

EAST AYRSHIRE

COMMUNITY PLANNING PARTNERSHIP BOARD: 29 MARCH 2011

COMMUNITY PLAN FOUR YEARLY REVIEW

Report by the Chief Executive, East Ayrshire Council

1. PURPOSE

- 1.1 To present to the Community Planning Partnership (CPP) Board for consideration and endorsement the Community Plan Review Supplement 2010/11 and the revised thematic Action Plans covering the period 2011-2015.

2. BACKGROUND

- 2.1 East Ayrshire's Community Plan and the six associated Action Plans were endorsed by all Community Planning Core Partners by April 2003.
- 2.2 Subsequently, at its meeting of 2 March 2007, following the Community Plan Four-yearly Review 2006/07, the then Core Partners' Group endorsed the Community Plan Review Supplement 2006/07 and the revised thematic Action Plans 2007-11.
- 2.3 In the context of changing national priorities such as the move to a Community Planning Single Outcome Agreement (SOA), and the consequent requirement to facilitate more streamlined reporting arrangements, the CPP Board considered it timely to radically review the thematic Action Plans and consider how they could potentially be rationalised as part of the Mid Term Review of Community Planning, which required to be implemented by 1 April 2009.
- 2.4 As remitted by the CPP Board, the Joint Officers' Group endorsed the revised Community Planning thematic Action Plans 2009-11 and the Mid Term Review of the Improving Community Safety Action Plan at its meeting of 24 March 2009.
- 2.5 Since its inception, 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 current Review required to be carried out over 2010/11 to ensure that an updated Community Plan and a revised set of Action Plans are ready for full implementation by 1 April 2011.

3. COMMUNITY PLAN FOUR YEARLY REVIEW PROCESS

- 3.1 A three-stage review process was agreed, with a summary of key activity at each stage detailed below.

Stage 1 – January – June 2010

- 3.2 During Stage 1, a comprehensive review of the Community Plan, including the Vision, Aims, Strategic Priorities and Themes was undertaken. This involved wide-ranging engagement with Partner Agencies, Elected Members, the voluntary and business sectors and the wider community utilising a range of mechanisms, including seminars, an online survey and a paper-based consultation.

- 3.3 The findings of the consultation/engagement process confirmed that the overarching Vision of the Community Plan remains relevant and is 'fit for purpose' as we move into the period 2011-15. The Guiding Principles, which underpin all activity, were revised as follows and ensure that we work in a way which:
- promotes equality of opportunity, social justice and social inclusion;
 - ensures effective community engagement in the planning and development of local services;
 - ensures quality and accessibility;
 - builds sustainability into what we do;
 - delivers continuous improvement and best value while improving efficiency and productivity; and
 - promotes early intervention in the delivery of services.
- 3.4 The identified Strategic Priorities and associated Local Outcomes for the period 2011-15 were endorsed by the CPP Board on 24 June 2010.
- 3.5 Subsequently, at its meeting of 16 December 2010, the CPP Board agreed an amendment to the Local Outcomes in respect of Promoting Lifelong Learning, as follows:
- Literacy and numeracy skills for children, young people and adults improved
 - Positive and sustained destinations for learners improved
 - Community capacity, spirit and cohesion developed.
- 3.6 In addition, a review of community planning operating arrangements, during Stage 1 of the process, confirmed that they remain 'fit for purpose' going forward.

Stage 2 – July – December 2010

- 3.7 Four thematic seminars were convened in August/September 2010 to initiate the process of developing Action Plans to explicitly demonstrate delivery against the agreed Strategic Priorities and Local Outcomes.
- 3.8 Following the Seminars, short term working groups worked to develop Action Plans incorporating activity under the agreed Local Outcomes for each of the four themes of the Community Plan.
- 3.9 Following submission of the Action Plans by Lead Officers, they were reviewed by the Community Planning and partnership Unit to ensure that they are robust and 'fit for purpose' going forward. Amendment/clarification was sought from Lead Officers and Action Plan Working Groups, as appropriate.
- 3.10 In addition, as an element of the Stage 2 process, a comprehensive review of the Fairer Scotland Fund (FSF) programme was progressed to ensure a strategic fit with Community Plan Local Outcomes and identify efficiencies. The outcome of the FSF Review was endorsed by the Council's Cabinet on 3 November 2010 and submitted to the CPP Board for noting on 16 December 2010.
- 3.11 At a development event on 9 December 2010, Chief Officers considered the current range of strategic Shared Commitments and agreed that they remain 'fit for purpose', with some commitments requiring an increased focus going forward into 2011-2015, as detailed below:

- **Shared services with shared management arrangements:** much progress has been made through working together to better plan, develop and jointly deliver local services – an increased focus will be given over 2011-15 to exploring further shared management arrangements.
- **Shared premises** across East Ayrshire have ensured improved access to a range of public services – further opportunities for co-location will be considered as we move forward.
- **Rationalisation of plans and structures:** opportunities have been taken to rationalise and reduce the number of plans and strategies developed - ensuring that the Community Plan is the sovereign strategic planning document for East Ayrshire encompassing local, regional and national priorities will be a continued focus of our attention.
- **Joint consultation and engagement:** decision-making in the public sector in East Ayrshire has benefited greatly from the active engagement of communities and we can highlight tangible examples of comprehensive and meaningful engagement with local communities – we will continue to ensure that our systems and structures ensure an effective and co-ordinated approach to local consultation and engagement. The National Standards for Community Engagement underpin this work.
- **Joint training:** some progress has been made in providing joint training opportunities across Partner agencies - Partners have recognised this as an area where the Partnership should provide an increased focus over 2011-15 to avoid duplication of activity and maximise resources.
- **Joint information sharing:** significant progress has been made in this regard with a range of information sharing protocols in place – we will ensure that information sharing at all levels continues to be robust.

3.12 Subsequently, this position was endorsed by the CPP Board at its meeting on 16 December 2010.

Stage 3 – January – March 2011

- 3.13 Consultation on the draft Actions, which will deliver on each Local Outcome, was undertaken with community representatives, the Equalities Forum, Elected Members, partner agencies, key stakeholders and the wider public from 31 January to 11 March 2011.
- 3.14 In addition, a dedicated session, facilitated by Lead Officers and relevant senior staff, was convened on 2 March 2011 to afford Elected Members the opportunity to consider and comment on the Actions and Indicators under each Local Outcome in detail.
- 3.15 Within the same time period, formal consultation was undertaken in respect of the Environmental Report, detailing the Strategic Environmental Assessment that was undertaken in relation to the Community Plan and indicating the likely significant effects that it may have on the environment. The Strategic Environmental Assessment (SEA) was required under Section 5(4) of the Environmental Assessment (Scotland) Act 2005. The consultation in respect of the SEA also concluded on the 11 March 2011.
- 3.16 In addition, Equality Impact Assessments (EQIAs) have been undertaken in respect of the four thematic Action Plans.

- 3.17 The outcome of all consultation and engagement activity during the review and subsequent revision of the Community Plan and associated Action Plans was incorporated on an ongoing basis, resulting in a fluid and organic developmental process.
- 3.18 A full set of revised Action Plans will be circulated at the CPP Board meeting of 17 March 2011.

Community Plan

- 3.19 Given that the overall Vision of the Community Plan has been deemed to be 'fit for purpose', a review document has been prepared as a supplement to the Community Plan. In addition a copy of the Community Plan Review Supplement 2010/11 will be circulated at the CPP Board meeting of 17 March 2011 to again allow for Partners' overall consideration and endorsement at a Special CPP Board meeting, which will be convened on 29 March 2011.

Community Planning Partnership Single Outcome Agreement

- 3.20 It was agreed that the current Single Outcome Agreement (SOA) 2008-2011 would be updated as part of the Community Plan Four-Yearly Review process.
- 3.21 In this regard, work has been taken forward by a range of staff and key stakeholders to review the existing SOA indicators, and develop a revised set of indicators and targets linked to the Local Outcomes endorsed by the CPP Board on 24 June 2010 and the amended Local Outcomes in respect of Promoting Lifelong Learning, as agreed by the CPP Board of 16 December 2010.
- 3.22 As with the Community Plan Action Plans and the Review Supplement 2010/11, the updated Single Outcome Agreement will be presented as a separate report at the special CPP Board meeting scheduled for 29 March 2011, for consideration and endorsement.
- 3.23 Detailed as an appendix to the report are the timescales for completion of the Community Plan Four-yearly Review and endorsement of the Community Plan Review Supplement 2010/11, new thematic Action Plans and the updated Community Planning Partnership Single Outcome Agreement (SOA) by the CPP Board and the committees/boards of Partner agencies, as appropriate.

4. IMPACT ASSESSMENT

Equality Impact Assessment

- 4.1 Equality Impact Assessments have been undertaken for the four thematic Action Plans. No adverse impacts have been highlighted as part of this process. The Assessments will be made available on the Community Planning website at www.eastayrshirecommunityplan.org.

