

REPORT TO: COMMUNITY PLANNING BOARD ON 4 MARCH 2010

**SUBJECT: LOCAL DELIVERY ACTION PLANS – UPDATE OF MILESTONES
2010-11**

BY: CORPORATE POLICY UNIT MANAGER

1. REASON FOR REPORT

1.1 The Community Planning Board is asked to note that the local delivery action plans will need to be updated for 2010-11.

2. RECOMMENDATION

2.1 The Community Planning Board is asked to note that the local delivery action plans will need to be updated for 2010-11 and it is anticipated that the revised plans will be reported to the next meeting.

3. BACKGROUND

3.1 Local delivery actions plans (LDAPs) were developed to support the delivery of the key actions within the SOA. The LDAPs contain the detailed milestones and resource implications against each of the key actions. Progress against the milestones inform the quarterly monitoring reports submitted to the partnership.

3.2 Some work has been carried out to being to update the LDAPs to reflect current performance against the milestones and allow input for new milestones. The LDAP template now includes a section listing 'Achievements in 2009/10.

3.3 Further the 2009/10 content for the 'SMART targets for Key Action', 'Expected outcome/contribution to the local and national outcome', and 'Resources' sections has also been updated to reflect performance but should be reviewed and updated for 2010/11 as necessary.

3.4 Incomplete milestone actions can be carried forward to 2010/11. However we would recommend providing an explanation to why the actions have not been met for auditing purposes. An explanation will also be needed if it is decided not to carry forward these actions to the coming year.

3.5 Finally an additional section – 'Links to other Key Actions' – has been added to encourage Lead Officers to identify cross-cutting issues with other key actions.

- 3.6 In discussion with the statutory partners it was agreed that the revised milestones should ensure that the proposed milestone makes a substantial contribution to the overall key action and takes a wider approach to meeting the key action in terms of closer partnership working where appropriate.
- 3.7 In addition to revising the LDAP templates on current information, a guidance note has been produced to address some of the issues which have arisen out of the current milestones, particularly in relation to monitoring progress. **(Appendix)**
- 3.8 The templates will be circulated to the lead officers for updating. It is hoped to complete all of the updates for submission to the next Board meeting. At this meeting the Board will also receive the progress against the quarter 4 milestones giving an overview of the delivery against the key actions in the first year. Progress will assist in agreeing appropriate milestones for 2010-11.

4. SUMMARY OF IMPLICATIONS

(a) Single Outcome Agreement/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.

(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 Statutory partners on the general content of the Local Delivery Action Plans.

5.0 CONCLUSION

- 5.1 The LDAPs provided the details to enable the Partnership to monitoring progress against the key actions within the SOA. The LDAPs now require to be updated for 2010-11. The updates will be reported back to next meeting**

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Background Papers:
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