



North Ayrshire Council
Comhairle Siorrachd Àir a Tuath

North Ayrshire Council

A Meeting of North Ayrshire Council will be held in the **Council Chambers, Ground Floor, Cunninghame House, Irvine, KA12 8EE** on **Wednesday, 21 September 2022** at **14:00** to consider the undernoted business.

Meeting Arrangements - Hybrid Meetings

This meeting will be held on a predominantly physical basis but with provision, by prior notification, for remote attendance by Elected Members in accordance with the provisions of the Local Government (Scotland) Act 2003. Where possible, the meeting will be live-streamed and available to view at <https://north-ayrshire.public-i.tv/core/portal/home>.

1 One-Minute Silence

The Provost will invite those present to observe a minute's silence to mark the passing of her Majesty the Queen Elizabeth on 8 September 2022.

2 Apologies

3 Declarations of Interest

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

4 Previous Minutes

The accuracy of the Minutes of the Meeting of the Council held on 22 June 2022 will be confirmed and the Minutes signed in accordance with Paragraph 7(1) of Schedule 7 of the Local Government (Scotland) Act 1973.

5 Provost's Report

Submit report by the Provost for the period covering 13 June - 4 September 2022 (copy enclosed).

6 Leader's Report

Submit report by the Leader of the Council for the period covering 13 June - 9 September 2022 (copy enclosed).

7 Minute Volume (issued under separate cover)

Submit, for noting, the Minutes of Meeting of Committees of the Council held in the period 16 June 2022 to 24 August 2022.

8 North Ayrshire Community Planning Partnership (CPP) Board: Minutes of Meetings held in June and September 2022

Submit report by the Executive Director (Communities and Education) on the Minutes of meetings of the North Ayrshire Community Planning Partnership Board held in June and September 2022 (copy enclosed).

9 Appointments to Committees

The Council is invited to:

1. note, in terms of Standing Order 8.5, that the Administration's vacancy on the Police and Fire and Rescue Committee has been filled by Councillor Scott Davidson, effective from 12 August 2022;
2. consider a nomination for Councillor McLean to be appointed to fill a vacancy on the Licensing Committee, the Second Opposition having failed to fill this vacancy within 12 weeks, in terms of Standing Order 8.5; and
3. consider a nomination for Councillor Billings to be appointed as Vice Chair of the Local Development Plan Committee.

10 Appointments to Outside Bodies

The Council is invited to consider the following nominations for appointment to serve on outside bodies:

Outside Body	Vacancies	Nominations
Hunterston Site Stakeholders Group	1	Cllr Collier Cllr Glover
Glasgow Prestwick Airport Consultative Committee	1 main representative 1 substitute	Cllr Gurney (as main representative) Cllr McLean (as main representative)
Licensing Board	1	Cllr McLean
SEEMis Board of Management	1	Cllr Macaulay
Strathclyde Partnership for Transport	1 substitute	Cllr McLean

- 11 Committee Timetable: January - June 2023**
Submit report by the Head of Democratic Services on a proposed timetable of meetings for the period from January until the end of June 2023 (copy enclosed).
- 12 Locality Planning in North Ayrshire**
Submit report by the Executive Director (Communities and Education) which provides an update on Locality Planning in North Ayrshire and seeks approval for the revised Locality Partnership Terms of Reference and Standing Orders (copy enclosed).
- 13 Armed Forces Covenant Duty**
Submit report by the Head of Democratic Services on the range of support which the Council currently provides to the service and veteran community and the ways in which the Armed Forces Covenant will inform the development of future Council policy and decisions (copy enclosed).
- 14 The Knox Institute, Kilbirnie – Proposals for Future Status and Use**
Submit report by the Executive Director (Communities and Education) on the current situation relating to the Knox Institute and the historical purposes placed on it, and proposing a way forward by dissolving the Trust and, in turn, alleviating the Council of the historical purposes and the asset in a manner that will benefit the local community (copy enclosed).
- 15 Questions**
In terms of Standing Order 14, submit the following questions for consideration in the undernoted order:-

(1) a question by Councillor McPhater to the Cabinet Member for Place in the following terms:

"To ask the Cabinet Member whether the Administration intends to transfer Redburn Grove to the Housing Revenue Account?"

(2) a question by Councillor Donald L. Reid to the Cabinet Member for Place in the following terms:

"The people of Kilbirnie and Glengarnock are very concerned that burial space is very quickly running out in Kilbirnie cemetery for and, in light of this, can the Cabinet Member for Place provide an update on the assessed current capacity of that cemetery and highlight what plans for land acquisition are being considered for a cemetery extension?"

(3) a question by Councillor Robertson to the Cabinet Member the following terms:

"Can the Cabinet Member provide an update on the measures which the Council is putting in place in support of the Miscarriage Association Pregnancy Loss Pledge, which aims to provide a supportive work environment for those who have experienced a pregnancy loss?"

(4) a question by Councillor Kerr to the Cabinet Member for Finance in the following terms:

“To ask the Cabinet Member how much capital investment has been made in Ardrossan Academy over the last decade?”

(5) a question by Councillor Robertson to the Cabinet Member for Communities and Islands in the following terms:

“What avenues has this SNP Administration taken to encourage a higher uptake of the Scottish Government’s free bus travel passes for young people under the age of 22?”

(6) a question by Councillor Foster to the Cabinet Member for Economy and Climate Change in the following terms:

“To ask the Cabinet Member how much flexible advanced manufacturing space the Council intends to build at i3 as part of the Ayrshire Growth Deal project?”

(7) a question by Councillor McDonald to the Cabinet Member for Finance in the following terms:

“To ask the Cabinet Member the revenue and capital costs of rolling out Universal Free School Meals to all primary school children in North Ayrshire and confirm how much funding the Scottish Government has provided to deliver that now delayed manifesto commitment?”

(8) a question by Councillor Sweeney to the Cabinet Member for Communities and Islands in the following terms:

“With the Ardrossan Campus delayed for at least 12 months, can the Cabinet Member advise whether the Council remains committed to retaining the swimming pool at Auchenhavie Leisure Centre until any school campus is opened?”

(9) a question by Councillor Bell to the Leader of the Council in the following terms:

“In their response to June’s Council motion on the changes to the X34/36 bus services, Stagecoach stated that they were due to meet the Council Leader on 19th August. Can the Leader of the Council confirm that the meeting of the 19th August with Stagecoach took place and can they advise Council what outcomes they secured?”

(10) a question by Councillor Montgomerie to the Cabinet Member for Place in the following terms:

“Last November, a woman was tragically killed in a fire in one of the public toilets in Saltcoats. Today, the toilets remain closed and fenced off. Can the Cabinet Member advise when the Council intends to repair this toilet block and reopen it?”

(11) a question by Councillor Kerr to the Leader of the Council in the following terms:

“At the last Council meeting, the Leader of the Council advised that the Ardrossan Ministerial Taskforce was due to meet on the 28th June. At the time of submitting this question, minutes of any taskforce meeting on 28th June had not been published on Transport Scotland’s website. Can the Leader of the Council confirm that the taskforce met on 28th June, and can they advise Council what was agreed?”

(12) a question by Councillor Foster to the Leader of the Council in the following terms:

“To ask the Leader of the Council for an update on the Ardeer STEP bid, including whether the planned parliamentary reception at Westminster has been arranged?”

(13) a question by Councillor McDonald to the Cabinet Member for Finance in the following terms:

“In 2020, the last Administration used savings of £8.8million on refinanced loans to establish the Council’s Investment Fund with the aim of providing upfront investment to support Community Wealth Building, climate action and improved local infrastructure. The Investment Fund has subsequently been topped up in the following two years. With money in the Investment Fund already committed to several projects such as the council-owned solar farm at Nethermains, can the Cabinet Member advise how much remains uncommitted to a specific project in the Investment Fund?”

(14) a question by Councillor Sweeney to the Cabinet Member for Economy and Climate Change in the following terms:

“To ask the Cabinet Member whether the Council has contacted the new owners of the former Lonsdale site in Stevenston?”

(15) a question by Councillor Foster to the Cabinet Member for Economy and Climate Change in the following terms:

“The Ship Inn at Irvine Harbourside has been closed since the start of the Covid pandemic. Renovation work on the building is ongoing with some reconfiguration of the business use within it. Despite being closed for more than two years, and a different use for parts of the building, the business rates assessment remains £71,000 a year.

What support will the Council provide to secure a reassessment of the business rates by the Ayrshire Valuation Joint Board given the historical significance of the Ship Inn to Irvine and the role the building will play in the Great Harbour project?”

16 Motions

In terms of Standing Order 15, submit:-

(1) a motion by Councillor T. Ferguson, seconded by Councillor Marshall, in the following terms:

“That the Council:

1. Instructs the Chief Executive write to Buckingham Palace to express our deep sorrow at the passing of Her Majesty The Queen, Elizabeth II.
2. Further instructs the Chief Executive to write to His Majesty The King, Charles III, inviting him to visit North Ayrshire on his tour of the country as his mother, the late Her Majesty The Queen, Elizabeth II, did so in 1956 alongside her husband the late Prince Phillip.”

(2) a motion by Councillor Montgomerie, seconded by Councillor Sweeney, in the following terms:

“In 2019, following the consultation on the Council’s budget setting process, full Council approved plans to apply for Decriminalised Parking Enforcement powers and to introduce town centre parking charges to fund the enforcement regime.

Since that decision, we have experienced a global pandemic and are now facing a cost-of-living crisis which is affecting residents and local businesses.

Given the changing circumstances facing our residents and businesses, Council agrees to pause and review the implementation of DPE and parking charges and that a paper be brought to Cabinet to include the following considerations:

- The patronage of car parks affected by parking charges be resurveyed to review changes in parking behaviours since the pandemic.
- A review of the business case for DPE and parking charges, including revised projections on the cost of parking enforcement and projected income from parking charges.
- A review of the DPE and parking charges policy against council priorities that have emerged since the 2019 decision including but not exclusive to Community Wealth Building and the Regeneration Delivery Plan.
- Engagement with high street businesses on the impact of the pandemic and rising bills on their business and what further impact parking charges may have.
- An updated public consultation on DPE and parking charges considering the cost-of-living crisis.
- An assessment of the financial implications of delay or revocation of DPE and parking charges.

Council further agrees that Cabinet is instructed to consider the terms of the report covering the above and decide on whether to continue with DPE and parking charges and if appropriate withdraw the DPE application which is currently with Scottish Ministers for approval.”

(3) a motion by Councillor Foster, seconded by Councillor Kerr, in the following terms:

“Council recognises the impact of the cost-of-living crisis on our residents and therefore agrees to request that the Integration Joint Board use their unearmarked reserves currently sitting at £7.248m to immediately remove all charges amounting to £1.9m of income annually for non-residential social care fees and charges.”

(4) a motion by Councillor McDonald, seconded by Councillor Donald Reid, in the following terms:

“Council notes that since it was launched in April 2021, over 500 people in Ardrossan, Saltcoats and Stevenston have used the Better Off North Ayrshire service being piloted in the Three Towns.

Council further notes that clients have made financial savings of over £150,000 since the services launch and that a commissioned report by the Social Value Lab showed that for every pound of investment made in Better Off North Ayrshire, £6.44 of social value is created – with 82% of the value created for services users but 12% (around £200,000) for the public purse.

Given the cost-of-living crisis and the success of the Better Off North Ayrshire service in the Three Towns since its launch, Council agrees to request that a paper is presented to Cabinet in October 2022 to consider the further rollout of the Better Off North Ayrshire service at the earliest opportunity, making it accessible to residents in other localities.”

(5) a motion by Councillor Kerr, seconded by Councillor McDonald, in the following terms:

“Council congratulates Living Rent, Scotland’s tenants union, for its campaigning to secure a partial and temporary freeze on rent this winter to tackle the cost of living crisis.

Council notes that the Scottish Government’s temporary freeze lasts until 31st March 2023 but social landlords will not implement new rent rates until 1st April 2023, making the announcement of a rent freeze applying to social rents superficial.

Council recognises the impact of the cost-of-living crisis on our residents and therefore agrees that the tenant consultation on the rent setting process for 2023/24 includes the option of a rent freeze, with any likely financial impacts outlined, for the duration of the next financial year.”

17 Urgent Items

Any other items which the Provost considers to be urgent.

Webcasting

Please note: this meeting may be filmed/recorded/live-streamed to the Council's internet site and available to view at <https://north-ayrshire.public-i.tv/core/portal/home>, where it will be capable of repeated viewing. At the start of the meeting, the Provost/Chair will confirm if all or part of the meeting is being filmed/recorded/live-streamed.

You should be aware that the Council is a Data Controller under the Data Protection Act 2018. Data collected during the webcast will be retained in accordance with the Council's published policy, including, but not limited to, for the purpose of keeping historical records and making those records available via the Council's internet site.

Generally, the press and public seating areas will not be filmed. However, by entering the Council Chambers, using the press or public seating area or (by invitation) participating remotely in this meeting, you are consenting to being filmed and consenting to the use and storage of those images and sound recordings and any information pertaining to you contained in them for webcasting or training purposes and for the purpose of keeping historical records and making those records available to the public. If you do not wish to participate in a recording, you should leave the meeting. This will constitute your revocation of consent.

If you have any queries regarding this and, in particular, if you believe that use and/or storage of any particular information would cause, or be likely to cause, substantial damage or distress to any individual, please contact dataprotectionofficer@north-ayrshire.gov.uk.

North Ayrshire Council Sederunt

John Bell
Timothy Billings
Marie Burns
Eleanor Collier
Joe Cullinane
Scott Davidson
Anthea Dickson
Stewart Ferguson
Todd Ferguson
Robert Foster
Scott Gallacher
John Glover
Tony Gurney
Alan Hill
Cameron Inglis
Margaret Johnson
Amanda Kerr
Christina Larsen
Shaun Macaulay
Jean McClung
Nairn McDonald
Matthew McLean
Louise McPhater
Davina McTiernan
Tom Marshall
Jim Montgomerie
Ian Murdoch
Donald Reid
Donald L Reid
Chloe Robertson
Ronnie Stalker
Angela Stephen
John Sweeney

Chair:

Apologies:

Attending:

North Ayrshire Council
22 June 2022

IRVINE, 22 June 2022 - At a Meeting of North Ayrshire Council at 2.00 p.m.

Present

John Bell, Timothy Billings, Marie Burns, Joe Cullinane, Eleanor Collier, Scott Davidson, Anthea Dickson, Stewart Ferguson, Todd Ferguson, Robert Foster, Scott Gallacher, John Glover, Tony Gurney, Alan Hill, Cameron Inglis, Margaret Johnson, Amanda Kerr, Christina Larsen, Shaun Macaulay, Jean McClung, Nairn McDonald, Matthew McLean, Louise McPhater, Jim Montgomerie, Ian Murdoch, Donald Reid, Donald L. Reid, Chloé Robertson and John Sweeney.

In Attendance

C. Hatton, Chief Executive; C. Cameron, Director (Health and Social Care Partnership); R. McCutcheon, Executive Director (Place); A. Sutton, Executive Director (Communities and Education); K. Yeomans, Director (Growth and Investment); M. Boyd, Head of (Finance); and A. Craig, Head of Service, M. McColm, Senior Manager (Communications), M. Anderson, Senior Manager (Committee and Member Services) and H. Clancy, Committee Services Officer (Democratic Services).

Apologies

Tom Marshall, Davina McTiernan, Ronnie Stalker and Angela Stephen.

Chair

Provost Dickson in the Chair.

1. Provost's Remarks

The Provost welcomed those present to the meeting and dealt with preliminary matters, including intimation that the meeting, which was taking place on a wholly physical basis, would be webcast.

2. Apologies

The Provost invited intimation of apologies for absence, which were recorded.

3. Declarations of Interest

There were no declarations of interest in terms of Standing Order 11 and Section 5 of the Councillors' Code of Conduct.

There were no declarations of the Party Whip.

4. Previous Minutes

The accuracy of the Minutes of the Meeting held on 18 May 2022 was confirmed, subject to the correction of a typographical error within Appendix NAC2 to the Minute, to reflect that Councillor Robertson, rather than her seconder, Councillor Hill, had been appointed to the Corporate Equality Group.

The Minutes were then signed in accordance with Paragraph 7(1) of Schedule 7 of the Local Government (Scotland) Act 1973.

5. Provost's Report

Submitted report by the Provost for the period from 19 May – 12 June 2022.

The Provost highlighted the following elements of her written report:

- the opening of the General Assembly of the Church of Scotland in Edinburgh on 21 May 2022;
- the Barmill Jolly Beggars' Burns Club, Platinum Jubilee Celebration on 28 May 2022 and Cunninghame Choir Concert on 29 May 2022;
- attendance at a variety of Queen's Platinum Jubilee celebrations;
- the first ever Pride event on the Isle of Arran on 4 June 2022;
- the Sir Tom Hunter School Challenge on 9 June 2022; and
- participation as a VIP starter at Cancer Research UK's Race for Life event at Irvine Beach Park on 12 June 2022

The Provost also took the opportunity to wish Members a relaxing summer recess period after a busy schedule.

Noted.

6. Leader's Report

Submitted report by the Leader of the Council for the period from 19 May – 12 June 2022.

Noted.

7. Council Minute Volume

Submitted, for noting, the Minutes of meetings of committees of the Council held in the period 31 May – 9 June 2022.

Noted.

8. Appointments to Outside Bodies

Submitted report by the Chief Executive on a small number of vacancies in respect of appointments to outside bodies and inviting the Council to make further appointments. Appendix 1 to the report provided a list of current appointments and outstanding vacancies.

The Head of Democratic Services advised that two nominations had been received, namely (i) a proposal by Councillor Hill, seconded by Councillor T. Ferguson, that Councillor Murdoch be appointed to serve on The Kelburn Castle Restoration Works Trust and (ii) a proposal by Councillor Murdoch, seconded by Councillor Donald Reid, that Councillor Donald L. Reid be appointed to serve on the Scottish Older People's Assembly.

Councillor Hill, seconded by Councillor Davidson, then sought to move the appointment of Councillors Collier and Macaulay to serve on the Hunterston Site Stakeholders Group and the SEEMiS Board of Management, respectively. The Head of Democratic Services advised that insufficient notice of these nominations had been given in terms of Standing Order 8.4, and that the nominations in question should, therefore, be continued for consideration at the next meeting of the Council.

The Council agreed as follows:

- (a) to note the list of current outside body appointments and vacancies set out at Appendix 1;
- (b) to approve the appointment of (i) Councillor Murdoch to the Kelburn Castle Restoration Works Trust and (ii) Councillor Donald L. Reid to the Scottish Older People's Assembly;
- (c) to continue to the next meeting of the Council consideration of the nominations for (i) Councillor Collier to serve on the Hunterston Site Stakeholders Group and (ii) Councillor Macaulay to serve on the SEEMiS Board of Management; and
- (d) to note that nominations would continue to be sought for the remaining vacancies.

9. Hybrid Meetings of the Council/Committees

Submitted report by the Chief Executive on the format of meetings of Council and its committees and future arrangements for holding meetings including webcasting/live-streaming.

The Chief Executive introduced the report, advising Members that the intention was to seek Members' views on the future format of meetings in the first instance, in order to develop appropriate protocols and ensure suitable technology was in place prior to bringing a further report to a future meeting of the Council.

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

- whether maintaining the status quo would allow for the possibility of remote access to a meeting at short notice in response to issues such as a ferry cancellation;
- the benefits of in-person attendance versus reliability issues relating to remote platforms;
- the extent to which caring responsibilities had been taken into account and whether any discussion had taken place with the Health and Social Care Partnership on arrangements for meetings of the Integration Joint Board; and
- the value of advance notice of which Members would be attending a meeting remotely.

On a point of order, Councillor Foster requested clarification on whether this item of business could be the subject of any amendment given that prior notice of amendments had not been given in terms of the new Standing Order provisions. The Head of Democratic Services clarified that prior notice of amendments was applicable only to Notices of Motion and not to other items of business on the Agenda.

Councillor Burns, seconded by Councillor Macaulay, moved approval of the recommendations set out in the officer's report.

As an amendment, Councillor DL Reid, seconded by Councillor Murdoch, moved the status quo, with face-to-face meetings being the default position and hybrid meetings being available if required to meet the needs of particular individuals.

Members asked questions of clarification in respect of the motion and amendment.

There followed debate and summing up.

On a division, there voted for the amendment 11 and for the motion 18, and the motion was declared carried.

Accordingly, the Council agreed as follows:

- (a) that, going forward, all meetings of the Council and its committees should take place on a 'hybrid' basis as a matter of course, and that basic protocols should apply to ensure their smooth operation, as referenced in the report; and
- (b) to note that officers were working to identify a cost-effective, fully integrated solution to accommodate the Council's future hybrid meeting and live-streaming/webcasting requirements

10. North Ayrshire Council Unaudited Annual Accounts 2021/2022

Submitted report by the Head of Finance on the unaudited Annual Accounts for the year to 31 March 2022. A link to the full set of accounts was provided within the report.

Members asked questions, and received clarification, on whether the reserves of 2.9% referred to at Section 2.10 included addressing inflationary costs already covered elsewhere in the report.

Councillor Burns, seconded by Councillor Macaulay, moved approval of the recommendations set out in the officer's report. There being no amendment, the motion was declared carried.

Accordingly, the Council agreed as follows:

- (a) to approve the Annual Accounts for 2021/22, subject to audit;
- (b) to note that Deloitte LLP planned to complete their audit of the Accounts by mid-September 2022 and would present their annual audit report to the Council's Audit and Scrutiny Committee on 27 September 2022; and
- (c) to authorise the Audit and Scrutiny Committee to consider, and approve for signature, the audited annual accounts within the required timeframe.

11. Treasury Management and Investment Annual Report 2021/22

Submitted report by the Head of Finance on the Treasury Management and Investment Annual Report and Prudential Indicators for 2021/22. The Annual Report was set out at Appendix 1 to the report.

Councillor Burns, seconded by Councillor Macaulay, moved approval of the recommendations set out in the officer's report. There being no amendment, the motion was declared carried.

Accordingly, the Council agreed to note (i) the Treasury Management and Investment Annual Report for 2021/22 set out at Appendix 1 to the report and (ii) the Prudential and Treasurer Indicators contained therein.

12. North Ayrshire Charitable Trusts: Unaudited Trustees' Annual Report 2021/22

Submitted report by the Head of Finance on the unaudited Trustees' Annual Report for the year to 31 March 2022 to the Council, as trustees, for approval. The Trustees' Annual Report was set out at Appendix 1 to the report.

Councillor Burns, seconded by Councillor Macaulay, moved approval of the recommendations set out in the officer's report. There being no amendment, the motion was declared carried.

Accordingly, the Council agreed, as Trustees of the North Ayrshire Council Charitable Trusts, to approve the Annual Report for 2021/22, set out at Appendix 1 to the report, subject to audit.

13. Questions

The Provost introduced this item of business, reminding Members of the new Standing Orders provisions relating to questions. Members were advised that a period of 45 minutes was allocated for consideration of the undernoted questions, the order of which had been determined following the drawing of lots, as set out in Standing Order 14.3.

On a point of Order, Councillor Donald Reid requested, and received, clarification on Standing Order 14.3 as it applied to the drawing of lots in circumstances where an Elected Member had asked more than one question.

- (1) a question by Councillor Billings to the Cabinet Member for Place in the following terms:

“With regard to waste, can the Cabinet Member advise (i) where the recycled waste collected in North Ayrshire goes for processing, (ii) how much of the waste sent for recycling is processed in the UK, (iii) if any waste is sent outside the UK, how much is sent and what type of waste it is and (iv) what percentage of waste sent for recycling is actually recycled and how much ends up either in landfill or being incinerated?”

Councillor Davidson thanked the Member for his question and responded in the following terms:

- (i) Details of where the Council's recycling materials go for processing are:

Blue Bin Mainland - Domestic Paper and Card

Saica Natur, Poplar House, 4 Arches, Croy, Scotland

Purple Bin Mainland - Domestic Glass, Cans, Plastic, Cartons

Levenseat by Forth, Lanark, Lanarkshire, Scotland

Brown Bin Mainland - Domestic/Commercial Garden and Food Waste

Enva, Newhousemill Road, Blantyre, Scotland.

Blue Bin Arran/Commercial - Paper, Card, Glass, Cans, Plastic, Cartons

Re-Gen Waste Ltd, Unit 7, Shepherd's Drive, Carnbane Industrial Estate, Newry, Co. Down, Northern Ireland.

