

EAST AYRSHIRE

COMMUNITY PLANNING PARTNERSHIP BOARD: 24 JUNE 2010

COMMUNITY PLANNING UPDATE

Report by the Chief Executive, East Ayrshire Council

1. PURPOSE OF REPORT

- 1.1 To update the Community Planning Partnership (CPP) Board on developments in relation to Community Planning.

2. RISK MANAGEMENT FRAMEWORK

- 2.1 Attached for information at Appendix 1 is the East Ayrshire Community Planning Risk Register for 2010/11.
- 2.2 Action is taken on an ongoing basis, as appropriate, to mitigate all risks. CPP Board members are requested to review the Risk Register and identify any current risks.

3. JOINT OFFICERS' GROUP WORKPLAN

- 3.1 Attached at Appendix 2 for consideration and comment is the 2010/11 JOG Workplan.

4. SINGLE OUTCOME AGREEMENT - ANNUAL REPORTING ARRANGEMENTS

- 4.1 As the Board 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

- 4.2 As reported last year to the Board, 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".
- 4.3 Email correspondence on 25 May 2010 from Derek Feeley, our Liaison Director at the Scottish Government, confirmed that no significant change is expected on the guidance in respect of the SOA Annual Performance Reports for this year.

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

- 4.4 The Board will recall its agreement 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 Unit and issued to appropriate Lead Officers for dissemination to identified data/information providers within departments/agencies. Prior to issue, the reporting templates were populated to reflect relevant information included in the SOA Outcome Templates (as at July 2009) and the Community Plan Action Plans (2009-2011).
- 4.5 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;
 - progress at 31 March 2010 on local outcomes;
 - 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.
- 4.6 In addition, local examples of good practice and new ways of working arising from the Community Planning/SOA process have been requested from departments/partners to inform the Annual Performance Report.
- 4.7 Completed templates will require to be signed off by relevant Lead Officers and returned to the CPPU by **Friday 2 July 2010**.
- 4.8 To facilitate appropriate completion of the templates, officers from the Community Planning and Partnership Unit have met with Lead Officers and representatives of the Action Plan Working Groups to provide additional guidance, support and assistance as required.
- 4.9 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.
- 4.10 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.

Residents Panel Survey Questionnaire

- 4.11 The Board 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 Performance Report 2008/09.

4.12 Members will also be aware that the Residents' Survey is progressed every three years with the next survey scheduled for 2011. Following approval by the JOG, as an interim measure and to inform the SOA Annual Performance Report 2009/10, East Ayrshire Residents' Panel has been invited to complete a short consultation questionnaire in respect of the nine identified local indicators.

5. SOA ANNUAL PERFORMANCE REPORT 2008/09: IMPROVEMENT PLAN

5.1 Board members will recall that a total of 140 indicators were included in the SOA Annual Performance Report 2008/09. Progress at March 2009 is summarised as follows:

- Improving progress (86 indicators - 61.5%)
- Maintaining progress (9 indicators – 6.4%)
- Improvement required (31 indicators - 22.1%)
- Data unavailable (14 indicators - 10.0%).

5.2 At its meeting of 26 November 2009, the CPP Board considered and agreed the areas identified for improvement within the SOA Annual Performance Report 2008/09, which would require to be addressed and taken forward either solely by individual agencies or on a partnership basis,

5.3 Subsequently, lead departments within Council and across the Partnership identified appropriate actions with associated timescales, which would inform the development of the Community Planning Partnership's SOA Improvement Plan, and facilitate progress in relation to identified indicators over 2009/10 and 2010/11. Where considered appropriate, agencies have identified actions to facilitate the SOA improvement agenda.

5.4 Actions to be progressed in the SOA Improvement Plan were agreed by the Board at its last meeting. In this regard, a progress/status update to 11 June 2010 has been provided for the Board's information at Appendix 3.

5.5 It is anticipated that the implementation of the actions within the SOA Improvement Plan will facilitate the achievement of the local outcomes in our three year SOA by March 2011.

6. PARTNERSHIP ASSESSMENT SCORECARD

6.1 As the Board will recall, Rocket Science Consultancy was commissioned in 2005 to develop a bespoke Partnership Assessment (PAS) Scorecard to allow the effectiveness of partnership working through Community Planning in East Ayrshire to be measured.

