

REPORT TO: MORAY COUNCIL ON 26 MARCH 2008

SUBJECT: COMMUNITY PLANNING STRUCTURES

BY: CHIEF EXECUTIVE

1. REASON FOR REPORT

- 1.1 To consider reviewing the current structures for Community Planning in Moray
- 1.2 This report is submitted to Committee in terms of Section (II) 10 of the Council's Administrative Scheme relating to the distribution of functions and responsibilities.

2. RECOMMENDATION

- 2.1 It is recommended that the Council :-
- approves the establishment of a Community Planning Board, Community Engagement Group and five Theme Groups as described in this report
 - considers the membership of the Community Planning Board, Community Engagement Group and the 5 Strategic Theme Groups.
 - Approves that the new groups be reviewed and reformed within the first quarter of the new financial year.
 - Approves, in principle, the establishment of local area committees subject to a further report on the detailed remit and resourcing issues

3. BACKGROUND

- 3.1 This paper summarises a structure for community planning in Moray which will assist in ensuring that all public agencies in Moray are in a position to deliver the Single Outcome Agreement required by the government.
- 3.2 It sets out the context for the development of the proposed structures, a summary of the remits of the various groups and their membership.
- 3.3 **Why change existing structures?**
The existing community planning structures have been very successful in bringing public and voluntary agencies and bodies together to identify priorities for public service delivery in Moray.
- 3.4 With the development of the single outcome agreement it is important that the Council considers a revised structure which will fully involve elected members in the various groups and ensure that there is clear political and democratic leadership within the community planning process.
- 3.5 The single outcome agreement is one further step in the agenda for the modernisation of public services which is being pursued by government and that agenda is demanding that we now carry out a fundamental review.

3.6 The National Context

The national context is provided by two recent pieces of legislation and the Concordat signed by the Scottish government and COSLA late last year. The two pieces of legislation are the Local Government in Scotland Act 2003 and the Local Governance (Scotland) Act 2004.

3.7 The Local Government in Scotland Act 2003

The Act set Community Planning on a statutory basis; and :-

- Placed a responsibility on the Moray Council to initiate, maintain and facilitate the provision and planning of public services within the Moray area through the Community Planning process;
- Extended the duty to become involved to other public bodies;
- Introduced a duty to secure best value in local government services, and
- Created a power of community well-being.

3.8 The Statutory Guidance for the Act defined two main aims of Community Planning. One aim is to make sure people and communities are genuinely engaged in the decisions made on public services which affect them. The other commits organisations to work together to provide better public services.

3.9 The Local Governance (Scotland) Act 2004

This Act introduced local government elections by single transferable vote. This reduced the former 26 Wards in the Moray area to 8 multi-member Wards. Each ward now has 3 or 4 Councillors. It also resulted in there being a number of Community Councils and/or Community associations within each multi-member ward.

3.10 The Concordat

The Concordat sets out the terms of a new relationship between the Scottish Government and local authorities based upon mutual respect and commitment. It also sets out proposals for development of a Single Outcome Agreement by every council based on an agreed set of national outcomes.

- 3.11** As part of this process, the Scottish Government has set out a framework of 5 strategic priorities to deliver sustainable economic growth in Scotland and intends to measure the delivery of outcomes. The five priorities are :-
- **Greener** – to improve Scotland’s natural and built environment and the sustainable use and enjoyment of it.
 - **Healthier** – to help people to sustain and improve their health, especially in disadvantaged communities, ensuring better, local and faster access to health care.
 - **Safer & stronger** – to help local communities to flourish, becoming stronger, safer places to live, offering improved opportunities and a better quality of life.
 - **Smarter** – to expand opportunities for Scots to succeed from nurture through to life long learning, ensuring higher and more widely shared achievements.
 - **Wealthier & Fairer** – to enable businesses and people to increase their wealth and more people to share fairly in that wealth.
- 3.12 What changes to structures are proposed?**
The current Community Planning Steering Group have recognised that structures require to change to reflect the government’s new agenda. Currently a formal partnership agreement is in place – the “Moray Community Planning Partnership Agreement” which applies to all partner organisations - public agencies and voluntary organisations. The Steering Group comprises representatives of partner agencies at a senior level i.e. Elected Members, Chief Executive, Board Members, etc and meets quarterly. The current chair of the Group is Cllr E McGillivray.
- 3.13** The Group makes strategic decisions about the progress of Community Planning in Moray based upon the regular reports it receives from the Task Groups, Theme Groups and Area Forums.
- 3.14** At its meeting on 13 March 2008 the group agreed the structures set out in this report and remitted it to myself to implement the proposals in conjunction with Elected members, partners and theme group lead officers.
- 3.15** The Steering Group has approved that the following be established :-
- a. Community Planning Board
 - b. Community Engagement Group
 - c. 5 Theme Groups
- 3.16** In addition, this would be the appropriate for the Council to consider the establishment of Local Area Committees.
- 3.17** The structures are set out diagrammatically in **(APPENDIX 1)** which also indicates the proposed membership of the Community Planning Board and Community engagement group. Copies of the proposed membership for

Theme Groups is set out in **(APPENDIX 2)** and their remits **(APPENDIX 3)** are also attached.