- (ii) 100% of the waste sent for recycling is initially processed within the UK by the Council's recycling contractors.
- (iii) During the 2021 calendar year, 3833.19 tonnes (13.9%) of the waste separated by our recycling processors was then sent/sold by them to outside of the UK.

This is broken down as follows:

Metal cans	68.72T
Mixed plastics	110.97T
Refuse Derived Fuel (RDF)	333.8T
Glass	2518.59T
Paper / Cardboard	801.11T
Total	3833.19T

- (iv) During the calendar year 2021, 90.14% of the kerbside recyclable waste collected was recycled or diverted from landfill/disposal, with the majority of the remaining 9.86% of contamination/non-recyclables being disposed of as a Refuse Derived Fuel for incineration (9.68%), and a small proportion (0.18%) requiring to be landfilled”

As a supplementary question, Councillor Billings asked whether the Cabinet Member could get some assurance from contractors that waste sent abroad was actually recycled, so that there could be confidence that such waste was not ending up in landfill or in the sea.

Councillor Davidson responded by undertaking to liaise with officers on a response.

- (2) a question by Councillor Sweeney to the Cabinet Member for Place in the following terms:

“Following work done by the Labour Administration and Council Officers to pursue the purchase of the former Lonsdale Bar in Stevenston, can the Administration confirm whether they remain committed to bringing the Lonsdale site into council-ownership in order to tackle this derelict blight on Stevenston?”

Councillor Gurney, in his capacity as Cabinet Member for Economy and Climate Change, thanked the Member for his question and responded in the following terms:

“Valuations have been obtained for the site considering the Gross Market Value (with the benefit of planning consent) and the market value (with the benefit of existing use). The site has recently been marketed for sale. Prior to, and since this, the council has been in communication with the landowner on options for purchase based on market valuations but no agreement has been reached to date.

We continue to review the options available.”

As a supplementary question, Councillor Sweeney, noting that the sticking point in such cases was often the notion of 'best value', asked whether the Cabinet Member agreed that best value for the community could not always be measured in pounds and pence and should, in terms of Labour's Community Wealth Building Strategy, also reflect the social and economic value of a project to the community.

Councillor Gurney responded by accepting that value could not always be measured in pounds and pence. The Cabinet Member acknowledged the difficulty associated with this site, noting that when Councillor Cullinane took over as Leader in 2015, he had asked for action for this specific site but that progress had yet to be achieved. Councillor Gurney advised that the new Administration would continue to review the options for the site and do its best for the community.

(3) a question by Councillor Johnson to the Cabinet Member for Finance in the following terms:

"What is the figure of funding North Ayrshire Council receives through Grant Aided Expenditure for 2022/23 and in particular how much of this funding has been allocated to Strathclyde Passenger Transport to subsidise bus routes within North Ayrshire, and is North Ayrshire Council responsible for deciding which routes are deemed necessary for funding?"

Councillor Larsen thanked the Member for her question and responded in the following terms:

"In the Grant Aided Expenditure (GAE) budget lines which make up the Council's Budget settlement the relevant GAE lines indicate that for 2022/23 North Ayrshire Council was funded to the level of £2.149m. The agreed requisition to be paid out to Strathclyde Partnership for Transport (SPT) for 2022/23 totals £2.496m, therefore from a general funding perspective North Ayrshire Council expends more than is reflected in the GAE funding lines. It is recognised, however, that funding to local authorities is subject to various other changes and adjustments.

North Ayrshire Council, along with 11 other former Strathclyde local authorities, fund the SPT on an annual basis. The funding is passed to the individual local authorities as part of the annual budget settlement and then North Ayrshire Council arrange to forward on the agreed contribution direct to the SPT on an annual basis. The total agreed contribution for 2022/23 includes £2.134m in respect of the Core Requisition, £0.286m for Concessionary Fares and £0.076m for Bus stops and shelters. This represents total funding from North Ayrshire Council of £2.496m for 2022/23.

This funding is intended to meet the overall operating costs of the SPT, including any costs relating to the subsidisation of bus routes and, importantly, any decisions on which bus routes are to be subsidised and by how much is a matter for the SPT and the bus operators across the former Strathclyde area."

- (4) a question by Councillor McLean to the Cabinet Member for Health and Social Care in the following terms:

"Will the authority be making a further breakdown of 'care experienced' children in their targeting of support as 'care experienced' is a wide, catch-all term that includes people of significantly different backgrounds and needs?"

Councillor Johnson thanked the Member for his question and responded in the following terms:

"We take into account the living arrangements and circumstances when we are administering funds, entitlements, grants and redesigning services that affect the care experienced community as a collective group and also we tailor supports on an individualised basis to appropriately meet the needs of individual care experienced children, young people and their families.

Our Corporate Parenting duties guide our strategic and individual child-centred plans. In line with this we do support each young person in a person-centred way and break down 'care experienced' in terms of the individualised and targeted support for children and young people.

Corporate parenting duties include for example, being alert to things that are harming or may harm a child or a young person's wellbeing, assessing children and young people's needs for support and services, promoting children and young people's interests, seeking to provide children and young people with opportunities to take part in activities designed to promote their wellbeing and to help them make use of services and access support.

On an individual basis, each care experienced child and young person has a team around them, or if they are over 21 access to Throughcare and Aftercare support. We know these children and young people all have the same core needs: love, nurturing relationships, support, understanding, care and respect. However, we see and treat every young person as an individual with their own unique talents and circumstances, therefore staff will always adopt a person-centred, strengths-based approach based on the Getting it Right for Every Child Practice model. This ensures that individual needs are identified, and interventions are positioned to meet those individual needs.

There are clear review processes in place for each child or young person to make sure plans are on track and that they are thriving. In addition, we have also adopted nurturing and trauma-informed approaches, alongside models which place the views of children, young people and their families firmly at the centre of all planning and decision-making.

The Promise gives a clear indication of the importance of the needs of the wider care experienced community both individually and collectively. When we look at targeting support to groups of care experienced children, young people and their families, we take into account their unique circumstances. We do our best to ensure our support to the care experienced population is equitable. This is also true when redesigning services, interventions, improvement programmes and developments.

We include a broad range of young people with different experiences of the care system in our strategic and operational groups – a good example of this is in the membership of our Promise Operational Group (PROG) and our local Promise Board which are co-chaired by care experienced young people.

We also include young people in supporting how we best use resources. For example, we established a 'Get Connected Fund' where our Champions Board, a group of care experienced young people, review applications made for funding, and base decisions for awards to individual young people on their own knowledge and experience, with the support and professional guidance of staff.

In summary the local authority does tailor supports to individual care experienced children and young people to meet their individual needs and ensure we all discharge our duties as Corporate Parents.”

As a supplementary question, Councillor McLean, referring to the Cabinet report of 7 June 2022 on educational achievements, asked if a more detailed breakdown could be provided in respect of the various circumstances of care experienced young people.

The Head of Democratic Services advised that, for data protection reasons in terms of GDPR, it may not be possible for the Cabinet Member to provide the level of detailed information requested if it resulted in the possibility of individual children being identified.

On a point of order, Councillor Foster queried why an officer appeared to be answering a question which had, in accordance with Standing Order 14.6, been directed to an Elected Member. The Chief Executive clarified that the Cabinet Member would respond to the question and that the Monitoring Officer was providing information in respect of the legal position.

Councillor Johnson undertook to liaise with officers in respect of this matter and provide such information as might be possible within the constraints indicated by the Head of Democratic Services.

- (5) a question by Councillor Foster to the Leader of the Council in the following terms:

“RPI is currently at 11.1%. As a member of COSLA Leaders, can the Council Leader inform us what they would deem to be a fair pay settlement, and can they outline how they intend to deliver that fair pay deal for North Ayrshire Council staff who like everyone are being impacted by the cost-of-living crisis?”

Councillor Burns thanked the Member for his question and responded in the following terms:

“I am sure we are all aware of the current state of the UK economy and the devastating impact of rapidly rising inflation on our communities and on our workforce. I hope I can speak for every Member in this chamber when I say how much we value our workforce and how much we and the people of North Ayrshire depend on them. I think that was particularly evidenced during the pandemic. Of course we want to get to the best possible pay settlement and all COSLA Leaders want to see that.

What I am not going to speculate on, is what that might be. That would be completely irresponsible while negotiations are ongoing. Cllr Foster will be aware that the SNP group at COSLA, supported by the Labour group, put forward a motion to increase the pay offer to 5%. There are funding challenges I am sure we all recognise but we need to speed up the pace of negotiations and get a satisfactory resolution for our workforce as quickly as we can.”

As a supplementary question, Councillor Foster, referring to the level of funds previously set aside to meet the pay settlement, asked if the Leader accepted that anything below 11.7% represented a real-term wage cut and if she would take this into account when the matter came back to COSLA Leaders, including how any future pay offer was then communicated to the workforce and the media.

Councillor Burns responded by expressing the view that it was the literal job of a trade union to get the best pay deal for its members and so she could understand why the request would be set at that level. The Leader also advised that she, like every COSLA Leader, fully appreciated the impact inflation was having and undertook to take on board the points raised. Councillor Burns invited the Member to advise her outwith the meeting if he had any specific issues around the way the pay offer should be communicated.

- (6) a question by Councillor T. Ferguson to the Cabinet Member for Place in the following terms:

“Can the Cabinet Portfolio Holder for Place provide an update into the planned walking and cycling routes projects and timescale for delivering on this SNP local government manifesto promise for the North Coast?”

Councillor Gurney, in his capacity as Cabinet Member for Economy and Climate Change, thanked the Member for his question and responded in the following terms:

“The currently funded proposals in the North Coast are summarised as follows:

A study examining the coastal path between Largs Yacht Haven and Aubrey Park is currently underway. This will cover the feasibility and design elements of a project to improve route legibility and support tourism potential. This is being conducted alongside the ongoing development of the Largs Seawall upgrade proposals to investigate whether there are any feasible and appropriate opportunities arising from the Seawall upgrade. Funding opportunities to support delivery of the enhanced coastal path will be investigated through the feasibility report process. The feasibility work report will be completed by October 2022.

Work continues in partnership with Sustrans on the Fairlie Coastal Path. Sustrans have applied to Transport Scotland funding to deliver the final phase. The funding has been approved in principle and we are awaiting a formal award letter prior to completing detailed design, tender and construction.

The Local Transport and Active Travel Strategy is currently in development. This will identify priorities for future investment in active travel including across the North Coast. Initial consultation was undertaken between February and April 2022. The output from this is informing the development of the draft strategy. This will be the subject of a 12-week consultation in Summer 2022 including Elected Member sessions after recess. A Cabinet report is planned for early 2023 to consider the final Strategy. Funding applications will be informed by the adopted Strategy going forward.”

As a supplementary question, Councillor T. Ferguson made reference to the cycling route around Millport which had been in the pipeline for about ten years and asked whether the Cabinet Member would come together with the North Coast Members to seek to bring the project forward in this Administration.

Councillor Gurney responded by expressing a willingness in principle to look into the feasibility of any project in North Ayrshire and advised that he looked forward to hearing more details about the specific project which had been mentioned.

(7) a question by Councillor Bell to the Cabinet Member for Education in the following terms:

"To ask the Cabinet Member for Education how many teaching and non-teaching posts are funded through the Attainment Challenge Fund?"

Councillor Macaulay thanked the Member for his question and responded in the following terms:

“Detailed below is the current FTE of teaching and non-teaching staff employed across the Strategic Equity Funding (SEF) workstreams (SEF being £43 million to be shared by all 32 local authorities to invest in approaches to achieving the mission of the Scottish Attainment Challenge (SAC):

	2021/22 FTE (as at 14/6/22)		
	Teaching	Non-Teaching	Total
PLA	25.60	2.00	27.60
Nurture	28.46	30.06	58.52
MHWP	2.00	0.00	2.00
Family Learning	0.00	9.60	9.60
Data	0.00	2.00	2.00
Leadership	1.00	1.00	2.00
Attainment HQ	0.00	0.00	0.00
	57.06	44.66	101.72”

As a supplementary question, Councillor Bell asked how the Administration planned to provide for more teachers, as referred to in election leaflets, while at the same time administering the £4.4m cut to the Attainment Challenge Fund for North Ayrshire, and how cutting £4.4m from projects directly aimed at tackling the attainment gap would serve to close it.

Councillor Macaulay responded by advising that the SNP government had committed over £1b last year to support the Scottish Attainment Challenge and indicating that this year that included £5.2m through PEF (Pupil Equity Fund) which would go directly to every school in North Ayrshire and £5.8m through the Attainment Challenge. The Cabinet Member further advised that, in the budget exercise in March 2022, there was no reduction in overall teacher numbers for next year or any detrimental changes to the allocation formula.

(8) a question by Councillor McLean to the Cabinet Member for Communities and Islands in the following terms:

“Can the Cabinet Member for Place (i) advise what assessment has been done on the viability of Irvine Tennis Club (SCIO) business plan, in order to show that it will be a sustainable club, and not become dependent on grant funding, (ii) confirm whether he has read the ‘strong business plan’ of the club, (iii) provide clarification on the ‘external sources of funding’ referred to in the Cabinet report and (iv) say whether he is concerned at losing over £100,000 in property value?”

Councillor Hill thanked the Member for his question and responded in the following terms:

“The CAT process involves a range of NAC Officers, each with a specific expertise. These Officers carry out an assessment of all CAT applications and give feedback on their area of specialism.

The Business Plan and the Financial aspects of Irvine Tennis Clubs application were scrutinised by staff in the Business and Finance teams, respectively. Their feedback then formed the basis of the report to Cabinet.

The above also included feedback on the fee associated with the asset transfer, with Finance providing a balanced view of any potential capital receipt against the social return on investment. Officers agreed that, based on the location and the status of the site in the Local Development Plan (limited potential for any other kind of usage) the fee levied represented a good return on investment. A CAT allows the community to make enhanced use of the designated open space with a move towards a sustainable tennis provision in Irvine in a way that is in keeping with the ethos of the Community Empowerment Act.”

(9) a question by Councillor Cullinane to the Leader of the Council in the following terms:

“Given that the SNP did not publish a local manifesto for North Ayrshire ahead of May’s election, can the Leader of the Council advise when they will publish a political programme that their minority Administration intends to deliver on?”

Councillor Burns responded in the following terms:

“Thanks to Councillor Cullinane for his question and for his attempts over the last couple of weeks to teach me how to run an Administration.

Those who watch Councillor Cullinane’s social media will have seen the advice that I should be making more policy announcements, that I should not be working with officers because that shows a lack of political leadership and now I should be publishing a political programme. I do not know how I managed to get here without him.

With the greatest respect to Councillor Cullinane, and I genuinely mean that, he is not the Leader of the Council, I am and he needs to take a step back.”

As a supplementary question, Councillor Cullinane, expressing the view that in the short time it may be sufficient for the Administration to adopt existing policies but suggesting that in the longer term an Administration trying to deliver on someone else’s plans was probably destined to failure, asked when it might be possible to see the SNP’s political plan given that they did not publish a manifesto.

Councillor Burns responded by referencing the previous Labour Administration's readiness to adopt a number of approaches developed by the SNP Administration which preceded it. The Leader advised that, similarly, she had no difficulty in working constructively with the Labour Group. Councillor Burns advised that the SNP consulted the electorate during the election campaign on what the SNP's priorities would be, including poverty, climate change and local democracy. She further observed that the SNP had been in Administration for only a month and would not be announcing any new policies immediately, but would work with officers and communities on progressing these priorities through proper policy development then make any policy announcements at the appropriate time, for discussion with all groups in the Chambers.

(10) a question by Councillor T. Ferguson to the Cabinet Member for Communities and Islands in the following terms:

"Can the Cabinet Portfolio Holder for Place provide an update into the planned projects to provide more sporting, leisure and cultural opportunities projects and timescale for delivering on this SNP local government manifesto promise for the North Coast?"

Councillor Hill thanked the Member for his question and responded in the following terms:

"North Ayrshire is proud of the vibrancy of community life across the authority, including in the North Coast and Cumbraes. Along with our community partners, the key deliverers of sporting, leisure, and cultural opportunities are North Ayrshire Council and KA Leisure.

Appendix 1 [to the circulated written responses] contains an overview of current and planned activity in the North Coast and Cumbraes by North Ayrshire Council and KA Leisure, with updates on the work of community organisations where relevant."

As a supplementary question, Councillor T. Ferguson asked if the Cabinet Member was willing to work with the community group to have the Simpson and Crawford Avenue (West Kilbride) swing-park re-established.

Councillor Hill responded by advising he would be happy to meet with the Member to discuss this matter, albeit the more appropriate Cabinet Member in this instance might be Councillor Davidson as Cabinet Member for Place.

(11) a question by Councillor D. Reid to the Cabinet Member for Place in the following terms:

"To ask the Cabinet Member for an update on the B714 upgrade?"

Councillor Gurney, in his capacity as Cabinet Member for Economy and Climate Change, thanked the Member for his question and responded in the following terms:

“The B714 upgrade project is progressing. Project development funding of £1,212,000 to support the project to Outline Business Case (OBC) stage has been received. Further funding allocations will be subject to the OBC approval with a potential 12-week approval period.

A tender exercise was undertaken for the road design which saw road design specialists, Aecom, appointed in April 2022. This appointment will initially focus on discussion with landowners to identify a preferred alignment. Discussions have now commenced with landowners and will continue throughout the design process. The work programme includes: surveys, including ecological surveys; environmental scoping; outline design; consultation with landowners, interested parties and utilities; ground investigation; initial safety audits; the planning process; and biosecurity requirements.

A parallel landowner negotiation and Compulsory Purchase Order (CPO) process will be undertaken to ensure that land acquisition can be achieved and the project delivered within the funding timescales. This is due to the length of the route, number of landowners and timescales for delivery. The preference will be to negotiate and reach agreement with the landowners on the purchase of the land. Council approval will be sought for the CPO process as necessary.

The Walking, Cycling and Horse Riding Audit to inform the Business Case is currently underway with engagement sessions planned in late June 2022. Furthermore, £0.1m has been secured from SPT’s Capital Programme to develop the designs for the active travel links.”

(12) a question by Councillor Montgomerie to the Cabinet Member for Place in the following terms:

“In June 2021, Cabinet approved £500,000 of investment to improve coastal play parks. £80,000 from this fund has already been announced for the project led by the community group SALT at Winton Circus, Saltcoats.

Can the Cabinet Member outline how the rest of the fund will be invested and when each project is estimated to start?”

Councillor Davidson thanked the Member for his question and responded in the following terms:

“The Council has £500,000 allocated to coastal play parks and also received £235,000 from the Scottish Government to be allocated for inland play parks.

A phased approach has been agreed for the installation of the equipment.

The SALT project equipment has already been procured as it was a supply only contract, the final tender price was £109,288. The SALT group has raised separate funding to pay for the installation.

It is expected that the Winton Circus, Saltcoats play equipment will be delivered and installed within a 2-3 month timescale.

A separate procurement tender has been issued for the remaining equipment on a supply and installation basis. The tender return date was 17 June 2022. Tenders will be evaluated and a suitable bidder appointed.

The tender spec and equipment to be procured was developed following a consultation exercise with local communities to identify suitable play parks and equipment.

The play park consultation was twofold. This involved a number of local Ward Member meetings from August to October 2021. A further community consultation took place mid-December 2021 to the end of January 2022 and was based on an e-survey and paper consultation. There were 791 responses received.

The exact timescale for the remaining projects can only be identified once a bidder has been appointed; however, it is anticipated installations will commence around August 2022 running through to spring 2023."

As a supplementary question, Councillor Montgomerie asked how much of the funding had been provided by various funds administered by previous Labour Administration; how much other playparks would receive from the fund; and if some of the funding mentioned could be used to support the SALT group in the event of a shortfall.

Councillor Davidson undertook to look into the questions raised and respond to the Member in due course. In the meantime, the Cabinet Member took the opportunity to commend the work of the SALT group.

The allotted time of 45 minutes having expired, the Provost, at her discretion in terms of Standing Order 14.2, allowed an additional two minutes for questions, to take into account the time taken for the Monitoring Officer to provide legal advice in respect of Councillor McLean's supplementary question at (4) above.

(13) a question by Councillor Kerr to the Cabinet Member for Finance in the following terms:

“Since November 2016, North Ayrshire Council has paid the uprated real Living Wage to its staff from the date of announcement, normally announced in November at the start of Living Wage Week. This year, in light of the ongoing cost-of-living crisis, the Living Wage Foundation are bringing forward the announcement to September. Will the new Administration match the previous Labour Administration’s commitment and put the uprated real Living Wage into Council staff’s pockets from the date of announcement in September?”

Councillor Larsen thanked the Member for her question and responded in the following terms:

“I can confirm that, yes, it is the Administration’s intention to pay the uprated Living Wage from the date of the announcement in September.”

The Provost intimated that, in terms of Standing Order 14.2, the allotted period of questions had now expired and the remaining questions and responses, as circulated in advance of the meeting, would be taken as read and included in the Minute.

On a point of order, Councillor Foster asked whether, in terms of Standing Order 14.2, the Provost would exercise discretion to extend the time period allotted to consideration of questions. The Provost declined to do so.

On a further point of order, Councillor Murdoch requested clarification on whether the 45-minute period set out at Standing Order 14.2 commenced with the introduction of this Agenda item or with the start of the first question. The Head of Democratic Services confirmed that the allotted time started with the delivery of the first question.

On a further point of order, Councillor Foster requested clarification on how a supplementary question might be submitted in terms of Standing Order 14.4 in circumstances whereby no written response had been circulated at the meeting. The Chief Executive confirmed that outstanding written responses would be circulated immediately after the meeting.

(14) a question by Councillor McPhater to the Cabinet Member for Communities and Islands in the following terms:

“On 30 November 2021, the previous Labour Cabinet confirmed an additional £3million would be added to the Community Investment Fund they established in 2017. Can the Cabinet Member confirm the level of uncommitted funds still available in the Community Investment Fund?”

The written response by the Cabinet Member for Communities and Islands was as follows:

“The table below summarises the uncommitted funds by locality and the total uncommitted funds remaining as at 12 June 2022.

Total starting budget	Uncommitted funds	5,600,000
Irvine	1,292,073	
Kilwinning	464,810	
3 Towns	750,380	
Garnock Valley	626,000	
North Coast	636,876	
Arran	148,774	
Balance remaining	3,938,913	

(15) a question by Councillor McDonald to the Cabinet Member for Communities and Islands in the following terms:

“Can the Cabinet Member advise when the previously approved £350,000 Green Participatory Budgeting initiative will be launched?”

The written response by the Cabinet Member for Communities and Islands was as follows:

“Research into potential delivery models and best practice examples is being undertaken in respect of designing options for a Participatory Budgeting approach to Crowd Funding Environmental Works. This work is ongoing and when concluded will inform the basis of our approach.”

(16) a question by Councillor D. Reid to the Cabinet Member for Education in the following terms:

“North Ayrshire Council is financially contributing to Ayrshire College’s Future Skills Hub project in Kilwinning. Can the Cabinet Member provide an update on the project?”

The written response by the Cabinet Member for Education was as follows:

“The North Ayrshire Future Skills Hub is a transformational project being led by Ayrshire College. North Ayrshire Council, with others, are contributing towards the funding package in place.

Ayrshire College has secured an overall funding package of £2.55m. Of this funding package £0.200m is from North Ayrshire Council. Ayrshire College has put in funding of £0.850m. The other funders are Magnox Socio Economic Panel, the Scottish Funding Council and the Ayrshire College Foundation.

The contract for constructing the Hub has now been awarded to a local construction firm. The construction work is due to commence in July 2022, with the facility being handed over to the College by August 2023.”

(17) a question by Councillor McPhater to the Cabinet Member for Place in the following terms:

“With the demolition of the back of the King’s Arms, can the Cabinet Member confirm when the Council house development will start?”

The written response by the Cabinet Member for Place was as follows:

“Planning permission and listed building consent have been granted for the main project. Works are planned to commence during Winter 2022/23, following appropriate consultation.”

(18) a question by Councillor Foster to the Cabinet Member for Economy and Climate Change in the following terms:

“Earlier this year the Council consulted on the first phase of the concept design for the Great Harbour project in Irvine. Can the Cabinet Member responsible advise us when the results of that consultation will be shared with Elected Members and when can we expect phase 1 of the project, which focuses on the Coastal Hub including the new play facility, to commence?”