6.2 The PAS has allowed Community Planning Partners to monitor their progress in fulfilling their statutory duty under the Local Government in Scotland Act 2003 to participate in the Community Planning process. Furthermore, reviewing the effectiveness of partnership activity was a recommendation included in Audit Scotland's Community Planning – An Initial Review document.

6.3 The results of the PAS have been utilised to inform the preparation of future workplans and annual performance reports for Community Planning. In addition, they have supported Partner organisations in identifying and addressing training

needs within their individual organisations in relation to working within a Community Planning Framework.

- 6.4 The PAS exercise was initially implemented in March 2006 and repeated, thereafter, on an annual basis up to March 2008.
- 6.5 Following an evaluation of the PAS in September 2008, the Community Planning Joint Officers Group (JOG), at its meeting on 27 January 2009 agreed to utilise the 'SurveyMonkey' online survey tool in the implementation of the 2009 PAS exercise.
- 6.6 In addition, a revised question set, adapted from the PAS questionnaire used in previous years, was agreed at the JOG meeting of 24 March 2009. Consequently, the results of the 2009 PAS exercise provided a revised baseline for the purpose of comparison going forward.

Partnership Assessment Scorecard Implementation 2010

- 6.7 In February 2010, the identified Managers within relevant Partner organisations reviewed and revised the nominated 'Scorer Group' for their respective organisations. As in previous years, this process was managed by the Community Planning and Partnership Unit.
- 6.8 The PAS was implemented for all 'Scorer Groups' between 18 March and 21 May 2010.
- 6.9 A total of 391 individuals within the identified Scorer Groups had an opportunity to participate in the PAS 2010, with 252 (64%) individuals submitting a scorecard; this included 115 (46%) participants who were new scorers this year.

Partnership Assessment Scorecard Results

- 6.10 Attached for information are the following:
 - Appendix 4: Combined Results for all 'Scorer Groups' 2009 and 2010.
 - Appendix 5: Top level results by Partnership 'Scorer Group', detailing 2009 and 2010 results;
 - Appendix 6: 'Scorer Group' information for 2010, including number of scorers; and
 - Appendix 7: Survey Questions linked to Sub-topics.
- 6.11 Partners have access to a wider range of information in respect of their organisations' scores through their identified 'Scorer Group' Managers and, as in previous years, would be requested to consider this information and implement an action plan, as appropriate.

PAS 2009 – Agreed Priorities

- 6.12 Following the PAS exercise in 2009, the issues detailed below were identified as priorities to be addressed through the Community Planning Joint Officers' Group Workplan:
 - Awareness of local people;
 - Awareness of key stakeholders; and
 - Awareness of Partners' operational staff.

Awareness of Local People

- 6.13 Improving the awareness of local people has been addressed through a range of mechanisms. The four Local Community Planning Forums and the two Federations of Community Groups continue to be instrumental and effective in respect of raising awareness of Community Planning in local communities. Following the Community Planning Awards Ceremony held on 26 March 2009, which raised the profile of Community Planning locally, 'The Work that They Do' booklet was published to highlight the work of the community and voluntary groups involved and improve awareness of local people.

Awareness of Key Stakeholders

- 6.14 Work taken forward to raise awareness of key stakeholders in 2009/10 included the publication of Edition 6 of the Community Planning bulletin. In addition, the Community Planning website continues to provide a useful resource for stakeholders in terms of awareness raising and provision of information.
- 6.15 The Council for Voluntary Organisations (CVO) East Ayrshire, the Volunteer Centre and the Local Social Economy Partnership, supported by officers from Community Learning and Development and the Community Planning and Partnership Unit, are currently working to develop a robust Third Sector Interface, which will allow the Third Sector to operate at a more strategic level, ensuring appropriate representation in Community Planning and other strategic agendas.

Awareness of Partners' Operational Staff

- 6.16 To raise awareness of Partners' operational staff, a range of 'A Quick Word About' documents continued to be prepared and circulated in relation to various Community Planning related topics. In addition, 'The Work that They Do' and 'The Work that Schools Do' booklets were prepared, illustrating how the work of community and voluntary groups and the work of staff in schools across East Ayrshire respectively contribute to Community Planning through their daily activity.
- 6.17 In addition, awareness raising sessions have been held with Kilmarnock College's new Senior Management Team and with colleagues in Fire and Rescue.

