



North Ayrshire  
Community Planning Partnership

<b>Meeting:</b>	<b>Strategic Management Team</b>	
<b>Date/Venue:</b>	Wednesday 24 October at 10.00 a.m, Garnock Committee Room, Ground Floor, Cunninghame House, Irvine, KA12 8EE	
<b>Present:</b>	Craig Hatton, NAC (Chair) Thelma Bowers, NAC (sub for Stephen Brown) Mark Newlands, Scottish Enterprise Andrew McClelland, NAC Russell McCutcheon, NAC Morna Rae, NAC Jim Scott, Scottish Fire and Rescue Service James Thomson, Ayrshire College (sub for Michael Breen) Elaine Young, NHS Ayrshire and Arran	
<b>In attendance:</b>	Jennifer McGee (minutes), NAC	
<b>Apologies:</b>	Stephen Brown, NAHSCP Michael Breen, Ayrshire College Lorne Campbell, KA Leisure Kenny Hankinson, Scottish Fire and Rescue Service Barbara Hastings, TACT Tim Ross, Police Scotland Audrey Sutton, NAC Vicki Yuill, TSI Karen Yeomans, NAC	
<b>No.</b>	<b>Item</b>	<b>Responsible</b>
1.	<p><b>Welcome</b></p> <p>C Hatton welcomed everyone to the meeting and apologies were noted.</p> <p>C Hatton asked for everyone's thoughts on the Chair being rotated on an annual basis. It was agreed that this was a great idea and Elaine Young would take over as Chair from the next meeting which is scheduled to take place on 5 December 2018.</p> <p>C Hatton also paid thanks to the former Chair, Elma Murray for all of the excellent work she has done with our partners during her nine years as Chief Executive.</p>	<b>Noted</b>
2.	<p><b>Minute of Previous Meeting and Action Note</b></p> <p>Minutes from the meeting held on 24 August were agreed.</p>	

	<p>M Rae provided an update on the actions arising from the meeting held on 24 August. Two actions are currently outstanding:</p> <ul style="list-style-type: none"> <li>• Report on place-based principles – this will be discussed at a future SMT;</li> <li>• People’s Panel Focus Groups – these will take place before the end of the year</li> </ul> <p>E Young advised that she is attending an event at the Park Hotel in Kilmarnock tomorrow (25 October) which will focus on bringing Health and Housing together. E Young advised that she would feedback any useful information.</p> <p>C Hatton asked R McCutcheon to check whether David Hammond was attending this event.</p>	<p><b>Noted</b></p> <p><b>E Young</b></p> <p><b>R McCutcheon</b></p>
<p><b>3.</b></p>	<p><b>Best Value</b></p> <p>Ahead of the Audit Scotland Best Value Audit which is expected to be published during 2020/21, and work commencing towards the end of 2019, a best value toolkit on Partnership Working has been used to make sure we are as well placed as we can be when the audit commences.</p> <p>The toolkit is broken down into eight questions and three ratings (basic, better and advanced practice).</p> <p>M Rae asked the SMT to review the current toolkit and highlight whether:</p> <ul style="list-style-type: none"> <li>• They agree with the rating;</li> <li>• There is any evidence to be added;</li> <li>• This should be a priority area for improvement? If so, why?</li> <li>• If we should focus on improving this how should we go about it?</li> </ul> <p>The group made comments on actions within the toolkit which were currently categorised as basic or better practice.</p> <p><b>1.3</b> – It was agreed that the Economic Development and Regeneration Board, HSCP Strategic Planning Group, Workstreams and Locality Forums, IJB Champions should be added to the evidence and that this item should remain in the better practice category.</p> <p><b>2.1</b> - It was agreed that Fair For All Steering Group and Advisory Panel should be added as evidence for this item. The Fair For All Framework is an excellent example of partnership working, especially the Advisory Panel.</p> <p><b>2.2</b> – SIMD focus. We have long terms targets, however these are difficult to context. Fair For All Model to be used for target setting over longer term.</p>	



	<ul style="list-style-type: none"> <li>Meeting with the Active Travel team regarding school transport – Auchendarvie Academy only at this point.</li> </ul>	
<b>8.</b>	<b>AOCB</b> No other business was discussed.	
<b>9.</b>	<b>Next Meeting</b> The next meeting of the Strategic Management Team will take place on 5 December 2018 at 10.00 a.m.	

### Actions Summary

No	Agenda Item	Action Required	By	Date
1.	Corra Update	Report on place based principles and the Irvine Harbourside work at a future meeting of the SMT.	Audrey Sutton	Jan 19
2.	Minute of Previous Meeting and Action Note	E Young to feedback any useful information following the Health and Housing event on 25 October.	Elaine Young	05.12.18
3.	Minute of Previous Meeting and Action Note	Health and Housing event on 25 October - R McCutcheon to check whether David Hammond was attending this event.	Russell McCutcheon	05.12.18
4.	Best Value	M Rae advised that she would liaise with the Head of People regarding using 360 feedback for partners	Morna Rae	05.12.18
		Re-introduction of Partnership Capacity Building Days and CP Shadowing. Amendments to Best Value Toolkit	Morna Rae	Early 2019
			Morna Rae	November 2018
		Develop CP workplan and share feedback with NAC colleagues	Morna Rae	Jan 2019