The written response by the Cabinet Member for Economy and Climate Change was as follows:

“A report of the findings from the consultation is being concluded for publication on the Locality Planning website shortly. The findings have been reflected in the design brief for the new play facility which is under development. Current timescales for the commencement of works on this hub of the maritime mile are expected in winter 2022/23.”

(19) a question by Councillor Montgomerie to the Cabinet Member for Place in the following terms:

“In June 2021, Cabinet approved investment in Coastal infrastructure such as new street furniture. Can the Cabinet Member itemise how this funding will be invested and when?”

The written response by the Cabinet Member for Place was as follows:

“The £250,000 for street furniture has been allocated into 4 areas:

- Benches
- Picnic Benches
- Bins
- Water Safety Signage

The tender for benches and picnic benches was awarded in June 2022 and delivery of the benches and picnic benches will commence in batch deliveries within the next 8 weeks.

The tenders for the provision of Bins and Water Safety signage were progressed as separate procurement exercises.

This will see important water safety signage erected in coming months at locations across North Ayrshire. The intention is to update signage at all relevant locations.

There is a desire from Water Safety Scotland to standardise signage and safety messages across the country and we are currently awaiting confirmation of those messages from Water Safety Scotland so that we can tender for this as a quick quote.

In respect of bins an additional 51 bins will be provided within the next 6 weeks to assist in dealing with extra demand.

There are 115 new benches and 41 new wheelchair accessible picnic benches being procured.

To minimise disruption the contractor will remove one and replace one, so there is no shortage of assets available to the public.”

(20) a question by Councillor Bell to the Cabinet Member for Education in the following terms:

“To ask the Cabinet Member for Place what impact the delay in the construction of Moorpark Primary School will have on the subsequent Council house development on the adjacent site?”

The written response by the Cabinet Member for Education was as follows:

“The new Primary School and Council house construction projects are being managed and progressed separately, therefore, current delays to the Primary School do not have impact on the delivery of the Housing project.”

(21) a question by Councillor Kerr to the Leader of the Council in the following terms:

“Can the Leader of the Council advise when the Ardrossan Ministerial Taskforce last met?”

The written response by the Leader of the Council was as follows:

“The last meeting of the Ardrossan Ministerial Taskforce was held on 23 February 2022. The next meeting is scheduled for Tuesday 28 June 2022.”

(22) a question by Councillor McDonald to the Cabinet Member for Place in the following terms:

“The construction of the new Montgomerie Park Primary School and Early Years Centre has been delayed by a full 12 months. What reassurances can the Cabinet Member provide my constituents in Montgomerie Park that there will be no further delays to this important project?”

The written response by the Cabinet Member for Place was as follows:

“The current challenges within the construction industry as a result of a number of global events have been widely reported and impacted projects across the country. In terms of the new Montgomerie Park Primary School, the impact of these external factors has been the primary cause of the original August 2023 date becoming unachievable.

The revised programme plans for the school to be opened for the start of the 24/25 academic year. All parties are committed to meeting this date and continue to navigate through the complex landscape arising from the current market situation.”

(23) a question by Councillor Cullinane to the Cabinet Member for Finance in the following terms:

“The last Medium Term Financial Outlook (MTFO) report, covering the period from 2022/23 to 24/25, projected a gross funding gap of £39million. Can the Cabinet Member advise what initial assessment has been made on the impact that the Scottish Government’s spending review will have on the planning assumptions behind the MTFO?”

The written response by the Cabinet Member for Finance was as follows:

“The planning assumptions incorporated in the Medium-Term Financial Outlook report approved at Council on 16 February 2022 included a 1% reduction in core revenue grant, a 3% increase in pay award and a 3% increase in council tax for the years 2023/24 and 2024/25. When the General Revenue Budget for 2022/23 was approved at Council on 2 March 2022 this outlined projected funding gaps of £10.729m and £8.785m for 2023/24 and 2024/25 respectively.

The Scottish Government Resource Spending Review was published in May 2022 and outlined priorities across a number of areas, including, addressing child poverty (including the cost-of-living crisis), climate change, economic transformation and stronger public services. Significant additional investment has been included in the areas of Health and Social Care and Education and skills portfolios over the term of the Scottish Parliament. From a local Government perspective the level of overall financial resources are set to be maintained at 2022/23 levels until 2025/26 and then a further £100m included for 2026/27. The Spending Review also confirmed that the additional £120m allocated late in the 2022/23 Budget will be baselined in the budget moving forward and not be one-off as previously stated.

Ultimately the level of financial settlement for North Ayrshire will only be known following the parliamentary budget process later in the year. The spending Review has indicated what is in effect an overall flat cash level of finance for local government over the next 3 years whilst also committing to maintain investment from other portfolios. Therefore, the level of settlement will likely present challenges for North Ayrshire Council when set within the context of cost pressures and pay awards due to staff. However, the planning assumptions set out within the Medium-Term Financial Outlook report already assume a prudent funding landscape. The Budget process for 2023/24 is currently being progressed and further updates will be provided to members later in the year.”

(24) a question by Councillor D. Reid to the Cabinet Member for Place in the following terms:

“Last June, Cabinet approved £830,000 for Town Centre Living Pilots at Bank Street, Irvine and Howgate, Kilwinning to repurpose vacant buildings into housing. At the end of the financial year, £150,000 had been committed to the project, with the remaining £680,000 reallocated to other projects, including fully funding the West Kilbride shopfront improvement scheme, but with a commitment to reallocate the full £680,000 in 2022/23 for the Town Centre Living Pilots. Can the Cabinet Member outline a timeline for committing the £680,000 during 2022/23 to support this important pilot project?”

The written response, provided by the Cabinet Member for Economy and Climate Change, was as follows:

“The Regeneration Delivery Plan Funding Proposals report approved by Cabinet on 7 June 2022 confirmed the reallocation of £680,000 from the 2022/23 Place Based Investment Programme to the projects at Bank St and Howgate.

The report is available on the Council’s web site.

The draft Programme for 36 Bank Street will see Planning and Building Warrant applications commencing this year, alongside the tendering process. It is anticipated, subject to the ongoing pressures and demands within the construction industry, that the project will be tendered in the early parts of 2023 with construction taking place from mid-2023 and likely to be on site for around 12-18months, with site completion anticipated in summer 2024.

An application has also been submitted to the Vacant and Derelict Land Investment Programme for £0.4m towards the Bank Street project, which would enable the project to be delivered to an enhanced energy standard.

The Feasibility Study for Howgate will conclude in August 2022, which will:

- Identify residential led redevelopment options for the site.
- Establish whether a project is viable.
- Assist in the development of other project documentation such as the business case, funding application, project execution plan and strategic brief.
- Enable us to map development potential, and consider any barriers to development

The recommendations of the feasibility study will inform the Council’s next steps and approach to the Howgate site.”

(25) a question by Councillor McPhater to the Cabinet Member for Place in the following terms:

“Following the transfer of the Council’s commercial estate function to the Economic Development team, a review of the commercial estate, with the intention of repurposing vacant properties, was being carried out. Can the Cabinet Member provide an update on the review and confirm whether the Administration remains committed to pro-actively repurposing empty properties within our commercial estate to bring them back into productive use, including the plans for a social enterprise hub at Bridgegate, Irvine?”

The written response provided by the Cabinet Member for Economy and Climate Change was as follows:

“The transfer of the commercial estate referred to is designed to allow for an enhanced synergy with our business’ needs and our Regeneration priorities. The review of the commercial portfolio has identified a number of potential opportunities for developing our commercial estate function and the transfer of functions is progressing well.

We are actively looking at options for a number of Council owned units, including the ones at Bridgegate, to see them being brought back in to use. Opportunities including re-purposing and the potential for social enterprise hubs is very much part of our considerations.

Engagement with a number of interested parties is ongoing.”

(26) a question by Councillor Montgomerie to the Cabinet Member for Place in the following terms:

“To ask the Cabinet Member for an update on the Place Framework being developed in Saltcoats, Largs, Kilwinning and the Garnock Valley, including the total investment in the projects?”

The written response provided by the Cabinet Member for Economy and Climate Change was as follows:

“Work is continuing to develop the Place Frameworks.

Baseline data has been collated and desktop research and initial mapping is complete. Thematic Workshops were carried out during April with internal stakeholders invited to contribute to discussion on each theme, these included: Open Spaces, Getting Around, Communities Health and Wellbeing, Key Sites Buildings and Assets and the Local Economy.

Engagement took place with local schools during early May when filming in each of the towns was carried out to set the scene for discussions during planned wider consultation events.

Public consultations events have taken place in Saltcoats (23 May) and Kilwinning (24 May) with some of the school children attending further engagement sessions at these events.

The Largs events originally planned for late May and some of the evening events for Kilwinning had to be rescheduled due to unforeseen circumstances. It is anticipated these will be rescheduled in coming weeks, with dates currently being finalised.

A number of local projects linked to Place Frameworks have been allocated grant funding from the Communities Project Fund. These include a grant of £20,000 for the Splash group to develop a feasibility study for the outdoor saltwater pool in Saltcoats, a grant of £6,314 For the Kilwinning Community Sports Club to develop Almswall Community Kitchen – Kilwinning Can Cook and also a grant of £7,577 for Saltcoats Link Up Group via TACT (The Ayrshire Communities Trust) for installation of artworks/ murals in the town. A further round of grant funding is proposed which will be informed by the output of the community engagement sessions.”

(27) a question by Councillor McDonald to the Cabinet Member for Place in the following terms:

“Can the Cabinet Member provide an update on the planned Bourtreehill Village regeneration project?”

The written response by the Cabinet Member for Place was as follows:

“Architects have been appointed to prepare development proposals following consultation feedback to date with a wide range of internal and external stakeholders on the housing, retail, community and open space provision. It is anticipated that a draft plans consultation event with all relevant stakeholders will take place in late summer/early autumn 2022, with construction works commencing in summer 2023.”

(28) a question by Councillor Cullinane to the Leader of the Council in the following terms:

“What is the Administration’s position on Greenports?”

The written response, provided by the Leader of the Council following the meeting, was as follows:

“The Administration fully supports the decision of the Ayrshire Economic Partnership not to pursue a bid for a Greenport in Ayrshire.”

(29) a question by Councillor Foster to the Cabinet Member for Economy and Climate Change in the following terms:

“Cabinet agreed in November 2021 to develop a joint bid with South Ayrshire Council to the second round of the UK’s Levelling Up Fund for up to £40million to create new commercial business space and associated active travel infrastructure. Can the Cabinet Member provide an update on that joint bid?”

The written response by the Cabinet Member for Economy and Climate Change was as follows:

“The LUF funding application is currently in the final stages of preparation, as a joint bid with South Ayrshire Council.

The NAC element of the project is comprised of the delivery of:

- Two additional Pavilions at Annickbank, Irvine
A further unit at Kyle Road, Irvine Industrial Estate
- Construction of Flexible space at i3 Enterprise Area
- Active travel links between the three sites and existing networks
- Improved electric vehicle infrastructure

The application will be submitted to UK Government for the deadline of 6 July.”

(30) a question by Councillor McDonald to the Cabinet Member for Place in the following terms:

“Last year the Council commissioned the Remade Network to explore opportunities for reuse and repair projects in North Ayrshire. Unfortunately, their report was not completed in time to come to Cabinet before the end of the last term. Can the Cabinet Member provide an update on the project?”

The written response by the Cabinet Member for Place was as follows:

“The Remakeries research by the Remade Network has recently been completed and we are now considering the options and recommendations outlined in the report. These will be considered over the summer months.”

(31) a question by Councillor Foster to the Leader of the Council in the following terms:

“The Ardeer STEP project was subject to a Cabinet report on 31st August 2021, that was not called in by any Elected Member. However, during the election campaign, SNP candidates, including the Council Leader, tweeted in response to the “Refuse Ardeer Fusion” campaign that, “SNP candidates are aware of local support for this but are sceptical of it coming to North Ayrshire. Can the Leader of the Council now clarify what the Administration’s position is on the STEP bid”.

The written response, provided by the Leader of the Council following the meeting, was as follows:

“We are aware that NAC, as part of a consortium, has been providing information and support to help inform the decision-making process when considering the location of a STEP (Spherical Tokamak Energy Production) plant.

We are content for this support to continue as we explore the wider benefits of innovative technology that might arise from this. However, even if this project is successful, it will be decades before energy is produced. The climate emergency demands more immediate action and so we do not support diverting resources and investment from existing renewable energy sources that are making an impact now.”

(32) a question by Councillor McPhater to the Cabinet Member for Place in the following terms:

“Can the Cabinet Member provide an update on plans to develop Council houses at the Ayrshire Central site, including the number of units currently planned and the estimated start date?”

The written response by the Cabinet Member for Place was as follows:

“The latest SHIP includes 171 units at the Ayrshire Central site. Work has been progressing over the last six months to develop site layouts following discussions with Historic Environment Scotland on the former maternity unit, detailed analysis of the housing register and consideration of wider community impacts. The latest site plan shows an increased capacity of 202 units. Draft plans consultation is scheduled to take place in August 2022. The estimated site start date is currently spring/summer 2023, with works scheduled for completion in spring/summer 2025.”

(33) a question by Councillor Foster to the Cabinet Member for Place in the following terms:

“Can the Cabinet Member confirm when the next strategic housing investment plan will come to cabinet for approval?”

The written response by the Cabinet Member for Place was as follows:

“The Council’s Strategic Housing Plan 2022-27 was approved by Cabinet on 2 November 2021. The SHIP 2023-28 is scheduled to be presented to Cabinet on 1 November 2022, prior to submission to Scottish Government for their approval.”

14. Motions

In terms of Standing Order 15, submitted:

(1) a motion proposed by Councillor McDonald and seconded by Councillor Kerr in the following terms:

“That North Ayrshire Councils notes the Unite Union’s “Get Me Home safely” campaign to protect late workers on their journey home. North Ayrshire Council, therefore, requests that the Licensing Board consults on inclusion of a “Safe Home” recommendation for Late Opening Premises within their Licensing Policy Statement when it is next reviewed.”

There being no amendment, the motion was declared carried.

- (2) a motion proposed by Councillor Bell and seconded by Councillor Cullinane in the following terms:

“On 8 June 2022, Stagecoach announced that the X34 and X36 services from Ardrossan to Glasgow will no longer operate from 17 July 2022.

These services play a major role in accessing work and studies for Garnock Valley residents, all the local Councillors have been inundated with complaints from service users regarding the withdrawal of service. Constituents have started petitions and a public meeting is being planned.

I move that North Ayrshire Council registers its support to the community in their efforts to get Stagecoach to reconsider this decision, and that we instruct the Council's Chief Executive to write to Stagecoach, SPT and the Scottish Government's Transport Minister to urge them to reach a solution which will ensure a reliable, affordable public transport service for North Ayrshire and the Garnock Valley in particular.”

There being no amendment, the motion was declared carried.

- (3) a motion proposed by Councillor T. Ferguson and seconded by Councillor Inglis in the following terms:

That this Council:

1. renews its commitment to the Armed Forces Covenant, which is based on the premise that those who serve or have served, and their families deserve respect, support and fair treatment. In particular, it states that: “Those who serve in the Armed Forces, whether regular or Reserve, those who have served in the past, and their families, should face no disadvantage compared to other citizens in the provision of public and commercial services. Special consideration is appropriate in some cases, especially for those who have given most such as the injured and the bereaved.”
2. is proud to be Armed Forces friendly and recognises the enormous contribution and sacrifices that members of the Armed Forces and their families make every day for the safety and security of our country;
3. values the service of all British Armed Forces personnel, past and present, including those from Commonwealth Nations.
4. requests production of a report examining what more North Ayrshire Council can do to support our serving and veteran community across the full range of services we provide and strengthen partnerships with the Armed Forces Community.

5. prepares for the new duty to give due regard to the Armed Forces Covenant in policy development and decision making.”

There being no amendment, the motion was declared carried.

15. Urgent Items

There were no urgent items.

16. Provost’s Closing Remarks

The Provost closed the meeting by thanking Members for their participation in the meeting and absorbing the new Standing Orders provisions.

The Provost wished Members a good break over the summer recess and hoped that they would return refreshed.

The meeting ended at 3.50 p.m.



PROVOST'S REPORT

For the period covering: 13 June – 4 September
2022

The attached report gives a summary and brief details to Council, of
meetings and events attended by the Provost of North Ayrshire
Council, Anthea Dickson.

PROVOST'S REPORT

For the period covering: 13 June – 4 September 2022

Since the last meeting of the Council, I have taken part in several events, including:

Ayrshire Hospice, Forget-Me-Not Display, Troon, 16 June

On 16 May, I attended the Ayrshire Hospice forget-me-not display at the Lochgreen House Hotel in Troon. The display consisted of a sea of hand-crafted forget-me-nots in the grounds of the hotel. This launched their appeal to the Ayrshire community to donate in the memory of a loved one. I was delighted to lend my support to such a worthwhile cause.

Queen's Baton Relay Visit to Arran, Brodick, Isle of Arran, 19 June

On 19 June, I was delighted to join residents and visitors on the Isle of Arran to welcome the Queen's Baton Relay. The event celebrated the significant role of sport in our communities, and everyone was encouraged to get behind Team Scotland in the upcoming Commonwealth Games in Birmingham.

David Dickie Retirement, Community Centre, Beith, 8 July

On 8 July, I attended Mr David Dickie's retirement event in Beith Community Centre. Mr Dickie had served Beith Community Association for 48 years, which is an impressive achievement. Volunteers are the lifeblood of our local communities, and I was very keen to attend to show our appreciation of his service.

Three Towns Growers Duck Day, Ardrossan, 16 July

On 16 July, I attended Three Towns Growers Duck Day in Ardrossan. This fundraising event was a great success and enjoyed by many. Events like these highlight some of the excellent work that goes on in our communities throughout North Ayrshire.

Making Waves Festival, Irvine, 23 July

On 24 July, I attended the Making Waves Festival at Irvine Beach Park. The Festival saw the return of live music to the area for the first time in 25 years. A range of live music and special events made up what was a fantastic programme of weekend events. The event intended to put Irvine on the map, showcasing the place and the community assets available that will be

developed and enhanced as part of the ground-breaking £30m investment in tourism assets in North Ayrshire through the Ayrshire Growth Deal.

Feis Arainn, Arran High School, 29 July

I attended the Feis Arainn in Arran High School on 29 July. I was treated to a concert of traditional music, culture, and Gaelic language. Traditional music tuition and Gaelic arts experience was offered to young people from the age of eight during the Feis which culminated in the concert which was enjoyed by all.

Through the Lens Photo Competition, Trinity Active Travel Hub, Irvine, 6 August

On 6 August, I presented the prizes to the winners of the “Through the Lens” competition organised by Trinity Active Travel Hub. Thanks to the entrants, we received some stunning images of parts of North Ayrshire. The images highlighted what a great place we live in and how attractive it is to visitors.

Marymass Festival, Irvine, 11-22 August

Marymass Festival took place from 11 until 22 August and I was delighted to formally open the Festival at Irvine Town House. During the period of the Festival, I attended the Kirking of the Captain at Irvine’s Old Parish Church, I welcomed the Marymass Queen and her Marys to Cunninghame House, I welcomed a delegation from Irvine’s Twin Town, Voisins and I received guests from near and far to a special reception on Marymass Saturday. The festival was an enormous success this year, and the amount of work that goes on behind the scenes by volunteers is admirable.

SeaSalt Streets Community Event, Saltcoats, 13 August

On 13 August, I was given a tour of Saltcoats Town Centre by SeaSalt Streets, a group of local volunteers looking at ways to improve the area. The Group use creative approaches to enhance the look of the Town. I was delighted to hear from the Group about their plans and the recent initiatives they have been involved with.

Mrs Nancy Phillips 100th Birthday, Kilwinning, 13 August

One of the duties I get to conduct as Provost is acknowledging a resident of North Ayrshire when they reach their 100th birthday. On 13 August, I visited Mrs Nancy Phillips of Kilwinning who was celebrating her birthday with her family and friends and I presented her with a basket of flowers and special card.

Largs Viking Festival, 27 August – 4 September, Largs

I attended the opening of this year's Largs Viking Festival on 27 August and was delighted to formally welcome local people and visitors alike to the annual event. Thousands of people attended the 9-day festival which was an overwhelming success. The Festival showcases North Ayrshire at its very best. The Viking Festival Board, who are all volunteers, produce the annual event which goes from strength to strength each year. My thanks go to everyone involved.

Retirement Presentation, Glengarnock, 31 August

On 31 August, I was happy to visit Mr Jim Walker, veterinary surgeon covering the Garnock Valley, on his final day of practice. The local community raised over £2000 to show their appreciation of Mr Walker's work over the years and I was extremely delighted to present the cheque to him.

Irvine Burns Club Concert, Irvine, 31 August

Later in the evening of 31 August, I visited the Irvine Burns Club for a tour round the Club and museum before enjoying a wonderful concert where the Calgary Burns Club singers performed. It was truly great to hear some of the traditional Scottish songs sung with such beautiful voices.

Thank you to the Club and to the Calgary Burns Club singers for such a special evening.

Garnock Valley Locality "Getting to Know You" Event, 6 September

On 6 September, I attended a "Getting to Know you" event held at Bridgend Community Centre in Kilbirnie. This provided an opportunity for members of the Garnock Valley to meet the newly elected Community Reps.

Irvine Royal Academy Senior Prizegiving, 7 September

I was delighted to be asked along to Irvine Royal Academy Senior Prizegiving held on 7 September. It really was special to see the pupils being recognised for their achievements during the past year, made even more so, given they have adapted to new ways of learning during the Covid pandemic. My thanks to teachers, school staff and of course, to the pupils, for letting me be part of your celebrations.

Passing of our Majesty, the Queen, 8 – 9 September

I was saddened to learn of the sudden passing of her Majesty, the Queen on 8 September. The country has lost a great Head of State, one who was bound to a life of public duty. On behalf of the Elected Members and the people of North Ayrshire, I would like to pass on my deepest condolences to the new King and to the rest of the Royal Family.

PROVOST'S REPORT



Books of condolence have been set up through North Ayrshire and I will attend the Service at St Giles cathedral as Provost of North Ayrshire to pay last respects on behalf of the Elected Members of North Ayrshire Council and our communities.



A handwritten signature in blue ink, reading "Anthea Dickson".

Councillor Anthea Dickson
Provost North Ayrshire Council



North Ayrshire Council
Comhairle Siorrachd Àir a Tuath

LEADER'S REPORT

For the period covering: 13 June – 9 September
2022

The attached report gives a summary and brief details to Council, of meetings and events attended by the Leader of North Ayrshire Council, Councillor Marie Burns.

LEADER'S REPORT

For the period covering: 13 June – 9 September 2022

GREENWOOD ACADEMY PRIZEGIVING, 15 June

I was delighted to be invited along to junior Prizegiving at Greenwood Academy on 15 June and to meet staff and pupils there. It was wonderful to see our pupils be acknowledged for their achievements over the past year, even more special considering how well they have adapted to changes in the delivery of classes due to the Covid pandemic.

I wish all our pupils a great academic year ahead.

COSLA CONVENTION, 17 June

On 17 June, I travelled through to Edinburgh to attend the COSLA Convention where a new President and Vice President were elected. Congratulations to Councillor Shona Morrison from Moray Council who was duly elected as President and to Councillor Steven Heddle from Orkney Islands Council who was elected to the position of Vice President.

COSLA LEADERS, 17 June

Later on 17 June, I attended a special meeting of COSLA Leaders in Edinburgh, to discuss a packed agenda including:

- the Children's Care and Justice Bill Consultation
- Supporting Communities – Poverty and Cost of Living

In North Ayrshire Council, we are committed to working to support our communities as much as possible to help them combat the escalating cost of living. North Ayrshire Cabinet approved the Child Action Poverty Plan in June and we have established our Child Poverty Action Board which will work with Community Partners to deliver outcomes for families. North Ayrshire Cabinet has also approved a package of measures worth £4m to support our residents with energy, food and transport costs.

AYRSHIRE ECONOMIC JOINT COMMITTEE MEETING, 20 June

On 20 June, I joined a meeting of the Ayrshire Economic Joint Committee together with Council Leaders from South and East Ayrshire Council to discuss the benefits, implementation and financial plans arising from the Ayrshire Growth Deal.

Signed in November 2020 the Ayrshire Growth Deal (AGD) is a £251.5 million ten-year investment programme covering the three Ayrshire local authority areas. This funding will support a range of activities across six themes (Aerospace & Space; Economic Infrastructure; Energy, Circular Economy & Environment; Tourism; Digital; and Communities). Amongst other outputs, the Deal is projected to unlock private investment of at least £300 million and generate 7,000 jobs.