PAS 2010 – Issues for consideration

- 6.18 Increased scores for the combined Scorer Groups were recorded for 13 sub-topics, reduced scores for 3 sub-topics and no change for 8 sub-topics between 2009 and 2010.
- 6.19 Highlighted below for noting are the top five combined average scores for all Scorer Groups in 2010. The same sub topics received top five average scores in 2009.

Sub-topic	Topic	2009 Score	2010-Score
Awareness of Partners' Strategic Staff	Awareness	3.4	3.8
Delivering the right services for communities	Community Engagement	3.7	3.7
Personal Awareness	Awareness	3.6	3.6
Understanding the needs of different groups	Community Engagement	3.5	3.5
Making a difference	Impact	3.4	3.3

- 6.20 Highlighted below are the sub-topics, which received the lowest combined aggregated scores in the PAS 2010 exercise. These four sub topics also received the lowest scores in 2009.

Sub-Topic	Topic	2009 Score	2010 Score
Awareness of Key Stakeholders	Awareness	2.5	2.7
Sharing Information	Structures & Processes	2.4	2.7
Targeting additional mainstream financial resources	Structures & Processes	2.4	2.7
Awareness of Local People	Awareness	2.2	2.2

- 6.21 The CPP Board is requested to consider the Partnership results and remit the JOG to address key issues identified through the JOG Workplan in 2010/11.

Proposals for Action

- 6.22 Building on the work taken forward in 2009/10 in respect of awareness raising, the implementation of the Community Planning Four Yearly Review will afford further opportunities in respect of raising awareness and engagement of key stakeholders, staff and the wider community.

Key Stakeholders and Key Staff

- 6.23 A range of activity has been progressed in 2010 to date to inform the Four Yearly Review process, including a Chief Officers and Senior Officers Seminar (January 2010), the Elected Members Seminar (April 2010) focussed consultation with the joint Local Community Planning Forums (May 2010) and students at Kilmarnock College (May 2010), and feedback sessions for a range of key stakeholders to consider and comment on the results of the comprehensive Four Yearly Review consultation process (June 2010).
- 6.24 Proposed further activity includes affording key staff such as policy officers, principal officers and team leaders with an opportunity to participate in thematic Action Plan Working Group meetings during the summer months to inform the development of the new Action Plans and the Single Outcome Agreement, and improve their understanding of the strategic agenda and outcome based planning in the context of Community Planning.

Wider Awareness Raising and Community Engagement

- 6.25 Awareness raising material will continue to be developed as part of the Four Yearly Review process. Information produced to date includes background information in respect of the Review process for the Local Community Planning Forums; the online survey for staff and the wider community made available on the Community Planning website; and the Residents Panel questionnaire, which was issued to a representative sample of around 900 local people. Regular updates on progress will be provided on the Community Planning website and through the dissemination of information bulletins in a range of formats across East Ayrshire, as appropriate.
- 6.26 Support for the Local Community Planning Forums and the Federations of Community Groups will continue to be provided as required to build the capacity of local people to fully engage in the Community Planning process.

7. RECOMMENDATIONS

7.1 The Community Planning Partnership Board is requested to:

- i) note the progress in respect of the JOG Workplan 2010/11;
- ii) note the requirements of the SOA annual reporting process and that the second SOA Annual Performance Report on progress made in 2009/10 should be submitted to the Scottish Government in September 2010;
- iii) note the progress in respect of identified actions in the SOA Improvement Plan;
- iv) consider the Partnership's PAS results and remit the JOG to address identified priority issues through the JOG Workplan 2010/11; and
- v) otherwise, note the content of the report.

**Fiona Lees
Chief Executive
East Ayrshire Council
16 June 2010**

EAST AYRSHIRE COMMUNITY PLANNING RISK REGISTER – 2010/11

Priority	Related Action in JOG Workplan/Thematic Action Plans	Progress	Mitigating Controls	Responsibility	Reporting Date	Current Status
Risk 1	Impact of economic recession on planned actions and outcomes, in particular the proposed closure of Diageo					
	Delivering Community Regeneration Action Plan Aims 1-8	Delivering Community Regeneration Action Plan developed and being implemented Multi-agency Employment Task Force established Council has ring fenced significant resources to tackle overall community regeneration agenda	CPP Board and individual partner agencies monitoring activity/progress	Community Planning Partnership Board Action Plan Working Group – Delivering Community Regeneration Partner Agencies	Quarterly	High

