the final community benefits policy will have to be approved by Cabinet.

### **Comment**

I would argue that the whole proposal could be legally challenged by both Community and Developers. Current Scottish Government arrangements for "Good Practice Principles" and "Reporting on the Community Benefit Register" rely on voluntary compliance. History speaks for itself.

## **5. Consultations**

**5.3** It is proposed that the draft policy now becomes the subject of consultations with local stakeholders and communities.

**Comment**

Who will be the local stakeholders and communities?

**6. Conclusion**

**6.1** The Scottish Government's "Good Practice Principles for Community Benefits from Onshore Renewable Energy Developments" provide a clear basis for the development of a North Ayrshire Council policy in relation to community benefit from wind farms. The establishment of such a policy will bring North Ayrshire into line with the majority of other local authorities who already have such policies in place and greater and more transparent benefits will accrue to communities in North Ayrshire as a result.

**Comment**

We need something in place that will ensure that both "good" and "bad" developers will be contracted to deliver the community benefits agreed outwith the planning application process. The "good practice principles" will only work if a process can be found to secure contracted agreement, at the pre-planning approval stage, between Community and Developer. This must be done through procedures that form no part of the planning process. Audit will only work if the Community Benefit Register archives every change made by the developer and reporting becomes mandatory rather than voluntary.

# **Draft Policy for Community Benefits from Wind Turbines in North Ayrshire**

**Approved for consultation at North  
Ayrshire Council Cabinet, June 22nd, 2015**

## **Draft Version**



**North Ayrshire Council**  
Comhairle Siorrachd Àir a Tuath

## **Draft Policy for Community Benefits from Wind Turbines in North Ayrshire**

### **1. Introduction**

- 1.1 North Ayrshire Council is committed to maximising community benefit both financial and material accruing to all North Ayrshire communities from renewable energy. The Council's policy will apply to all commercial or industrial onshore wind turbine energy developments.
- 1.2 In addition, North Ayrshire Council anticipates that financial resources accruing by the application of its community benefit policy, at the local area level and pan North Ayrshire level, will provide a valuable source of match funding for other EU and UK funding programmes.
- 1.3 In accordance with the Council Plan for North Ayrshire, its Economic Development & Regeneration Strategy and the Single Outcome Agreement with the Scottish Government, North Ayrshire Council is committed to strengthening North Ayrshire communities and providing opportunities for all.
- 1.4 Community benefits are to be handled wholly independently of the planning process. They are not a material consideration in the planning process where planning permission will be assessed against the provisions of North Ayrshire's Local Development Plan and any other material considerations. This basic premise is expressly included in the Scottish Government "Good Practice Principles for Community Benefit from Onshore Renewable Energy Developments" which states that community benefits should be an entirely separate process from planning decisions and should be based on the specific needs of local people, not on the impact of the project.
- 1.5 There is an important distinction between the statutory planning process and the voluntary offer of community benefits, and members must declare an interest if they have been involved in discussions about potential community benefit funds in advance of decisions to be taken by the Planning Committee. Any community benefits which are offered must be negotiated separately, outwith the planning process and not involving the same individuals.
- 1.6 The key principles of the national guidance are the promotion of a national rate for renewable development equivalent to at least £5,000 per MW per year; index linked for the operational lifetime of the development for community benefits packages, together with the consideration by developers of the scope for community investment.
- 1.7 To ensure community benefit schemes are well run over the long term delivering maximum positive impact to communities, a Legal Agreement between the developer and the fund administrator (the Council) under section 69 of the Local Government (Scotland) Act 1973 will be required for the lifetime of the project, usually 20-25 years. Such an agreement could, where the recipient of some of the funds is a local group, also include that group as a party, and could set out the priorities that the group will spend the monies on. Such Legal Agreements should outline the intended action in the case of sale of development and decommissioning of the development. In addition, to ensure complete separation from the planning permission process, Legal Agreements should be secured prior to determination of any development proposal thus providing a clear and transparent community benefit agreement process.
- 1.8 In line with the Christie Commission findings on the Future Delivery of Public Services, community benefit schemes should be linked to the needs of an area whether local or regional. The "Good Practice Principles" recommend that developers should support

creation of Community Action Plans or implementation of an existing plan where appropriate. It is considered that such Action Plans be aligned with the Council's Neighbourhood Priorities agreed with Community Planning Partners and Communities as part of the neighbourhood planning process. This will help deliver optimum community benefit priorities within our local communities.

## **2. Community Benefit Guiding Principles**

2.1 The Council's policy applies to renewable energy developments from wind turbines.

2.2 The policy seeks to support North Ayrshire communities to maximise the benefit they derive from Community benefit by promoting the following guiding principles:

- a) Community Action Plans are developed to guide expenditure. Such Action Plans should be aligned with the Council's Neighbourhood Priorities agreed with Community Planning Partners and Communities as part of the neighbourhood planning process. A community that has gone through a rigorous and participatory prioritisation process is more likely to understand the issues it faces and better able to prioritise projects that address those issues and promote community cohesion.
- b) The creation of a new "Community Benefit Renewables Officer" post, funded from Community Benefit, to manage the overall contributions from existing and emerging agreements. To ensure transparency vis-à-vis with the planning permission process this post would be part of the Connected Communities Service structure. Such a role will help co-ordinate:
  - The facilitation and management of relationships between commercial developers and North Ayrshire Council resulting in legal agreements which benefit the local community
  - The development of new systems and processes for the administration and management of community benefits/developer contributions
  - Encouragement of optimum investment and the use of benefits from developments in North Ayrshire
  - Alignment and complementarity of existing community funds and the new Community Benefit funds
  - Support for communities to develop proposals, including community energy generation proposals
  - Effective communication and transparency of processes for elected Members, the wider community and developers
  - The administration of the community benefit fund(s).

The creation of this new post will address the changes envisaged in moving forward with the community benefits policy for renewables.

The timing of the creation of this post will be dependent upon anticipated community benefit funds from community energy and/or renewable development.

- c) Communities should invest Community Benefit to generate sustainable income: increasingly communities are looking for opportunities to invest Community Benefit in renewables. However, there remain significant barriers with finance and community capacity, specialist skills, confidence and time. The policy

encourages developers to give communities the opportunity to invest in proposed developments, which enable communities to create sustainable income streams. North Ayrshire-wide Community Benefit funds should be used alongside other funding streams to provide the support and advice communities require and to provide capital to be invested in projects. The Council, through the Community Planning Partnership and its work on Neighbourhood Planning, has a key role supporting communities by coordinating and signposting expert advice.

- d) Communities are enabled to invest Community Benefit in service provision and asset management and acquisition: some communities are prioritising investment in the acquisition and management of assets and the provision and improvement of services, recognising that these present opportunities for sustainable improvements in self-determination and service provision in their communities. North Ayrshire Council currently administers a number of grant schemes to community groups, voluntary groups, and other organisations and individuals to help boost local communities and the provisions of the Community Empowerment (Scotland) Bill are likely to promote community-led asset ownership and service delivery. The policy encourages developers to facilitate this process by taking a flexible approach to supporting community-led investment in assets and services.
- e) Community Benefit is available to local communities and to communities across North Ayrshire. Whilst the Council recognises that some communities will be more directly impacted by renewable energy development, the Council also wishes to pursue maximum benefit to all communities by ensuring that those beyond the immediate area are also able to benefit. The Council's policy is that Community Benefit should benefit communities across North Ayrshire as well as those neighbouring developments. The policy encourages a North Ayrshire-wide element to Community Benefit ensuring that:
- Funds are available for strategic and cross-community projects
  - Funds are available to support projects proposed by communities of interest
  - Funds are available for projects in communities unlikely to host renewable developments or those impacted by supporting infrastructure (substations, pylons etc.)
  - Funds are available to communities that provide services to neighbouring recipient communities

### **3. Policy**

3.1 The Council's policy position on Community Benefit from renewable energy developments is that developers will provide community benefit of not less than £5,000 per installed Mega Watt. This rate will be index linked from the date that energy generation commenced or the date from which government subsidy is paid to the development, whichever is the earlier (or such other agreed date) based on an annual appreciation in line with the UK Retail Price Index. The Council's policy is that Community Benefit should be made available to communities across North Ayrshire as well as the local communities neighbouring renewable developments.

3.2 Whilst the Council recognises that communities hosting renewable developments, and in some cases developers, will be keen to retain benefit locally, it is expected that communities beyond those neighbouring the developments will have access to Community Benefit through the establishment of a North Ayrshire-wide Fund. The Council advocates the distribution of funds as follows:

- Local Area Fund with contributions at 60% level
- North Ayrshire-wide Fund with contributions at 40% level.

3.3 The Local Area Fund will be distributed to proposals which benefit the Neighbourhood or Neighbourhoods (or persons residing therein) in which the development is sited.