COMMUNITY WEALTH BUILDING EXPERT PANEL MEETING, 21 June

I had an introductory meeting with members of the Community Wealth Building (CWB) Expert Panel on 21 June. Chaired by Sarah Deas, from the Wellbeing Economy Alliance (Scotland), the discussion focused on CWB in North Ayrshire and regionally, following the £3m set aside from the Ayrshire Growth Deal for CWB activity.

COMMUNITY PLANNING PARTNERSHIP BOARD MEETING, 23 June

I chaired a meeting of the North Ayrshire Community Planning Partnership Board on 23 June. Partners received presentations on the following:

- Spatial Planning
- KA Leisure Update
- Community Engagement Centre of Excellence

This was followed by community partner discussions and sharing on key developments and opportunities within their respective organisations.

ARDROSSAN TASKFORCE MEETING, 28 June

I jointly chaired a meeting of the Ardrossan Task Force meeting together with the Scottish Government Transport Minister, Jenny Gilruth on 28 June. Attendees were provided with an update from the Ardrossan Steering Group, a Vessel update and an update on the Troon Infrastructure Project.

CHILD POVERTY ACTION BOARD MEETING, 29 June

I chaired the first meeting of the Child Poverty Action Board on 29 June. The Board, comprising of members from NHS Ayrshire & Arran, The Ayrshire Community Trust, North Ayrshire Health and Social Care Partnership and Arran Community Voluntary Service as well as officers from North Ayrshire Council, will provide leadership in the development and delivery of the Tackling Child Poverty Strategy for North Ayrshire.

The Board will also oversee the implementation of the Child Poverty Action Plan to tackle the inequalities affecting the outcomes for children and families, with a clear focus on early intervention and prevention and a whole system approach.

My thanks to Doctor Audrey Sutton, Director of Education and Communities and, of course, to the partners involved in progressing this valuable work.

VISIT TO IRVINE LIBRARY, 29 June

I was delighted to visit Irvine Library on 29 June following the refurbishment of some of the spaces inside. It was great to meet with the team and hear more about the work and services they provide to our community.

FÈIS ARAINN FESTIVAL, 29 July

On 29 July, I accompanied Provost Anthea Dickson to the Fèis Arainn festival held in Arran High School. It was a wonderful day out and enjoyable to see the array of arts, crafts and Gaelic traditions being celebrated.

NHS HEALTHCARE GOVERNANCE MEETING, 1 August

I attended my first NHS Ayrshire and Arran Healthcare Governance meeting on 1 August as a non-Executive Director of NHS Ayrshire and Arran Health Board. I look forward to working with colleagues there in the coming months to deliver on health outcomes for the people of North Ayrshire.

CABINET SECRETARY FOR SOCIAL JUSTICE, HOUSING AND LOCAL GOVERNMENT VISIT, 4 August

On 4 August, the Scottish Cabinet Secretary for Social Justice, Housing and Local Government, Shona Robison visited North Ayrshire, to see round some of our new affordable, energy-efficient homes recently built at the Flatt Road development in Largs and St Beya Gardens in Millport.

The Council has committed to building 1,625 new homes throughout North Ayrshire by 2027. Flatt Road is the single largest council house building development to be undertaken in North Ayrshire for many years. The £20.2 million project supported by a Scottish Government grant of £7.3 million has enabled 123 new homes to be built which have biomass district heating systems, heat interface units, smart dual zone temperature controls, solar photovoltaic panel installations, water saving taps, low energy LED lighting and mechanical ventilation systems.

COSLA SPECIAL LEADERS, 5 August

I attended a meeting of COSLA Leader on 5 August to mainly discuss a report on Ukrainian Displaced People. North Ayrshire Council continues to work with the UK and Scottish Governments to provide the best possible support to displaced people from Ukraine who wish to seek safety in Scotland.

I am grateful to our teams in North Ayrshire Council for the work and support they have shown to our Ukrainian friends.

MINISTER IVAN McKEE VISIT TO NORTH AYRSHIRE, 9 August

On 9 August, I was pleased to attend a meeting with the Scottish Government Minister for Business, Trade, Tourism and Enterprise, Ivan McKee together with the Leaders from South Ayrshire and East Ayrshire Councils. The meeting was principally to hold discussions on continued Scottish Government economic support for Ayrshire and to hear about some of our latest projects involving support offered to local businesses.

MARYMASS FESTIVAL OPENING CEREMONY, 11 August

I attended the Marymass Festival Opening Ceremony on 11 August at the Townhouse in Irvine. After two years of the pandemic, it was great to see everyone enthusiastic about this year's festival.

COSLA SPECIAL LEADERS, 12 August

On 12 August, I attended another meeting of COSLA Leaders to discuss pay claims and ongoing discussions with Trade Unions.

NHS BOARD MEETING, 15 August

On 15 August, I attended an NHS Board meeting at Ailsa Hospital in Ayr. The meeting covered mainly Corporate Governance issues arising from various committees and there was also a presentation on Child and Adolescent Mental Health Services delivered by Caroline Cameron, Director of the North Ayrshire Health and Social Care Partnership.

ANDREW O'HAGAN BOOK READING, 17 August

I was delighted to go along to the Andrew O'Hagan book reading at the Irvine Burns Club on 17 August. The book "Mayflies" is partly based in Irvine and will be made into a film in the coming months.

VISIT TO HUNTERSTON, 18 August

On 18 August, together with North Ayrshire Council Chief Executive, Craig Hatton and North Ayrshire Council Executive Director, Karen Yeomans, I visited Hunterston to meet with Directors from the XLCC Company, who are proposing to develop a cable manufacturing facility located on the former coal handing site at Hunterston Port. XLCC are committed to working with local suppliers wherever possible and are actively engaged with the NAC Business team to discuss this. Furthermore, several training opportunities for local people have been developed. XLCC is working with Ayrshire College to ensure the specialist jointing skills they require are developed locally and in time for the project. The first cohort of students will take up courses in the coming academic year, 2022/23, and will also have a three-month placement in a German facility to learn about cable manufacturing.

IRVINE LOCALITY PARTNERSHIP MEETING, 18 August

I attended a meeting of the Irvine Locality Partnership on 18 August to review applications by Community Representatives. I am pleased to say there was huge interest by a wide and varied cross section of our community.

MEETING WITH STAGECOACH, 19 August

On 19 August, I attended a meeting with Stagecoach (West Coast) Chief Executive, Fiona Doherty together with North Ayrshire Council senior officers and fellow Cabinet member, Councillor Tony Gurney. The meeting was to discuss reduced Stagecoach bus services in North Ayrshire but in particular the Garnock Valley. Both Stagecoach and North Ayrshire Council, will look to work together to see what can be done to keep as many of our bus routes in operation and provide much-needed transport routes for our communities.

COSLA SPECIAL LEADERS, 19 August

Later on 19 August, I attended a COSLA Special Leaders meeting to discuss ongoing pay claims for Local Government workers.

MARYMASS SATURDAY, 20 August

I was delighted to go along to Marymass Saturday on 20 August and see the crowning ceremony and take part in the parade up to Irvine Moor.

MARYMASS CHURCH SERVICES, 21 August

On 21 August, I attended two separate Church services, one at the Old Parish Church in the morning and an evening service at St Mary's.

MEETING WITH UKRAINIAN REFUGEES, 25 August

On 25 August, I was very humbled to go along and meet with some of our Ukrainian refugees at the Irvine Harbour Arts Centre. Together with North Ayrshire Council Cabinet Member, Councillor Scott Davidson, we were able to hear some of the struggles that our Ukrainian friends have had to endure these past months, leaving their war-torn homeland.

Scotland has become home to thousands of Ukrainians and North Ayrshire has welcomed more than 200 men, women and children with more families expected in the coming months. North Ayrshire Council's Refugee Task Force has been coordinating the local effort to provide support and to ensure they receive the help needed to feel welcome in their new homes.

I would like to give a special thanks to Yvonne Baulk, Head of Housing at North Ayrshire Council and to staff, for co-ordinating this work and for providing the invaluable support much needed by our Ukrainian friends.

COSLA SPECIAL LEADERS, 26 August

I attended another meeting of COSLA Leaders on 26 August for ongoing pay claim discussions.

“NO WRONG DOOR” WORKSHOP, 30 August

On 30 August I attended a workshop held at Redburn Community Centre, on the ‘No Wrong Door’ theme, the first of the themes to be investigated by the Child Poverty Board. It was attended by representatives from a range of NAC and Health Board services as well as the third sector. Discussions focused on how, when and where people in need can access our services and how we work together to provide support and ensure that there is ‘No Wrong Door’.

My thanks again to all those who took part and to their valuable contribution to the session.

MINISTERIAL VISIT, TOM ARTHUR, 31 August

On 31 August, I was delighted to welcome Scottish Government Minister for Public Finance, Planning and Community Wealth, Tom Arthur MSP, to Ayrshire and to showcase some of the excellent projects which are being supported and delivered by Community Wealth Building. I was also pleased to welcome East Ayrshire Council Leader, Councillor Douglas Reid and Councillor Kenny Bell from South Ayrshire Council.

Ayrshire is leading the way with CWB in Scotland as demonstrated by the Ayrshire-wide CWB Commission which formed in 2020 and is a partnership of all three Ayrshire Councils, Community Planning Partners and wider regional partners – all of whom are committed to driving forward this new approach by investing and spending locally to support businesses and communities to prosper.

The visit began at the Lochshore Park on the outskirts of Kilbirnie which is an excellent example of CWB in action and a key project within North Ayrshire's Community Wealth Building Strategy.

Lochshore is a long-term and strategic regeneration project which seeks to bring 64.73 hectares of vacant and derelict land back into productive use. It was the site of a former steelworks and was purchased from Scottish Enterprise in 2021.

Our collaborative approach to CWB in Ayrshire is further driven by the £3m Community Wealth Building Fund as part of the Ayrshire Growth Deal, a project which seeks to enhance wealth, ensure fair and meaningful employment and create successful places across Ayrshire. The three-year programme commenced in spring 2021

Following on from Lochshore, the Minister, was taken on a tour of various businesses and projects across Ayrshire which have been supported by the Ayrshire Growth Deal CWB fund – including Ayrshire Blinds, a family run business in Irvine.

IRVINE LOCALITY PARTNERSHIP, 31 August

I attended an informal meeting of the Irvine Locality Partnership on 31 August at the Redburn Community Centre. The evening provided the opportunity for Locality Partnership Members to meet our newly elected Community Representatives.

COMMUNITY PLANNING PARTNERSHIP BOARD MEETING, 1 September

I chaired a meeting of the North Ayrshire Community Planning Partnership Board on 1 September. Partners received updates on Community Wealth Building, the Local Employability Partnership, Caring for Ayrshire (NHS presentation), our Child Poverty Strategy and an update on our Local Outcomes Improvement Plan Workshop. Again, I would like to thank Community Partners for their input and continued support.

AYRSHIRE ECONOMIC PARTNERSHIP BOARD, 1 September

On 1 September, the Ayrshire Economic Partnership Board met again to receive updates on the Ayrshire regional economic strategy and latest developments. Also discussed, was the UK Government Shared Prosperity Fund (UKSPF).

To access UKSPF funding, lead local authorities are being asked to complete an Investment Plan, setting out how they intend to use and deliver the funding. These plans should align with relevant national priorities and policies including the Scottish Government's National Strategy for Economic Transformation (NSET) and the Scottish National Transport Strategy 2 (SNTP2). Investments under this Fund should also demonstrate the extent of contribution to net zero and nature recovery objectives. The Investment Plans will form a contract with the UK Government which will allow SPF funding to be drawn down.

BOURTREEHILL AND BROOMLANDS WALKABOUT, 6 September

On 6 September, together with other Elected Members for Irvine, I attended a walkabout around the Bourtreehill and Broomlands estates, with North Ayrshire council officers to see first hand issues of concern for residents in the area.

VISIT TO FAIRER FOOD NETWORK, 7 September

On 7 September, together with the Cabinet member for Communities and Islands, Councillor Alan Hill, I had a series of informative visits to some of our Fairer Food network larders. These included:

- "Choice Community Matters", Fullarton, Irvine
- "The Wee Shoap", Woodwynd Community Centre, Kilwinning
- "The Village Larder", West Kilbride Community Centre, West Kilbride

The North Ayrshire Fairer Food offers local people access to an affordable, dignified shopping experience, designed to boost their budget and top up their weekly shop. The first locations in the network opened in November 2020, and as of August 2022 there are 13 locations.

All of the Fairer Food locations operate autonomously in partnership with North Ayrshire Council's Connected Communities team. Membership of the network has grown significantly since October 2021, when more households began to feel the impact of rising costs. My thanks to Laura Taylor, from North Ayrshire Council's Connected Communities team and of course, to all the volunteers who give their time to work in our Fairer Food network for spending the day with myself and Councillor Hill.

IRVINE ROYAL ACADEMY SENIOR PRIZE GIVING, 7 September

I was delighted to attend Irvine Royal Academy senior prize giving on 7 September and to take part in the evening's celebrations. It was great to see the pupils being acknowledged for all their achievements during the past year, especially considering the setbacks they have had to overcome during the covid pandemic. I wish all the pupils the best of luck in the year ahead.

SPECIAL AYRSHIRE ECONOMIC JOINT COMMITTEE, 8 September

On the morning of 8 September, I attended a special meeting of the Ayrshire Economic Joint Committee. Attendees were given updates on digital projects from the Ayrshire Growth Deal. It was also agreed by attendees, that the new Chair of the Committee up until September 2023, would be Councillor Douglas Reid, Leader of East Ayrshire Council.

FINALLY, 8 September

I was shocked and saddened to learn of the sudden passing of her Majesty, the Queen, on the evening of 8 September. It was all more poignant, given the Queen died peacefully at her beloved home in the Balmoral estate, here in Scotland, a place she held dear to her heart.

I would like to convey my deepest condolences to the Royal Family on behalf of the Elected Members of North Ayrshire Council.



Councillor Marie Burns
Leader of North Ayrshire Council

NORTH AYRSHIRE COUNCIL

21 September 2022

Council

Title: **North Ayrshire Community Planning Partnership (CPP) Board: Minutes of Meetings held in June and September 2022**

Purpose: To submit the Minutes of the meeting of the North Ayrshire Community Planning Partnership Board held on 23 June 2022 and 1 September 2022.

Recommendation: That Council the Council notes the Minutes contained in Appendices 1 and 2.

1. Executive Summary

- 1.1 This It was previously agreed that the Minutes of the Community Planning Partnership (CPP) Board be submitted to North Ayrshire Council for information. The key matters arising from the minutes have been highlighted for the attention of Council and are detailed in Section 2.1.

2. Background

- 2.1 Minutes of the meeting of the CPP Board held on 23 June 2022 and 1 September 2022 are appended. Particular matters for the Council's attention include the following:

Meeting of 23 June 2022

Agenda Item 3

CPP partners received an update on Spatial Planning which considered the challenge of aligning approaches and how organisations and communities can best engage with Planning.

Agenda Item 4

Partners considered the potential of KA Leisure in delivering broader community health and wellbeing outcomes, in relation to the Local Outcomes Improvement Plan's Wellbeing priority.

Agenda Item 5

A progress report on the development of the Community Engagement Centre of Excellence was presented.

Agenda Item 6

CPP partners received an overview report on Community and Locality Planning and discussed the implementation of the new Local Outcomes Improvement Plan, noting the plans in relation to the community directory.

Meeting of 1 September 2022

Agenda Item 4

An overview of the work of the North Ayrshire Local Employability Partnership, the key delivery group for the Local Outcomes Improvement Plan Work priority, was presented. This links with the Scottish Government strategy for employability 'No One Left Behind'.

Agenda Item 5

CPP Partners received an update on the Caring for Ayrshire programme focusing the drivers for change, key priorities and the importance of population health benefits, collaboration & partnership working.

Agenda Item 6

CPP partners received an overview of child poverty in North Ayrshire and the current work of the Child Poverty Board, which is led on by North Ayrshire Council and the NHS. The first action is to review how Council services are accessed locally. This will include partner and community workshops to identify where improvements can be made.

Agenda Item 7

The CPP Senior Officer's Group recently attended a LOIP development workshop . The presentation identified the key progress made on LOIP governance, priorities and performance arrangements.

3. Proposals

3.1 That the Council notes the Minutes contained in Appendices 1 and 2

4. Implications/Socio-economic Duty

Financial

4.1 None.

Human Resources

4.2 None.

Legal

4.3 None.

Equality/Socio-economic

4.4 None.

Environmental and Sustainability

4.5 None.

Key Priorities

4.6 The CPP activities detailed within this report support the Local Outcomes Improvement Plan.

Community Wealth Building

4.7 None.

5. Consultation

5.1 No consultation was required.

Audrey Sutton
Executive Director (Communities & Education)

For further information please contact **Jacqui Greenlees, Interim Senior Manager (Policy, Performance and Community Planning)**, on **01294 324415**.

Background Papers

Appendix: 1 CPP Board Minutes, 23 June 2022

Appendix: 2 CPP Board Minutes, 01 September 2022

Community Planning Partnership Board

Thursday 23 June 2022 at 11.00 am

Via Microsoft Teams



North Ayrshire
Community Planning Partnership

Present

North Ayrshire Council

Cllr Marie Burns, Elected Member (**Chair**)

Cllr John Bell, Elected Member

Cllr Timothy Billings, Elected Member

Cllr Scott Davidson, Elected Member

Cllr Alan Hill, Elected Member

Cllr Shaun Macaulay, Elected Member

Craig Hatton, Chief Executive

Audrey Sutton, Executive Director

Rhona Arthur, Head of Service

North Ayrshire Health and Social Care Partnership

Caroline Cameron, Director

DWP

Peter Glen,

NHS Ayrshire and Arran

Lesley Bowie, Chair NHS Ayrshire & Arran Board (**Vice Chair**)

Claire Burden, Chief Executive

Ruth Mellor, Consultant in Public Health

Police Scotland

Chief Superintendent Faroque Hussain

Scottish Enterprise

Theresa Correia, Senior Manager

Scottish Fire and Rescue Service

Ian McMeekin, Area Manager

Scottish Government

Sam Anson, Location Director

Skill Development Scotland

Paul Zealey, Skills Planning Lead

Scottish Partnership for Transport

Allan Comrie, Senior Transport Planner

In Attendance

Jacqui Greenlees (NAC), Malcolm McPhail (KA Leisure), Anne-Marie Hunter (NAC), Alistair Gemmell (NAC), Jennifer McGee (NAC),

Apologies

Karen Yeomans (NAC), Sheila Lynn (DWP), Robert Martin (NHS Ayrshire & Arran), Cllr Amanda Kerr (NAC), Loraine Tulloch (KA Leisure), Anne Todd (KA Leisure)

1. Welcome and Apologies

The Chair welcomed everyone to the meeting and apologies for absence were noted.

2. Minute of the Previous Meeting and Action Note

The minutes of the Board meeting held on 3 March 2022 were approved.

3. Spatial Planning

Alistair Gemmell provided the Board with a presentation which provided an overview of Spatial Planning.

The presentation highlighted:

- What planning is and what is for.
- The implementation of the Planning (Scotland) Act 2019. The Act looks at:
 - Strong and flexible development plans
 - The delivery of more high-quality homes
 - An infrastructure first approach to planning and development
 - Efficient and transparent development management
 - Stronger leadership, smarter resourcing and sharing of skills
 - Collaboration rather than conflict – inclusion and empowerment
- Development Planning, this means decisions on planning applications made in accordance with the Development Plan, unless material considerations indicate otherwise.
- The National Planning Framework (NPF). This is a long-term spatial plan for Scotland. NPF4, which will look to 2045 and has increased status as part of the Development Plan. The four main themes of NPF 4 are:
 - Sustainable Places
 - Liveable places
 - Productive Places
 - Distinctive Places
- The legislation states the requirement of a Regional Spatial Strategy. It is intended that joint work with both East and South Ayrshire Council will be undertaken. This work will also introduce the right for communities to prepare Local Place Plans.
- Changes to Local Development Plans (LDP) should and how they should be:
 - Delivery Focused
 - Place Based
 - People Centred
- LDP are currently prepared every 5 years, however they will be moving on to a process that will see them bring updated every 10 years so that it increases the lifespan on the LDP going forward.
- The indicative LDP 3 timeline.
- Local Place Plans. These are a proposal as to the development or use of land and must be prepared by a community body. Once submitted and then registered by the planning authority, Local Place Plans are to be taken into account in the preparation of the relevant local development plan
- The links between LDP and Community Planning.

Audrey Sutton thanked A Gemmell for his update and highlighted that discussions have taken place with partners regarding a potential conference in the Autumn and the possibility of revisiting community and spatial planning at this conference. A Sutton

commented that the conference would also give Place Making the visibility it deserves and the community planning landscape.

The Chair commented that she agrees that this would be a good topic. The Chair also highlighted her concerns regarding the change of LDPs moving to 10-year plans.

A Gemmell welcomed being involved in the autumn conference.

Cllr Bell asked A Gemmell about the concept of 20-minute neighbourhoods and how does he see this relating to more semi-rural areas of North Ayrshire. A Gemmell advised that this is a newer concept, and it is ultimately about sustainability and local living ensuring facilities and open spaces are close to where people live.

Alan Comrie highlighted the impact working from home will have on spatial planning. A Comrie asked how the wider spatial planning strategy will work with local and regional transport strategies.

A Gemmell highlighted that transport plans are taken in to account of when preparing LDP3. In terms of bus networks issue, this is not something LDP has a direct influence over, however it is something that would potentially shape the LDP going forward.

Ruth Mellor commented that she would appreciate to meet with A Gemmell regarding the processes that are already affective and improved with smaller plans.

Cllr Macaulay asked A Gemmell in terms of the Regional Spatial Plan, what the process will look like when linking in with the other Local Authorities?

A Gemmell advised that the three Ayrshire Council's have met to prepare an indicative Regional Spatial Strategy in 2020, the purpose behind that was to inform NPF 4. A Gemmell commented that there is a need to develop a governance structure for how the Regional Spatial Strategy will be brought forward in Ayrshire.

Cllr Hill highlighted that in terms of LDP and how it affects the Islands, there is probably a different island dimension. Cllr Hill advised that he would like to discuss offline with A Gemmell.

The Chair thanked A Gemmell for his update and highlighted the importance of the communities being an active part of this work,

4. KA Leisure

Malcolm McPhail and Colin Glencourse provided the Board with a presentation on KA Leisure's Health and Wellbeing Company.

The presentation highlighted:

- The vision of KA Leisure is to transition from traditional leisure services to be the first Community Health & Wellbeing Company in Scotland supporting people to move more and engage in physical activity and sport, and to maximise the contribution leisure provides to health and wellbeing.
- They are looking at a place- based approach and how physical activity is an intervention to support public health, address and manage health conditions, engage with communities, and reduce inequalities.
- The Community Health and Wellbeing Company will allow KA Leisure to work more collaboratively to co-design a more responsive needs based led service model that gives the opportunity to deliver wellbeing, health care and rehab services.
- The current model for this work will see the:
 - Creation of steering group to look at governance

- Creation of an Inaugural Board which will measure, decide and assess the chosen strategy
- Creation of a working group which will be charged with either deploying an initial testing period of delivery or creating the delivery of the Community Health and Wellbeing Company.
- Creation of a delivery team which will include KA Leisure staff, secondments and potentially new posts to help deliver the model.
- The Inaugural Board will become the Community Health and Wellbeing Board.
- The other option would be to adapt the current KA Leisure Board or have an alliance/federal model which defines how an alliance is managed, how it is organised and regulated by agreements and processes. It also defines how partners control and influences its evaluation and processes

A Sutton commented that sharing ownership and governance of their direction of travel is unknown with other leisure trusts and that this is a huge step forward. A Sutton also commented that both Malcolm McPhail and Colin Glencourse have been having conversations with individuals who have come forward to be part of the steering group.

Claire Burden commented that this is a very positive piece of work and that NHS Ayrshire & Arran would be happy to be part of discussions.

Faroque Hussain commented that he is keen that Police Scotland are part of this steering group as this ties in with Police Scotland's wellbeing work.

Caroline Cameron highlighted that HSCP are keen to be a key partner in this work is looking forward to seeing this work develop.

The Chair thanked M McPhail and C Glencourse for their update.

5. Community Engagement Centre of Excellence

Anne-Marie Hunter provided the Board with a presentation on the Community Engagement Centre Excellence.

