



## COMMUNITY PLANNING FOUR-YEARLY REVIEW PROCESS

**BOARD MEETING: 26 NOVEMBER 2009**

### 1. PURPOSE OF REPORT

- 1.1 To present to the Community Planning Partnership (CPP) Board for consideration the proposed process for the Community Planning Four-yearly Review.

### 2. BACKGROUND

- 2.1 As the Board will recall, Community Planning Partners have given a commitment to carrying out a review of the Community Plan and related thematic Action Plans on a four-yearly basis. The next review requires to be carried out over 2010/11 to ensure that an updated Community Plan and revised set of Action Plans are ready for full implementation by 1 April 2011.
- 2.2 In addition, to ensure that they continue to be 'fit for purpose', a review of operating arrangements and structures for Community Planning should also take place.

### 3. PROPOSED FOUR YEARLY REVIEW PROCESS

- 3.1 An initial scoping of the parameters of the proposed Review Process has been carried out, details of which are laid out below for consideration.

#### **Seminar for Chief Officers and Senior Managers**

- 3.2 The Review Process will begin with the Chief Officers' Seminar which was agreed by the CPP Board on 30 September 2009. The Seminar be convened on Tuesday 19 January 2010, and the Community Planning Partnership (CPP) Board and the Extended Management Teams of all Partner agencies have been invited to participate. In addition, Joint Officers' Group (JOG) members and Community Planning Lead Officers will attend.
- 3.3 The seminar will afford the opportunity for these key decision makers to:
- inform the process for the Four-yearly Review of Community Planning;
  - consider emerging agendas; and importantly
  - consider the challenges presented to the CPP and individual organisation by the wider economy, and reflect on the way forward, particularly in relation to how enhanced partnership working can help address these challenges.
- 3.4 To ensure a structured and productive session, a short term multi-agency working group has been established, the first meeting of which was convened on the 29 October 2009.
- 3.5 It is envisaged that the seminar will be a half-day session comprising the following key elements:
- Overview Presentation: Fiona Lees, Chief Executive, East Ayrshire Council.

- Breakout Session: Review of strategic priorities – relevance to local and national agendas as we go forward, gaps and how we increase thematic partnership activity.
- Presentation on Financial Challenges.
- Breakout Session: The potential of enhanced partnership working to address the challenges presented by the recession by maximising limited resources; and alignment of budgets to address key shared priorities.
- The Way Forward: Wai-yin Hatton, Chief Executive, NHS Ayrshire and Arran.

### **Four-yearly Review Process**

3.6 It is proposed that a three stage Review Process is implemented commencing early 2010, as follows:

#### **Stage 1 – January to June 2010**

- 3.7 A comprehensive review of the Community Plan, including the Vision, Aims, Aspirations, Strategic Priorities and Themes will be undertaken. This will involve wide-ranging engagement with the Partner Agencies, Elected Members, the voluntary sector and the wider community.
- 3.8 A desktop review of the local and national policy direction will also be progressed to ensure that the review and revision of the Community Plan and the associated Action Plans are informed by key local and national priorities/strategies including:
- the Council and Partner Agencies strategic priorities;
  - ‘Achieving our Potential’, the Scottish Government’s Framework to tackle poverty and income inequality in Scotland;
  - the Early Years Framework; and
  - Equally Well, the report of the Ministerial Task Force on Health Inequality.
- 3.9 The final element of Stage 1 will be a review of Community Planning operating arrangements and structures to ensure that they remain ‘fit for purpose’ as we move forward into the final four years of the current Community Plan.

#### **Stage 2 – July to December 2010**

- 3.10 Stage 2 will begin with consideration of the findings of the Stage 1 review, which will be implemented, as appropriate, throughout Stage 2.
- 3.11 Informed by the findings of the Stage 1 Review Process, a Community Planning Review Supplement will be developed to supplement and update the Community Plan and the previous Review Supplement 2006/07.
- 3.12 The development of new Action Plans will be co-ordinated and supported by the Community Planning and Partnership Unit and will comprise:

<b>Action</b>	<b>Lead Responsibility</b>	<b>Timescale</b>
Desktop review of the existing thematic Action Plans in the context of the Single Outcome Agreement	CPPU	July 2010

Action	Lead Responsibility	Timescale
Individual meetings with Lead Officers	CPPU Lead Officers	July 2010
Thematic workshops (half-day)	CPPU Lead Officers Action Plan Working Groups	August 2010
Endorsement of key outcomes and outline Action Plans	CPP Board	23 September 2009
Development of Action Plans	Lead Officers Thematic Action Plan Working Groups	Mid November 2009
Endorsement of revised Action Plans	CPP Board Cabinet	Late November/ December 2010

3.13 In addition to the above, a review of Fairer Scotland Fund programmes will be implemented during Stage 2 of the Review Process.

3.14 Finally, work will be implemented to ensure the overall rationalisation of performance reporting arrangements in respect of community planning activity.

### Stage 3

3.15 Stage 3 will comprise formal endorsement of the Community Plan Review Supplement and the new Action Plans by the Council's Cabinet and the CPP Board.

3.16 Further details and timescales in respect of the Review Process will be developed and presented to the CPP Board for overall endorsement.

## 4. RECOMMENDATIONS

4.1 The Community Planning Partnership Board is requested to:

- i) consider and endorse the proposed Review Process;
- ii) ensure appropriate participation at the Chief Officers' Seminar;
- iii) agree to progress the Review Process actions as required;
- iv) agree to include the Four-yearly Review Process as a standing agenda item on future CPP Board meetings; and
- v) otherwise, note the content of the report.

**Fiona Lees**  
**Chief Executive**  
**East Ayrshire Council**  
**16 November 2009**