

EAST AYRSHIRE

COMMUNITY PLANNING JOINT OFFICERS' / LEAD OFFICERS' GROUP

27 APRIL 2010

**SINGLE OUTCOME AGREEMENT AND COMMUNITY PLAN ACTION PLAN
ANNUAL PERFORMANCE REPORT 2009/10**

Report by the Chief Executive, East Ayrshire Council

1. PURPOSE OF REPORT

- 1.1 To update the Community Planning Joint Officers' (JOG)/ Lead Officers' Group regarding arrangements relating to East Ayrshire Community Planning Partnership Single Outcome Agreement (SOA)/Community Planning Action Plan Annual Performance Report 2009/10.

2. SINGLE OUTCOME AGREEMENT

- 2.1 Members will recall that, following endorsement by all Community Planning Partners, our updated SOA was approved by the Scottish Government on 16 June 2009 with overall Ministerial sign off completed by Stewart Stevenson, MSP and Minister for Transport, Infrastructure and Climate Change, on 23 July 2009 during the planned Ministerial summer tour.

3. ANNUAL REPORTING ARRANGEMENTS

- 3.1 As colleagues will be aware, an important element of the Single Outcome Agreement approach is the annual reporting process, with East Ayrshire's first report on progress made in 2008/09 submitted to the Scottish Government on 30 September 2009. The 2009/10 SOA Annual Performance Report will require to be submitted to the Scottish Government by 30 September 2010.

Components of the SOA Annual Review

- 3.2 As reported last year to the JOG, the Concordat Oversight Group (COG) agreed how reporting in respect of Single Outcome Agreements should be taken forward as follows:
- "The SOA Annual Report will be a factual statement covering progress against national and local outcomes. The report will be made in September each year, on the basis of data available from the previous financial year. The COG has issued a template which Councils and CPPs should use in presenting this information and one table should be used for each national outcome.
 - The Annual Review is a qualitative assessment designed to provide the Council, the CPP and the Scottish Government with information about the effectiveness of the SOA approach".

SOA/Community Planning Action Plan Annual Performance Report 2009/10

- 3.3 Members will be aware that the CPP Board agreed that SOA and Community Plan Action Plan reporting should be aligned for 2009/10. Consequently, to facilitate more streamlined and integrated reporting, revised reporting templates based on the Scottish Government's SOA template have been prepared by the Community Planning and Partnership for issue to appropriate Lead Officers and dissemination to identified data/information providers within departments/agencies. Prior to issue, the reporting templates will be populated to reflect relevant information included in the SOA Outcome Templates (as at July 2009) and the Community Plan Action Plans (2009-2011).
- 3.4 The information requested from departments/Partner agencies to complete the reporting templates and meet the requirements of the guidance includes:
- narrative on progress in improving the delivery of the National Outcome, including achievements to date, anticipated challenges for future years, and support/actions required to sustain continuous improvement and the delivery of improved outcomes;
 - progress at 31 March 2010 on local outcomes, including provision of the most up to date key performance information/evidence, where this is available, to measure progress against each local outcome (where performance data is not available, provision of narrative around progress is required and an indication of when and how data is likely to become available);
 - progress at 31 March 2010 in respect of Community Plan actions and outputs;
 - narrative on progress on local outcomes, including a description of the benefits and changes in outcome terms to the quality of people's lives, and a summary of the relevant Community Plan outputs; and
 - narrative on progress in relation to the Fairer Scotland Fund Programme linked to relevant local outcomes.
- 3.5 Detailed guidance and a populated reporting template as a sample, has been included at Appendix 1 and Appendix 2 respectively. Templates will be issued to Lead Officers and identified data/information providers around the end of April 2010. Completed templates will require to be signed off by relevant Lead Officers and returned to the CPPU by **Friday 2 July 2010**.
- 3.6 To facilitate appropriate completion of the templates, officers from the Community Planning and Partnership Unit will arrange to meet with Lead Officers and representatives of the Action Plan Working Groups to provide additional guidance, support and assistance as required.
- 3.7 In line with last year's arrangements, the Council's Best Value and Performance Unit has agreed to provide data/information relating to each of the Council's Statutory Performance Indicators included in the SOA.
- 3.8 In addition, it would be useful if local examples of good practice and new ways of working arising from the Community Planning/SOA process could be provided by departments/partners, where appropriate, which could be used to inform the SOA/Community Plan Action Plan Annual Report.