3.4 The funding allocated to a Local Area Fund will be distributed by Council Area Committees (and in future Neighbourhood Partnerships). The funding allocated to the North Ayrshire wide fund will be determined by Cabinet.

3.5 The Council will negotiate with developers in the establishment of such funding mechanisms. Developers will also be encouraged to work together with other developers and the Council to establish a single application process. It is expected that developers will enter into a legally binding agreement with the Council in relation to community benefits prior to and separately from the determination of any planning application for that development.

3.6 The North Ayrshire-wide Fund would be open to all North Ayrshire communities, including those in receipt of Local Funds. It is intended that both the Local and North Ayrshire-wide Funds would receive bids, which are aligned with Community Action Plans, from communities, groups and other appropriate organisations based on the following criteria:

- Applications can only be accepted from constituted community groups located within North Ayrshire;
- Applications for environmental projects will have an additional weighting applied in favour of them, but the Fund will support applications which do not have an environmental perspective;
- There is no minimum or maximum limit of grant funding from the Fund
- Grant awards will be treated as one off contributions except in exceptional circumstances;
- Local groups will be given a priority; national organisations will only be considered if their application demonstrates a direct benefit to the communities of North Ayrshire;
- The preference will be for proposals which bring an element of match funding to their request; and
- In determining applications from any Local Area Fund or North Ayrshire wide Fund, regard will be given to the availability of renewable community benefit monies coming to Trusts or other arrangements outwith the Council Funds. If such funding is available it is expected that proposals would only come to the Local Area or North Ayrshire Wide Fund as a last resort.

3.7 The policy will be monitored and kept under review.

#### 4. How the Policy will be implemented by the Council

4.1 The Council will engage through consultations, with other Local Authorities and continue to monitor policy developments throughout Scotland.

4.2 The Council will work with partners and communities to ensure that, if appropriate, Community Benefit is included when any community plans are developed.

- 4.3 The Council will lobby developers to resource/accommodate/support the development of community action plans as part of the community benefits process thus ensuring that community priorities are suitably addressed; communities hosting developments will be able to apply for funding to the Local Area Fund and to the North Ayrshire-wide Fund.
- 4.4 The Council will work with communities to ensure that the local allocation of Community Benefit is determined in terms of the 60%/40% split between Local Area Fund and the North Ayrshire-wide Fund respectively , including, on request, providing communities and developers with detailed information on how North Ayrshire policy would allocate Community Benefit to local communities for a given scheme
- 4.5 Future renegotiations of existing agreements will reflect the 60%/40% split between Local Area Fund and the North Ayrshire-wide Fund, in that any increases to existing arrangements will be allocated in this manner.
- 4.6 The Council will encourage developers to give communities the opportunity to invest in renewable developments.
- 4.7 The Council will monitor developments and initiatives that support community investment in renewables.
- 4.8 The Council will work with communities to identify options for service delivery or improvement including alongside other Council community development grant bids through Area Committees (Neighbourhood Planning Committees) or through any new duties arising from Community Empowerment legislation.
- 4.9 The Council will enter dialogue with the major developers and Community Benefit Fund trusts (if applicable) to develop standardised application forms and procedures

This guidance note will be updated as and when required and in line with any changes in North Ayrshire Council policy.

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## NORTH AYRSHIRE COUNCIL

### Agenda Item 5

15 March 2016

Cabinet

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**Title:** Vacant and Derelict Land Funding

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**Purpose:** To advise members of the award of Scottish Government Vacant and Derelict Land Funding.

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**Recommendation:** That Cabinet agrees the principles of the expenditure of Vacant and Derelict Land Funding in 2016/17.

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#### 1. Executive Summary

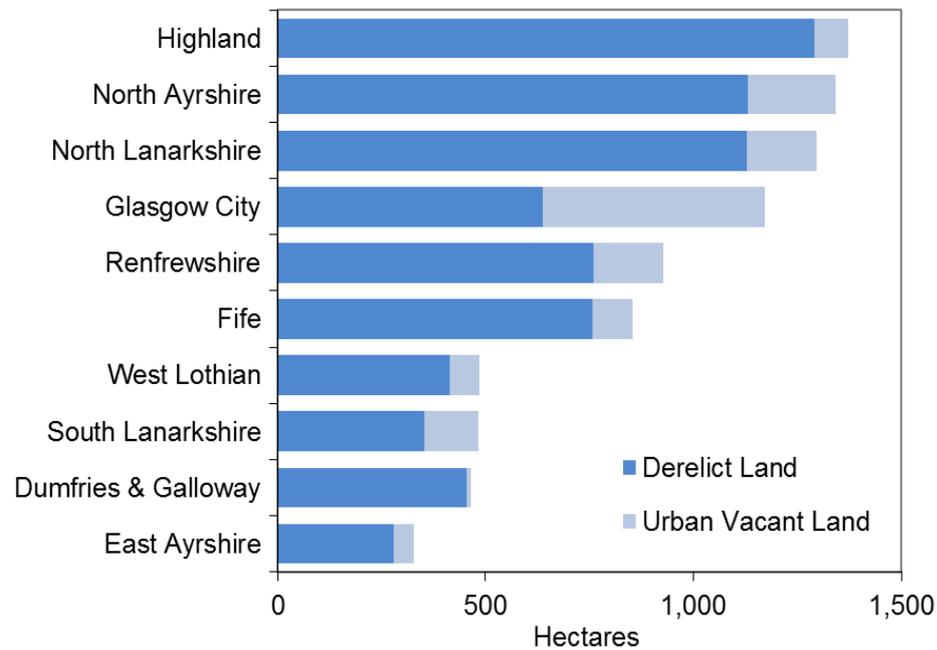
- 1.1 North Ayrshire contains a legacy of vacant and derelict land, often due to the decline in former industrial uses within the area and a legacy of issues such as undermining or contamination. Major industrial closures such as ICI, Volvo, Ayrshire Metal Products and Shell are examples.
- 1.2 The Scottish Government administered Vacant and Derelict Land Fund aims to tackle long term vacant and derelict land by providing funding to authorities where the issue and its impact on communities is greatest. While North Ayrshire Council has never benefitted from access to the fund, the Scottish Government has recently announced the inclusion of North Ayrshire in the funding settlement from 2016/17. This paper advises Members of the funding award and sets out proposals for its expenditure in the financial year 2016/17 through the submission of a Local Delivery Plan.

#### 2. Background

- 2.1 Vacant land is defined by the Scottish Government as 'unused land viewed as an appropriate site for development, having either had prior development on it or preparatory work in anticipation of future development'. Derelict land is that 'damaged by development, so that it is incapable of development for beneficial use without some remedial works'. Both are sometimes referred to as 'brownfield' sites.

2.2 The Scottish Vacant and Derelict Land Survey (SVDLS) provides a national data source for vacant and derelict land. In 2014, there were 3,938 vacant and derelict sites covering 10,874 hectares of land in Scotland, a 1.2% decrease from the previous year. In North Ayrshire, there was a slight increase over the same time period. Figure 1 illustrates those local authorities with the highest levels of vacant and derelict land.

**Local Authorities with the largest amount of Derelict and Urban Vacant Land, 2014**



2.3 North Ayrshire therefore contains the second highest level of vacant and derelict land in Scotland with 1,341 ha of land, 12% of the Scottish total, across 265 sites. This is equivalent to the land area of the Three towns:- Ardrossan, Saltcoats and Stevenson. The figure includes large sites such as Ardeer (628ha), Riverside (104ha), Hunterston (67ha) and Lochshore North (40ha).

2.4 Vacant and derelict land persists where there is a lack of demand for, or issues with the viability of development. A negative perception can be created for residents, businesses and inward investors, as well as issues such as fly tipping, overgrown vegetation and the establishment of invasive species.

- 2.5 The Scottish Government's Vacant and Derelict Land Fund (VDLF) aims to tackle long-term vacant and derelict land in Scotland and in doing so stimulate economic growth/job creation, an improved environment and quality of life. Since its inception in 2007, access to the Fund has been restricted to 5 local authorities, to ensure a focus of available resource, and to reflect the extent of vacant and derelict land and levels of deprivation within local authorities.
- 2.6 The Cabinet of 17th June 2014 agreed the content of a Vacant and Derelict Land Strategy, in part with a view to demonstrating our requirement for funding, as well as confirming how funding or activity may be directed.
- 2.7 A review of the VDLF was announced within the Scottish Government Regeneration Strategy, and this commenced during 2014. Since then officers have put forward the case for a change to the criteria by which allocations are made, in particular through the inclusion of sites 'near' a deprived datazone, rather than 'within' a deprived datazone. Revisions to the criteria and their associated weighting resulted in North Ayrshire Council being advised in late December 2015 that it will be one of five authorities to benefit from access to the fund for the financial year 2016/17 and the settlement period to 2019/20. The other four authorities which will benefit from the funding are South Lanarkshire, North Lanarkshire, Fife and Glasgow City.
- 2.8 The criteria by which the funds may be allocated is contained at Appendix 1. It should be noted in particular that this criteria restricts interventions to sites of over 0.1 ha which have been on the register since 2000, while funds may not be used on housing, infrastructure or flood defence projects.
- 2.9 A Local Delivery Plan requires to be submitted to the Scottish Government, to allow Ministerial approval of our intentions for expenditure of the funding prior to the new financial year. In recommending an allocation of funds for 2016/17, the following primary factors have been considered:
- The Scottish Government funding criteria and in particular the requirement that funding can only be applied to sites on the vacant and derelict land register of over 0.1 ha and may not be used on housing, infrastructure or flood defence projects. While a focus should be placed on economic development, some of the funding should also be spent on greening;
  - The focus of the fund on bringing sites to a level that improves their prospect of development, although the delivery of an end product that can be attributed to the fund would be well received;

- The need to consider the phasing of interventions and lead in times, hence the focus on feasibility work in 2016/17;
- The need to secure a spread of interventions in terms of type and geography; and,
- The deliverability of projects within the 2016/17 financial year. Allocations will be confirmed in June 2016 and projects need to be delivered by March 2017 for the initial years funding.