3.18 Community Planning Board

It is proposed that a Community Planning Board be established which will provide leadership within the revised structure. The leadership of the partnership is crucial to the success in tackling the issues in the single outcome agreement. The development of a strategic vision for the partnership will enable partners to work together effectively to achieve common goals. The outcome agreement process identifies the partnership's focus and priorities, outlines the steps to meeting these priorities and commits the necessary resources.

- 3.19 The leadership also have a role in evaluating performance, holding each other to account and supporting problem solving within the partnership.

3.20 Community Engagement Group

The Partnership has already adopted the National Standards for Community Engagement which sets out 10 statements of commitment that can be used to develop and support better working relationships between communities and agencies delivering public services. To strengthen the relationship with the community, theme groups, partners and the Partnership it is proposed to create a Community Engagement Group. This group will sit alongside the Board and take on some of the remit from the current Steering Group.

- 3.21 The creation of a community engagement group aims to improve links between existing theme groups and local forums and create clear methods of influence for community engagement within Community Planning.

- The group would be a focus for communication and engagement and an overview of the effectiveness of service delivery and responsiveness; and
- The group would meet 3 or 4 times a year, with the agenda for the meetings agreed by the group representatives and other community organisations with an interest in Community Planning.

3.22 Theme Groups

Currently the Community Planning Partnership has agreed to move from the 7 theme groups to 5 themes to reflect the national priorities. The current position for each theme group is:

- (a) Children & Young People's Partnership - This Partnership will address the Smarter priority.
- (b) Community Safety Partnership - This Partnership will address the Safer priority.

- (c) Environmental Forum - This Partnership will address the Greener priority.
- (d) Health & Social Care Partnership - This Partnership will address the Healthier priority.
- (e) Wealthier & Fairer Theme Group - This Partnership will contribute to both the Greener and Wealthier & Fairer priorities. The government has disbanded the former Partnership, the Local Economic Forum.

3.22 Two of the Theme Groups have now been discontinued. The Building Stronger Communities group no longer meets but was addressing many of the areas under the Wealthier & Fairer priority. Their work will be transferred into the Wealthier & Fairer theme group. The Transportation Co-ordinating Theme Group will transfer their priorities mainly into the Wealthier & Fairer Theme Group.

3.23 It has been agreed within the partnership that theme groups should have members at the most senior level with the partner organisations who are able to commit the required resources against the priorities, unblock any difficulties preventing the delivery of the priorities and to identify the strategic direction for the partnership.

3.24 Local Area Committees

The proposals here focus on the establishment of eight local area committees – each based on a multi-member ward. The proposal would be a first step in the decentralisation of some elements of Council business. The aim is to strengthen local members' influence over the planning and delivery of local services giving them a key role to play in community leadership and overseeing community planning at the local level. Each of the local area committees would link directly to one secondary school and its associated school group area which aligns to the management and staffing arrangements for Educational Services, Social Work, Police and Fire and Rescue Services.

3.25 It is proposed that the Committees would be led by local elected members and that meetings of the local area committees would be held in local communities and could move around to ensure coverage of the new multi member ward areas.

3.26 It will be necessary to revise the Council's Administration scheme and Standing orders to reflect the establishment of local area committees and to define their role and remit in detail. At this stage, agreement in principle is sought for the establishment of the area committees on the basis described. If this is agreed then a detailed paper will be brought to the next Council meeting following consultation with Members regarding their detailed role and remit.

3.27 If a local area structure is to be established then it will be important that it is adequately resourced and supported. At this stage, it is envisaged that, as a minimum, each local area committee would require to be supported by a senior officer from the Council, a community learning and development worker and a committee officer, (recognising that such a resource can be shared by more than one committee). It is also envisaged that a budget would be

delegated to the committee in order that local services and priorities can be funded. Funding and support staffing are further matters that will require to be reported back in detail to the Council should the establishment of local area committees be agreed.

- 3.28 If the committees are established then the Council will seek the agreement of other Community Planning partner agencies to provide senior officer support. It will also be necessary to address how the local area committees will relate to local communities, the voluntary sector and other interests to ensure that a wide and inclusive range of views are heard by the local area committees in relation to the business which they will be considering.
- 3.29 While this paper focuses on future structures for community planning, it is important that the Council also considers how the Council will relate to these structures. For example, in addition to considering the structures set out in this report it will be important that the Council :-
- Receives periodic reports from each of the Community Planning Theme Groups to the relevant Council committee;
 - Enhances the Council's scrutiny role in Community Planning and agrees that monitoring of the single outcome agreement should be at the core of the Audit and Performance Review Committee's role, and

4. SUMMARY OF IMPLICATIONS

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

The proposals in this report will ensure that community planning structures have the capacity to deliver on the commitment to a single outcome agreement.