Priority	Related Action in JOG Workplan/Thematic Action Plans	Progress	Mitigating Controls	Responsibility	Reporting Date	Current Status
Risk 2	The Community Planning Partnership Single Outcome Agreement will not be effectively implemented across the Partner organisations					
	JOG Action 1.2 Ensure the effective implementation of the CPP Single Outcome Agreement (SOA)	<p>CPP SOA 2008-2011 developed and signed off by all Partners. Formal sign off by John Swinney, MSP, Cabinet Secretary for Finance and Sustainable Growth on 2 July 2008.</p> <p>Updated CPP SOA submitted to Scottish Government February 2009 and signed off by all Partners. Formal sign off by Stewart Stevenson, MSP, Minister for Transport, Infrastructure and Climate Change to be held on 23 July 2009.</p> <p>SOA Interim Report considered and endorsed by the CPP Board on 20 April 2009.</p> <p>SOA Annual Performance Report 2008/09 endorsed by the CPP Board on 30 September 2009 and submitted to the Scottish Government by the due date.</p> <p>SOA Improvement Plan developed and actions being progressed to facilitate achievement of SOA Outcomes.</p> <p>SOA to be updated as part of the Community Planning Four Yearly Review process for implementation from 1 April 2011.</p>	<p>CPP Board will drive forward the development of the SOA and ensure effective roll out and reporting across partner agencies.</p> <p>SOA included as a standing item at all CPP Board meetings.</p>	<p>Community Planning Partnership Board</p> <p>All Partners</p>	Quarterly	Medium

Priority	Related Action in JOG Workplan/Thematic Action Plans	Progress	Mitigating Controls	Responsibility	Reporting Date	Current Status
Risk 3	Governance and monitoring – unable to demonstrate resources allocated are spent efficiently and effectively on Community Planning priorities					
	Action 1.5: Ensure an effective and appropriate role for Elected Members/ Partner Agency Board Members in the Community Planning process Action 1.3: Further explore opportunities for shared services, aligned or shared budgets	Performance and finance reports presented routinely to CPP Board and relevant Committees Strategic Review of the Council's revenue budget implemented	Established systems/structures in place to ensure effective governance and control	All Partners Executive Director of Finance and Corporate Support	Quarterly Annually	Low
Risk 4	A strategic approach to partnership may not have been developed, leading to partnership 'overload', ineffective use of staff time, partnership activity not contributing to strategic priorities and gaps and/or duplication in partnership arrangements. Costs of staff input to partnership working not assessed					
	JOG Action 3.2: Implement the Partnership Assessment Framework (PAF)	PAF implemented as part of Mid Term Review of Community Planning and for new partnership activity	All new partnerships reviewed for effectiveness and overall impact	Joint Officers' Group	6 monthly	Low

BELOW THE LINE RISKS		
Below the Line Risk	Action Taken	Date Removed from Risk Register
None		
RISKS REMOVED FROM THE REGISTER		
Lack of Civic Leadership/Strategic Leadership	New administration in place following the local elections in May 2007	September 2007
The level of funding available 2008/09 and beyond will not support or sustain existing service levels or allow for new developments	Range of projects mainstreamed Fairer Scotland Fund resources allocated to Community Planning Partners in East Ayrshire and review of project activity linked to strategic direction carried out and actions implemented	April 2008
Community Planning activity and processes are not mainstreamed	Community Planning routine item on team meetings Range of development and awareness sessions organised Partnership Assessment Scorecard implemented and actions progressed	May 2008
Partner agencies not fully utilising the National Standards for Community Engagement	National Standards adopted by CPP Board New Local Community Planning Forums implemented and evaluated as operating effectively	June 2009