### 3. Proposals

3.1 On the basis of the factors set out at 2.7 above, it is proposed that funding in the 2016/17 financial year is focused on the following:

Site	Proposal and end use	Indicative Cost
Greenwood, Irvine Enterprise Area	Additional land purchase, site investigations and design work with a view to future commercial development on a key site at the entrance to the Enterprise Area	£250k
Lochshore, Kilbirnie	Site remediation and preparation to support private sector investment in the area	£100k
Quarry Road, Irvine	Contribution to the proposed mixed use commercial and leisure development	£400k
Kyle Road, Irvine	Site remediation and provision of development platforms to facilitate industrial development/marketing	£354k
Moorpark Road West, Stevenston	Excavation and disposal, landscaping and provision of footpath.	£400k
Lochshore	Feasibility study into remediation and reuse of site	£30k
Ardrossan North Shore	Feasibility study into remediation and reuse of site (commercial element)	£30k
Ardeer	Feasibility study into remediation and reuse of site	£30k
Various	Feasibility into the growth of short rotation forestry on V&DL sites to provide a biomass fuel facility including site investigations	£120k
<b>Total</b>		<b>£1,714m</b>

- 3.2 Projects will be subject to assessment by Scottish Government officers and approval by Ministers, envisaged in June 2016.
- 3.3 To inform priorities for the expenditure of funds in future years, a comprehensive review of all sites on the register will be undertaken. A Local Delivery Plan covering the remainder of the settlement period will then be submitted for approval by Cabinet. This will provide a strategic rationale for expenditure of the funds, which will include:
- Consideration of investments which best align with the priorities of the Council Plan and existing and proposed capital commitments;
  - A focus on interventions which will lead economic impact (e.g. development of commercial property, creation of jobs), leverage of external or private funding, and the involvement of local Community Groups;
  - Engagement with private landowners to make them aware of the funding and to explore the potential for this to facilitate proposals for development or improvement; and
  - Engagement with the locality planning process.

#### 4. Implications

<b>Financial:</b>	From 2016/17 £1.792m will be made available for expenditure on relevant projects (although £0.365m of this will be paid at a later date in the current financial settlement period). The final detail of projects and expenditure will be agreed with Scottish Government and North Ayrshire Council Finance Department.
<b>Human Resources:</b>	There are no human resource implications arising from the report.
<b>Legal:</b>	There are no legal implications arising from the report.
<b>Equality:</b>	There are no equality implications arising from the report.
<b>Environmental &amp; Sustainability:</b>	The proposals will see considerable environmental benefit through the positive reuse of several vacant or derelict sites.
<b>Key Priorities:</b>	This proposal supports the Council Plan core priority 1 – ‘Growing our economy, increasing employment and regenerating towns.’
<b>Community Benefits:</b>	Any construction contracts let will see the provision of appropriate community benefit in line with the Councils community benefit policy.

## 5. Consultation

- 5.1 Consultation has taken place with officers of the Scottish Government, and relevant Corporate Services. The proposals were also informed by the North Ayrshire Vacant and Derelict Land Strategy.



KAREN YEOMANS  
Executive Director (Economy and Communities)

Reference : AB/AL

For further information please contact Alasdair Laurenson, Senior Manager, Regeneration on 01294 324758

### **Background Papers**

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## Local Delivery Plans – Guidance – 2016/17

1. Following a review conducted in conjunction with COSLA in 2015, the objectives of the fund have been update to ensure that they fully reflect the emphasis on tackling inequalities set out in the Scottish Government’s Programme for Government and Scottish Economic Strategy.
2. The key objectives of the VDLF are to:
  - Objective 1: Tackle Long Term<sup>1</sup> Vacant<sup>2</sup> and Derelict<sup>3</sup> Land (VDL)
  - Objective 2: Stimulate economic growth and job creation
  - Objective 3: Develop a diverse sustainable environment with a focus on temporary and permanent greening.
  - Objective 4: Support Communities to flourish and tackle inequalities
3. Access to the fund will remain limited to five Local Authorities in order to maximise the impact of the fund. Local Authorities cannot hold some of the fund on behalf of others.
4. Due to the size of the fund, it is unlikely to make a meaningful impact on large site of 100+ hectares. Therefore these sites will remain excluded from the funding eligibility calculations and Local Delivery Plans.
5. It has been agreed that delivery plans can cover a full spending review period. As 2016/17 is a single year spending review period, delivery plans should cover the period 2016/17 only. The delivery plan will remain a live document that can be amended and adapted in agreement with ourselves until such time as a grant offer issues. Thereafter it can be reconsidered as your work programme progresses and if amendments are required.

### Link to Government’s Purpose

6. The content of your LDP should relate to your authority’s Single Outcome Agreement, reflecting Scottish Government’s Pupose - To focus Government and public services on creating a more successful country, with opportunities for all of Scotland to flourish, through increasing sustainable economic growth – and outcomes.
7. Outcomes which have a direct read across to the objectives of the VDLF, as follows:

**We value and enjoy our built and natural environment and protect it and enhance it for future generations.**

**We realise our full economic potential with more and better [employment opportunities](#) for our people.**

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<sup>1</sup> For the purposes of the 2016/17 allocation long term is defined as land out of use since at least 2000. For future spending review periods this date will be rolled forward.

<sup>2</sup> Vacant land is land which is unused for the purposes for which it is held and is viewed as an appropriate site for development. This land must either have had prior development on it or preparatory work has taken place in anticipation of future development.

<sup>3</sup> Derelict land (and buildings) is land which has been so damaged by development, that it is incapable of development for beneficial use without rehabilitation. In addition the land must currently not be used for the purpose for which it is held or a use acceptable in the local plan. Land also qualifies as derelict if it has an un-remedied previous use which could constrain future development. For both vacant and derelict land, site records must be at least 0.1 hectares in size to be included.

**We live in well-designed, [sustainable places](#) where we are able to access the amenities and services we need.**

**We have strong, resilient and supportive [communities](#) where people take responsibility for their own actions and how they affect others.**

**We have tackled the significant [inequalities](#) in Scottish society.**

8. It would be useful to show in your delivery plan the link to these outcomes and any others you feel are relevant to the Fund, and therefore how the VDLF will contribute to the delivery of your SOA. In turn, this will allow you to demonstrate how the VDLF feeds into the Government's overarching Purpose, i.e. *To focus Government and public services on creating a more successful country, with opportunities for all of Scotland to flourish, through increasing sustainable economic growth.* The attached spreadsheet should help you capture this information. More detail on the Purpose and the related Strategic Objectives can be found here <http://www.scotland.gov.uk/About/purposestratobjs>
9. The LDP should also demonstrate clearly how they fit with the holistic outcomes of the Regeneration Strategy.

### **Link to Local Plans and Priorities**

10. Where possible links should be made between delivery plans and other local strategies / plans / priorities, e.g. wider regeneration strategies, land use plans. Your SOA should also already contain detail of how local outcomes and indicators feed into the national outcomes, and again it would be helpful if you could identify the link between these and your delivery plan in the attached spreadsheet.

### **Expected Outputs**

11. As well as information on outcomes, delivery plans should provide information on the likely outputs of the proposals. These will relate to the information we will be requesting in your annual reports, and in the short term, this might cover reductions in quantity of vacant and derelict land, sites acquired, estimates of land that will be: temporarily greened; park/landscaped; used for sport/recreation; number of houses and jobs on site. The attached spreadsheet has been set up to help you capture this information.

### **Evidence of Partnership Approach**

12. The delivery plan should, where appropriate, be agreed with key stakeholders and demonstrate how you plan to work with local partners and communities to deliver specific projects.

### **Support of the Community and Other Interests**

13. Where relevant, evidence should be provided that delivery plans have the support of local partners, the local community, and other interested groups.