(b) Policy and Legal

The review of structures will assist the Council in meeting its legal obligations in respect of community planning and the commitment to delivering a single outcome agreement which is set out in the Concordat.

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

The major resource implications relate to proposals to develop a local area committee structure and these issues will be brought back to the next council meeting.

(d) Consultations

The Community Planning Steering Group at its final meeting on 13 March 2008 approved the structures outlined in this report.

5. CONCLUSION

- 5.1** Delivery of the single outcome agreement will require community planning structures which fully involve elected members in the various groups and ensure that there is clear political and democratic leadership within the community planning process. The proposals in this report will deliver structures with the capacity to deliver on the Council's outcome agreement obligations.

Author of Report: Alastair Keddie

Background Papers: None

Ref:

APPENDIX 1**COMMUNITY PLANNING IN MORAY****PROPOSED STRUCTURE**

Moray Community Planning Board	
Council (4+2+1)	7
NHS	1
Police	1
Fire	1
HIE Moray	1
Moray College	1
MVSO	1
	13

Community Engagement Group	
Joint Community Councils	1
Chair Moray Area Forum	1
Theme Group Chairs	5
NHS	1
Police	1
Fire	1
HIE Moray	1
Moray College	1
MVSO	1
RAF	2
Volunteer Centre Moray	1
Citizens Advice Bureau	1
Chamber of Commerce	1
	18

Theme Groups
Elected Member to chair each Group
Health and Social Care
Community Safety
Childrens Partnership
Greener
Wealthier

Local Area Committees
(Supported by Community Learning & Development)

Community Councils Local Forums

APPENDIX 2**PROPOSED MEMBERSHIP OF THEME GROUPS**

<p style="text-align: center;">Health and Social Care Partnership</p> <p>Councillors 6 Chair of HSC Partnership 1 NHS <u>3</u> <u>10</u></p>	<p style="text-align: center;">Community Safety Strategic Group</p> <p>Councillors 5 Police 1 Fire 1 NHS <u>1</u> <u>8</u></p>
<p style="text-align: center;">Children & Young People</p> <p>Councillors 5 Police 1 Careers 1 MCHSCP <u>1</u> <u>8</u></p>	<p style="text-align: center;">Greener Strategic Group</p> <p>Councillors 5 SNH 1 HIE Moray 1 SEPA 1 NHS 1 Forest Enterprise <u>1</u> <u>10</u></p>
<p style="text-align: center;">Wealthier Strategic Group</p> <p>Councillors 5 HIE Moray 2 Chamber of Commerce 1 Federation 1 Moray College <u>1</u> <u>10</u></p>	

APPENDIX 3

Community Planning Board - Remit

- Provide effective leadership and facilitate agreement between partners on the strategic priorities of the area
- Develop a strategic approach to its partnership activity ensuring effective use of resources which contribute to achieving the strategic priorities
- Oversee governance arrangements across the Partnership
- Scrutinise performance of Partnership in achieving its strategic priorities including, at times, challenging partners on their delivery
- Review commitments made to partners on a regular basis to agree future of levels of activity
- Assist the Partnership to secure funds and resources to address strategic priorities
- Ensure strategic priorities are reflected in the work of each of the Partners
- Encourage open discussion and transparent decision making within the Partnership
- Provide a steer in reaching difficult decisions on those issues that involve competing public interest or may prove contentious in an area
- Bedding community planning issues in the policy and decision making processes on all partners
- Ensure other Elected Members, Council Committees, and Partners Board are fully briefed on key programmes under the community planning agenda and how that would affect their service interest on community areas
- Release any blocks preventing the Partnership from delivering the strategic priorities.

APPENDIX 3

Community Engagement Group - Remit

- Co-ordinating consultation and engagement with local communities and service users between partners, themes and CPP
- Collating local information from community engagement to improve services to inform CP activity
- Providing feedback to the local community, theme groups and Partners on the impact the Partnership has had on service users
- Raising community concerns and support community engagement at a more local level
- Ensuring that the Partnership is visible and accountable to the community for decisions and actions it takes by informing the community about what is being done to address their concerns
- Ensuring the Partnership engages with, involves and regularly offers feedback to the community to increase public confidence and reassurance

Theme Groups - Remit

- Identifying the theme groups' focus and priorities, referenced to the CPP strategic priorities, outlining the steps to meeting these priorities and committing the necessary resources
- Evaluating performance, holding each other to account and supporting problem solving with the Partnership
- Completing a strategic assessment for theme – review to be carried out annually

Local Area Committees – Draft Remit

The full remit of local area committees has yet to be defined but it is envisaged that the remit would cover :-

- Each Committee developing an area community plan which would aim to bring together strategic issues and local priorities and provide a means of influencing public agencies and the Moray wide Community Planning process;
- Seeking the active involvement of Community Councils, Local Forums and Community Associations.
- Local scrutiny of services in associated school group area
- Providing local members with support, information and analysis for the local area
- Identifying local expenditure priorities and targeting of resources at a local level
- Development of locality budgeting