Below the Line Risks to be Monitored

Last updated: March 2010



COMMUNITY PLANNING PARTNERSHIP SERVICE PLAN

JOINT OFFICERS' GROUP WORK PLAN 2010/11

JOINT OFFICERS' GROUP WORKPLAN 2010/11 AIMS AND ACTIONS

- AIM 1: To ensure the effective implementation of Community Planning activity and CPP Board priorities**
- Action 1.1 Ensure the effective implementation of the Community Plan Four-yearly Review
- Action 1.2 Ensure the effective implementation and reporting of the Community Planning Partnership Single Outcome Agreement
- Action 1.3 Further develop shared premises and shared management arrangements
- Action 1.4 Further explore opportunities for shared services, aligned and shared budgets
- Action 1.5 Continue to raise awareness of Community Planning and staff roles in relation to the Community Plan across Partner agencies
- Ensure that staff in all Partner agencies are aware of the content and relevance of the Community Plan in relation to their remit
 - Build organisational capacity in Partner agencies
- Action 1.6 Ensure a continued, effective and appropriate role for Elected Members/Partner Agencies in the Community Planning process.
- AIM 2: To ensure effective performance reporting**
- Action 2.1 Streamline Community Planning performance reporting
- AIM 3: To ensure effective partnership working**
- Action 3.1 Implement the findings of the annual Partnership Assessment Scorecard (PAS) exercise
- Action 3.2 Implement the Partnership Assessment Framework
- Continue to rationalise plans, strategies and structures
- AIM 4: To ensure effective joint community consultation and engagement**
- Action 4.1 Ensure the effective operation of the Local Community Planning Forums
- Action 4.2 Ensure ongoing and effective consultation with and the ongoing engagement of representative organisations in the Community Planning process
- Action 4.3 Utilise the Residents' Panel effectively
- AIM 5: To ensure a co-ordinated approach to sourcing, analysing and disseminating data and statistical information**
- Action 5.1 Continue to source and analyse information/data to allow the impact of Community Planning to be measured and to inform service delivery
- Action 5.2 Further enhance joint systems for data collection, management, analysis and dissemination of key statistics, and the commissioning of research
- AIM 6: To ensure a robust approach to risk management**
- Action 6.1 Maintain and monitor a Community Planning Risk Register

AIM 1: To ensure the effective implementation of Community Planning activity and CPP Board priorities.

ACTION 1.1	TARGET	TIMESCALE	LEAD PARTNER
Ensure the effective implementation of the Community Plan Four-yearly Review	Strategic priorities reviewed and high level outcomes agreed Community plan and related Action Plans update and fit for purpose	2010/11	JOG

BASELINE POSITION 1 April 2010	PLANNED OUTPUTS 2010/11	OUTCOME	PROGRESS 2010/11
Community Plan/Community Plan Review Supplement in place Thematic Action Plans 2009-2011 operational CPP Board and related operating arrangements	Effective consultation and engagement with the community and voluntary sectors, the business community, Council/Elected Members and Partner Agencies in the four-yearly review process High level strategic priorities and outcomes reviewed and updated Review of national and local policy context implemented Review of operating arrangements implemented and structures continue to be fit for purpose Community Plan Review Supplement updated Community Plan Action Plans updated Single Outcome Agreement updated Outcome Based Planning implemented	Community Plan and related documentation sets the strategic direction for the East Ayrshire area	Progress in consultation / engagement activity in respect of Four-yearly Review as follows: <ul style="list-style-type: none"> • Chief Officers' Seminar implemented 19 January 2010 • Consultation document issued to Residents' Panel 1 April 2010 • Online survey for East Ayrshire Residents and staff of partner organisations live from 1 April – 31 May 2010 • Consultation materials made available in libraries and Local Offices across East Ayrshire • Elected Members' Seminar implemented 29 April 2010 • Local Community Planning Forum session on 4-yearly Review implemented 11 May 2010 • Focus Group with young people attending Kilmarnock College implemented 19 May 2010 • Postcard Survey with young people through a range of initiatives ongoing • Consultation with equalities groups ongoing

* Progress against planned outputs is highlighted in white on black for ease of reference.

ACTION 1.2	TARGET		TIMESCALE	LEAD PARTNER
Ensure the effective implementation of the Community Planning Partnership Single Outcome Agreement	<p>An increase in joint planning and resourcing of common priorities</p> <p>An increase in the effective management and reporting against planned outcomes</p>		2010/11	JOG
BASELINE POSITION 1 April 2010	PLANNED OUTPUTS 2010/11	OUTCOME	PROGRESS 2010/11	
<p>Community Planning Single Outcome Agreement (SOA) developed and signed off by Scottish Government</p> <p>Fairer Scotland Fund resources allocated in line with strategic priorities</p> <p>Updated SOA endorsed by Cabinet/CPP Board and Scottish Government</p> <p>2008/09 Annual Performance Report prepared and endorsed</p> <p>2008/09 Improvement Plan prepared and endorsed</p>	<p>Community Plan and SOA reporting procedures rationalised</p> <p>Consolidated annual report prepared</p> <p>Annual performance report prepared and endorsed</p> <p>Menu of indicators reviewed and SOA updated, as appropriate</p> <p>Annual review process implemented</p> <p>SOA updated in response to Four-yearly Review of Community Plan</p>	<p>Strategic response to ensuring a good quality of life for the residents of East Ayrshire</p>	<p>To facilitate the rationalisation of reporting, new templates prepared to include annual reporting requirements for Community Planning and SOA for 2009/10 onwards</p>	