The presentation highlighted:

A Hunter highlighted that initial work to develop a consultation guidance document by a short life working group started in March 2018, with a view to the development of a 'Centre of Excellence' for consultation and engagement including a bank of trained staff and an online engagement hub.

129 staff completed Consultation Institute training between 2015 and 2018, with an audit of staff being completed in early 2018. Since training completion, 38% of participants stated they have used their training while 24% of participants no longer work for the Council or partner agency.

A Hunter also highlighted that the four key objectives of the Community Engagement Centre of Excellence are:

- Develop an online Engagement Hub
- Departmental Engagement Champions
- Centre for Excellence Steering Group
- Development of an online Toolkit

A Hunter highlighted that in terms of next steps, the team will be finalising and publishing online resources. There will be a Consultation Institute training top up.

Jacqueline Greenlees shared the online toolkit with the Board and advised them that should anyone from their organisations wish to become a member of the Community Engagement Network (CEN) to get in touch.

Cllr Billings asked whether the Community Councils are involved in the CEN. J Greenlees advised that there are currently no Community Council representatives on the CEN, however she would welcome their attendance.

A Sutton commented that this is a good example of how we have built in sustainability to something that was in the first instance was supported by external partners.

The Chair thanked A Hunter and J Greenlees for their update.

6. Community & Locality Planning Overview

J Greenlees provided the Board with a report which update on a range of partnership development and governance matters.

The report highlighted:

- LOIP Action Planning, performance management and reporting and delivery structures. The CPP Senior Officers Group will be holding a workshop to discuss the delivery structures
- Community Directory – The procurement of a product is being progressed with the ambition that it will be hosted on the Community Planning website.
- Updated of the Terms of Reference and Risk Register which were circulated previously.

The Chair thanked J Greenlees for her update.

7. Partner Discussion and Sharing on Key Developments and Opportunities

Scottish Fire and Rescue – Ian McMeekin highlighted that the SFRS are carrying out a consultation for the new Strategic Plan. He also highlighted that there will be a need for the Local Fire and Rescue Plans to be renewed.

Skills Development Scotland – Paul Zealey highlighted that the Ayrshire wide Regional Skills Investment Plan was approved by the Ayrshire Economic Joint Committee on Monday. P Zealey advised that he will send a link to the Community Planning Team once this has been published. P Zealey also conveyed his thanks to those involved in this work.

Scottish Partnership for Transport – Alan Comrie highlighted that the Regional Transport Strategy that SPT are drafting will go live for consultation shortly. A Comrie encouraged everyone to read and respond where appropriate.

Department for Work and Pensions - Peter Glen advised that a Job Fair was held in Volunteer Rooms, Irvine yesterday. 37 employers were in attendance with more than 400 customers attending on the day.

North Ayrshire HSCP – Caroline Cameron highlighted that the National Care Service Bill was published earlier this week. C Cameron advised that she is happy to bring further updates to the Board as things progress. The Chair welcomed this.

North Ayrshire Council - A Sutton advised that the North Ayrshire Tackling Child Poverty Board will hold its first meeting next week. This Board is chaired by Cllr Marie Burns. A Sutton highlighted that regular updates will be brought to the CPP Board.

8. AOCB

No other business was discussed. The Chair conveyed her thanks to everyone in attendance.

9. Date of next Meeting

The next meeting of the North Ayrshire CPP Board will be held on **Thursday 1 September 2022 at 11.00 am via Microsoft Teams.**

Community Planning Partnership Board

Thursday 1 September 2022 at 11.00 am

Via Microsoft Teams



North Ayrshire
Community Planning Partnership

Present

North Ayrshire Council

Cllr Marie Burns, Elected Member (**Chair**)

Cllr John Bell, Elected Member

Cllr Timothy Billings, Elected Member

Cllr Scott Davidson, Elected Member

Cllr Shaun Macaulay, Elected Member

Craig Hatton, Chief Executive

Audrey Sutton, Executive Director

Rhona Arthur, Head of Service

North Ayrshire Health and Social Care Partnership

Caroline Cameron, Director

DWP

Sheila Lynn, Service Leader

NHS Ayrshire and Arran

Lesley Bowie, Chair NHS Ayrshire & Arran Board (**Vice Chair**)

Claire Burden, Chief Executive

Ruth Mellor, Consultant in Public Health

Police Scotland

Chief Superintendent Faroque Hussain

Scottish Enterprise

Brian Connolly, Engagement Partner

Scottish Fire and Rescue Service

Ian McMeekin, Area Manager

Skill Development Scotland

Paul Zealey, Skills Planning Lead

Scottish Partnership for Transport

Allan Comrie, Senior Transport Planner

In Attendance

Jacqui Greenlees (NAC), Laura Neill (NAC), Cllr Margaret Johnson (NAC), J McGee (NAC), Sally Amor (NHS)

Apologies

Karen Yeomans (NAC), Robert Martin (NHS Ayrshire & Arran), Carol Turnbull (Ayrshire College), Craig Hatton (NAC), Kaileigh Brown (TSI), Sam Anson (Scottish Government), Cllr Alan Hill (NAC)

1. Welcome and Apologies

The Chair welcomed everyone to the meeting and apologies for absence were noted.

2. Minute of the Previous Meeting and Action Note

The minutes of the Board meeting held on 23 June 2022 were approved.

3. Local Employability Partnership

Laura Neill provided the Board with an update on the Local Employability Partnership (LEP).

The key aim of the LEP is to improve skills for employment and to reduce unemployment in North Ayrshire. The LEP are the strategic delivery group who feed into the Local Outcomes Improvement Plan Work priority.

The North Ayrshire LEP have approved a 3-year delivery plan (2022 – 2025). This is a national framework provided by the Scottish Government with delivery on a localised approach and has annual operating plans. The annual operating plans provide the opportunity to take account of changes within the labour market and circumstances to ensure the right services are being delivered in North Ayrshire.

L Neill advised that the LEP Working Groups meet on a weekly basis to make sure the key challenges are being focussed on. A provider forum has also been established and is chaired by Skills Development Scotland. There are currently around 20 different providers part of this forum. The LEP meet on a six-weekly basis.

The LEP focus on three priority groups, these have been identified as:

- Young people - particularly 18-24 years old who are not in employment, education or training, care experienced young people, and young people at risk to not go on to positive destinations
- People with disabilities and long-term health conditions
- Inclusive growth – Parents, specifically lone parent, parents who are disabled or have a family member who is disabled, parents with 3 or more children, minority ethnics, parents with children under 1 years old, parents under the age of 25 and also long term unemployed

L Neill highlighted that the unemployment rate in North Ayrshire is 4.7% (Scotland rate is 3.7%). North Ayrshire has the second highest rate in Scotland and youth unemployment rates in North Ayrshire is at 7.1% and is the highest in Scotland.

The sharpest reduction has been 2.9% reduction for 25–49-year-olds in recent months, there has been an increase in paid work experience for this age group through the Long Term Unemployment Programme and the Council's Skills for Life programme – both had additional places funded through the COVID recovery fund.

North Ayrshire has the lowest employment rate in Scotland (67.3%). The team are working with employers to create fair work through Ayrshire Growth Deal Fair Work Ayrshire and are offering a wide range of support to employers to address recruitment challenges, improve wages through paying the national living wage rate.

The Chair commented that this links work in with the work the Council are doing around Child Poverty and the Cost-of-Living Crisis.

Cllr Billings asked from a geographical perspective if the team were looking at rural and island gaps. L Neill advised Cllr Billings that the team do look at the stats and they have been linking in with the Island Plan and through the new LEADER replacement funding they are looking at how they can better support people on the islands. Cllr Billings welcomed this and offered to support where necessary.

Cllr Bell asked in terms of reduction in unemployment figures for 25–49-year-olds, how many people are now in employment and how many are on places that were created through the new funding. L Neill advised that the team were tasked by Scottish Government to create 65 job

opportunities, however they are looking at creating around 70 jobs to allow funding to be maximised. L Neill also advised that 3,800 people are unemployed in North Ayrshire:

- 745 are aged 16-24
- 2080 are aged 25-49
- 975 are 50+
- There are also an additional 8,370 people who are inactive with a health condition

Cllr Davidson asked L Neill is it would be possible to share the up-to-date employment and unemployment figures for the Kilwinning area for the various age groups. Cllr Bell and the Chair commented that it would be useful for this information for all six of the localities. L Neill undertook to provide this information for the six locality areas.

R Arthur asked about the role for communities in this work and what more the team can do with local connections. R Arthur also highlighted that it can be hard for local organisations to recruit the workforce that they need.

L Neill advised that there is work being undertaken on how to better communicate with communities through the Locality Partnerships. In terms of Council vacancies, the team have been working with Facilities Management and identified 50 customers who were interested in those opportunities. Interviews were conducted and then if those candidates were successful w then the recruitment process will be implemented. The team have also carried out a pilot with the Care at Home Team and nine parents who expressed interest in this field previously. Following a focus group with the Care at Home team and the nine parents, they have adjusted the working day to meet the requirements of the parents, who then went on to do work experience. Eight of the parents gained employment and one went on to further education. The Team is now looking at how we share good practice with the NHS and continuing to work with the HR Team.

Brian Conolly commented that there is a role within the framing of Community Wealth Building to look at this beyond financials and recognising the challenges regarding how people access employability. It is extremely encouraging to hear this work being under way.

The Chair thanked L Neill for her input.

Actions: L Neill to provide the up-to-date employment and unemployment figures for each of the various age groups at a locality level.

4. Caring For Ayrshire

Claire Burden provided the Board with a presentation on Caring for Ayrshire.

C Burden advised the Board that Caring for Ayrshire focuses on working together to achieve the healthiest life possible for everyone in Ayrshire. The four themes of Caring for Ayrshire are:

- Our people
- Our communities
- Restoring our services
- Investing in digital

There are six drivers for change, which are very focussed on restoration. These are:

- Shifting the emphasis away from hospital-based care
- Securing service sustainability
- Limitations of existing structure
- Improving access to health and care services
- Supporting regional working
- Changing demographics

C Burden highlighted the importance of population health benefit and collaboration & partnership working. C Burden commented that collaboration & partnership working is very prominent in Ayrshire and is keen to build partnerships further.

In terms of Community Wealth Building, NHS Ayrshire and Arran are an anchor organisation and aim to align procurement, fair employment and shared land and assets. These are an important part of Caring for Ayrshire.

In terms of Implementing Caring for Ayrshire the team will be:

- Developing health and care models
- Developing workforce model/planning
- Developing informing and engagement plans
- Recruitment of additional staff/resources and development of associated workplans

C Burden highlighted that there will be launch of Caring for Ayrshire and the team will be hosting events. The team are also happy to attend planned events being held by partners.

The next steps for Caring for Ayrshire are:

- Priorities – clarifying locality bases priorities
- Using data and modelling – scenario planning for service change
- Collaboration- work with internal and external stakeholders to design the model
- Engagement – ongoing programme of engagement

Cllr Macaulay commented that there is a need to re-think how we deliver health care digitally within our communities. Cllr Macaulay highlighted that the Irvine Locality Partnership, upskilling people on the use of digital technology and how this can benefit our communities has been front and centre and is important to rural communities. The risk would be making people feel isolated if they are not confident in using technology, however this where we can work together. Cllr Macaulay is keen to see how this can be embedded at a locality level.

C Cameron highlighted that a report went to the North Ayrshire IJB in March 2022 which outlines the priorities in North Ayrshire. C Cameron advised that she would arrange for this report to be circulated to the Board and would be happy to discuss this item further at a future Board meeting.

R Arthur highlighted that in terms of Cumbrae there are many challenges on the island and the support of the health needs of it also.

The Chair thanked C Burden for her input.

Action: C Cameron to circulate March IJB Report

5. Child Poverty

Audrey Sutton provided the Board with a presentation on Child Poverty.

A Sutton advised the Board that one of the current Scottish Government priorities is to support progress toward meeting child poverty targets. The Act sets in place robust requirements to lift 140,000 children out of relative poverty by 2030 – reducing levels from 24% to 10%

The recently published Best Start, Bright Futures: tackling child poverty delivery plan 2022-26 gives a clear direction on how we can and will focus resources. The action areas for 2022-26 are:

- To enter, sustain and progress in work
- Maximising the support available for families to lead dignified lives and meet their basic needs
- Supporting the next generation to thrive

A Sutton also highlighted the differences between relative and absolute poverty.

A Sutton advised that the drivers of reduction of child poverty link closely to the themes identified by the Government and the importance of the whole systems requirement to bring everything together to make a difference. The drivers are:

- Income from employment
- Cost of living
- Income from social security and income in kind

In 2019/20 the rate of child of poverty in North Ayrshire was 27.9%, this was the second highest in Scotland. The latest assessment shows that in 2021 there is 24.7% of children living in poverty in North Ayrshire. However, it should be noted that this decrease is unusual due to the impact of the pandemic and the figures are caveated. In North Ayrshire 20.8% of children are living in relevant poverty and 16.8% are living in absolute poverty.

A further report will be brought to the Board around the collective work of the UNCRC Board.

The North Ayrshire the Child Poverty Report and Action Plan were approved by Scottish Government in June 2022. The Cabinet approved the set-up Child Poverty Board. This is being led by North Ayrshire Council and NHS Ayrshire & Arran. This was welcomed by the Scottish Government.

A Strategic Action Template has been created and is made up of four key steps which are:

1. **Agree Themes** – No wrong door and employability.
2. **Initial workshop** – initial face to face sessions where the focus will be on three key questions; - What are we doing well? What can we improve on? and Where are the gaps? The first workshop took place earlier this week and focussed on no wrong door.
3. **Mini-enquiry** – this will involve communities and third sector partners.
4. **Development of the strategic actions** – the Child Poverty Board will consider the output reports from steps 2 and 3.

The Chair conveyed her thanks to everyone who has participated in this work so far. The Chair commented that was lots of good discussion at the session earlier this week and was great to share what work is already being carried out, what has worked and what hasn't worked so well.

The Chair asked for Child Poverty to be a standing item on the CPP Board agenda.

The Chair thanked A Sutton for her input.

Actions:

- **J McGee to add Child Poverty as a standing item on the CPP Board agenda**
- **A Sutton to bring report on collective work of UNCRC Board to future CPP Board meeting**

6. LOIP Workshop Update

Jacqueline Greenlees provided the Board with a presentation to provide an update following a recent Local Outcomes Improvement (LOIP) workshop with the CPP Senior Officers Group.

J Greenlees advised the Board that the 2022 -2030 LOIP focuses on three key priorities: - Wellbeing, World and Work.

The aim of the workshop was to:

- Decide key LOIP Governance
- Look at the LOIP priorities with a particular focus Wellbeing and Poverty
- LOIP performance arrangements

J Greenlees advised the Board that in terms of wellbeing, it is proposed that the North Ayrshire Wellbeing Alliance will be the key group to focus on the governance of this priority.

A Sutton highlighted that in terms of the Wellbeing Alliance, she would like to bring forward a proposal which will give a reflection of the LOIP priority across all CPP partners with KA Leisure at the heart of it. A Sutton advised that she would arrange for a more detailed version of this model to be shared with the Chair with view to this being brought to a future meeting of the CPP Board.

J Greenlees advised the Board that discussion around performance management for the LOIP focused on reporting partnership work over individual achievements as well as the use of case studies in addition to hard data. J Greenlees will also be liaising with the Improvement Service to develop a LOIP impact tool.

In terms of next steps, the team will:

- Continue to implement the LOIP 22-30
- Work to pull together data and develop the LOIP Impact Tool (previously the LOIP Action Plan)
- Finesse the LOIP document to reflect workshop outcomes
- Continue to develop and implement CPP learning and promote new plan
- Work with partners to develop and implement proposed Wellbeing governance arrangements- Community Wellbeing Alliance

The Chair commented that wellbeing is very relevant to the Locality Partnerships and there is further discussion needed around the role of Locality Partnerships.

Cllr Davidson suggested having further Elected Member development session highlighting more of the work of the CPP. R Arthur highlighted that a face-to-face workshop session would probably be the best way. R Arthur undertook to give this idea more thought.

L Bowie agreed that there would be value in sharing the awareness of the CPP further within organisations. J Greenlees advised that there is a standing offer from the Community Planning Team to our partners to attend team meetings/workshops.

Action:

- **A Sutton to bring report on Wellbeing Alliance to a future meeting of the CPP Board**
- **R Arthur to give thought to a further Elected Member session.**

7. Partner Discussion and Sharing on Key Developments and Opportunities

SPT – Alan Comrie advised the Board that the Regional Transport Strategy Consultation is open and will close at midnight Friday 8 October 2022. A Comrie encourage the Board to respond where appropriate.

NHS – Ruth Mellor advised the Board that Sally Amor (who was observing today's meeting) is a new Consultant within the Public Health, her remit is in vulnerable population and will be working with the ADPs across Ayrshire.

8. AOCB

No other business was discussed. The Chair conveyed her thanks to everyone in attendance.

9. Date of next Meeting

The next meeting of the North Ayrshire CPP Board will be held on **Thursday 8 December 2022**
at 11.00 am via Microsoft Teams.

NORTH AYRSHIRE COUNCIL

21 September 2022

North Ayrshire Council

Title:	Committee Timetable: January - June 2023
Purpose:	To invite the Council to consider a timetable of meetings for the period from January until the end of June 2023
Recommendation:	<p>That the Council agrees:</p> <ul style="list-style-type: none"> (a) to approve the draft committee timetable set out at Appendix 1; and (b) to note that arrangements for Locality Partnership meetings and any ad hoc or Special Meetings will be intimated separately to Members

1. Executive Summary

- 1.1 The Council generally sets a timetable of committee meetings for each calendar year. The appendix to this report proposes a timetable for the first half of 2023. A proposed timetable for the remainder of 2023 will be presented for consideration at a later date.

2. Background

- 2.1 The proposed timetable of meetings set out at Appendix 1 incorporates meetings of the Council, Cabinet and standing committees of the Council, as well as an Easter recess period.
- 2.2 The Council is generally invited to set its timetable for the whole of the next calendar year. However, the October 2023 school holiday dates are still provisional and so to avoid as far as possible the scheduling of meetings within that period next year, it is proposed that the Council approves only the calendar of meetings of the first half of 2023, with the remaining dates then submitted early in the new year.
- 2.3 Dates for the Integration Joint Board (and IJB PAC) and Ayrshire Regional Economic Joint Committee (and Partnership Board) are provisional, to be agreed by the IJB and Joint Committee, respectively.
- 2.4 An indicative date for the Special Meeting of Council to consider the budget is included for information only at this stage, with arrangements to be finalised in due course.

2.5 The proposed timetable does not include the following meetings which will be intimated separately to Members:

- the six Locality Partnerships, which take place in the early evening on a quarterly basis;
- the Local Development Plan Committee, Staffing and Recruitment Committee, Education Appeal Committee, Appeals Committee and Special Council (Planning), which meet on an ad hoc basis, as required;
- any Special Meetings of the Council and its committees which may be required, including meetings to consider Cabinet Call In requests
- any meetings of the 1st Tier Joint Consultative Committee, which sets its own meetings calendar

3. Proposals

3.1 The Council is invited:

- (a) to approve the draft committee timetable for January – June 2023 set out at Appendix 1; and
- (b) note that arrangements for Locality Partnership meetings and any ad hoc or Special Meetings will be intimated separately to Members.

4. Implications/Socio-economic Duty

Financial

4.1 None arising from the recommendations of this report.

Human Resources

4.2 None arising from the recommendations of this report.

Legal

4.3 None arising from the recommendations of this report.

Equality/Socio-economic

4.4 None arising from the recommendations of this report.

Climate Change and Carbon

4.5 None arising from the recommendations of this report.

Key Priorities

4.6 None arising from the recommendations of this report.

Community Wealth Building

4.7 None arising from the recommendations of this report.

5. Consultation

- 5.1 Group Leaders and Independent Members have been consulted on the proposed timetable.
- 5.2 Consultation has also taken place with Services of the Council on the proposed meeting dates. In particular, efforts have been made to ensure that the timing of relevant meetings of the Cabinet, Audit and Scrutiny and Council align as far as possible with accounting period requirements.

Craig Hatton
Chief Executive

For further information please contact **Melanie Anderson, Senior Manager (Committee and Member Services)**, on **01294 324131**

Background Papers

None

Draft Committee Timetable January – June 2023

Meeting Cycle 1

Week Beginning	Week	Monday	Tuesday	Wednesday	Thursday	Friday
2 January		Public Holiday	Public Holiday			
9 January	1			10.00 a.m. Licensing Cttee	10.00 a.m. Integration Joint Board TBC	
16 January	2		2.30 p.m. Cabinet Pre-Agenda			
23 January	3		10.00 a.m. Audit & Scrutiny Pre-Agenda 2.30 p.m. Cabinet	2.00 p.m. Planning Committee 2.15 p.m.* Local Review Body	10.00 a.m. Appeals Committee (if required)	2.00 p.m. Ayrshire Economic Partnership Board TBC
30 January	4		10.00 a.m. Audit & Scrutiny Cttee			
6 February	5		2.00 p.m. Police & Fire & Rescue Committee	10.00 a.m. Licensing Cttee	10.00 a.m. Integration Joint Board TBC	
13 February	6	2.00 p.m. Council Pre-Meeting (Provost & Group Leaders)	2.30 p.m. Cabinet Pre-Agenda	2.00 p.m. Council		

Meeting Cycle 2

Week Beginning	Week	Monday	Tuesday	Wednesday	Thursday	Friday
20 February	1	2.00 p.m. Ayrshire Regional Economic Joint Cttee TBC	2.30 p.m. Cabinet (Education)	2.00 p.m. Planning Committee 2.15 p.m.* Local Review Body	10.00 a.m. Appeals Committee (if required)	
27 February	2			2.00 p.m. Provisional Special Council (Budget)		10.00 a.m. IJB Performance & Audit TBC
6 March	3			10.00 a.m. Licensing Cttee		10.00 a.m. Ayrshire Shared Services Joint Committee TBC
13 March	4		2.30 p.m. Cabinet Pre-Agenda		10.00 a.m. Integration Joint Board TBC	
20 March	5		10.00 a.m. Audit & Scrutiny Pre-Agenda 2.30 p.m. Cabinet	2.00 p.m. Planning Committee 2.15 p.m.* Local Review Body	10.00 a.m. Appeals Committee (if required)	
27 March	6	2.00 p.m. Council Pre-Meeting (Provost & Group Leaders)	10.00 a.m. Audit & Scrutiny Cttee	2.00 p.m. Council		
3 April		Easter Recess	Easter Recess	Easter Recess	Easter Recess	Public Holiday

Meeting Cycle 3

Week Beginning	Week	Monday	Tuesday	Wednesday	Thursday	Friday
10 April	1	Public Holiday				
17 April	2			10.00 a.m. Licensing Cttee		
24 April	3		2.30 p.m. Cabinet Pre-Agenda	2.00 p.m. Planning Committee 2.15 p.m.* Local Review Body	2.00 p.m. Ayrshire Economic Partnership Board TBC	10.00 a.m. Ayrshire Shared Services Joint Committee TBC
1 May	4	Public Holiday	2.30 p.m. Cabinet (Education)		10.00 a.m. Appeals (if required)	
8 May	5			10.00 a.m. Licensing Cttee	10.00 a.m. Integration Joint Board TBC	
15 May	6	1.00 p.m. Council Pre-Meeting (Provost & Group Leaders) 2.00 p.m. Police & Fire & Rescue Committee		2.00 p.m. Council		

Meeting Cycle 4

Week Beginning	Week	Monday	Tuesday	Wednesday	Thursday	Friday
22 May	1	2.00 p.m. Ayrshire Regional Economic Joint Cttee TBC	10.00 a.m. Audit & Scrutiny Pre-Agenda 2.30 p.m. Cabinet Pre-Agenda	2.00 p.m. Planning Committee 2.15 p.m.* Local Review Body		
29 May	2		10.00 a.m. Audit & Scrutiny 2.30 p.m. Cabinet		10.00 a.m. Appeals (if required)	
5 June	3			10.00 a.m. Licensing Cttee		10.00 a.m. Ayrshire Shared Services Joint Committee TBC
12 June	4				10.00 a.m. Integration Joint Board TBC	
19 June	5			2.00 p.m. Planning Committee 2.15 p.m.* Local Review Body	10.00 a.m. Appeals Committee (if required)	10.00 a.m. IJB Performance & Audit TBC
26 June	6	2.00 p.m. Council Pre-Meeting (Provost & Group Leaders)		2.00 p.m. Council		

The summer recess will begin following the June 2023 Council meeting and is expected to end w/c 7 August 2023.