Strategic Environmental Assessment

- 4.2 As required by the Environmental Assessment (Scotland) Act 2009, a Strategic Environmental Assessment (SEA) was undertaken in respect of the Community Plan.

- 4.3 Since it was considered most likely to have significant environmental impacts, the Delivering Community Regeneration Action Plan was subject to a detailed assessment process, which noted that the Local Outcomes and Workstreams were likely to have significant positive and negative impacts. Mitigation measures have been put in place to ameliorate or reduce any negative impacts that may occur. Full details in this regard are contained with the Community Plan Environmental Report.
- 4.4 The Community Plan and the Environmental Report were subject to a six week period of public consultation from 31 January 2011 to 11 March 2011. Only three responses were received in respect of the Environmental Report, from Scottish Natural Heritage, Scottish Environment Protection Agency and Historic Scotland. No substantive issues were raised.
- 4.5 The next legislative requirement in progressing the Strategic Environmental Assessment to its conclusion, as required by Sections 18(1)(c), (2)(b) and 3 of the Environmental Assessment (Scotland) Act 2005, is to produce a 'statement' detailing how the SEA process has been taken into account in the preparation of the Community Plan, which will include responses to comments received from the consultation. This is undertaken once the Community Plan has been adopted.

5. RECOMMENDATIONS

- 5.1 The Community Planning Partnership Board is requested to:
- i) endorse the Community Plan Review Supplement, subject to minor textual changes;
 - ii) endorse the revised thematic Action Plans, subject to minor textual changes;
 - iii) note that the updated Single Outcome Agreement will be presented as a separate report; and
 - iv) otherwise, note the content of the report.

Fiona Lees
Chief Executive
East Ayrshire Council
14 March 2011

COMMUNITY PLAN FOUR-YEARLY REVIEW – TIMESCALES

| Action | Lead Responsibility | Timescale | Status |
|--|--|---|------------------|
| Chief Officers' Seminar | CPPU | January 2010 | Completed |
| Consultation on Vision, Aims, Aspirations, Strategic Priorities and themes with all stakeholders | CPPU | February – May 2010 | Completed |
| Review of local and national policy direction | CPPU | March/April 2010 | Completed |
| Review Community Planning operating arrangements and structures | CPP Board JOG CPPU | April/May 2010 Endorsed September 2010 | Completed |
| Endorsement of Strategic Priorities and Local Outcomes | CPP Board | June 2010 | Completed |
| Convene thematic Action Plan Seminars to kick start development of Action Plans | CPPU/Lead Officers | August/early September 2010 | Completed |
| Development of Action Plans | Lead Officers Thematic Action Plan Working Groups | October/ November 2010 | Completed |
| Submission and review of draft Action Plans | Lead Officers | End November 2010 | Completed |
| Action Plan outputs to be finalised | Lead Officers and Working Group | January 2011 | Completed |
| Strategic Environmental Assessment: <ul style="list-style-type: none"> • Report and assessment • Issue Advert to Press • Formal 6 week consultation | PED PED/CPPU CPPU | w/c 17/01/11 w/c 24/01/11 6 week period (31/1-11/3/11) | Completed |
| Formal Consultation: <ul style="list-style-type: none"> • Strategic Environmental Assessment Partners • Elected Members • Partner Agencies • General Public • Local Community Planning Forums and Equalities Groups | PED CPPU | 4 week period (31/1-11/3/11) | Completed |
| Community Plan Review Supplement | CPPU | Jan/Feb 2011 | Completed |
| Updated Single Outcome Agreement | CPPU | Jan/Feb 2011 | Completed |
| Equality Impact Assessment | Key Officers | Feb 2011 | Completed |
| Formal Consultation Closes: <ul style="list-style-type: none"> • Remedial changes made to Action Plans/SOA | CPPU | 11 March 2011 Weekend of 12/13 March 2011 | Completed |

| Action | Lead Responsibility | Timescale | Status |
|--|----------------------------|--|------------------|
| Update on progress presented to the CPP Board of 17 March 2011 | CPPU | CPP Board 17 March 2011 | Completed |
| CP Action Plans signed off by the CHP | CHP Facilitator | In advance of Council on 24 March 2011 | |
| CP Action Plans and Updated SOA presented to Council for consideration and endorsement | CPPU | Council 24 March 2011 | |
| CPP Board overall consideration and endorsement | CPPU | 29 March 2011 | |
| Action Plans circulated and issued for implementation | CPPU | 31 March 2011 | |
| SOA circulated to Scottish Government for sign off | CPPU | 31 March 2011 | |