## **Support for the Natural Environment**

14. Access to good quality natural environments can have a strong positive influence on health and health inequalities. Plans should be able to provide evidence of support for the natural environment, such as temporary and permanent greening, and for the aims of the Central Scotland Green Network:  
<http://www.centralscotlandgreennetwork.org/>

## **Demonstration of Added Value / Additionality**

15. Delivery plans should demonstrate clearly the added value that will be gained from use of the Fund, for example through levering in additional resources from other sources, including the private sector and European funding. Plans should also be able to demonstrate that additionality is being achieved and that the Fund is not therefore being used for projects that would otherwise have been funded through existing budgets.

## **Local management of VDLF resources**

16. Delivery plans should identify the agreed grant recipient for the Fund. This will depend on the nature of the proposals being put forward and the most efficient way of complying with different funding rules e.g. State Aid Rules; VAT regulations etc.

## **Progress reporting**

17. Local authorities will be expected to submit light-touch annual reports, reporting spend against agreed outcomes, and half-yearly progress reports. Early warning should be given outside these times of need for end year flexibility.

## **Monitoring and evaluation arrangements**

### *Scottish Vacant and Derelict Land Survey*

18. The annual Scottish Vacant and Derelict Land Survey, will be used to track overall rates of change in relation to the amount of vacant and derelict land within each of the local authority areas covered by the Fund. The survey questionnaire, which will be used to collect information from relevant local authorities, enables us to see if the Fund has had a direct impact on reducing levels of vacant and derelict land in your area.

## **Eligible Costs**

19. The Fund can be used to cover a range of costs associated with the remediation of vacant and derelict land e.g.
- Feasibility costs;
  - Professional fees, eg, surveyor's costs;
  - Acquisition costs associated with packaging land in multiple ownership – delivery plans will have to demonstrate that the benefits of increased land value remain within the communities or areas where land remediation work is being carried out and does not leak away from these areas if land is sold on to third parties;
  - Maintenance costs associated with the greening of sites that are unlikely to be developed in the short/ medium term;

- Demolition costs.

20. Please note that, while purchase costs are eligible, they should not represent 100% of a project's requested funding.

21. We want the VDLF to be as flexible as possible and would welcome discussion on other uses of the Fund that you may be considering. If you are in doubt about whether costs are eligible or not, you should seek early clarification from us.

### **Ineligible Projects and expenditure**

22. The fund is not intended be a primary source of funding for:

- Housing projects.
- Major infrastructure projects relating to transport.
- Purchase of moveable infrastructure, furniture and fittings.
- Projects relating solely to hotel or retail developments are unlikely to be supported if there are no clear regeneration outcomes.
- Projects that focus solely on public realm improvements, new roads / paths or upgrades are unlikely to be funded. However, these will be eligible if they are elements within wider regeneration projects which will produce economic and social outcomes.
- Flood protection/work/upgrades are not eligible.
- Staffing Costs

### **Timetable**

23. To ensure the Fund is operational as soon as possible we will require to adhere as closely as possible to the following timescale.

<b>Action</b>	<b>Date</b>
Delivery plans submitted	By 28 February 2016
Appraisal of delivery plans by Government	March 2016
Initial feedback on plans by Government	April /May 2016
Ministerial approval of delivery plans	By end May 2016
Final grant offer letters issued	By end June 2016
Mid year progress reports submitted	End October 2016
Annual reports submitted	End June 2017

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**NORTH AYRSHIRE COUNCIL**

**Agenda Item 6**

**15 March 2016**

**Cabinet**

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**Title:** **Council House Building: Fencedyke, Irvine**

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**Purpose:** To seek Cabinet approval for revisions to the budget for the proposed new Housing development at Fencedyke, Irvine

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**Recommendation:** That Cabinet approves the revised budget for the project.

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**1. Executive Summary**

- 1.1 The Fencedyke project seeks to deliver high quality affordable housing in Irvine which is sustainable for both current and future generations. An original budget was allocated for the development of £4.250m, based on delivery of 34 units.
- 1.2 Following final design and the tendering exercise, the tendered budget price is £325k higher than the original forecast budget.
- 1.3 This increase is primarily due to an increase in the number of units planned for the site, an increase in the Tender Price Index and the inclusion of further sustainable technologies.
- 1.4 The increased expenditure will be met from recent increases to Scottish Government subsidy rates and an uplift in the contribution from the Affordable Housing Account. The increased funding from these two sources will result a reduction in the HRA prudential borrowing requirement for the project.

**2. Background**

- 2.1 The Fencedyke development seeks to deliver high quality affordable housing which is sustainable for both current and future generations. The project design is based on a historic 'vennel' street formation, traditional in the Irvine area, and adheres to the Scottish Government's Designing Streets guidance.

- 2.2 The project had an indicative density of 34 units, and a forecast budget of c.£4.25 million (£125k per unit). These figures have been revised following completion of the design stage and testing of the market through tendering to appoint a contractor.
- 2.3 The tendering exercise has now been carried out, with details of the contractors' bids provided in a separate report for this Cabinet meeting. Following a review of the tender returns and other anticipated costs, the total budget requirement for the project has been revised to £4.575m - an increase of £325k from the original forecast budget equating to a total of £130k per unit.
- 2.4 The reasons for the increase in the total project costs can be summarised as follows:
- The design process has allowed the provision of a further unit on the Fencedyke site, resulting in a budget increase equal to a single unit. It should be noted that the completed development will still provide 34 homes, as two units will be combined to produce a 'bespoke' home for a family with very particular and complex needs. This home can be reinstated back to two properties at a later date, if required;
  - The project Quantity Surveyor has advised that, due to market recovery, inflation within the housing sector (ie. the Tender Price Index) has risen at a rate higher than anticipated at the time the budget was set. This equates to an additional and unforeseen inflationary cost of £187k;
  - In order to support the Council's wider sustainability agenda, an additional c.£60k is requested to install Solar Photovoltaic Panels on properties within the site;
  - Value engineering undertaken as part of the design process has identified savings totalling £47k.
- 2.5 The majority of the additional expenditure will be met through recently notified increases to Scottish Government subsidy rates, from £46k per unit to £57k per unit. In addition there will be a further £12k contribution from the Council's Affordable Housing Account, to recognise the contribution that the Account makes to each new build housing unit. The increase in money available from these two funding streams enables a reduction in the level of prudential borrowing required for the project.

The table below summarises the proposed changes to the funding arrangements:

<b>Income Source</b>	<b>Original Budget - 34 Units</b>	<b>Revised Budget - 35 Units</b>	<b>Variation</b>
Affordable Housing Account	£408,000	£420,000	£12,000
Prudential Borrowing	£1,122,000	£1,004,000	-£118,000
Capital Contribution from Revenue (CFCR)	£1,156,000	£1,156,000	£0
Scottish Government Subsidy	£1,564,000	£1,995,000	£431,000
<b>Total</b>	<b>£4,250,000</b>	<b>£4,575,000</b>	<b>£325,000</b>

### 3. Proposals

3.1 It is proposed that the Cabinet approves the increase in the Fencedyke development budget, from £4.250m to £4.575m, to be funded from the £431k increase in Scottish Government subsidy and a further contribution of £12k from the Affordable Housing Account, offset by a £118k reduction in prudential borrowing.

### 4. Implications

<b>Financial:</b>	The additional income streams identified to meet the increase in development costs enable a £118k reduction in planned prudential borrowing, which will have a positive impact on the HRA 30 year Business Plan.
<b>Human Resources:</b>	None
<b>Legal:</b>	None
<b>Equality:</b>	None
<b>Environmental &amp; Sustainability:</b>	The units have been designed to provide high levels of energy efficiency.
<b>Key Priorities:</b>	<p>The provision of high quality, sustainable, affordable housing contributes to the following Council Plan priorities:</p> <ul style="list-style-type: none"> <li>● Growing our economy, increasing employment and regenerating towns</li> <li>● Working together to develop stronger communities</li> <li>● Supporting all of our people to stay safe, healthy and active</li> </ul>

	<ul style="list-style-type: none"> <li>• Protecting and enhancing the environment for future generations</li> </ul>
<b>Community Benefits:</b>	Upon award of the construction contract, the Contractor will be required to participate in the Council's Targeted Training & Recruitment scheme.

## 5. Consultation

- 5.1 Housing Services have consulted with the Corporate Procurement Unit and the externally appointed Project Manager, Architect and Quantity Surveyor in the preparation of this report.



CRAIG HATTON  
Executive Director (Place)

Reference : CH/YB/TF/LR

For further information please contact Yvonne Baulk, Head of Physical Environment on 01294 324542

### **Background Papers**

None.

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**NORTH AYRSHIRE COUNCIL**

**Agenda Item 7**

**15 March 2016**

**Cabinet**

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**Title:** **Road Maintenance Programme 2016/17**

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**Purpose:** To seek the agreement of the Cabinet to the proposed Structural Roads and Street Lighting Maintenance Programme for 2016/17.