NORTH AYRSHIRE COUNCIL

21 September 2022

Council

Title: Locality Planning in North Ayrshire

Purpose:

- 1) To provide and update on Locality Planning in North Ayrshire; and
- 2) To seek Council approval for the revised Locality Partnership Terms of Reference and Standing Orders (attached at Appendices 1 and 2).

Recommendation: That Council approves the revised Locality Partnership Terms of Reference and Standing Orders for Meetings attached at appendices 1 and 2 respectively.

1. Executive Summary

- 1.1 This report seeks approval by Council for the updated Standing Orders which regulate the operation of the Locality Partnerships (LPs).
- 1.2 The previous version has been in place since 2016, when the LPs were established. The updates relate both to changing relationships with our communities and improvements to processes over that period as well as learning on areas requiring additional clarity and improved practice.
- 1.3 The North Ayrshire approach to community and locality planning was commended by Audit Scotland in the Council's Best Value Assurance Report of 2020.

2. Background

- 2.1 Open, transparent, and participatory government is fundamental to democracy, and crucial to building trust with local communities. North Ayrshire Council is committed to involving local people and communities in taking decisions which affect their lives. In North Ayrshire, community engagement and community empowerment are part of a continuum which includes our approach to engagement, consultation, co-production and co-delivery. Audit Scotland, in the Council's Best Value Assurance Report of 2020, stated:

"The council is committed to community empowerment and is recognised as a sector leader."

Locality Planning

- 2.2 The key democratic device for increasing the direct influence of local people in North Ayrshire in how they are governed is Locality Planning. Locality planning was introduced in the Community Empowerment (Scotland) Act 2015, under Part 2: Community Planning. It is one of the ways local communities work together with public and third sector organisations to improve residents' lives and neighbourhoods. North Ayrshire has taken a particularly inclusive approach to community and locality planning, understanding that building community capacity and social capital within our communities is a more effective route to reducing inequalities than public sector service delivery alone. The Council's Best Value Assurance Report of 2020 commented:

"The council strives to engage well with some of its most vulnerable communities, including people who are long-term unemployed or who have issues with substance misuse. Where possible, the council seeks to identify people who can act as advocates for these under-represented groups. This has worked well in some cases, for example, engagement with Syrian refugees."

North Ayrshire Council Decentralisation Scheme

- 2.3 The North Ayrshire Locality Planning arrangements are 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. Locality Partnerships are chaired by elected members as agreed by North Ayrshire Council and since the alignment of Elected Member wards to locality boundaries in 2019, Elected Members may sit on one Locality Partnership.

Functions of Locality Partnerships

- 2.4 The current functions of the Locality Partnerships are to develop, review and implement the priorities of the Locality Plan for their areas, 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 the CPP Board to review developments and share success
 - Report directly to the 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 the 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.

Local progress

2.5 The progressive nature of locality planning in North Ayrshire has been demonstrated in a number of areas where the influence of the Locality Partnerships has developed significantly:

- Increased engagement of and buy-in from a wide range of local organisations, for example the involvement of a range of community associations, the youth forum and the elderly forum in Irvine Locality Partnership;
- The development of a number of bespoke mechanisms and approaches to widen engagement in local issues, for example the development of the Chit Chat neighbourhood engagement model in the Three Towns, Irvine and Largs and charettes in the Three Towns, Kilwinning and the Garnock Valley;
- The proliferation of a number of interest-based forums, with locality based members, such as the NA Food Network and the North Ayrshire Museums Forum;
- The development of two iterations of Locality Plans, identifying locality priorities, actions and delivery mechanisms, with priorities including social isolation, the environment, financial inclusion and transport;
- The development of Islands Plans for Arran and Cumbrae, capturing and articulating community aspirations, with support from national and local government and agencies to facilitate delivery
- A growing sense of social responsibility in relation to poverty and inequalities, as evidenced by a range of CIF projects, including the Fullarton and Vineburgh food and addiction support initiatives;
- Increased support for young people's mental health, as evidenced in the North Coast and Cumbraes through work at Largs Academy and in Arran by work with the Arran Youth Foundation and Arran High School;
- An increased interest in and ownership of placemaking initiatives and environmental issues, for example the adoption of PB initiatives in relation to Streetscene services and Place Framework development in Saltcoats and Largs;

- An increased level of volunteering, as evidenced, for example, by the work of the Ardrossan Community Development Trust;
- Successful partnerships between public and third sector organisations, for example the development of a stalled space in Kilbirnie through the Council and the Garnock Valley Men's Shed and Cycling without Age in the North Coast and Cumbraes;
- Contributions to local employment, for example the employability initiatives at Beith Community Development Trust;
- Increased ownership of and accountability for financial resources such as the Community investment Fund and related external funding, for example Millport Town Hall, Irvine Youth Hub and the Three Towns Growers; and
- A total investment to date by the Council in the Community Investment Fund of £5.6m, expenditure to date of almost £2m and CIF awards have supported the leverage of £6 049 233.80 in additional funding. The majority of this is from external sources such as Lottery and Scottish Government. For each £1 of CIF granted £3.05 has been awarded in additional funding.

Recent national developments and local progress

- 2.6 Two key national developments are also influencing the nature of participatory democracy, in relation to advancing the Christie principles and developing proposed mechanisms to increase engagement nationally.

These are: *If not now, when? Social Renewal Advisory Board 2021* and *Report of the Institutionalising Participatory and Deliberative Democracy Working Group, Scottish Government 2022*.

- 2.6.1 Mechanisms included in the latter report are Citizens' Assemblies, Mini-Publics, Citizen's Enquiries and Citizens' Panels/Juries and Assemblies for under 16s. These all provide time-limited, focused discussions which the public may be more able to contribute to than open-ended commitments. These are supported by officers and experts and therefore have resource implications.

- 2.6.2 In the report of the Scottish Government's "*If not now, when? Social Renewal Advisory Board 2021*" the discussion in relation to *Communities and Collective Endeavour* says:

"The four Calls to Action in this section focus on giving more power to people and communities, empowering frontline teams, developing new arrangements for local governance, and collectively focusing our thinking, actions, and behaviours on improving places. This is not all about funding: it's about leadership, culture, values and an enduring commitment to change."

Our communities have responded to the pandemic with courage, hard graft, kindness and togetherness, and a renewed Scotland must build on this shared sense of purpose to further shift the balance of power. We are therefore calling on the public sector to give more control to people and communities over the decisions that affect their lives. This is a central recommendation in this report."

- 2.6.3 By co-producing locality planning with its communities, North Ayrshire has already made significant progress in respecting and promoting subsidiarity and making innovative arrangements for local governance. We are encouraging and supporting additional governance mechanisms for local areas, such as development trusts, and we work to ensure parity of esteem with partners in the work we do locally.
- 2.6.4 Our “Accessing our Council” Transformation workstream is progressing a “no wrong door” approach to ensuring our workforce is equipped to support residents holistically to get the right support at the right time and to understand opportunities for residents and communities to develop their skills and to become involved locally.
- 2.6.5 Our LOIP, Council Plan, CLD Strategy, Youth Participation and Citizenship Strategy and Child Poverty Strategy reveal that the culture in North Ayrshire, within the confines of statutory obligations, is one of partnership with our communities.

What next?

- 2.7 Of the four calls to action above therefore, two areas are particular areas for development in Locality Planning in North Ayrshire:
- “Focus on giving more power to people and communities;” and
 - “Collectively focusing our thinking, actions, and behaviours on improving places,” with an emphasis on **public services being shaped around what matters to people**, especially those experiencing disadvantage, in holistic and seamless ways.

The following work is currently in progress to support and promote the role of Locality Planning:

2.7.1 Focus on giving more power to people and communities: Participation

- Reviewing and formalising the contribution of Locality Partnerships to the development of the LOIP and the LOIP action plan;
- Ensuring the role of Locality Partnerships as formal consultees in Council and CPP partner strategies;
- Clarifying and promoting the role of Community Representatives in Locality Partnerships through new role profiles and case studies;
- Continuing to support, promote and develop the role of Community Councils, generally and in relation to Locality Partnerships;
- Strengthening the role of co-option of community members through experience and expertise to encourage participation from other local governance bodies e.g. development trusts, community associations and from the wider community;
- Further developing the network of Chit Chats where relevant in localities to strengthen local voices and voices of communities of interest, including minority groups;
- Developing a participation mechanism for older people;
- Receiving information about the locality activity of Police Scotland, especially in relation to early intervention, wellbeing and partnerships;

- Receiving information about the locality activity of Scottish Fire and Rescue, especially in relation to early intervention, wellbeing and partnerships;
- Receiving information about the activity of schools in the locality, including opportunities for community support and involvement;
- Identifying and utilising participatory mechanisms identified in the Scottish Government working group report to strengthen participation in issues in a timely manner and to encourage residents and communities to influence Council and CPP policy:
- Citizen's Assemblies;
- Mini-publics;
- Citizen's Enquiries and Citizens' Panels/Juries; and
- Assemblies for under 16s.
- Developing the Participation Statement of Intent into a Participation Strategy for North Ayrshire.

2.7.2 Locality Partnership involvement in service design

- Reviewing and extending options for participatory budgeting opportunities with Council services and partners;
- Leading and coordinating community participation and involvement through, for example:
- Our "Accessing our Council" Transformation workstream
- Further development of locality and community hubs
- Tackling Child Poverty Board mini-enquiries
- Climate Change Strategy
- Various other workstreams to be agreed by Locality Partnerships.

2.7.3 Collectively focusing our thinking, actions, and behaviours on improving places

2.7.3.1 The Climate Emergency has been identified as a priority in our LOIP Strategic Needs Assessment by 42% of population who live in 20% most deprived areas. Our localities told us that improving our local environment and championing the natural environment is important to them and our communities told us supporting people to get active is important to them.

2.7.3.2 The following work is in progress:

- Strengthening the strategic role and influence of Locality Partnerships in identifying placemaking opportunities with the Council, including ensuring regular reporting to Locality Partnerships on environmental issues, developments and investments by the Council.
- Strengthening the local role of Locality Partnerships in leadership of placemaking initiatives and stewardship of things that influence where people live through linking community and spatial planning proposals at a local level in the following:
- Local Development Plan 3
- North Ayrshire Regeneration Delivery Plan
- Place Plans

- Place Frameworks
- Islands Plans
- Place-based investments
- Active Travel and Walking Routes
- Regeneration Capital Grant Fund (RCGF) proposals and projects
- CIF projects
- Relationships with Development Trusts.

2.7.3.4 Strengthening Locality Partnership and community participation in placemaking by creating opportunities for Locality Partnership and community participation through, for example:

- Identification and restoration of stalled spaces.
- Tree planting initiatives; and
- PB opportunities as identified by services and partners.

2.7.3.5 North Ayrshire's partnership with Keep Scotland Beautiful has resulted in Climate Literacy training for CPP Senior Officers and this is now being offered to Locality Partnerships.

2.7.3.6 The creation of a community environmental forum to work with the Environmental Sustainability and Climate Change Strategy is being developed, with a view to becoming a point of coalescence and joint action for North Ayrshire environmental interest groups. This will be underpinned by the £350k set aside by North Ayrshire Council for community Environmental/Climate Change participatory budgeting (PB) and will be made up of environmental interest groups from all six localities. Applications will be sought from groups and Locality Partnerships and regular reports will be brought to the Locality Partnerships. Good practice by community groups and the Council and its partners will be shared and promoted.

2.8 A Community Planning Conference in Autumn 2022 will co-produce next steps in maximising the opportunities in community and spatial planning with an outline agenda to include:

- Local Development Plan 3
- Place Partnerships (with Creative Scotland)
- Island Plans
- The community environmental forum
- Community Investment Fund.

Standing Orders

2.9 As a result of the ongoing development of Locality Planning in North Ayrshire a review and update of the Terms of Reference and Standing Orders for Meetings has been undertaken.

2.9.1 The proposed additions to the Terms of Reference and *functions* of the Locality Partnerships are as summarised as follows:

- An increased focus on tackling inequalities within the Locality Plans;
- To develop proposals for the Community Investment Fund in conjunction with communities and receive updates on the progress and impact of funded initiatives;
- To identify and utilise a range of participatory mechanisms to strengthen participation in issues in a timely manner and to encourage residents and communities to influence Council and CPP policy;
- To receive information about the locality activity of Police Scotland, especially in relation to early intervention, wellbeing and partnerships;
- To receive information about the locality activity of Scottish Fire and Rescue, especially in relation to early intervention, wellbeing and partnerships;
- To receive information about the activity of schools in the locality, including opportunities for community support and involvement;
- To receive regular reports on environmental issues, developments and investments by the Council and community planning partners;
- To support, consider and influence local placemaking initiatives and island plans where appropriate, including but not restricted to:
 - LDP3
 - North Ayrshire Regeneration Delivery Plan
 - Place Plans
 - Place Frameworks
 - Islands Plans
 - Place-based investments
 - Active Travel and Walking Routes
 - The proposed Community Environmental Forum
 - RCGF proposals and projects.

2.9.2 The previous Terms of Reference and Standing Orders were produced in 2016, when LPs were developed. Since that time our approach has developed and improved and the main changes which have been made in comparison to the previous Standing Orders are:

- Following the boundary changes and alignment of Elected Member wards to locality boundaries, the removal of the provision that Elected Members can sit on multiple LPs.
- Updating of the process for the appointment of Community Representatives.
- Inclusion of the requirement to try to achieve a balance of community representation across towns, communities of interest, age groups and those with other protected characteristics.
- Addition of recommendation that Locality Partnerships have a focus on the co-option of young people or their representatives.
- Change in term of office for Community Representatives to align to local Community Council elections.
- Addition of standing item in relation to the locality activity of Police Scotland.
- Addition of standing item in relation to the locality activity of Scottish Fire and Rescue Service.
- Addition of standing item in relation to the activity of local schools.

- Addition of virtual meeting format.
- Addition of a process for complaints under the Code of Conduct of Members of Devolved Public Bodies and Addition of Community Investment Fund process and placemaking to the list of functions.

3. Proposals

- 3.1 It is proposed that Council approves the revised Locality Partnership Terms of Reference and Standing Orders for Meetings attached at appendices 1 and 2 respectively.

4. Implications/Socio-economic Duty

Financial

- 4.1 There are no direct financial implications within the current report.

Human Resources

- 4.2 There are no human resource implications within the current report.

Legal

- 4.3 The North Ayrshire Locality Planning arrangements are 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. Locality Partnerships are chaired by elected members as agreed by North Ayrshire Council and since the alignment of Elected Member wards to locality boundaries in 2019, Elected Members may sit on one Locality Partnership. The functions of the Locality Partnerships are to develop, review and implement the priorities of the Locality Plan for their areas. The proposed updated Standing Orders are in keeping with these arrangements.

Equality/Socio-economic

- 4.4 The purpose of Community and Locality Planning is to reduce inequalities.

Climate Change and Carbon

- 4.5 The revised LOIP priorities (Work, Wellbeing and World) include environmental objectives, as do many of the Locality Plans.

Key Priorities

- 4.6 Community and Locality Planning contribute to all of the Council's key priorities.

Community Wealth Building

- 4.7 Community and Locality Planning contribute to all of the Community Wealth Building pillars, sometimes directly and sometimes by facilitating partner contributions.

5. Consultation

- 5.1 Locality Planning is designed to be a flexible mechanism which allows for adaptability in local circumstances. Continuous feedback from elected members and local engagement and consultation has informed the proposals for the enhanced functions of the Locality Partnerships, especially the enhanced role in influencing placemaking and environmental improvements.

Audrey Sutton
Executive Director (Communities & Education)

For further information please contact **Rhona Arthur, Head of Service (Connected Communities)**, on **(01294) 324415**.

Background Papers

Appendix 1: Locality Partnership Terms of Reference

Appendix 2: Standing Orders for Meetings



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
 - 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 serving on the Locality Partnership. Prior to such appointment there will be a public process to invite expressions of interest in such membership. Any such community representative will be appointed by the Locality Partnership. In making any such appointment the Locality Partnership shall, as far as possible, have regard to ensuring a balance of representation from the towns, communities of interest, age groups and those with other protected characteristics within the

Locality. Locality Partnerships will seek community representation based on participation by expertise and experience, and the skills and knowledge required by the Partnership to deliver on its priorities.

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

The term of office of Elected Members of the Locality Partnership shall be until the day of the next ordinary Elections for Local Government Councillors. The term of office of all other Community members shall be until the day of the next ordinary election of the Community Council for the area where they reside, which failing the day of the next ordinary Elections for Local Government Councillors. The term of office of Officers shall continue until the nominating body replaces them or they cease to be an employee of the nominating body.

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.

In relation to the awarding of grants, no business shall be transacted at a meeting of the Locality Partnership Board unless there are present, and entitled to vote at least one member who represents the body whose function is to be exercised (e.g. the Council).

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, then only the member or members representing the body (e.g. Council) 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. Meetings may be held on a fully in person basis or on a wholly remote basis by electronic means or in circumstances whereby some Members attend in person and others take part via remote means.

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 Local Outcomes Improvement Plan 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
- 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
- To develop proposals for the Community Investment Fund in conjunction with communities and receive updates on the progress and impact of funded initiatives
- To support, consider and influence local placemaking initiatives and island plans where appropriate, including but not restricted to:
 - LDP3
 - North Ayrshire Regeneration Delivery Plan
 - Place Plans
 - Place Frameworks
 - Islands Plans
 - Place-based investments
 - Active Travel and Walking Routes
 - The proposed Community Environmental Forum
- RCGF proposals and projects
- An increased focus on tackling inequalities within the Locality Plans
- To identify and utilise a range of participatory mechanisms to strengthen participation in issues in a timely manner and to encourage residents and communities to influence Council and CPP policy
- To receive information about the locality activity of Police Scotland, especially in relation to early intervention, wellbeing and partnerships
- To receive information about the locality activity of Scottish Fire and Rescue, especially in relation to early intervention, wellbeing and partnerships
- To receive information about the activity of schools in the locality, including opportunities for community support and involvement
- To receive regular reports on environmental issues, developments and investments by the Council and community planning partners.

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.



North Ayrshire
Community Planning Partnership

Version 2 21 Sept 2022

NORTH AYRSHIRE LOCALITY PARTNERSHIPS

STANDING ORDERS FOR MEETINGS

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1. General

These Standing Orders set out the procedures to be followed at meetings (either held in person or via digital platform) of Locality Partnerships in North Ayrshire. As far as applicable, these shall also be the standing orders for any Working Groups. The term 'Chair' shall include the Chair of any Working Group.

- 1.2** In these Standing Orders "Locality" shall mean one of the six areas of North Ayrshire designated by North Ayrshire Community Planning Partnership under section 9 of the Community Empowerment (Scotland) Act 2015.
- 1.3** Any statutory provision, or regulation issued by the Scottish Ministers shall have precedence if they are in conflict with these Standing Orders.
- 1.4** As more specifically detailed in 8, it is expected that all decisions of the Locality Partnership (LP), will be made by consensus and LP members will endeavour to reach agreement wherever possible.

2. Membership

2.1 Membership of the Locality Partnerships shall 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/adviser from each of the following Community Planning Partnership organisations, namely:
 - North Ayrshire Council
 - North Ayrshire Health and Social Care Partnership
 - Police Scotland
 - Scottish Fire and Rescue Service
 - Third Sector Interface.
- An Officer representative/adviser 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
 - Ayrshire College
 - KA Leisure.
 - Sportscotland
- 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 serving on the Locality Partnership. Prior to such appointment there will be a public process to invite expressions of interest in such membership. Any such community representative will be appointed by the Locality Partnership. In making any such appointment the Locality Partnership shall, as far as possible, have regard to ensuring a balance of representation from the towns, communities of interest, age groups or those with other protected characteristics within the Locality. Locality Partnerships will seek community representation based on participation by expertise and experience, and the skills and knowledge required by the Partnership to deliver on its priorities.

2.2 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). Locality Partnerships may wish to focus in particular on the co-option of young people or their representatives to ensure that they are equal partners in the co-design and co-delivery of policies and services which affect them. 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.

2.3 Period of Membership

The term of office of Elected Members of the Locality Partnership shall be until the day of the next ordinary Elections for Local Government Councillors. The term of office of all other Community members shall be until the day of the next ordinary election of the Community Council for the area where they reside, which failing the day of the next ordinary Elections for Local Government Councillors. The term of office of Officers shall continue until the nominating body replaces them or they cease to be an employee of the nominating body.

- 2.4** Where an LP Member resigns or otherwise ceases to hold office, the person appointed in his/her place shall be appointed for the unexpired term of the Member they replace.
- 2.5** On expiry of an LP Member's term of appointment the Member shall be eligible for re-appointment provided that he/she remains eligible and is not otherwise disqualified from appointment.
- 2.6** An LP Member appointed under paragraph 2.1 ceases to be a member of the Locality Partnership if they cease to be either a member or employee of the body which nominated them.
- 2.7** A Member of the Locality Partnership may resign his/her membership at any time during their term of office by giving notice to the Locality Partnership in writing. The resignation shall take effect from the date notified in the notice or on the date of receipt if no date is notified. The Locality Partnership must inform the body that made the nomination.
- 2.8** If an LP Member has not attended three consecutive Ordinary meetings of the Locality Partnership or has not attended any meetings for a period of six months, whichever is the longer, and their absence was not due to illness or some other reasonable cause (not exceeding nine months) as determined by the Locality Partnership, the Locality Partnership may, by giving one month's notice in writing to that Member, remove that person from office.
- 2.9** A constituent authority may remove a member which it nominated by providing one month's notice in writing to the member and the Locality Partnership.
- 2.10** Named Deputies for Members may be appointed by the constituent authority which nominated the Member, or the Members 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. Deputies can be nominated in their own right to serve on any Sub Committee.
- 2.11** The acts, meetings or proceedings of the Locality Partnership shall not be invalidated by any defect in the appointment of any Member.

3. Chair and Vice Chair

- 3.1** The Chair will be a Councillor of North Ayrshire Council who represents the Locality, appointed by North Ayrshire Council. Each Locality Partnership will appoint its own Vice-Chair. For the avoidance of doubt the Vice-Chair can be any member of the Locality Partnership.

- 3.2** The term of office of the Chair and Vice-Chair shall be the period of their membership of the Locality Partnership in terms of 2.3, or, in the case of a person appointed to fill a casual vacancy, the remainder of that term.
- 3.3** A person holding the office of Chair or Vice-Chair shall be eligible for re-election.
- 3.4** On a vacancy arising in the offices of Chair or Vice-Chair, an election to fill the vacancy shall be held as soon as practicable at a meeting of North Ayrshire Council or the Locality Partnership respectively. The notice for the meeting shall specify the filling of the vacancy as an item of business.
- 3.5** At every meeting of the Locality Partnership the Chair, if present, shall preside. If the Chair is absent from any meeting the Vice-Chair, if present, shall preside. If both the Chair and the Vice-Chair are absent, a Chair shall be appointed from within any of the members present for that meeting. Any Depute Member attending the meeting in terms of 2.10 may not preside over that meeting.
- 3.6** Respect will at all times be paid to the authority of the Chair or Vice-Chair, or such other Member presiding, when chairing any meeting of the Locality Partnership. When the Chair speaks, he/she shall be heard without interruption. Members shall address the Chair while speaking.
- 3.7.** It shall be the duty of the Chair to:
- Preserve order and ensure fairness in debate, and determine the order in which speakers can be heard;
 - Decide on matters of relevancy, competency and order, and whether to have a recess during the Meeting, having taken into account any advice offered by the Senior Lead Officer or other relevant officer in attendance at the Meeting;
 - Ensure that Standing Orders are observed;
 - Determine any questions of procedure for which no express provision has been made in these Standing Orders;
 - Maintain order and at his/her discretion, order the exclusion of any member of the public who is deemed to have caused disorder or misbehaved;
 - Adjourn a meeting in the event of disorder arising to a time, which the Chair may then or afterwards, fix (the quitting of the Chair shall be the signal that the meeting is adjourned). In the event the Chair quits without disorder having arisen, the meeting shall not be adjourned and the Depute Chair or in his/her absence another member of the Locality Partnership chosen by those Members present shall assume the Chair;
- 3.8** The decision of the Chair on all matters within his/her powers shall be final and shall not be open to question or discussion.
- 3.9** The Vice-Chair may act in all respects as the Chair of the Locality Partnership if the Chair is absent or otherwise unable to perform his/her duties.
- 3.10** In the event that in the absence of the Chair, a meeting is being chaired by either the Vice-Chair or another member appointed under 3.5 above, such

Chair shall only have a vote in relation to the awarding of grants, where such Chair represents the body whose function is to be exercised (e.g. the Council).

