



## Your Moray

**REPORT TO: COMMUNITY PLANNING BOARD ON 10 JUNE 2009**

**SUBJECT: SINGLE OUTCOME AGREEMENT – LOCAL DELIVERY ACTION PLAN**

**BY: CORPORATE POLICY UNIT MANAGER**

### **1. REASON FOR REPORT**

1.1 The Community Planning Board is advised of the current status and timescales of the work associated with the Single Outcome Agreement (SOA) 2009-10 and to consider the final amendments to the SOA.

### **2. RECOMMENDATION**

2.1 **The Board is asked to~:**

- (i) **Approve the further amendment required in the SOA in relation to Curriculum for Excellence from Scottish Government;**
- (ii) **agree an event for the minister at the official signing of the SOA based on the outcomes highlighted in the performance monitoring reports;**
- (iii) **note that public performance reports are required and will be based on the performance monitoring;**
- (iv) **note that a review of SOA will need to be undertaken during the year;**
- (v) **consider moving the inequalities local outcome from Safer & Stronger to Wealthier & Fairer Strategy Group; and**
- (vi) **Note scrutiny arrangements are still to be finalised.**

2.2 **In relation to specific actions arising from the special meetings the Board are asked to:**

- (i) **Agree key actions as attached with amendments stated in 4.4 (i) - (ii);**
- (ii) **Note SMART targets and milestones require more time to finalise with lead officer;**
- (iii) **Consider additional resources for key actions stated in 4.7 and any action required to address them;**
- (iv) **Agree revised membership as stated in 4.10 (i)-(v) and note concerns of the partners on resourcing the groups;**
- (v) **Agree to the operating procedures for the strategic groups contained in 4.16 (i)-(vi); and**
- (vi) **Advise the North East Joint Public Sector Group in relation to consultation on strategies and plans**

### **3. SINGLE OUTCOME AGREEMENT**

- 3.1 The final draft of the SOA 2009-10 was submitted to the Scottish Government on 15 May. Since then the Chief Executive has been asked to include a commitment against the Curriculum for Excellence. His commitment on behalf of the Partnership is contained in the attached letter. **(APPENDIX 1)** Given this commitment the SOA will be amended accordingly.
- 3.2 In relation to the signing off of the SOA, it was agreed that an event to demonstrate the work of the Partnership against the SOA commitments would be considered at this meeting. It is suggested that the detailed performance information contained in another report on this agenda can be used to identify appropriate events for the minister.
- 3.3 At the end of September the Partnership is required to submit their detailed report against the SOA outcomes. It is proposed that the detailed tables on performance are used for this purpose. In addition a report for the public must be produced and this will be based on the performance information collected. Both of these documents are available in the performance monitoring report contained elsewhere on this agenda.
- 3.4 On an annual basis the Partnership will have to review their SOA to ensure it reflects the priorities. Some concern has already been raised about the wording of the local outcomes, in particular the local outcome "improved and safer transport infrastructure" linked together. In addition there will be a need to review evidence during the year which may highlight new priorities such as climate change or community safety and remove others once they are delivered.
- 3.5 Further a number of meetings are concerned about the responsibility of set local outcomes and it needs to be reviewed during the year to ensure that the strategic groups are dealing with all of the local outcomes delegated to them. In that respect one request has been received to remove the local outcome "Inequalities in Moray will be addressed" from Safer & Stronger Strategic Group to the Wealthier & Fairer Strategic Group.

### **4. OUTCOMES FROM THE SPECIAL MEETINGS**

- 4.1 At the meeting of the Community Planning Board on 7 May 2009, it was agreed to hold special meetings of each of the theme groups to identify 3 key actions and review their membership in light of these actions. In addition the meetings briefly discussed operational matters to assist the theme groups to identify ways to manage cross-cutting issues and to raise awareness of activities across the partnerships. A copy of the minutes of those special meeting is attached. **(APPENDIX 2-6)**
- 4.2 At the Safer & Stronger Group it was agreed to circulate the outcomes to the group for further consideration before agreeing the final list. Any comments received will be reported to the meeting. Therefore the safer and stronger key actions are only draft at this stage.