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**Recommendation:** That the Cabinet agrees (a) to note the approach taken to determining the asset maintenance programme for roads and street lighting; (b) approves the maintenance programme for 2016/17, as shown at Appendix 1a and 1b; and (c) that the programme be presented to Locality Partnerships for consideration.

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**1. Executive Summary**

- 1.1 North Ayrshire Council has a statutory obligation under the Roads (Scotland) Act 1984 to manage and maintain its public road network. The adopted road network within North Ayrshire has a total length of 1034km. The core roads assets are currently estimated at a value of approximately £1.7billion. This report seeks cabinet approval for the Road Maintenance Programme for 2016/17.
- 1.2 Roads and Transportation have adopted an asset management approach to road maintenance to allocate available road maintenance funds to locations that will offer the most beneficial return on the investment.
- 1.3 The Roads Asset Management Plan (RAMP) and the maintenance strategy follows the recommendations contained within the 'Well Maintained Highways Code of Practice, ensuring that the Councils statutory obligations as delegated Roads Authority are met.
- 1.4 The Code of Practice states that the establishment of an effective regime of inspection, assessment and recording is the most critical component of road maintenance. This approach to roads maintenance assists in not only providing a road network for the future but one that promotes social inclusion and contributes to economic growth within the area. This approach also ensures the Council is providing value for money on any investment attributed to road maintenance.

- 1.5 The proposed Roads Maintenance Programme 2016/17 is attached in Appendix 1a and 1b.

## **2. Background**

- 2.1 North Ayrshire Council is responsible for the maintenance of the adopted local road network as well as its other non adopted but owned road assets. However the Council has no responsibility for the maintenance of the Trunk Road Network which falls to Transport Scotland and their management contractor, Scotland Transerve. The Trunk Road network includes the A78, the A737 from Kilwinning to the East Renfrewshire Boundary and A738 from the Pennyburn Roundabout to the A737 Dalry Road Kilwinning.
- 2.2 North Ayrshire Council's roads are the Council's largest Community Asset and play a vital role in supporting the local and wider economy by facilitating the movement of people, goods and services and connecting people with economic opportunities
- 2.3 The structural roads and street lighting maintenance programme for 2016/17 has been produced using the associated Lifecycle Plans, developed in accordance with the strategy contained within the Roads Asset Management Plan (RAMP) for managing the core assets. The Lifecycle Plans inform decisions on the location and type of maintenance treatments that will deliver the maximum return on investment.
- 2.4 Details of how condition assessments are carried out and how roads and lighting locations are prioritised for inclusion on our Roads and Street Lighting Maintenance Programme are provided in Appendix 2.

## **3. Proposals**

- 3.1 That the Cabinet notes the approach taken to determining the Roads and Street Lighting structural maintenance programme for roads and street lighting.
- 3.2 That Cabinet agree the Roads and Street Lighting Programme for 2016/17, as shown at Appendix 1a and b.
- 3.3 That Cabinet notes that the programme will be presented to Locality Partnerships for consideration.

#### 4. Implications

<b>Financial:</b>	The Roads Structural Maintenance Programme will be delivered from allocated Capital and Revenue budgets.
<b>Human Resources:</b>	There are no human resource implications.
<b>Legal:</b>	North Ayrshire Council has a statutory obligation to manage and maintain its public road network under the terms of the Roads (Scotland) Act 1984.
<b>Equality:</b>	There are no equality implications.
<b>Environmental &amp; Sustainability:</b>	Effective programming and management of these assets assists in reduced carbon associated with mobilisation of unplanned reactive maintenance resources and extends the use of assets in a cost effective and sustainable manner.
<b>Key Priorities:</b>	Effective management of these assets contributes to a number of key objectives including effective and efficient services, protecting vulnerable people and regenerating our communities and increasing employment.
<b>Community Benefits:</b>	There are no Community Benefit implications, although maintenance of the road network will enable better access to services for everyone.

#### 5. Consultation

- 5.1 The process of developing the annual programme of works using the Asset Management approach was previously presented to all the Locality Partnerships. This was well received by Members and no adverse comments were raised during this process.



CRAIG HATTON  
Executive Director (Place)

Reference : CH/CD/LB

For further information please contact Campbell Dempster, Team Manager (Network Management) on 01294 324845

#### Background Papers

none



# Mainland Roads Programme 2016/17

<i>Carriageway Resurfacing (Inlay / Overlay / Retread)</i>				
<i>Street</i>	<i>Town</i>	<i>Location</i>	<i>Estimate Cost</i>	<i>Assessment Score</i>
A760	Kilbirnie	Renfrewshire Boundary to Shell Grip at layby	£150,000	108
Largs Road	Kilbirnie	Largs Road to School Wynd	£39,000	107
Princes Street	Ardrossan	Arran Place to Glasgow St Jct	£55,000	104
Yerton Brae	West Kilbride	Full Length	£27,000	104
A760	Kilbirnie	Stoneyholm Road to Shell Grip at Layby	£75,000	102
Fullarton Roundabout	Irvine	Full Length	£30,000	101
Main Road	Glengarnock	Garnockside to Ladeside Football Ground	£36,000	101
A760	Largs	From rock cutting to new surface at Amenity site.	£50,000	100
A760	Largs	Blairpark to just before windfarms	£36,000	100
Greenwood Interchange	Irvine	A71 EB on ramp from North Greenwood	£47,000	100
Wardrop Street	Beith	B777 at Junction with A737	£18,000	98
Eglinton Road	Ardrossan	Full Length	£110,000	95
A738	Stevenston	Pennyburn Rdbt to Morrisons Rdbt	£100,000	92
Townhead Street	Stevenston	Kilwinning Rd to Main St	£168,000	90
Barnett Crescent	Saltcoats	Full Length	£50,000	88
<b>Total Resurfacing</b>			<b>£991,000</b>	

<i>Screeding</i>				
<i>Street</i>	<i>Town</i>	<i>Location</i>	<i>Estimate Cost</i>	<i>Assessment Score</i>
Skelmorlie Castle Road	Skelmorlie	Golf Course Road to Jct Halketburn	£35,000	82
Shewalton Road	Drybridge	Shewalton Moss to Main St	£23,000	81
C5	Beith	From C68 Jct up to Barrmill Jct	£42,000	70
U42 Lugtonridge	Beith	100m before Mid Lugtonridge	£6,000	68
U42 Lugtonridge	Beith	Mid Lugtonridge towards Lugtonridge	£12,000	68
U31 Hessilhead	Beith	Corner at new build cottage to 200m past Dambank Bridge	£17,000	66
C99	Dalry	Various Locations	£72,000	66
<b>Total Screeding</b>			<b>£207,000</b>	

# Mainland Roads Programme 2016/17

<i>Micro Surfacing</i>				
<i>Street</i>	<i>Town</i>	<i>Location</i>	<i>Estimate Cost</i>	<i>Assessment Score</i>
Head Street	Beith	New St to Main St	£9,000	84
Garnock View	Glengarnock	Main Road to Bridge	£12,000	66
Montgreenan View	Kilwinning	Full Length	£12,000	62
Cherrywood Drive	Beith	Full length	£21,000	58
Lindsay Avenue	Saltcoats	Full Length	£13,000	58
St Andrews Place	Stevenston	Full Length	£1,000	58
Eastern Crescent	Kilbirnie	Full length	£31,000	57
Laird Weir	Ardrossan	Full Length	£4,000	57
Lochlie Place	Stevenston	Full Length	£2,000	57
Mossgiel Place	Stevenston	Full Length	£2,000	57
St Columba Place	Stevenston	Full Length	£1,000	56
St Johns Place	Stevenston	Full Length	£1,000	56
Lesley Place	Stevenston	Full Length	£2,000	56
Balgray Road	Barrmill	Full Length	£6,000	56
<b>Total Micro Surfacing</b>			<b>£117,000</b>	

<i>Surface Dressing</i>			
<i>Street</i>	<i>Town</i>	<i>Location</i>	<i>Estimate Cost</i>
A736		(9000m2)	£45,000
B706		A736 – A737 (8000m2)	£40,000
B780		Ardrossan to Dalry (12000m2)	£50,000
B777		Lugton to Gateside (21000m2)	£50,000
Routenburn Road		(3000m2)	£15,000
Brisbane Glen Road		(4800m2)	£24,000
ZU52 Redwells		(1500m2)	£7,500
ZU68 Buiston		(1500m2)	£7,500
ZU71		(1500m2)	£7,500
ZU70		(1000m2)	£5,000
<b>Total Surfacing Dressing</b>			<b>£251,000</b>