- 3.11** The Chair of the Arran Locality Membership, as the sole Elected Member for the ward taking financial decisions, is subject to the Standards in Public Life - Code of Conduct for Members of Devolved Public Bodies, and review of Community Investment Fund recommendations by Cabinet and the Audit and Scrutiny Committee.

4. Meetings

- 4.1** There shall be at least four ordinary meetings of the Locality Partnership each year at such time, place and frequency as may be agreed by the Locality Partnership. The Chair and Senior Lead Officer will have the final decision-making role on the meeting arrangements as required.
- 4.2** The Chair may convene Special Meetings if it appears to him/her that there are items of urgent business to be considered. Such Meetings will be held at a time, date and venue as determined by the Chair. If the Office of Chair is vacant, or if the Chair is unable to act for any reason the Vice-Chair may at any time call such a meeting.
- 4.3** Adequate provision will be made to allow for members to attend a meeting of the Locality Partnership or a Working Group of the Locality Partnership, either by being present together with other members in a specified place, or in any other way which enables members to participate despite not being present with other members in a specified place. An appropriate venue may include a meeting held on a wholly remote basis by electronic means or in circumstances whereby some members attend in person and others take part via remote means.

5. Notice of Meeting

- 5.1** Before every meeting of the Locality Partnership, or Working Group, a notice of the meeting, specifying the time, place and business to be transacted at it and signed by the Chair, or by a Member authorised by the Chair to sign on that person's behalf, shall be issued by electronic means to all Members no later than five days (including Saturday and Sunday) prior to the start of the meeting. Such notice will remain valid until rescinded in writing. Lack of service of the notice on any member shall not affect the validity of anything done at a meeting.
- 5.2** Where it is deemed necessary, the Senior Lead Officer, in consultation with the Chair, may also call for a meeting to take place on a wholly remote basis by electronic means or in circumstances whereby some Members attend in person and others take part via remote means.

- 5.3** At all Ordinary or Special Meetings of the Locality Partnership, no business other than that on the agenda shall be discussed or adopted except where by reason of special circumstances, which shall be specified in the minutes, the Chair is of the opinion that the item should be considered at the meeting as a matter of urgency.

6. Quorum

- 6.1** No business shall be transacted at a meeting of the Locality Partnership Board unless there are present, and entitled to vote, at least one quarter of the members of the Locality Partnership.
- 6.2** If within ten minutes after the time appointed for the commencement of a meeting of the Locality Partnership, a quorum is not present, the meeting will stand adjourned to such date and time as may be fixed and the minute of the meeting will disclose the fact.
- 6.3** In relation to the awarding of grants, no business shall be transacted at a meeting of the Locality Partnership unless there are present, and entitled to vote at least one member who represents the body whose function is to be exercised (e.g., the Council),

7 Powers and Business

- 7.1** In common with North Ayrshire Community Planning Partnership, the Locality Partnership will 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 the bodies attending the Locality Partnership may have authority delegated by their parent organisation to implement the recommendation without further decision by their parent organisation. It is expected that this will normally be the case in relation to Locality Partnership grant determinations made within the scope of the relevant grant scheme.
- 7.2** The business of the Locality Partnership is to develop, review and implement the priorities of the Locality Plan for its area, and as part of this to undertake the functions detailed in Appendix A. Community Planning Partners or other organisations may in due course, delegate further specific powers to Locality Partnerships.
- 7.3** 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.

- 7.4** 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, and forms part of the Integration Joint Board's (IJB) 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 partners. It is open to a Locality Partnership and a Health and Social Care Locality Forum for the same Locality to combine into a single body, should this be agreed by the two bodies, North Ayrshire Council and NHS Ayrshire and Arran.

8. Procedure for Dealing with Items of Business

- 8.1** Every effort shall be made by the Chair and Members to ensure that as many decisions as possible are made by consensus.
- 8.2** Report authors will speak to the terms of any report drafted by them which is on the agenda for a meeting. Thereafter it will be open to any Member to ask a question or questions concerning the item of business under consideration. Such questions must be relevant to the item of business under consideration and may be directed to any Member or officer seeking clarification of the terms of a report
- 8.3** When the Chair is satisfied that there are no more questions to be raised he or she will invite the Locality Partnership to discuss the item of business. Such discussion must be relevant to the item of business and should attempt to achieve a decision by consensus. As part of the Chair's role to manage the meeting, the Chair shall attempt to ensure that Members who wish to speak have a fair opportunity to do so. The Chair shall have power to determine when Members can speak, and will determine the number of occasions and length of time that a Member is able to speak.
- 8.4** When the Chair is satisfied that a decision can be made by consensus he or she will clarify the terms of that decision with the Locality Partnership.

9. Procedure where there is no Unanimous Decision

- 9.1** If the Chair is satisfied that a decision cannot be made by consensus, he or she will invite those of differing views to state the decision they wish the Locality Partnership to make. The first such statement will be known as the motion. Any

member may seek an amendment to the motion. Any motion and amendment must relate to the item of business under discussion. No motion or amendment will be accepted unless it is seconded. It will be open to any Member to ask a question or questions to the mover of any motion or amendment seeking clarity of their motion or amendment.

9.2 In the event that discussion on any item has exceeded 30 minutes it will be open to any Voting Member to propose a motion. If this is not seconded the motion will fall and discussion shall continue. If it is seconded, the Chair will ascertain if there are any amendments, which also require to be seconded.

9.3 Non-voting members can propose or second a motion or amendment and speak to its terms, but cannot vote on it

9.4 Debate: when the Chair is satisfied that there are no more amendments to be raised he or she will state that Locality Partnership is in debate.

9.5 Subject to the right of the mover of a motion, and the mover of an amendment, to reply, no Member will speak more than once on the same question at any meeting of the Locality Partnership except:

- On a question of Order;
- With the permission of the Chair; or
- In explanation or to clear up a misunderstanding in some material part of his/her speech.

9.6 The mover of an amendment and thereafter the mover of the motion will have the right of reply for a period of not more than 3 minutes. He/she will introduce no new matter and once a reply is commenced, no other Member will speak on the subject of debate. Thereafter the discussion will be held closed and the Chair will call for the vote to be taken.

10. Voting

10.1 Where a decision cannot be made by consensus in terms of standing order 8, then only Elected Members and Community members shall be entitled to vote, except in relation to the awarding of grants, where only the Member or Members representing the body whose function is to be exercised (e.g. the Council) shall be entitled to vote.

10.2 Any decision requiring a vote will be determined by a majority of votes of the Members present and who are entitled to vote on the question. Voting shall be by a show of hands, except where the meeting is being held via a remote meeting platform, when the name of each member voting or declining to vote shall be recorded in the minute by calling the roll of the members. In the case of an equality of votes the Chair shall have a second or casting vote. As the purpose of the Chair's second or casting vote is to break a deadlock, they can cast it whichever way they choose, including casting it differently from their

earlier substantive vote. For the avoidance of doubt, the Chair is not required to cast their second or casting vote in favour of the status quo.

11. Code of Conduct and Conflicts of Interest

- 11.1** Members of the Locality Partnership shall subscribe to and comply with the Standards in Public Life - Code of Conduct for Members of Devolved Public Bodies which is deemed to be incorporated into these Standing Orders. All members who are not already bound by the terms of the Code shall be obliged before taking up membership, to agree in writing to be bound by the terms of the Code of Conduct for Members of Devolved Public Bodies.
- 11.2** If any Member has a financial or non-financial interest as defined in the Code of Conduct of Members of Devolved Public Bodies and is present at any meeting at which the matter is to be considered, he/she must as soon as practical, after the meeting starts, disclose that he/she has an interest and the nature of that interest and if he/she is precluded from taking part in consideration of that matter.
- 11.3** If a Member or any associate of theirs has any pecuniary or any other interest direct or indirect, in any contract or proposed contract or other matter and that Member is present at a meeting of the Locality Partnership, that Member shall disclose the fact and the nature of the relevant interest and shall not be entitled to vote on any question with respect to it. A Member shall not be treated as having any interest in any contract or matter if it cannot reasonably be regarded as likely to significantly affect or influence the voting by that Member on any question with respect to that contract or matter.
- 11.4** Where an interest is disclosed, the other members present at the meeting in question must decide whether the member declaring the interest is to be prohibited from taking part in discussion of or voting on the item of business.
- 11.5** Complaints that a member has breached the Code of Conduct of Members of Devolved Public Bodies will be determined by the Locality Partnership or a Working Group set up under Standing Order 19. The complainant must identify the specific provision of the Code which has been breached and why it has been breached, failing which the Senior Lead Officer may advise that the complaint should not be further considered. If the Locality Partnership proceed to a hearing to determine the complaint, it should ensure (a) that members directly involved in the complaint are not members of the meeting which determines the complaint; (b) give to the member who is being complained about fair notice of the subject matter of the complaint and (c) provide the complainant and the member complained about an opportunity to address the meeting. If the Locality Partnership uphold the complaint they can (a) make recommendations to the body who appointed the member to either replace or suspend the member or (b) subject to the approval of the Senior Lead Officer, suspend the member from attending meetings of the Locality Partnership for a period of up to one year.

12. Adjournment of Meetings

- 12.1** A meeting of the Locality Partnership may be adjourned to another date, time or place by a motion, which shall be moved and seconded and put to the meeting without discussion. If such a motion is carried by a simple majority of those present and entitled to vote, the meeting shall be adjourned to the day, time and place specified in the motion.

13. Disclosure of Information

- 13.1** No Member or Officer shall disclose to any person any information which falls into the following categories:-

- Confidential information within the meaning of Section 50(a)(2) of the Local Government (Scotland) Act 1973.
- The full or any part of any document marked “not for publication by virtue of the appropriate paragraph of Part 1 of Schedule 7A of the Local Government (Scotland) Act 1973 (which schedule is attached as Appendix B) , unless and until the document has been made available to the public or press under section 50B of the said 1973 Act.
- Any information regarding proceedings of the Locality Partnership from which the public have been excluded unless or until disclosure has been authorised by the Locality Partnership or the information has been made available to the press or to the public under the terms of the relevant legislation.
- Personal information about any individual unless that individual has consented to its disclosure

- 13.2** Without prejudice to the foregoing no Member shall use or disclose to any person any confidential and/or exempt information coming to his/her knowledge by virtue of his/her office as a Member where such disclosure would be to the advantage of the Member or of anyone known to him/her or which would be to the disadvantage of the Locality Partnership.

14. Recording of Proceedings

Any request to photograph, tape, film, video tape, digital or otherwise record the proceedings of any Meeting shall be notified in advance to the Locality Partnership, to enable the Partnership to determine whether to agree to the request. For the avoidance doubt, recording of remote or on-line meetings is permitted.

15. Admission of Press and Public

- 15.1** Subject to the extent of the accommodation available and except in relation to

items certified as exempt, meetings of the Locality Partnership shall wherever possible be conducted in public. Public notice of the time and place of each meeting of the Locality Partnership shall be given by publishing such notice on the website of the Locality Partnership, which failing, North Ayrshire Council, not less than five days before the date of each meeting. In relation to wholly remote meetings, a member of the public can request to join the meeting as an observer, if technical constraints allow. Alternatively, and subject to obtaining Data Protection agreement of those present, a Locality Partnership may agree to live-stream or subsequently publish the meeting.

15.2 The Locality Partnership may by resolution at any meeting exclude the press and public during consideration of an item of business where it is likely in view of the nature of the business to be transacted or of the nature of the proceedings, that if members of the press and public were present there would be a disclosure to them of exempt information as defined in Schedule 7(A) of the Local Government (Scotland) Act 1973 Act, or it is likely that confidential information would be disclosed in breach of an obligation of confidence. The categories of exemption, which may apply under Schedule 7(A) of the 1973 Act, are set out in Appendix B

15.3 Every meeting of the Locality Partnership shall be open to the public but these provisions shall be without prejudice to the Locality Partnership powers of exclusion in order to suppress or prevent disorderly conduct or other misbehaviour at a meeting. The Locality Partnership may exclude or eject from a meeting a member or members of the press and public whose presence or conduct is impeding the work or proceedings of the meeting.

16. Alteration, Deletion and Rescission of Decisions of the Locality Partnership

Except insofar as required by reason of illegality, no motion to alter, delete or rescind a decision of the Locality Partnership will be competent within six months from the decision, unless a decision is made prior to consideration of the matter to suspend this Standing Order in terms of Standing Order 17.

17. Suspension, Deletion or Amendment of Standing Orders

With the exception of Standing Orders 6.3, 7.1, 10.1, 11.1, 11.2, 11.3, 11.4, 13, and 18.1, any one or more of the Standing Orders in the case of emergency as determined by the Chair upon motion may be temporarily suspended, amended or deleted at any Meeting so far as regards any business at such meeting provided that two thirds of the Members of the Locality Partnership present and voting shall so decide. Any motion to suspend Standing Orders shall state the number or terms of the Standing Order(s) to be suspended.

18. Minutes

- 18.1** The names of the Members and others present at a meeting shall be recorded in the minutes of the meeting.
- 18.2** The minutes of the proceedings, including any decision or resolution made by that meeting, shall be drawn up and submitted to the next ensuing meeting for agreement of their accuracy after which they will be signed by the person presiding at that meeting. A minute purporting to be so signed shall be received as evidence without further proof.
- 18.3** The minutes will also be referred to the Community Planning Partnership for noting by them. Any recommendations made by the Locality Partnership in relation to a matter where they do not have decision making powers delegated to them from the body whose function is to be exercised, will be referred to the Community Planning Partnership for ratification. If ratified, the recommendation will be submitted to the relevant body or bodies for their consideration. This is without prejudice to the powers of Community Planning Partners or officers authorised by them to agree to implement Locality Partnership recommendations prior to the Community Planning Partnership ratifying the minute. It is expected that this will normally be the case in relation to Locality Partnership grant determinations made within the scope of the relevant grant scheme.

19. Working Groups

- 19.1** The Locality Partnership may establish any Working Group as required from time to time but each Working Group shall have a limited time span as may be determined by the Locality Partnership.
- 19.2** The Membership, Chair, remit, powers and quorum of any Working Group will be determined by the Locality Partnership.
- 19.3** Agendas for consideration at a Working Group will be issued by electronic means to all Members no later than two days (not including Saturday and Sunday) prior to the start of the meeting.

Appendix A

Functions of the Locality Partnership

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 to:

- Develop a Locality Plan based on agreed local priorities (evidenced from data and community engagement) which aligns with the Local Outcomes Improvement Plan 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 the 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
- To develop proposals for the Community Investment Fund in conjunction with communities and receive updates on the progress and impact of funded initiatives
- To support, consider and influence local placemaking initiatives and island plans where appropriate including but not restricted to:
 - LDP3
 - North Ayrshire Regeneration Delivery Plan
 - Place Plans

- Place Frameworks
- Islands Plans
- Place-based investments
- Active Travel and Walking Routes
- The proposed Community Environmental Forum
- RCGF proposals and projects.

Appendix B

Local Government (Scotland) Act 1973

SCHEDULE 7A: DESCRIPTIONS OF EXEMPT INFORMATION

For the purposes of these Standing Orders the word “authority” in this Appendix shall mean any of the bodies detailed in paragraph 2.1 of these Standing Orders.

1. Information relating to a particular employee, former employee or applicant to become an employee of, or a particular office holder, former office-holder or applicant to become an office-holder under, the authority.
2. Information relating to any particular occupier or former occupier of, or applicant for, accommodation provided by or at the expense of the authority.
3. Information relating to any particular applicant for, or recipient or former recipient of, any service provided by the authority.
4. Information relating to any particular applicant for, or recipient or former recipient of, any financial assistance provided by the authority.
5. Information relating to the adoption, care, fostering or education of any particular child or relating to the supervision or residence of any particular child in accordance with a supervision requirement made in respect of that child under the Social Work (Scotland) Act 1968.
6. Information relating to the financial or business affairs of any particular person (other than the authority).
7. Information relating to anything done or to be done in respect of any particular person for the purposes of any of the matters referred to in section 27(1) of the Social Work (Scotland) Act 1968 (providing reports on and supervision of certain persons).
8. The amount of any expenditure proposed to be incurred by the authority under any particular contract for the acquisition of property or the supply of goods or services.
9. Any terms proposed or to be proposed by or to the authority in the course of negotiations for a contract for the acquisition or disposal of property or the supply of goods or services.

10. The identity of the authority (as well as of any other person, by virtue of paragraph 6 above) as the person offering any particular tender for a contract for the supply of goods or services.

11. Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office-holders under, the authority.

12. Any instructions to counsel and any opinion of counsel (whether or not in connection with any proceedings) and any advice received, information obtained or action to be taken in connection with:

(a) any legal proceedings by or against the authority, or (b) the determination of any matter affecting the authority,
(Whether, in either case, proceedings have been commenced or are in contemplation).

13. Information which, if disclosed to the public, would reveal that the authority proposes:

(a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or
(b) to make an order or direction under any enactment.

14. Any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

15. The identity of a protected informant.

NORTH AYRSHIRE COUNCIL

21 September 2022

North Ayrshire Council

Title:	Armed Forces Covenant Duty
Purpose:	To advise Members of the range of support which the Council currently provides to the serving and veteran community and the ways in which the new Armed Forces Covenant Duty will inform the development of future Council policy and decisions.
Recommendation:	<p>The Council is invited to:</p> <ul style="list-style-type: none"> (a) note the current support provided to the Armed Forces and Veterans, as set out at Appendix 2; (b) note the new Armed Forces Covenant Duty which comes into effect as a result of the Armed Forces Act 2021; and (c) agree that, following publication of the Statutory Guidance in respect of the new Act, a report is submitted to Cabinet on how the Council will respond to its obligations under the new Act.

1. Executive Summary

- 1.1 A motion passed by the Council at its meeting on 22 June 2022 reiterated North Ayrshire Council's commitment to the Armed Forces Covenant; recognised the contribution and sacrifice made by members of the Armed Forces and their families; and asked officers to examine what more might be done to support the serving and veteran community and to prepare for a new duty under the Armed Forces Act 2021 to give due regard to the Covenant in policy development and decision making.
- 1.2 The Council already provides a range of support to the serving and veteran community of the Armed Forces and, in June 2020, formally renewed its commitment to the Armed Forces Community Covenant. The Council has also appointed a Veterans Champion, Councillor Jim Montgomerie.
- 1.3 This report details the support currently provided and highlights the new duties associated with the Armed Forces Act 2021. Proposals with regard to how Services will ensure the Council meets its obligations in terms of the Act will be submitted to the Cabinet following publication of the Statutory Guidance.

2. Background

- 2.1 At its meeting on 22 June 2022, the Council considered and unanimously approved the following motion by Councillor Todd Ferguson, seconded by Councillor Inglis:

“That this Council:

1. renews its commitment to the Armed Forces Covenant, which is based on the premise that those who serve or have served, and their families deserve respect, support and fair treatment. In particular, it states that: “Those who serve in the Armed Forces, whether regular or Reserve, those who have served in the past, and their families, should face no disadvantage compared to other citizens in the provision of public and commercial services. Special consideration is appropriate in some cases, especially for those who have given most such as the injured and the bereaved.”
2. is proud to be Armed Forces friendly and recognises the enormous contribution and sacrifices that members of the Armed Forces and their families make every day for the safety and security of our country;
3. values the service of all British Armed Forces personnel, past and present, including those from Commonwealth Nations.
4. requests production of a report examining what more North Ayrshire Council can do to support our serving and veteran community across the full range of services we provide and strengthen partnerships with the Armed Forces Community.
5. prepares for the new duty to give due regard to the Armed Forces Covenant in policy development and decision making.”

Current Support

- 2.2 The Council already has a strong record in terms of the support provided to veterans and members of the armed forces:

Armed Forces Covenant

- 2.3 The three Ayrshire Councils, NHS Ayrshire and Arran and other stakeholders have been voluntary signatories of the Armed Forces Community Covenant since it was first introduced in 2012. In June 2020, the Council renewed its commitment to the Covenant and the refreshed Covenant was formally signed on 23 September 2021. The Covenant itself is attached at Appendix 1 to the report.

Veterans Champion

- 2.4 At its first meeting of the new Administration, the Cabinet also recognised Veterans as one of the key communities with special interests across North Ayrshire, appointing Councillor Jim Montgomerie to the role of ‘Veterans Champion’, to work with veterans and the Armed Forces to understand their needs and to advocate on their behalf in relation to how services are delivered.

- 2.5 In addition, Councillor Montgomerie is the Council's appointed representative on the Scottish Government's Cross-Party Group on Armed Forces and Veterans Community.

Support from Services

- 2.6 A summary of the range of key supports currently in place across Services of the Council, is set out at Appendix 2. It demonstrates the ways in which Services consider and take account of the particular circumstances of the armed forces and veterans community within North Ayrshire.

The New Armed Forces Covenant Duty

- 2.7 Like North Ayrshire, all councils have already signed the Armed Forces Covenant on a voluntary basis. The Armed Forces Act 2021 further enshrines the Covenant into law and it intended to help prevent service personnel and veterans being disadvantaged when accessing public services. It does not mandate what organisations must do, only that they must consider the Armed Forces community alongside other legal requirements. And it means that decisions about the development and delivery of certain services must be made with conscious consideration of the needs of the Armed Forces community.
- 2.7 Specifically, the new Covenant duty, which comes into effect later in 2022 (once the Statutory Guidance supporting it has been approved), will require organisations delivering local services to pay 'due regard' to the Covenant principles when exercising functions in the areas of housing, education and healthcare. 'Due regard' means that organisations in the scope of the Duty, such as the Council, will need to consciously consider:
- (a) the unique obligations of, and sacrifices made by, the armed forces;
 - (b) the principle that it is desirable to remove disadvantages arising for service personnel from membership, or former membership, of the armed forces; and
 - (c) the principle that special provision for service personnel may be justified by the effects on such people of membership, or former membership, of the armed forces.
- 2.8 The Duty does not mean that the Armed Forces community will be placed at the 'front of the queue'; but it does mean that their circumstances should receive a fair assessment when their cases are considered. In particular, the following Council services areas are covered by the Act:

Housing Services

- Allocations policy for social housing
- Homelessness
- Disabled Facilities Grants

:

Education

- Admissions
- Educational attainment and curriculum
- Child wellbeing
- Transport
- Attendance
- Additional needs support

Health

- Local authority delivered healthcare services, including sexual health services and drug and alcohol misused services
- Co-operation between bodies and professionals

2.9 Appendix 2 demonstrates that the Council is already working hard to recognise and address the particular circumstances of veterans and members of the Armed Forces. The Statutory Guidance to the new Act, which is expected later in the year, will allow officers to identify gaps and areas for improvement.

3. Proposals

3.1 That the Council agrees:

- (a) to note the current support provided to the Armed Forces and Veterans at set out at Appendix 2;
- (b) to note the new Armed Forces Covenant Duty which comes into effect as a result of the Armed Forces Act 2021; and
- (c) that, following publication of the Statutory Guidance in respect of the new Act, a report is submitted to Cabinet on how the Council will respond to its obligations under the new Act.

4. Implications/Socio-economic Duty

Financial

4.1 There are no additional financial implications arising from the recommendations in this report.

Human Resources

4.2 There are no additional human resource implications arising from the recommendations in this report."

Legal

4.3 Clause 8 of the Armed Forces Act 2021 sets out the Council's duties with regard to the Armed Forces Covenant. Further information on the implications of the new Duty is provided at Section 2.

Equality/Socio-economic

- 4.4 There are no additional equality/socio-economic implications arising from the recommendations in this report.

Climate Change and Carbon

- 4.5 There are no climate change and carbon implications arising from the recommendations in this report.

Key Priorities

- 4.6 There are no key priority implications arising from this information report.

Community Wealth Building

- 4.7 There are no community wealth building implications arising from the recommendations in this report.

5. Consultation

- 5.1 Consultation has taken place with Services across the Council and with the Veterans Champion.

Aileen Craig
Head of Democratic Services

For further information please contact Melanie Anderson, Senior Manager (Committee and Member Services), on tel: 01294 324131/ melanieanderson@north-ayrshire.gov.uk.

