



Your Moray

REPORT TO: COMMUNITY PLANNING BOARD ON 7 MAY 2009

SUBJECT: SINGLE OUTCOME AGREEMENT

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) support the work associated with the next stage in developing the Single Outcome Agreement (SOA) 2009-10 by supporting the special meetings;
- (ii) agree any further changes required on the SOA before submitting it to Scottish Government;
- (iii) agree a date for the special meeting of the Board to consider the 3 key actions and resource implications from the theme groups to delivery against the SOA;
- (iv) to consider what could potentially illustrate the SOA and partnership working to the Minister during the visit the sign off the SOA;
- (v) consider general principles of scrutinising the SOA; and
- (vi) approve the Equality Impact Assessment on the SOA.

3. BACKGROUND

3.1 14th April – The formal feedback was received on 9 May and Liz Hunter met with the partners to give informal feedback on the SOA.

3.2 21st April - On 21st April the Improvement Service assisted some of the partners to consider the initial local delivery plan information to agree a framework for overall delivery of the SOA.

3.3 April – Confirmation has been received that there is not a requirement to submit an interim report on the first phase SOA by local government in April. It was agreed that the Government's report would be drawn from the summaries of local progress and achievements provided within the Local Context sections of the SOA template submitted within the draft SOA in February 2009.

- 3.4 7th May - The Community Planning Board is asked to agree the final SOA at their meeting.
- 3.5 12th May - A special meeting of the Full Council will be held on 12 May to sign off the SOA before submitting it to the Scottish Government.
- 3.6 15 May – Final SOA to be submitted to the Scottish Government.
- 3.7 May – Special meetings are to be held to enable each of the theme groups to identify 3 key actions and review their membership in light of these actions. So far the following dates have been agreed between the chairs and lead officers:
- Safer & Stronger – TBC
 - Wealthier & Fairer – 13 May, am
 - Greener – 14 May, am
 - Smarter – 28 May
 - Healthier – 29 May, am
 - Community Planning Board – 5 or 10 June (TBC)
- 3.8 June - The official sign off by the partners has not been confirmed. Liz Hunter has stated that she may have further information for this meeting.
- 3.9 June – Special Meeting of the Community Planning Board to discuss outcomes from the special meetings of the theme groups on the identification of their 3 key actions and resource implications.
- 3.10 End of September - Further an important element of the SOA approach is the annual reporting process, with the first reports on progress made in 2008-9 becoming available in September 2009. The SOA guidance published in October 2009 explained that the reporting process will have a dual purpose: first, an outward focus reporting to communities and the public on the delivery of outcomes in the local area; and second to report to the Scottish Government the Council or Partnership's contribution towards delivery of outcomes which support the National Performance Framework.

4. PROPOSALS

- 4.1 The special meetings will have enhanced attendance to enable all relevant officers to be involved in the discussions. Regular attendance at the meetings by these officers thereafter will be decided by the groups. It would be appreciated if officers are released for these meetings to enable them to give their input.
- 4.2 To prepare for the special meetings officers are asked to complete the templates to provide background information for the discussion and to inform the discussion on key actions. Again support from all partners to complete this information would be appreciated.

- 4.3 The final draft of the SOA 2009-10 will be submitted to the Scottish Government on 15 May. The amended draft is attached. **(Appendix 1)**
- 4.4 The Board agreed to hold a special meeting at the end of the theme groups' consideration of their 3 key actions and identified resource implications. The dates proposed for the special meeting are 5 or 10 June 2009.
- 4.5 In relation to the signing off of the SOA, early indications from Liz Hunter are that the most likely approach will be for Ministers to visit the Community Planning Partnerships who would welcome that over the summer. But this time the visit should include seeing something which illustrates the SOA and partnership working rather than simply to sign the document. This would have to be considered in advance.
- 4.6 Lastly, within the SOA itself there is a commitment under outcome 15 to "agree governance statement for the community planning partnership". This would include the scrutiny elements of the SOA. At the moment the council has procedures in place to scrutinise the SOA through its Audit & Performance Review Committee. This scrutiny is limited to the Council's actions since it is an internal committee. However, if the whole SOA is being signed off by all statutory partners some element of scrutiny should be built into the system.
- 4.7 In the past this Board agreed to hold each other to account on the delivery of the SOA but this may not provide the scrutiny which may be required. At this stage it is proposed to raise this issue and welcome any views from the partners on how this could be carried out.
- 4.8 An Equality Impact Assessment has been carried out on the SOA. Though not a requirement to do so, it was considered important to show that we have considered equality groups within the development of the document. The impact assessment is attached. **(Appendix 2)**

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 SOA will be discussed at the Special Community Planning Board meeting.

(d) Consultations

Consultations have been held with theme group lead officers and theme group chairs to agree the dates and extended membership for the special theme group meetings.

Community Planning partners were involved in the decisions on how the local delivery action plans should be developed.

6. CONCLUSION

5.1 The SOA process for 2009-10 is now in its final stages of development. The SOA requires to be agreed by the Partners before submitting it to the Scottish Government on 15 May. During May work will be undertaken to identify the actions which will be contained in the local delivery action plans to support the SOA outcomes.

Author of Report: Bridget Mustard, Corporate Policy Unit Manager

Background Papers: Scottish Government guidance

Ref:

Signature:



Date : 28 April 2009

Designation: Corporate Policy Unit Manager

Name: Bridget Mustard