- 4.3 Key Actions - Lead Officers were then asked to complete a template for each key action identifying SMART targets, quarterly milestones, expected outcomes and resources. There was a very short turn around time for some of the lead officers given that the last meeting was held on 29 May and the deadlines for the templates being returned was 2 June to enable them to be presented to this meeting. To date approximately 40 out of 52 templates have been returned; these are attached for each of the theme groups. Any further templates received will be sent out "to follow". **(APPENDIX 7-11)**
- 4.4 Since the meetings, two requests have been received to change the key actions agreed at the meetings. These are:
- (i) Wealthier & Fairer – Developing an evidence base to support the case for investment in the A96, A95 and rail infrastructure – Gordon Holland, Lead Officer for this action, has advised that the Government's Strategic Transport Projects (STPR) has included investment in the railway service to Moray, so developing evidence to support this is not required. The proposed actions are therefore confined to the A96 and A95 road routes.
  - (ii) Safer & Stronger – Implement Safer Strategy – Sharon Milton, Superintendent Grampian Police, has commented that whilst she appreciates that community safety is not a local outcome within the SOA but there is still a need to ensure community safety is represented within the work of the Safer & Stronger Strategic Group, she considers that placing this as a key action under the inequalities outcome is not the appropriate place. She suggests that community safety issues are reported to the Strategic Group as part of the agenda but do not feature as a key action within this outcome.
- 4.5 In addition, many of the special meetings commented that the key actions from one theme group were of interest to another group. Therefore a copy of this report with the full attachments has been circulated to all invited participants to enable them to have a chance to comment on the work across the partnership. It also gives those invitees who were unable to attend the meetings an understanding the outcomes from the meetings. Any comments received will be reported at this meeting.
- 4.6 Additionally, more time will be needed to finalise the SMART targets and milestones with the lead officers to ensure that these targets/milestones are realistic and able to be measured this year.
- 4.7 Resources – Most of the key actions did not specify any additional resources at that time. The key actions which were identified by the theme groups as requiring additional resources are:
- Greener – Development of waste diversion & Green procurement
  - Healthier – none
  - Safer & Stronger – none
  - Smarter – none

- Wealthier & Fairer – providing business parks and industrial units and expand the apprenticeship scheme
- 4.8 In addition a comment has been received by the lead officer for the 3 key actions for local outcome “an increased number of people in Moray will be active in improving their own health”. She states “it should be noted that there may be additional resources/funding available on a local level to support the 3 key actions i.e. local authority funding to support environmental health/tobacco that the lead officer is currently not aware of. She will assume that the Council shall investigate this further and add any other relevant information on resource/funding on templates.”
- 4.9 Membership – During the meetings it was suggested that membership should be more flexible allowing representatives to be a “core” member, attending all of the meetings for all of the agenda items; “additional” member, not currently on the membership list but to have core membership if agreed; and “specialist” member, who would attend for only for the agenda items in relation to their role i.e. road safety.
- 4.10 The suggested changes to the membership are:
- (i) Greener – Specialist members - Fiona Geddes, Housing Strategy Officer, Moray Council; Diane Law, Payments Manager, Moray Council; Chris Thompson, School Travel Co-ordinator, Moray Council; and Bill Anderson, Energy Officer, Moray Council. It was suggested that HIE no longer be members of the core group as they do not have any direct interest in the key actions identified.
  - (ii) Healthier – Core member- Eileen Bush, MVSO; Additional members- Mark Holloway, Inverness Prison Service; Donald Duncan, Director of Educational Services; and Sharon Milton, Grampian Police; and Specialist - Health Improvement Officer
  - (iii) Safer & Stronger – Specialist members- Sandy Ritchie, Head of Direct Services, Moray Council and Diane Law, Payments Manager, Moray Council. It was agreed to remove Gordon Holland from the representatives as Road Safety was now in Wealthier and Fairer Strategic Group
  - (iv) Smarter – Specialist -Jennifer Gordon, Placement Services Manager, Moray Council; Andy Jamieson, Anti-Social Behaviour Co-ordinator, Moray Council; Jane Mackie, Lead System Manager, Moray Council; Adrian Moar, Local Authority Liaison Officer, Moray Council; Jill McGhee; George Sinclair, Head of Educational Development Services and Jacqui Taylor, Fairer Scotland Manager, Moray Council.
  - (v) Wealthier & Fairer – Core member – RAF. Specialist members - Susan Chalmers, Careers Scotland; Adrian Moar, Local Authority Liaison Officer; Andy Jamieson, Anti-Social Behaviour Co-ordinator; Gordon Holland, Transportation Manager and Carol Sheridan, Senior Employee Development Adviser, Moray Council
- 4.11 In addition to these suggestions, Grampian Police, Grampian Fire & Rescue Services and HIE have raised concern at the level of resourcing required from