Background Papers

Correspondence in respect of current/planned service provision



AN ARMED FORCES COVENANT

NORTH AYRSHIRE COUNCIL, REPRESENTATIVES OF THE CHARITABLE
AND VOLUNTARY SECTORS,
THE CIVILIAN COMMUNITY OF NORTH AYRSHIRE

AND

THE ARMED FORCES COMMUNITY IN NORTH AYRSHIRE

**We, the undersigned, agree to work and act together to
honour the Armed Forces Covenant.**

Signatories

(This page gives examples of the parties who may sign the Armed Forces Covenant. This is an example only and is not limited to the examples given)

Signed:

Name:

Position Held:

Signed on behalf of the Armed Forces Community

Date:

Signed:

Name:

Position Held:

Signed on behalf of Armed Forces Charities

Date:

Signed:

Name:

Position Held:

Signed on behalf of the Business and Commercial Sector

Date:

Signed:

Name: Ian Clarkson

Position Held: Provost

Signed on behalf of North Ayrshire Council

Date:

Signed:

Name:

Position Held:

Signed on behalf of the Voluntary Sector

Date:

Signed:

Name:

Position Held:

Signed on behalf of the Primary Care Trust/NHS Body

Date:

SECTION 1: PARTICIPANTS

1.1 This Armed Forces Covenant is made between:

The serving and former members of the Armed Forces and their families working and residing in North Ayrshire

And

North Ayrshire Council

And

The Charitable and Voluntary Sector

And

Other members of the civilian community

SECTION 2: PRINCIPLES OF THE ARMED FORCES COVENANT

2.1 The Armed Forces Covenant is a voluntary statement of mutual support between a civilian community and its local Armed Forces Community. This Covenant encompasses the moral obligation between the Nation, the Government and the Armed Forces, at the local level.

2.1 The Armed Forces Covenant is based upon two key principles:

- The Armed Forces community should not face disadvantage compared to other citizens in the provision of public and commercial services.
- Special consideration is appropriate in some cases, especially for those who have given most such as the injured and the bereaved.

2.3 The purpose of this Covenant is to encourage support for the Armed Forces Community working and residing in North Ayrshire and to recognise and remember the sacrifices made by members of this Armed Forces Community, particularly those who have given the most. This includes in-Service and ex-Service personnel their families and widow(er)s in North Ayrshire.

2.4 For North Ayrshire Council and partner organisations, the Community Covenant presents an opportunity to bring their knowledge, experience and expertise to bear on the provision of help and advice to members of the Armed Forces Community. It also presents an opportunity to build upon existing good work on other initiatives such as the Welfare Pathway.

2.5 For the Armed Forces community, the Covenant encourages the integration of Service life into civilian life and encourages members of the Armed Forces community to help their local community.

SECTION 3: OBJECTIVES AND GENERAL INTENTIONS

Aims of the Covenant

3.1 The Armed Forces Covenant defines the enduring, general principles that should govern the relationship between the Nation, the Government and the Armed Forces community.

3.2 It aims to encourage all parties within a community to offer support to the local Armed Forces community and make it easier for Service personnel, families and veterans to access the help and support available from the MOD, from statutory providers and from the Charitable and Voluntary Sector. These organisations already work together in partnership at local level.

3.3 The scheme is intended to be a two-way arrangement and the Armed Forces community are encouraged to do as much as they can to support their community and promote activity which integrates the Service community into civilian life.

SECTION 4: Measures

4.1 North Ayrshire Health and Social Care Partnership

Ensure tha Veterans are able to access priority care and treatment from mainstream and specialist services via Veteran First Point (Ayrshire & Arran)

4.2 Place – Housing Services

Housing Services are fully committed to working with key partners and stakeholders to ensure the effective delivery of housing advice and support for Armed Forces personnel, service leavers and the veteran community.

Armed Forces personnel and veterans are given additional support and consideration to ensure they are not disadvantaged when applying for housing. When their date of discharge is confirmed, applicants are entitled to an additional 150 points up to 12 months before or after discharge. The aim of this enhanced priority is to ensure that applicants receive an offer of housing and prevent the possibility of them becoming homeless.

4.3 Communities – Connected Communities

Connected Communities help and support local community organisations including many branches of the Royal British Legion. Support varies depending on their different needs.

Connected Communities continues to be respectful of significant dates and commemorative events and how the activities on these days helps the Armed Forces community. Many generic services are accessed frequently by veterans - the Mens Shed initiative being the most relevant to date.

4.4 Democratic Service – Committee and Member Services

Committee and Member Services provide support to Armed Forces Day events and Remembrance Services and Parades. Administrative support is also given to the Provost in his role as the Council's Veteran Champion.

4.5 KA Leisure

KA Leisure currently afford members of the Armed Forces and Veterans the access plus rate, their concessionary rate, for both memberships and casual use.

CONTACT PERSONNEL AND TELEPHONE NUMBERS

MOD Armed Forces Covenant Team

Email address: covenant-mailbox@mod.gov.uk
Address: Armed Forces Covenant Team
Zone A, 6th Floor
Ministry of Defence
Main Building
Whitehall
London
SW1A 2HB

In-Service representative(s)

Contact Name:
Title:
Telephone:
Address:

North Ayrshire Council

Contact Name:
Title:
Telephone:
Fax:
Address:

Charities

Contact Name:
Title:
Telephone:
Address:

THE ARMED FORCES COVENANT

An Enduring Covenant Between

The People of the United Kingdom
Her Majesty's Government

– and –

All those who serve or have served in the Armed Forces of
the Crown

And their Families

The first duty of Government is the defence of the realm. Our Armed Forces fulfil that responsibility on behalf of the Government, sacrificing some civilian freedoms, facing danger and, sometimes, suffering serious injury or death as a result of their duty. Families also play a vital role in supporting the operational effectiveness of our Armed Forces. In return, the whole nation has a moral obligation to the members of the Naval Service, the Army and the Royal Air Force, together with their families. They deserve our respect and support, and fair treatment.

Those who serve in the Armed Forces, whether Regular or Reserve, those who have served in the past, and their families, should face no disadvantage compared to other citizens in the provision of public and commercial services. Special consideration is appropriate in some cases, especially for those who have given most such as the injured and the bereaved.

This obligation involves the whole of society: it includes voluntary and charitable bodies, private organisations, and the actions of individuals in supporting the Armed Forces. Recognising those who have performed military duty unites the country and demonstrates the value of their contribution. This has no greater expression than in upholding this Covenant.

Current Support for Veterans and the Armed Forces

North Ayrshire Health and Social Care Partnership

North Ayrshire HSCP as Lead Partnership for Mental Health is fully engaged with the Scottish Government to positively shape the future of both national and local delivery for the implementation of the national Veteran's Mental Health and Wellbeing Action plan and is a member of the national Veteran's Mental Health and Wellbeing Programme Board, which has been established to create a new national service providing visible, consistent and timely mental health and wellbeing services of high quality to support veterans in Scotland, combining equity of access with a rapid response to evidenced need.

North Ayrshire HSCP as Lead for Mental health services in Ayrshire and Arran also hosts the National Combat Stress contract and continue to work with Scottish Government and Combat stress to shape the future model of delivery as part of the national mental health and wellbeing action plan.

Veterans First Point

Veterans First Point (Ayrshire & Arran) has been delivering welfare and specialist mental health services to veterans and their family members since March 2017, helping them with the move from military to civilian life. Since that time, they have supported 910 veterans to seek help with housing, support with gaining employment and accessing psychological treatment for mental health difficulties.

Veterans First Point acts as a single point of entry for veterans to access other services both in the third sector and statutory services. Veterans can access the one stop shop, where their needs are reviewed, and the specific services required are identified and accessed with the support of the veteran peer support worker / clinical staff. This service model is unique within Ayrshire. The location of the service was carefully chosen and is in a shop front in the centre of Irvine, providing easy access.

The development of the Veterans First Point demonstrates the commitment of North Ayrshire IJB to the Armed Forces Covenant, through ensuring that veterans are able to access priority care and treatment from mainstream and specialist services. It is reaching those it needs to, demonstrated by high self-referral rates and the demographics of those using the service in the short time it has been opened.

Place

Housing Services

In North Ayrshire, Armed Forces personnel and veterans are given additional support and consideration to ensure they are not disadvantaged when applying for housing. When their date of discharge is confirmed, applicants are entitled to an additional 150 points up to 12 months before or after discharge. The aim of this enhanced priority is to ensure that applicants receive an offer of housing and prevent the possibility of them becoming homeless.

If a member of the Armed Forces, a service leaver or veteran has a health condition or disability, including a mental health condition, the accessible housing assessment process can apply. This assessment considers activities of daily living, progressive conditions, if an applicant's home can be reasonably adapted and if a move of home will significantly improve mental health symptoms. All assessments are carried out by a qualified Occupational Therapist. Those who have been previously assessed have experienced a wide range of health conditions including PTSD, other mental health conditions and physical disabilities. This assessment process can result in offers of housing and where relevant, a smooth transition to civilian life despite often complex needs.

The North Ayrshire Housing Register (NAHR) website has a link to the leaflet "A Scottish Housing Guide for people leaving the Armed Forces". The advice signposts applicants to the Veterans First Point in Irvine. Housing Services work closely with Veterans First Point and hold a surgery each month in their local facility to allow applicants who are currently serving or veterans/service leavers to discuss their housing options and housing prospects in more detail.

Following the launch of the Veterans First Point, staff employed by NAHR landlords were trained on housing options advice for service personnel. This approach was recommended in the Scottish Veterans Commissioner report. North Ayrshire Council's commitment to the Armed Forces Covenant was included in the training programme to help frontline housing staff understand the principles of the Covenant and the Council's policy on housing support for the armed forces community.

The Common Housing Register Manager is the main point of contact for all enquiries relating to housing register applications, accessible housing assessments, housing options and general advice for Armed Forces veterans and service leavers. This ensures consistency of service delivery across all landlords and that all housing staff are supported and have appropriate training to meet the housing and support needs of the Armed Forces community and their families.

Housing Services are fully committed to working with key partners and stakeholders to ensure the effective delivery of housing advice and support for Armed Forces personnel, service leavers and the veteran community.

Employability

In North Ayrshire, Armed Forces personnel and veterans are given additional employability support and consideration to ensure they are not disadvantaged when applying for employment opportunities.

Veterans are a priority group and are offered enhanced service provision from the North Ayrshire Employability Pipeline. There is recognition vocational training may be required to transfer military qualification and experience to match essential criteria for local employment and this offer is available to all veterans.

We have established links with local veteran groups and share information on opportunities as well as providing access to facilities within the employability hubs and recruitment events.

To further support the commitment to the Armed Forces Covenant we will appoint an Armed Forces Employability Champion to maintain and enhance the support offered.

We will reference within our forthcoming SPF investment plan that Armed Forces personnel are a priority group.

Communities

Education

Schools and centres are aware of the children and young people and ensure that appropriate planning is in place to meet their needs. The Service also promotes links to ADES Forces Children's Education website [Project name/focus \(education.gov.scot\)](https://www.education.gov.scot/projects/armed-forces-childrens-education) and encourages school participation in Armed Forces events where schools have representatives of the forces in their community.

Service improvements are planned to improve practice in supporting the families of armed forces in North Ayrshire by using and reporting on the following areas of challenge:

- Do we know who are our learners from Armed Forces Families – including regular, reserve and veterans?
- How do we know we are supporting our learners from Armed Forces Families effectively?
- What learning can we take from the practice examples to help our school to improve support for children from Armed Forces Families?
- How will we measure the impact of improvement?

Work is being done to produce a handbook for the families of Armed forces to include:

- Early Years and Childcare
- School education: The Curriculum, Assessment and Qualifications
- Additional Support Needs Section
- Providing information and links to Children's Education Advisory Service (CEAS)
- Provide links to the ADES children of forces website

Connected Communities

Connected Communities help and support local community organisations including many branches of the Royal British Legion. Support varies depending on their different needs. Given the different factors that impact on the health and well-being of veterans, those in active service or those recently left, the services delivered and supported by Connected Communities help alleviate some of the daily challenges faced by these men and women.

Connected Communities offers a range of generic and inclusive services through libraries, community halls and centres and community organisations like Men's Sheds. Other provision includes the community support hubs, food larders, support for fuel poverty, work in community engagement hubs for older people, and mental health and wellbeing initiatives. This includes over £800k distributed in North Ayrshire by lead partner third sector interface Arran Community and Voluntary Service from North Ayrshire Council and the Scottish Government's Communities Mental Health and Wellbeing Fund in 2021, and further funding is available in 2022. The Community Investment Fund and local grant funding can be accessed by armed services/veterans' groups for community initiatives.

The close working partnership which Connected Communities developed with the local branches of the Royal British Legions during the period 2014–18, as the start and end of WW1 was commemorated, opens opportunities for new initiatives. Partnership working continued through the Legacy Fund and the development of a WW1 Heritage Trail to respectfully commemorate and highlight the contributions of local people and local places of significance to WW1. The veterans were at the heart of these developments.

The partners applied successfully to the Covenant Fund and set up Ground Force at Eglinton Country Park. This is a horticultural therapy group working with veterans and their families. Families of men and women currently serving in the armed forces are included in the Ground Force project. They are an integral part of the veteran community and covered by the Covenant. The horticultural therapy work was selected as it is a healing process for those who were bereaved or suffering the impacts of conflict. Although it is not the traditional approach to medicalised therapy, the feedback from participants show that it is effective and is contributing to family wellbeing and healing.

There is a lot of learning which can be shared from the experiences of partnership with Ground Force. The model could be lifted and applied in other areas such as art, wellbeing, walking groups, etc., as well as supporting partners, like KA Leisure, to set up their own initiatives. There are opportunities through mental health and wellbeing funding, local grants or Community Investment Funding for further therapeutic health and wellbeing activities targeted at service and veterans' families. Officers will explore this with KA Leisure.

Connected Communities continues to be respectful of significant dates and commemorative events and how the activities on these days help the Armed Forces community.

Democratic Services

Committee and Member Services

Committee and Member Services provide support to Armed Forces Day events and Remembrance Services and Parades. Administrative support is available to the Council's new Veterans Champion, Councillor Montgomerie.

KA Leisure

KA Leisure affords members of the Armed Forces and Veterans the access plus rate, their concessionary rate, for both memberships and casual use.

NORTH AYRSHIRE COUNCIL

21 September 2022

North Ayrshire Council

Title:	The Knox Institute, Kilbirnie – Proposals for Future Status and Use.
Purpose:	To advise Council of the current situation relating to the Knox Institute; the historical purposes placed on it; and to propose a way forward by dissolving the Trust and in turn, alleviate the Council of the historical purposes and the asset in a manner that will benefit the local community.
Recommendation:	That Council: <ul style="list-style-type: none"> a) Agrees in principle to dissolve the Knox Trust and authorises officers to initiate the legal process required; b) Agrees that the costs for the legal process be met from the existing Community Asset Transfer Start Up Funding; c) Authorises officers to lease 21 – 23 Main Street at the current commercial rent, to the Radio City Association in order that the building can be utilised while the legal process is ongoing; and d) Agrees to accept a further report to share the findings of the legal process regarding the future of the Knox Institute.

1. Executive Summary

- 1.1 The dissolution of The Knox Trust (the Trust) will bring a complex, historical, legal situation to a conclusion and alleviate future Trustees from the responsibilities that have been historically placed up on them.
- 1.2 The dissolution of The Trust will allow one of Kilbirnie's most significant buildings to be made available for Community Asset Transfer (CAT). In doing so it will be brought back into use delivering services to the local community and have a secure future. This will meet the aims of Community Wealth Building, Placemaking and Town Centre Regeneration.
- 1.3 Permitting a lease for 21 – 23 Main Street will allow the building to be used by the local community whilst the legal process progresses, and any subsequent CAT process takes place.
- 1.4 This report recommends that the Trustees take the opportunity that has been presented by Radio City Association to dissolve the Trust. It also recommends that officers are authorised to engage with the relevant process to make this happen.

2. Background

- 2.1 The Knox Institute is an architecturally significant building located at 19 – 23 Main Street, Kilbirnie (Appendix I - Location Map). Designed and built by Robert Snodgrass of Beith, it opened in 1892 and was a gift to the town of Kilbirnie by Robert William Knox Esq. in memory of his father William Knox. The Knox Family were a major employer in Kilbirnie and the surrounding area, operating a number of mills and producing thread that was used extensively across the world. The family were well known and well connected, renowned locally for their supportive, forward-thinking approach to caring for its employees and their families.
- 2.2 At its opening, The Knox Institute is recorded as comprising of “A library, a reading room, recreation rooms and other necessary “premises” for the purpose of providing facilities for the self-improvement, recreation and social intercourse and enjoyment of the inhabitants of Kilbirnie.” Officially opened on the 19th November 1892, the building originally housed three shops on the ground floor, a reading room, committee room, and the town’s first library on the first floor, and a 1,000 square feet recreation room, complete with billiard table on the second floor.
- 2.3 From its opening until 1920, the Institute was operated by a Trust (established for the purpose) and was self-financing, making use of the income from the shops on the ground floor in order to meet running costs. However, between 1920 and 1931 it started running at a loss. Family members of the original Trustees made up the deficiencies over the years. Revenue continued to fall and owing to lack of funds, the Trustees were unable to keep the buildings and furniture in proper repair.
- 2.4 In 1931 The Trustees approached the District Council of Kilbirnie to take on the asset and they agreed that they were willing to take over the Institute subject to the Trust provisions as contained in the original Disposition. A Petition was considered by the Court of Session on 27th October 1931 resulting in a report by J R Dickson, Advocate. This concluded the transfer of the asset and the Trust status to Kilbirnie District Council.
- 2.5 Despite the agreement to change the administrative body, there was no approval for the Council to alleviate itself or dispose of the asset stating that, “to hold or use the subjects or to sell, alienate or dispoise the same or part thereof, otherwise than for the ends, uses and purposes and in terms of the powers and subject to the conditions and declarations hereinbefore expressed”. To that end, the Council cannot, sell or dispose of the Institute other than to a body who will deliver a similar range of beneficial, community-based outcomes as those set out by the original Trust. Until recently, no such body has been found.
- 2.6 The building was Grade B Listed in December 1980 by Historic Scotland but continued to have “retail” outlets on the ground floor.
- 2.7 North Ayrshire Council became responsible for the Knox Institute after local government reorganisation in 1996. All of North Ayrshires Elected Members are Trustees. The building was used briefly by the Council’s Educational Services as a Youth Club during 1996/97 and following a review by the Council’s Educational Services in 1998, it was decided that, despite refurbishment works being carried out, the building did not comply with legislative accessibility requirements. At this point, The Knox Institute was declared

surplus to Educational Services' requirements. Other uses were explored but the building did not meet accessibility needs, had no car parking to facilitate ease of access nor did not meet the purposes of the Trust.

- 2.8 A new purpose-built library was opened in 1975 and fulfilled the role of a public library serving the town. Kilbirnie is also served with good community facilities in the Walker Hall, Radio City, Bridgend Community Centre and the local schools. While all of these offer facilities to deliver recreational activities, as was proposed by the original Trust, no one found the existing building suitable with its accessibility barriers.
- 2.9 In 2018, an investment of £300,000 was made in the building as part of the Kilbirnie Conservation Area Regeneration Scheme (CARS). £225,000 came for the CARS allocation and a further £75,000 from Historic Environment Scotland. Although this improved the stability of the structure, allowed it to be removed from the Buildings At Risk Register, and made it wind and watertight, it did not address the internal works required to make it deemed fit for purpose. The present state of the building means that the Council would find it difficult to source financial resources in the present economic climate to improve the condition of the building sufficiently to bring it up to standard, as well as meet the aims and purposes of the Trust.
- 2.10 In 2019, Radio City Association submitted an application requesting a CAT of the Knox Institute. The request states that the end use of the building would be to provide a range of activities that are of benefit to the community of Kilbirnie and may meet the aims and purposes as set out by the Trust. The CAT application presents a unique and ideal opportunity to enable the Council to petition the Court to dissolve the Trust, to enable the Knox Institute to be sold, free of the restrictions of the Trust.
- 2.11 Radio City Association currently occupy 19 – 21 Main Street and have also requested to lease 21- 23 Main Street (ground floor shop) from which to deliver activities as they await a decision on the CAT. The barrier to the second request (for 21 – 23) is the current Standing Orders which prevent the granting of the lease as the asset has not been publicly advertised as available for lease. The group have indicated that they are willing to pay the commercial rent associated with the property should it be available.
- 2.12 The submission of the CAT application has presented NAC with a potential vehicle to initiate Court Action and its submission resulted in a second request to Counsel seeking clarity. Counsel confirmed that the Trust could potentially be dissolved, and the asset disposed of if there was an interested party who had a clear destination of purpose and intent with regard to the aims of The Trust. Just as with the original Trust in 1931, the agreement to dissolve the Trust and transfer its assets would require permission from the Court of Session.
- 2.13 As the current custodians of the Knox Institute, addressing the long-term sustainability of the asset is a positive undertaking for the Council. This will facilitate getting the community back into the town centre and utilising a historical building to support placemaking and regeneration.
- 2.14 Passing on the control of the asset will empower the local community to realise the full potential of the significant landmark building in the town, ensure it is well cared for by future generations and is developed into a key asset and resource for the local community. Seeing the building back in use will increase civic pride and support a sense of belonging and pride in the local area.

3. Proposals

3.1 That Council:

- a) Agrees in principle to dissolve the Knox Trust and authorises officers to initiate the legal process required;
- b) Agrees that the costs for the legal process be met from the existing Community Asset Transfer Start Up Funding;
- c) Authorises officers to lease 21 – 23 Main Street at the current commercial rent, to the Radio City Association in order that the building can be utilised while the legal process is ongoing; and
- d) Agrees to accept a further report to share the findings of the legal process regarding the future of the Knox Institute.

4. Implications/Socio-economic Duty

Financial

- 4.1 The specialisms required to deliver the legal process associated with this piece of work will mean that external legal representatives will be needed to support the staff in the internal Legal Team. The costs of their appointment, time commitments, Court Fees etc is challenging to predict at this time. It is estimated to be in the region of between £20,000 and £30,000.

The Community Asset Transfer Fund was established to support wider community ownership and remove barriers to completion; hence it is recommended that it be utilised in this instance. The financial investment will alleviate the Council of the current and future costs in relation to the stewardship and operation of the Knox Institute.

Human Resources

- 4.2 None.

Legal

- 4.3 The Legal Team of North Ayrshire Council have dealt with matters relating to the Trust and the Knox Institute for many years and recommend that the opportunity that has been presented be pursued, bringing a long and complex situation to a positive outcome for the local community. It is a rare opportunity to conclude a historical matter that has placed an ongoing financial and legal commitment on the Council.

As explained above, North Ayrshire Council's Legal Team will lead on this piece of work but will require the assistance of specialist, external legal representation in order to conclude the process.

Equality/Socio-economic

- 4.4 There will be considerable socio-economic benefits to be achieved should the asset be leased and in time, successfully transferred into community ownership. These include a variety of positive impacts for the community of Kilbirnie, as per the aims and purpose of the Trust.

Climate Change and Carbon

- 4.5 There will be considerable environmental and sustainability benefits to be achieved should the asset be leased and in time, successfully transferred into community ownership. The applicant is engaged in a broad range of events and activities that support this specific strand of work.

Key Priorities

- 4.6 Several Key Priorities will be delivered should the asset be leased and in time, successfully transferred into community ownership. These include:

Aspiring Communities

- Active and strong communities;
- Inclusive, growing and enterprising economy;
- People enjoy good lifelong health and wellbeing; and
- People and communities are safe

Inspiring Place

- Effective infrastructure and digital connectivity;
- Vibrant, welcoming and attractive places; and
- A sustainable environment

Community Wealth Building

- 4.7 Should the asset be leased and in time, successfully transferred into community ownership, the proposal would support the following pillars of community wealth building:

- Advancing community enterprises;
- Advancing local ownership of underused land and buildings; and
- Supporting local business activities and increasing the variety of ownership models.

5. Consultation

- 5.1 In preparation for this report consultation has taken place internally with Legal, Property Management and Investment, Finance, the Business Team and the Regeneration Team. External advice has been secured from Counsel. Radio City Association have also been a key part of the ongoing process.

Audrey Sutton
Executive Director (Communities & Education)

For further information please contact **Rhona Arthur, Head of Service (Connected Communities)**, on **(01294) 324415**.

Background Papers

Appendix 1: Location Map – Know Institute, Kilbirnie

Appendix 1 – Location Map – Knox Institute, Kilbirnie