- 3.9 The CPPU will co-ordinate the annual returns provided by the Council and Partner agencies, and prepare the consolidated SOA/Community Planning Action Plan Annual Report as appropriate for consideration by Cabinet, Partner Agency Boards and the CPP Board, prior to submission to the Scottish Government, as appropriate.
- 3.10 Members of the JOG/Lead Officers' Group will be aware of the importance of ensuring accurate completion and return of the templates within the identified timescales, which will facilitate timeous reporting to the CPP Board, Cabinet, Partnership Boards and the Scottish Government, as appropriate.
- 3.11 A new sign off process will be implemented, which will ensure that data providers verify the accuracy and reliability of the statistics provided for identified indicators.

4. RESIDENTS PANEL SURVEY QUESTIONNAIRE

- 4.1 The JOG/Lead Officers' Group will be aware that progress in respect of nine local indicators in our updated SOA is measured by the results of the Community Planning Residents' Survey; the results of the 2008 Survey informed our first SOA Annual Report 2008/09.
- 4.2 Members will also be aware that the Residents' Survey is progressed every three years with the next survey scheduled for 2011. Consequently, as an interim measure and to inform the SOA Annual Performance Report 2009/10, it is proposed that the East Ayrshire Residents' Panel is invited to complete a short consultation questionnaire in respect of the nine identified local indicators as follows:
- Proportion of residents of working age with recognised qualifications (National Outcome 3).
 - Proportion of residents participating in training or learning over the last two years (National Outcome 3).
 - Percentage of adults aged 16+ smoking (National Outcome 6).
 - Total household income with less than £15,000 before tax and deductions (National Outcome 7).
 - Percentage of adults aged 16+ in the most deprived areas smoking (National Outcome 7).
 - Percentage of adults who feel threatened by crime in their neighbourhood a great deal or a fair amount (National Outcome 9).
 - Proportion of residents satisfied with public transport (National Outcome 10).
 - Percentage of adults who rate their neighbourhood as a good place to live (National Outcome 10).
 - Proportion of residents involved in community activity in the last 12 months (National Outcome 11).

The Residents' Panel Proforma is attached for consideration by the JOG at Appendix 3.

5. RECOMMENDATIONS

5.1 The Joint Officers'/Lead Officers' Group is requested to:

- i) note the requirements of the SOA annual reporting process and that the second SOA Annual Report on progress made in 2009/10 should be submitted to the Scottish Government in September 2010;
- ii) approve the revised reporting template to be issued to Action Plan Lead Officers, which aligns reporting of the Community Plan Action Plan Annual Performance Reports with the SOA reporting process for 2009/10;
- iii) ensure that reporting templates are completed, signed off and returned to the Community Planning Partnership by the due date;
- iv) note that a new sign off process will be implemented to verify the accuracy and reliability of the data provided for identified indicators;
- v) approve the Residents' Panel consultation survey, the results of which will inform the SOA/Community Plan Action Plan/Annual Performance Report 2009/10; and
- vi) otherwise, note the content of the report.

Fiona Lees
Chief Executive
East Ayrshire Council
19 April 2010

EAST AYRSHIRE COMMUNITY PLANNING PARTNERSHIP
SINGLE OUTCOME AGREEMENT AND COMMUNITY PLAN ACTION PLAN
ANNUAL PERFORMANCE REPORT 2009/10

TEMPLATE FOR PROVIDING INFORMATION ON PROGRESS AGAINST OUTCOMES

INTRODUCTION

The following information based on the guidance previously provided by the Concordat Oversight Group is provided to facilitate completion of the integrated Single Outcome Agreement and Community Plan Action Plan reporting templates.