# Mainland Roads Programme 2016/17

<i>Footway Resurfacing</i>				
<i>Street</i>	<i>Town</i>	<i>Location</i>	<i>Estimate Cost</i>	<i>Assessment Score</i>
Garnock Street	Kilbirnie	Full Length	£25,500	85
Main Road	Glengarnock	Glendale to Traffic Lights on side of river garnock	£36,000	83
Stanley Road	Ardrossan	Stanleys Kitchen to St Andrews Rd	£6,500	83
Hamilton Street	Saltcoats	Part Length	£26,000	82
Keir Hardie Road	Stevenston	Full Length	£20,000	80
Shavian Terrace	Kilwinning	Full Length	£33,000	80
Saltcoats Road	Stevenston	Boglemart St to Old Railway Bridge.	£39,000	79
Boglemart Street	Saltcoats	Bonnie Lesley Crt to Hillside St	£39,000	79
Roebank Road	Beith	Between Beech Avenue & A737 Jct	£34,000	79
Houston Crescent	Dalry	Full Length	£17,000	79
Laigh Road	Beith	B7049 to Woodside Road	£17,000	79
Cumbræ Drive	Millport	Full length	£24,000	78
Kelburn Street	Millport	Shore side	£18,000	78
Bank Street	Irvine	From Cross to East Road	£35,000	78
Waterside Road	Kilwinning	Link footpath	£4,000	78
Scotlaw Drive	Largs	Full length	£5,000	77
<b>Total Footway Resurfacing</b>			<b>£379,000</b>	

# Mainland Roads Programme 2016/17

<i>Lighting Deteriorated Column Replacements</i>			
<i>Street</i>	<i>Town</i>	<i>Location</i>	<i>Estimate Cost</i>
Princes Place Kilmahew Street Glasgow Street	Ardrossan		£86,400
Craig Avenue Crichton Avenue Kirkland Crescent Kingsway Aitnock Place Archibald Drive Carswell Court Blairlands Drive Kerse Avenue Mair Avenue Douglas Avenue Houston Crescent Stoopshill Crescent Putyan Avenue Peden Avenue	Dalry		£271,800
Inverclyde View Bellmans Close Raillies Road Raillies Avenue Glen Place Glen Grove Windsor Gardens	Largs		£90,000
Dykesmains Road High Road	Saltcoats		£120,600
Ardchoille Lane Carment Drive Clements Place Hawthorn Drive St Johns Place Warner Street Limekiln Road	Stevenston		£48,600
Arthur Court Ritchie Street Well Street Arthur Street Corse Street	West Kilbride		£91,800

# Mainland Roads Programme 2016/17

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Portencross Road Yerton Brae		
The Crescent Golf Course Road	Skelmorlie	£37,800
Jetty Road Bay Street	Fairlie	£34,200
<b>Total Street Lighting</b>		<b>£781,200</b>



# Arran Roads Programme 2016/17

<i>Carriageway Resurfacing (Inlay / Overlay / Retread)</i>			
<i>Street</i>	<i>Town</i>	<i>Location</i>	<i>Estimate Cost</i>
C147	Lagg	Between Ross Road and Lagg	£96,000
C147	Slidery	Hill Down into Slidery	£11,500
<b>Total Resurfacing</b>			<b>£107,500</b>

<i>Carriageway Screeding</i>			
<i>Street</i>	<i>Town</i>	<i>Location</i>	<i>Estimate Cost</i>
Douglas Place	Brodick	Full Length	£22,000
Glencloy Road	Brodick		£4,000
High Auchencairn	Whiting Bay	Full Length	£7,000
U93 Torbeg Road	Blackwaterfoot	Jct with C147 to bend	£1,700
Montstewart Road	Whiting Bay	Full Length	£5,500
C147	Pirnmill	Pirnmill Main Street	£68,500
C147	Slidery	Corriecravie Hill	£24,500
C147	Pirnmill	Whitefarland to Imachar	£65,500
Blairbeg Road	Lamlash	Full Length	£5,000
<b>Total Screeding</b>			<b>£101,500</b>

<i>Surface Dressing</i>			
<i>Street</i>	<i>Town</i>	<i>Location</i>	<i>Estimate Cost</i>
Brodick Hill	Brodick		£67,500
C147	Kildonan	Auchenhew Farm to Kildonan West Access Road	£8,500
U87 Machrie Moor	Machrie	C147 to Machrie Link Section	£1,000
U85 Kings Cross	Whiting Bay	Full Length	£24,500
<b>Total Surface Dressing</b>			<b>£101,500</b>

<i>Footway Resurfacing</i>		
<i>Street</i>	<i>Town</i>	<i>Estimate Cost</i>
McKelvie Road	Lamlash	£22,500
Glencloy Road	Brodick	£27,500
<b>Total Footway Resurfacing</b>		<b>£50,000</b>



### **Condition Assessment and Prioritisation Process**

- 1.1 As part of the Asset Management process, annual condition assessments are carried out on the public road network as part of the inspection regime. All locations are assessed using a risk based approach.
- 1.2 Condition assessments are carried out simultaneously with the Coarse Visual Inspections (CVI's) in accordance with the pre-determined timescales contained within our Safety Inspection Manual. All faults are logged within our electronic Routine Maintenance System (RMS).
- 1.3 All carriageway and footway locations where the condition assessment score is assessed as being 11 or more require a full priority assessment to be carried out.

### **Sample Assessment**

Extent	CONDITION			
	1 (Acceptable)	2 (Safe but poor appearance)	3 (Minor deterioration)	4 (Major deterioration)
1 - Up to 25%		5	9	13
2 – 25% to 50%		6	10	14
3 – 50% to 75%		7	11	15
4 – 75% to 100%	4	8	12	16

- 1.4 The data from the condition assessment is then entered into a Prioritisation Matrix for consideration within the Councils Strategic list of priorities.
- 1.5 The assessment matrices take into account information gathered from a variety of sources. The main factors considered are:-
  - Road Condition – based on detailed visual inspection and the Scottish Road Maintenance Conditions Survey (SRMCS).
  - Road Hierarchy – this takes account of the strategic importance of the road and is determined from our Local Transport Plan.
  - Community Concerns – this takes consideration of requests from Members, requests from the community and third party claims.

- Assistance to Other Council Priorities – this takes account of other priorities such as economic development, access to shops, amenity housing or schools.
- 1.6 Each location that progresses onto the prioritisation process is rated using the additional criteria and is placed on the strategic list of priorities relative to its score. Each location is also reviewed at least once a year depending on its location within the Roads Hierarchy as part of the routine inspection process.
- 1.7 There are various types of surfacing materials and processes available depending on the particular road type, location and level of existing deterioration. Options available for treatment include preventative measures such as surface dressing, micro surfacing or asphalt preservation. Resurfacing options such as screeding, resurfacing (inlay and overlay), retread and overlay and depending on the severity of deterioration full reconstruction may be the most effective option.
- 1.8 The level of investment associated with the varying treatment types identified in the table below was established using the Society of Chief Officers of Transportation in Scotland's cost projection model, developed as part of the Roads Asset Management Planning project. The model assists with identifying the effect of various treatments on the on-going condition of the carriageway. This enables a more accurate design life for the treatments currently available to be developed and ensuring value for money on their use. An option appraisal matrix has also been developed to assist with the identification of the most appropriate treatment to be used at each location.

Treatment Option	Cost / Sqm	Extension to life
Surface Dressing	£4.60	Up to 10 years
Micro Surfacing	£6.66	7 – 10 years
Asphalt Preservation	£3.20	Up to 5 years
Screeding	£11.60	5 – 10 years
Retread	£21.93	Up to 20 years
Inlay HRA	£23.20	Up to 20 years
Inlay SMA	£21.51	Up to 20 years
Overlay <100mm	£18.07	Up to 20 years
Inlay 100mm	£27.26	Up to 20 years
Reconstruction 300mm	£116.56	Up to 20 years

- 1.9 This year the road maintenance programme for Arran has been developed using a road asset management system called Horizons, which is being piloted with the aim of developing more accurate long term financial planning in road maintenance. Horizons uses lifecycle planning and provides a visual asset

management planning tool to inform strategies for long term carriageway maintenance. Lifecycle planning is at the core of this approach to road asset management and takes into account hierarchies, condition and local community priorities. This system will provide detailed information for future planning based on different budget scenarios and will present graphical data which can be easily understood by stakeholders.