ACTION 1.3		TARGET	TIMESCALE	LEAD PARTNER
Further develop shared premises and shared management arrangements		Maximisation of resources and improvement of service delivery through shared premises and shared management arrangements	Ongoing	JOG/Co-location Board/Shared Services Group
BASELINE POSITION 1 April 2010	PLANNED OUTPUTS 2010/11	OUTCOME	PROGRESS 2010/11	
Range of co-location initiatives established: <ul style="list-style-type: none"> • Dalmellington Area Centre • Drongan Resource Centre • Rankinston Health Centre • North West Kilmarnock Area Centre • Stewarton Area Centre 	Further co-location opportunities identified Opportunities for shared budgets/management arrangements to be explored	Shared management opportunities maximised Opportunities for shared budgets maximised	Crosshouse Resource Centre completed	

ACTION 1.4		TARGET	TIMESCALE	LEAD PARTNER
Further explore opportunities for shared services, aligned and shared budgets		Maximisation of resources through shared services	Ongoing	JOG/Shared Services Group
BASELINE POSITION 1 April 2009	PLANNED OUTPUTS 2009/10	OUTCOME	PROGRESS 2010/11	
Range of shared services/shared purchasing arrangements/areas of joint activity in place	Shared training opportunities identified and implemented Further opportunities for shared services explored	Resources maximised and service delivery improved through shared services	Overview of Shared Services agenda in the process of being prepared for submission to September 2010 Board	

ACTION 1.5	TARGET		TIMESCALE	LEAD PARTNER
<p>Continue to raise awareness of Community Planning and staff roles in relation to the Community Plan across Partner agencies</p> <p>Ensure that staff in all Partner agencies are aware of the content and relevance of the Community Plan in relation to their remit</p> <p>Build organisational capacity in Partner agencies</p>	<p>Mainstreaming of community planning practice and principles within all Partner organisations</p>		<p>Ongoing</p>	<p>JOG</p>
BASELINE POSITION 1 April 2010	PLANNED OUTPUTS 2010/11	OUTCOME	PROGRESS 2010/11	
<p>Range of topic specific 'A Quick Word Abouts' documents produced and circulated</p> <p>Community Planning Bulletin distributed</p> <p>Community Planning website reviewed and updated</p> <p>Series of 'The Work That You/We/They Do' booklets developed and circulated</p>	<p>Topic specific 'A Quick Word About' documents prepared and circulated</p> <p>Community Planning Bulletins produced and distributed</p> <p>Community Planning website reviewed and updated</p> <p>Themed events organised addressing crosscutting issues</p>	<p>Community Planning practice mainstreamed within all Partner organisations</p>	<p>Range of background information prepared to facilitate the Four-yearly Review</p> <p>Case Study material in respect of Community Planning and Equalities available on Community Planning website</p> <p>Community Planning website routinely reviewed</p>	

ACTION 1.5	TARGET	TIMESCALE	LEAD PARTNER
Ensure a continued, effective and appropriate role for Elected Members and partner agencies in the community planning process	Continued effective governance of Community Planning	2010/11	JOG
BASELINE POSITION 1 April 2009	PLANNED OUTPUTS 2009/10	OUTCOME	PROGRESS
<p>New CPP Board decision and operating arrangements implemented April 2008</p> <p>Decision and operating arrangements reviewed 1 year on and confirmed 'fit for purpose'</p> <p>The Leader of the Council chairs the Community Planning Partnership Board</p> <p>Elected Members/Partner agencies participating in Local Community Planning Forums</p> <p>The Council's Cabinet and Governance and Scrutiny Committee review CP Performance on an annual basis</p> <p>Kilmarnock College participating on CPP Board and related structures</p>	<p>Present consolidated CP/SOA annual performance report to CPP Board, Partner Agency representatives, Cabinet, and Governance and Scrutiny Committee for overall consideration and review</p> <p>Effective Member involvement in the Community Plan Four-yearly Review</p> <p>Effective Members involvement in the review of Fairer Scotland Fund</p> <p>Support provided to the new Improving Community Safety portfolio holder</p> <p>Effective working relationships established with new CP Partners, namely Kilmarnock College; Skills Development Scotland</p> <p>Service Delivery Agreement developed and endorsed between the Council and Skills Development Scotland</p>	<p>Robust governance arrangements for Community Planning</p>	<p>Workshop to develop Delivery Agreement between the Council and Skills Development Scotland implemented 22 April 2010</p>