The information which requires to be provided in the templates is as follows:

1. Narrative on progress in improving the delivery of the National Outcome

- Progress in taking forward that National Outcome in overall terms, whether through activity referred to in the SOA/Community Plan Action Plans or, if helpful, through other activities.
- Achievements and particular successes to date and anticipated challenges for future years, including what support or actions are required to sustain continuous improvement and the delivery of improved outcomes.

2. Progress at March 2010 on Local Outcomes

- Provision of the most up-to-date key performance information/evidence, (where this is available), to measure progress against each Local Outcome at March of the previous financial year (2010).
- Where robust or timely performance data is not yet available to measure progress against local outcomes, provision of a narrative around progress to March of the previous financial year (2010) and an indication of when and how data is likely to become available.
- Provision or revision of progress targets and end targets.

3. Local Context: Community Plan Actions and Action to Address Local Outcomes

- Provision of actual outputs at March of the previous year (2010) recorded against Community Plan actions.
- Where robust or timely performance data is not yet available to measure actual outputs, please comment, including when and how data is likely to become available.

4. Narrative on progress on Local Outcomes

- Description of what benefits and changes in outcome terms to the quality of people's lives and opportunities have become apparent which indicate progress in the achievement of the Local Outcome. A narrative in respect of Community Plan Action Plan actual output achievement should also be included.

- Explanation of how 'on track' this outcome is.
- Where changing circumstances have had an impact on delivery of the outcome/proposed progress, an explanation of what is happening and what is being planned to address the issue.

5. Narrative on progress on the Fairer Scotland Fund linked to relevant Local Outcomes

- Progress and achievements at March 2010 in relation to activity within the Fairer Scotland Fund Programme.
- Description of how this activity contributes to the achievement of the relevant Local Outcome.

Lead Officer: Superintendent Douglas Robertson, Strathclyde Police



IMPROVING COMMUNITY SAFETY

**SINGLE OUTCOME AGREEMENT AND COMMUNITY PLAN
ACTION PLAN: 2009/10 ANNUAL PERFORMANCE REPORT**

National Outcome 8: We have improved the life chances for children, young people and families at risk.

PROGRESS IN IMPROVING THE DELIVERY OF NATIONAL OUTCOME 8

Please refer to Guidance Note 1.

PROGRESS AT MARCH 2010 ON LOCAL OUTCOMES

SOA Local Outcome	Indicator(s) (noting frequency/ type/source)	Baseline at 2006/07	Progress at March 2010 (indicators where available)	Progress target(s) to 2010/11	Data Provider
Child protection and the safety of vulnerable adults promoted (FSF)	Number of child protection re-registrations in year <i>Annual /SEED Child Protection Returns</i>	17 child protection re-registrations	Please refer to Guidance Note 2.	Reduction in child protection re-registrations by 2% per year	
	Rates of domestic abuse incidents reported to the police per 10,000 population <i>Annual/Strathclyde Police/Total number of domestic abuse incidents per 10,000 population</i>	85 incidents per 10,000 population (5-year average 2003-08)		Increase in reported incidents of domestic abuse over the 5-year average	
	Number of victims of violent crime offered a service by Victim Support <i>Annual/Victim Support</i>	2,107 victims of violent crime offered a service by Victim Support (2008/09)		Increase in number of victims offered a service	
	Number of contacts with Women's Aid <i>Annual/Women's Aid</i>	3,836 contacts with Women's Aid		Increase in number of contacts with Women's Aid	

LOCAL CONTEXT: COMMUNITY PLAN ACTIONS AND ACTION TO ADDRESS LOCAL OUTCOMES

Community Plan Action Plan Aim 4

To promote child protection and the safety of vulnerable adults.