- 1.10 Horizons can also be used to produce long term plans for the footway network once populated with our full footway inventory, prioritisation and condition information.
- 1.11 Street Lighting column replacement is prioritised through non-destructive strength testing to determine the level of deterioration associated with the columns. Following testing, columns are categorised within the Asset Management database for road lighting.
- 1.12 Testing is carried out in accordance with the Institute of Lighting Engineer's Technical Report No.22 Managing a Vital Asset: Lighting Supports as well as UK Lighting Board Code of Practice: Well-lit Highways.
- 1.13 Once results are input, the database then compares these results against the more general age profile to determine a final list of priority repairs. This produces recommendations in order of priority for both individual units and whole streets or areas.
- 1.14 Recommendations are generally categorised as Category A through K as follows:
- A: Immediate replacement
  - B: Replace urgently or reinspect within 6 months
  - C1: Column Material failure, replace as soon as possible or reinspect within 1 year
  - C2: Bracket failure, sleeve where possible or replace unit within 1 year
  - D: Foundation failure, realign, reinstate and reinspect within 6 months
  - E: Material approaching failure, replace as part of planned maintenance programme or reinspect within 2 years
  - F: Material approaching failure, replace as part of planned maintenance programme or reinspect within 5 years
  - G: Condition reasonable, but age expired and certified insured for 2 year periods until replaced
  - H: Condition reasonable, but age expired and certified insured for 5 year periods until replaced

- I: Acceptable condition but age expired and insured for 5 years periods until replaced.
- J: Sound condition but age expired & visually poor (evidence of concrete cracking etc.)
- K: Sound condition and not age expired – no current requirement for strength structural inspection, visual only at planned maintenance cycle.

1.15 Where non-urgent replacement recommendations (Category F through to J) are on an individual column basis, the data is further analysed to determine a percentage value for recommended replacement numbers against the balance of units in a street. If this figure exceeds 30% then the entire street will be considered for higher prioritisation which will address the design class standard of the street beyond individual replacement for safety reasons only.

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**NORTH AYRSHIRE COUNCIL**

**Agenda Item 8**

**15 March 2016**

**Cabinet**

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**Title:** **Sale of land at Corsehillhead, Weirston Road, Kilwinning**

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**Purpose:** To seek Cabinet approval to proceed with the disposal of the Council's heritable interest in the land at Corsehillhead, Weirston Road, Kilwinning

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**Recommendation:** That Cabinet approves the disposal of the site to Cunninghame Housing Association for the sum of £800,000 less a maximum deduction of £50,000 for abnormal costs identified from site investigations, plus legal and estates fees amounting to £11,250 (1.5% of the purchase price).

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**1. Executive Summary**

- 1.1 The land at Corsehillhead, Weirston Road, Kilwinning is owned by the Council's General Fund and is currently allocated within the Local Development Plan (LDP) for 40 affordable housing units. The site is programmed within the Council's SHIP for development by Cunninghame Housing Association (CHA) in 2019/2020.
- 1.2 The site has not been marketed due to it having been earmarked for development by CHA. An approach has been received from Cunninghame Housing Association to purchase the site from the Council within the current financial year ending 31 March 2016, to enable them to utilise available Scottish Government funding.
- 1.3 A joint valuation was instructed by the Council and Cunninghame Housing Association and has been carried out by the District Valuer.
- 1.4 This report recommends the disposal of the site to Cunninghame Housing Association by 31 March 2016 for the sum of £800,000 less a maximum deduction of £50,000 for abnormal costs identified from site investigations.

## **2. Background**

- 2.1 The site at Corsehillhead, Kilwinning is owned by the Council's General Fund and is included within the Council's SHIP - as a medium priority for investment - for development commencing in 2019/2020.
- 2.2 An approach has been received from Cunninghame Housing Association to purchase the site from the Council within the current financial year ending 31 March 2016, to enable them to utilise available Scottish Government funding. It should be noted that no further Government funding has been allocated to fully develop the site at this time.
- 2.3 The total site area is 1.79 hectares (4.42 acres) or thereby and is highlighted on the attached location plan, as shown at Appendix A.
- 2.4 The site is identified within the Local Development Plan for affordable housing (RES4) with an indicative capacity of 40 units.
- 2.5 The site is located within an area of mixed residential uses and situated to the north east of Kilwinning town centre. A large proportion of the housing stock in the immediate vicinity is in private ownership, however the existing public sector housing at Corsehill - which represents one of the larger local authority areas in the town - has experienced relatively low levels of uptake of the Right to Buy scheme.
- 2.6 The site has recently been in agricultural use for grazing purposes and the proposal from CHA will see the site being redeveloped for housing.
- 2.7 The Council and CHA instructed a joint valuation with the District Valuer to provide an independent valuation of the site, which will be binding on both parties.
- 2.8 The site has been valued at £800,000 on a gross basis, subject to any deductions for abnormal costs associated with the development of the site. CHA requires to undertake site investigations to ascertain if any sub soil ground conditions present any constraint to development.
- 2.9 It is proposed to restrict any deductions from the gross valuation for abnormal costs to a maximum of £50,000, thereby ensuring that both parties share any risk on costs and price certainty. The minimum price that the Council's General Fund will receive for the sale of the site will therefore be £750,000.

2.10 Following discussion with Scottish Government and CHA it has been agreed that should the cost of any abnormal ground conditions identified as part of intrusive site investigations exceed £50,000, this can be met from the Affordable Housing Account.

### 3. Proposals

3.1 It is recommended that Cabinet approves the disposal of the site to Cunninghame Housing Association for the sum of £800,000, less a maximum deduction for abnormal costs identified from site investigations of £50,000. Legal and estates fees amounting to £11,250 will also be payable by the purchaser.

### 4. Implications

<b>Financial:</b>	Subject to the allowable deduction for abnormal development costs being capped at £50,000, the Council's General Fund will receive a minimum price of £750,000 once CHA have purified the site investigations clause within the missives. Legal and estates fees amounting to £11,250 will also be payable by the purchaser.
<b>Human Resources:</b>	There are no known human resource implications arising from this report.
<b>Legal:</b>	There is the requirement to conclude missives by 31 March 2016 to enable Scottish Government funding to be utilised.
<b>Equality:</b>	There are no known equality issues arising from this report.
<b>Environmental &amp; Sustainability:</b>	There are no known environmental or sustainability implications arising from this report.
<b>Key Priorities:</b>	The report addresses the Council's Strategic Priority SP01-Growing our economy, increasing employment and regenerating towns and SP02-Working together to create stronger communities.
<b>Community Benefits:</b>	The Association will deliver tangible benefits through its Targeted Recruitment & Training programme which will deliver key outputs for employment, apprenticeships & training under the terms of the construction consent.

## 5. Consultation

- 5.1 Consultations have taken place with Legal Services, Housing, Planning and Economic Development in arriving at the recommendation contained within this paper.

A handwritten signature in black ink, appearing to read 'CH', written over a horizontal line.

CRAIG HATTON  
Executive Director (Place)

Reference : YB/AR

For further information please contact Alastair Ross, Team Manager, Asset Management & Estates, PM&I on 01294 225136