their organisation to send representatives to these meetings. Some partners are spread across almost every one of the theme group plus representation on the Board and community engagement group. Even with the flexible approach to attendance at the meetings, the staffing pressures must be recognised and there may be further proposals from partners to not attend certain groups.

- 4.12 Further Wing Commander McCord, RAF Kinloss, has suggested that his organisation would be better placed to be represented on the Board rather than the strategic groups or community engagement as this would enable him to deploy his staff more efficiently to the appropriate group or project.
- 4.13 On the other hand, Alastair Kennedy, chair of the Joint Community Council, is looking for more involvement in the work of the partnership in assisting it to deliver its commitments against the SOA. He will discuss proposals with the Community Council and the Community Council Liaison Officer may be able to assist in supporting their involvement in community planning.
- 4.14 Operating Procedures – During the special meetings proposals for ensuring that the cross cutting issues are addressed, awareness of the work across the partnership is greater and more input is gained from the partners into sharing information was discussed.
- 4.15 Overall the aim is to have flexible membership to address the key actions and other business of relevance to the groups and a flexible agenda to deal with SOA local outcomes, national strategies and local priorities which require partnership responses.
- 4.16 The main points which need to be carried out are:

#### Partners

- (i) Active involvement of partners to identify potential issues for the groups to take forward, such as national strategy documents affecting a number of partners. When highlighted through the appropriate strategic group or to the Community Planning Officer, then a lead partner will be identified to co-ordinate the strategy response on behalf of the partnership.
- (ii) Active involvement of partners to raise local issues relevant to the partnership.
- (iii) Commitment from all partners to pass on information for the agenda, e-bulletin and website.
- (iv) Consultation on strategies and plans at an early stage by all partners.

#### Administration

- (v) Circulate action notes after meetings to partners across the partnership.
- (vi) Send out a brief description of the agenda items and any strategies to be discussed when agendas are compiled to partners across the partnership.
- (vii) Improve website and e-bulletin to be more pro-active.

- 4.17 It was recognised that the North East Joint Public Sector Group should be aware of the commitment by partners to consult on organisational plans and strategies at an early stage.
- 4.18 Finally, at the last meeting it was agreed that scrutiny arrangements for the partners be brought back to this meeting for discussion. Though some consideration has been given to governance arrangements no detailed work is available. The early definition by the lead officers of the SMART target and milestones should improve the quality of monitoring information to the groups to enable them to identify corrective action if required at an early stage.

## **5. SUMMARY OF IMPLICATIONS**

### **(a) Corporate Development Plan/Community Plan/Service Improvement Plan**

The SOA should inform the contents of the Community Plan and partners' strategic documents.

### **(b) Policy and Legal**

The Council must meet requirements of the Scottish Government to comply with the Concordat. The Community Planning Statutory Partners are required to sign up to the whole SOA and be held accountable for its delivery.

### **(c) Resources (Financial, Risks, Staffing and Property)**

The resource implications of the local delivery action plans are highlighted under each theme group discussion.

### **(d) Consultations**

Consultations have been held with the various partners listed in the report and the appendices.

## **6. CONCLUSION**

- 6.1 **The Partnership should recognise the commitment given by all participants in the special meetings particularly given the short notice of the special meetings, the work involved to inform those meetings by the participants, lead officers and theme group chairs and then the follow up work on the key actions. Without that support it would not have been possible to complete the local delivery actions plans to this detail so quickly.**

ITEM:

PAGE: 7

**6.2 There were a number of issues raised which require agreement from the Community Planning Board in relation to the final SOA document, key actions, membership and operation of the groups.**

Author of Report: Bridget Mustard, Corporate Policy Unit Manager

Background Papers: Scottish Government guidance

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