Actions (What needs to be done?)		Projected Outputs (What do we propose to do?)	Actual Outputs to 31 March 2010	Timescale (When will the action be completed?)	Comments
4.1	Address the needs of victims of crime in East Ayrshire	<ul style="list-style-type: none"> 1,600 victims of crime per year offered a service tailored to their needs 	Please refer to Guidance Note 3.	2007-2011	
4.2	Raise awareness of domestic abuse and support the overall reduction in abuse	<ul style="list-style-type: none"> 2 initiatives per year to raise awareness with a view to improving protection of victims of domestic abuse 		2007-2011	
4.3	Raise awareness of child protection and focus on potential vulnerable adults	<ul style="list-style-type: none"> 2 initiatives per year to raise awareness of child protection and vulnerable adult issues 		2007-2011	

Summary of progress and achievement towards the local outcome in 2009/10 (including narrative on outputs reported above). Please refer to Guidance Note 4.

Where applicable, narrative on progress on the Fairer Scotland Fund (FSF) linked to relevant Local Outcomes (for each FSF funded key service/project). Please refer to Guidance Note 5.

National Outcome 9: We live our lives safe from crime, disorder and danger.

PROGRESS IN IMPROVING THE DELIVERY OF NATIONAL OUTCOME 9

Please refer to Guidance Note 1.

PROGRESS AT MARCH 2010 ON LOCAL OUTCOMES

SOA Local Outcome	Indicator(s) (noting frequency/ type/source)	Baseline at 2006/07	Progress at March 2010 (indicators where available)	Progress target(s) to 2010/11	Data Provider
Crime and anti-social behaviour reduced (FSF)	Crimes of violence Annual/Strathclyde Police/Group 1	26 crimes of violence per 10,000 population (5-year average 2003-08)	Please refer to Guidance Note 2.	Reduction of crimes of violence below the 5-year average	
	Crimes of vandalism Annual/Strathclyde Police/Group 1	227 crimes of vandalism per 10,000 population (5-year average 2003-08)		Reduction of crimes of vandalism below the 5-year average	
	Possession of offensive weapons Annual/Strathclyde Police/Detections for Offensive Weapons	11 detections per 10,000 population (5-year average 2003-08)		Increase detections for possessions of offensive weapons above the 5-year average	
	Carrying of knives Annual/Strathclyde Police/Detections for Knives	6 detections per 10,000 population (5-year average 2003-2008)		Increase detections for knives per 10,000 population above the 5-year average	
	Drug crime Annual/Strathclyde Police/Detections for Drug Related Crime	20 detections for drug supply 59 detections for possession and other drug crimes, including importation and production (5-year average 2003-2008)		Increase detections for drug related crime above the 5-year average	

SOA Local Outcome	Indicator(s) (noting frequency/type/source)	Baseline at 2006/07	Progress at March 2010 (indicators where available)	Progress target(s) to 2010/11	Data Provider
Crime and anti-social behaviour reduced (FSF)	Anti-social behaviour (including breach of the peace, urinating and consuming alcohol in a public place) Annual/Strathclyde Police/Detections for Anti-social Behaviour	231 detections per 10,000 population (5-year average 2003-2008)	Please refer to Guidance Note 2.	Increase detections for anti-social behaviour above the 5-year average	
	Reconviction rates Annual/South West Scotland Community Justice Authority	47% (Ayrshire figure provided)		Reduction in reconviction rates by 2% by 2011	
	Number of persistent young offenders Annual/Scottish Children's Reporter Administration (SCRA)	45 persistent young offenders		Reduction of 3% in the number of persistent young offenders by 2011	
	Percentage of adults who feel threatened by crime in their neighbourhood a great deal or a fair amount Every 3 years/East Ayrshire Community Planning Residents' Survey	18% (December 2005)		Reduction in the percentage of adults who feel threatened by crime by 2011	
	Total number of young people involved in the diversionary activities delivered Annual/Leisure Services, EAC	9,000 attendances by young people for 2006/07 (figures to 31/12/06)		Increase attendances by young people by 3%	

LOCAL CONTEXT: COMMUNITY PLAN ACTIONS AND ACTION TO ADDRESS LOCAL OUTCOMES

**Community Plan Action Plan
Aim 1**

To tackle crime and anti-social behaviour and the fear of crime and anti-social behaviour.