### **Background Papers**

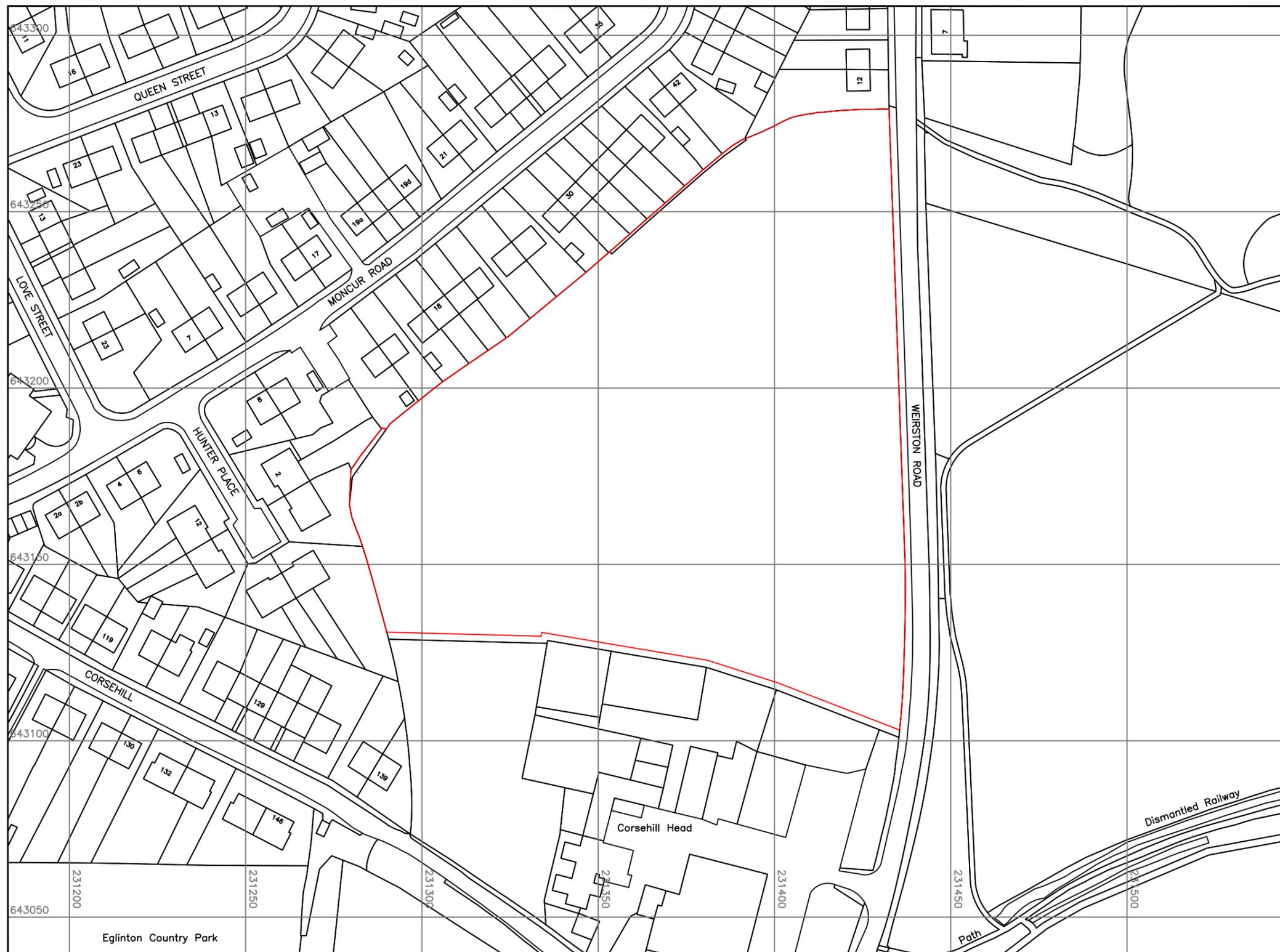
None

THIS IS THE PLAN REFERRED TO IN THE FOREGOING  
DISPOSITION BY THE NORTH AYRSHIRE COUNCIL  
IN FAVOUR OF CUNNINGHAME HOUSING ASSOCIATION LIMITED OF:

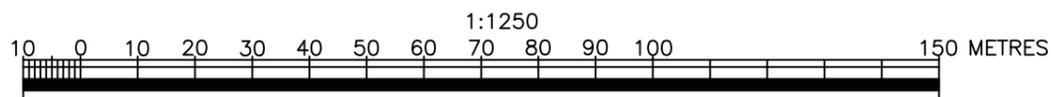


# Site At Corsehillhead Farm, Weirston Road, Kilwinning

Area within red boundary = 1.79 hectares or thereby



<b>DRAWN BY</b>	Diane Wildridge
<b>DATE</b>	03/02/2016
<b>DRAWING No</b>	2400
<b>SCALE</b>	1:1250
<b>OS SHEET</b>	N531435W





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**NORTH AYRSHIRE COUNCIL**

**Agenda Item 9**

**15 March 2016**

**Cabinet**

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**Title:** **Award of Contract - Debt Collection and Diligence Services**

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**Purpose:** To advise the Cabinet of the result of the tender exercise for the provision of Debt Collection and Diligence Services

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**Recommendation:** Agree to approve the award of the contract to Stirling Park LLP from 1 April 2016 for a period of three years with an option to extend for up to two further years.

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**1. Executive Summary**

- 1.1 North Ayrshire Council requires to establish a replacement contract for the Provision of Debt Collection and Diligence Services.
- 1.2 In order to comply with the Council's Standing Orders Relating to Contracts and Contract Procedure Rules and Public Contracts (Scotland) Regulations 2012 (SSI 2012/88) (as amended) a formal tendering exercise was undertaken.
- 1.3 The Contract term is for 3 years plus the option to extend for a further 2 years.

**2. Background**

- 2.1 North Ayrshire Council requires an organisation to assist in the collection of outstanding debt and to execute diligence to recover Council Tax, Non-Domestic Rates, Business Improvement District levy, Sundry Debts, and Housing Benefit Overpayments.
- 2.2 The contract is currently with Stirling Park LLP. The contract has utilised its full extension options and is due to expire 31st March 2016. A new contract was therefore required.

**3. Proposals**

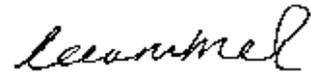
- 3.1 The recommendation of the Tender Evaluation Panel is that a Contract be awarded to Stirling Park LLP.

#### 4. Implications

<b>Financial:</b>	The total value of the overall contract (including any possible extensions) is £577,000. A budget of £1,085,000 is available for this requirement.
<b>Human Resources:</b>	None
<b>Legal:</b>	The tender exercise was conducted in accordance with the Council's Standing Orders Relating to Contracts, EU procurement legislation and the wider Scottish Procurement Legislation.
<b>Equality:</b>	The successful provider will adhere to the Council's Code of Conduct including the Human Rights Act 1998 (The 1998 Act and all secondary legislation)
<b>Environmental &amp; Sustainability:</b>	None
<b>Key Priorities:</b>	This tender meets Finance and Corporate Support service plan objective of strong effective financial management and planning and is in line with future plans.
<b>Community Benefits:</b>	<p>The successful tenderer will deliver the following community benefits during the contract period:</p> <ul style="list-style-type: none"> <li>● Work placement for a minimum of 5 days for an S4, S5 or S6 pupil from a North Ayrshire School</li> <li>● Work experience of a minimum of 5 days for an unemployed person.</li> <li>● Extended work placement for a total period of 15 days for a school pupil from a North Ayrshire School.</li> </ul>

## 5. Consultation

- 5.1 Consultation took place with Information Governance, Legal and Accounts Receivable prior to the tender



LAURA FRIEL  
Executive Director (Finance and Corporate Support)

Reference : NAC-1054-SQ-MMCT

For further information please contact Maurice McTeague, Category Manager\Team Leader on 01294 324015

### **Background Papers**

Appendix 1 - Tender Outcome Report



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**NORTH AYRSHIRE COUNCIL**

**Agenda Item 10**

**15 March 2016**

**Cabinet**

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**Title:** **Award of Contract - Council House Build at Cheviot Head, Fencedyke, Irvine**

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**Purpose:** To advise the Cabinet of the result of the tender exercise for the Construction of the 35 Unit (34 Homes) Residential Development at Cheviot Head, Fencedyke, Irvine.

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**Recommendation:** Agree to award the contract to Cruden Building and Renewals Ltd

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**1. Executive Summary**

- 1.1 North Ayrshire Council requires to establish a contract for the Construction of the 35 Unit (34 Homes) Residential Development at Cheviot Head, Fencedyke, Irvine.
- 1.2 In order to comply with the Council's Standing Orders Relating to Contracts and Contract Procedure Rules and Public Contracts (Scotland) Regulations 2012 (SSI 2012/88) (as amended) a formal tender exercise was advertised via the Public Contracts Scotland advertising portal.
- 1.3 The contract term is for 40 working weeks.
- 1.4 Approval of the contract award is dependent on additional budgetary provision being made. This is the subject of a separate report on the agenda.

**2. Background**

- 2.1 A formal notice was advertised on 8 October 2015 under the open procedure on the Public Contracts Scotland portal. The return date was 13 November 2015.
- 2.2 The contract notice attracted 17 expressions of interest from a wide range of potential suppliers of which 6 submitted responses.

2.3 The 6 tenders received were evaluated against the stated evaluation criteria of lowest compliant tender price.

### 3. Proposals

3.1 It is proposed that the contract be awarded to Cruden Building and Renewals Ltd.

### 4. Implications

<b>Financial:</b>	The total value of the construction contract is £4,133,228.94, including client options. A total budget of £4,575,000, subject to Cabinet approval of a separate report on the agenda, is available for this contract. Total budget includes all associated design fees and construction costs.
<b>Human Resources:</b>	None.
<b>Legal:</b>	In order to comply with the Council's Standing Orders Relating to Contracts and Contract Procedure Rules and Public Contracts (Scotland) Regulations 2012 (SSI 2012/88) (as amended) a formal tender exercise was advertised via the Public Contracts Scotland advertising portal.
<b>Equality:</b>	None.
<b>Environmental &amp; Sustainability:</b>	All units will achieve a rating of 'very good' under the Building Research Establishment Environmental Assessment Method (BREEAM) and all will have photovoltaic panels installed.
<b>Key Priorities:</b>	This contributes to the Council Plan Strategic Priority 1: Growing our economy, increasing employment and regenerating towns.
<b>Community Benefits:</b>	During the contract period the Community Benefits will follow the Construction Industry Training (CITB) Client Based approach and Cruden Building and Renewals Ltd will deliver 1 x Graduate post, 3 x Apprentice new starts, 2 x Apprentice continuations, 1 x Apprentice completion, 3 x New Recruits (non-apprenticeships), 1 x School Project and 3 x 5 day work placements for school pupils.

**5. Consultation**

- 5.1 There was consultation with Housing Services throughout the tender process.



LAURA FRIEL  
Executive Director (Finance and Corporate Support)

Reference : NAC/3053

For further information please contact Hazel Templeton on telephone number 01294 324547

**Background Papers**

None.