Actions (What needs to be done?)		Projected Outputs (What do we propose to do?)	Actual Outputs to 31 March 2010	Timescale (When will the action be completed?)	Comments
1.1	Implement a range of activities to tackle violent crime	<ul style="list-style-type: none"> 20 Action Plans per year implemented, involving high profile policing and partnership working for specific identified issues 	Please refer to Guidance Note 3.	2007-2011	
1.2	Effectively tackle anti-social behaviour through partnership working	<ul style="list-style-type: none"> 25 multi-agency problem solving meetings convened targeting complaints of anti-social behaviour through various activity, including detecting offences, parent alert letters, Anti-social Behaviour Contracts (ABCs) and Anti-social Behaviour Orders (ASBOs) 		2007-2011	
1.3	Tackle drug and alcohol related crime through enforcement and partnership working	<ul style="list-style-type: none"> 20 Action Plans per year implemented, involving high profile policing and partnership working for specific identified issues 		2007-2011	
1.4	Tackle the fear of crime in East Ayrshire	<ul style="list-style-type: none"> 2 initiatives per year implemented, focusing on fear of crime identified throughout the year 		2007-2011	

**Community Plan Action Plan
Aim 2**

To work with young people to reduce the likelihood of them getting involved in crime and anti-social behaviour.

Actions (What needs to be done?)		Projected Outputs (What do we propose to do?)	Actual Outputs to 31 March 2010	Timescale (When will the action be completed?)	Comments
2.1	Divert young people from crime and anti-social behaviour through involvement in education and leisure activities	<ul style="list-style-type: none"> 9,000 attendances recorded per annum at a range of sports-related activities, including Night Leagues, Streetsport Express and Multi-use Games Areas delivered by Leisure Services 	Please refer to Guidance Note 3.	2007-2011	
2.2	Work with young offenders to divert them from the Criminal Justice System	<ul style="list-style-type: none"> 150+ young offenders supported per annum through the Restorative Justice System, SACRO and Multi-agency Case Conferences 		2007-2011	
2.3	Tackle alcohol and drug misuse by young people	<ul style="list-style-type: none"> 2 initiatives per year to focus on drug and alcohol education and enforcement implemented 		2007-2011	

Summary of progress and achievement towards the local outcome in 2009/10 (including narrative on outputs reported above). Please refer to Guidance Note 4.

Where applicable, narrative on progress on the Fairer Scotland Fund (FSF) linked to relevant Local Outcomes (for each FSF funded key service/project). Please refer to Guidance Note 5.

SOA Local Outcome	Indicator(s) (noting frequency/type/source)	Baseline at 2006/07	Progress at March 2010 (indicators where available)	Progress target(s) to 2010/11	Data Provider
Community safety in neighbourhoods and homes improved	Number of injuries and incidents Annual/Strathclyde Fire and Rescue	Injuries: 35 Incidents: 1,468	Please refer to Guidance Note 2.	Reduction of 3% in fire related injuries and incidents	
	Number of people killed or seriously injured in road traffic accidents reduced Annual/Scottish Government	1994-98 - 140 2005/06 - 54		Reduction in casualties for 2010 by 40% from the 1994-98 baseline in line with national targets	
	Number of children killed or seriously injured in road traffic accidents reduced Annual/Scottish Government	1994-98 - 28 2005/06 - 7		Reduction in casualties for 2010 by 50% from the 1994-98 baseline in line with national targets	

Community Plan Action Plan Aim 3

To improve community safety in neighbourhoods and homes.

Actions (What needs to be done?)	Projected Outputs (What do we propose to do?)	Actual Outputs to 31 March 2010	Timescale (When will the action be completed?)	Comments
3.1 Raise awareness of fire safety and support national campaigns	<ul style="list-style-type: none"> 2 initiatives per year focused on fire safety awareness implemented 	Please refer to Guidance Note 3.	2007-2011	
3.2 Educate young people in the dangers of deliberate fire raising and malicious calls	<ul style="list-style-type: none"> 3 initiatives per year implemented 		2007-2011	
3.3 Work in partnership to increase awareness of fire safety within the home	<ul style="list-style-type: none"> 6 training sessions per annum delivered by Strathclyde Fire and Rescue: <ul style="list-style-type: none"> - Sheltered Housing Wardens (2 sessions) - Housing Officers and 		2007-2011	

Actions (What needs to be done?)		Projected Outputs (What do we propose to do?)	Actual Outputs to 31 March 2010	Timescale (When will the action be completed?)	Comments
		Health Visitors (4 sessions), including Home Fire Safety Visits			
3.4	Raise awareness of and improve road safety through education, engineering, enforcement and encouragement	<ul style="list-style-type: none"> • 3 initiatives to educate child pedestrians, young drivers and cyclists organised per annum • 300 individuals per annum reported for Road Traffic Offences • A range of engineering works at potential accident hotspots implemented 		2007-2011	

Summary of progress and achievement towards the local outcome in 2009/10 (including narrative on outputs reported above). Please refer to Guidance Note 4.

Where applicable, narrative on progress on the Fairer Scotland Fund (FSF) linked to relevant Local Outcomes (for each FSF funded key service/project). Please refer to Guidance Note 5.

Lead Officer approval and Sign Off

Approved by Lead Officer

Name	
Designation	
Signature	
Date	

Completed templates should be returned by **Friday 2 July 2010** to:

**Fiona Ferrans
Resource Worker
Community Planning and Partnership Unit
Barrhill Road
CUMNOCK
KA18 1PG**



EAST AYRSHIRE COMMUNITY PLANNING RESIDENTS' PANEL PRO-FORMA

Name of Partner Agency East Ayrshire Council **Contact Name** Ann Robertson

Telephone Number 01290 428361 **Email** ann.robertson@east-ayrshire.gov.uk

Consultation Topic East Ayrshire Community Planning Partnership Single Outcome Agreement: Annual Performance Report 2009/10

How do Topics/Questions link to Community Planning Themes and Action Plans?

Questions link to nine indicators included in the reporting templates in East Ayrshire Community Planning Partnership Single Outcome Agreement (SOA), the baseline and progress on which have been informed through the results of the Community Planning Residents Survey (2005 and 2008).

Please state the purpose of the consultation

The purpose of the consultation is to inform the SOA Annual Performance Report 2009/10. The Residents' Survey is scheduled to be carried out every three years – the next survey to be progressed in 2011.

What is the proposed Consultation method? For example, written survey, focus group.

The proposed consultation method is a written survey.

Who will be responsible for conducting the Consultation?

East Ayrshire Council - Community Planning and Partnership Unit.

Do you have skilled facilitators who will conduct focus groups or do you require support?

N/A

Please give contact details of skilled facilitators.

N/A

What is the target group?

All members of the East Ayrshire Residents Panel (representative sample of East Ayrshire residents).

Which geographical area is being covered?

East Ayrshire wide. One question in respect of adults smoking relates to deprived areas.

What is the timescale for undertaking the consultation?

Early May 2010.

What is the timescale for producing consultation results?

Early June 2010.

What feedback will be given to Panel Members?

Summary of results will be prepared for dissemination to Residents Panel members.

How will feedback be given to Panel Members?

Results will be included in the Residents Panel Newsletter.

Who will be responsible for collating and analysing results?

Community Planning and Partnership Unit will collate and analyse the results of the survey.

How will the results be used?

The results will be used to update the reporting templates in the SOA Annual Performance Report 2009/10.

What action will be taken on the results?

Where required, improvement actions will be identified and included in the SOA Improvement Plan to be taken forward by Council departments/Planning Partners, as appropriate.

Name of person responsible for reporting results to the JOG.

Ann Robertson, Community Planning Officer, Community Planning and Partnership Unit, East Ayrshire Council.

Please send your completed Pro-forma to Dawn Watson, Consultation and Engagement Co-ordinator, East Ayrshire Council, Community Learning and Development, Rennie Street, Kilmarnock, KA1 3AR

Tel: 01563 553927

Email: dawn.watson2@east-ayrshire.gov.uk