AIM 2: To ensure effective performance reporting.

ACTION 2.1		TARGET	TIMESCALE	LEAD PARTNER
Streamline Community Planning performance reporting		Integrate performance reporting processes	2010/11	JOG
BASELINE POSITION 1 APRIL 2010	PLANNED OUTPUTS 2010/11	OUTCOME	PROGRESS 2010/11	
Individual reporting processes and different reporting timescales for Community Planning and SOA	Community Planning and SOA performance reporting integrated IT-Based Performance Management System 'fit for purpose' in respect of reporting on Community Planning and the SOA	Increased effectiveness and efficiency of performance reporting processes	To facilitate the rationalisation of reporting, new templates prepared to include annual reporting requirements for Community Planning and SOA for 2009/10 onwards	

AIM 3: To ensure effective partnership working.

ACTION 3.1		TARGET	TIMESCALE	LEAD PARTNER
Implement the findings of the annual Partnership Assessment Scorecard (PAS) exercise		Monitoring of the effectiveness of partnership working within the context of Community Planning	2010/11	JOG
BASELINE POSITION 1 April 2010	PLANNED OUTPUTS 2010/11	OUTCOME	PROGRESS 2010/11	
Partnership Assessment Scorecard developed and implemented 2006-2009	Results of 2010 annual Partnership Assessment Scorecard considered and key findings identified	Effectiveness of Community Planning increased	PAS 2010 exercise implemented	
Revised Partnership Assessment Scorecard implemented 2009/10	Activity to address identified priorities implemented			

ACTION 3.2		TARGET	TIMESCALE	LEAD PARTNER
Implement Partnership Assessment Framework Continue to rationalise plans, strategies and structures		Community Planning Partnership and associated partnership activity in East Ayrshire is evaluated and continues to be 'fit for purpose' Reduction in plans and strategies, which require to be developed by Partner agencies	2010/11	JOG
BASELINE POSITION 1 April 2010	PLANNED OUTPUTS 2010/11	OUTCOME	PROGRESS 2010/11	
Partnership Assessment Framework developed and implemented as part of mid term review of Community Planning Audit of partnership activity implemented Community Safety pilot concluded	Partnership Assessment Framework implemented for all Community Plan themes All requests for new partnerships reviewed utilising PAF and actioned appropriately Review of Health/Council working groups implemented	Community Plan strengthened as the overarching strategic planning document for East Ayrshire with robust links to a range of operational plans established Community Planning Partnership and associated partnership activity robust and 'fit for purpose'	Review of Health/Council working groups initiated and ongoing	

AIM 4: To ensure effective joint community consultation and engagement.

ACTION 4.1	TARGET	TIMESCALE	LEAD PARTNER
Ensure the effective operation of the Local Community Planning Forums	<p>Ensure that communities are effectively consulted and engaged in the Community Planning process</p> <p>Ensure that the strategic planning and decision making of Community Planning Partners are effectively influenced by local communities</p> <p>In particular, ensure the involvement of young people in Community Planning</p>	2010/11	JOG/EAC
BASELINE POSITION 1 April 2010	PLANNED OUTPUTS 2010/11	OUTCOME	PROGRESS 2010/11
<p>Four Local Community Planning Forums established linking to the Coalfield Communities Federation and East Ayrshire (North) Communities Federation</p> <p>Reference Group established</p> <p>Support Team established</p> <p>Mechanisms established to ensure robust links with Children and Young People's Forum</p>	<p>Local Community Planning Forum meetings convened as per Annual Plan</p> <p>Actions identified in respect of Forum topics and actioned as appropriate</p>	<p>Community engagement in the community planning process increased</p> <p>The strategic planning and decision making of Community Planning Partners effectively influenced by local communities</p>	<p>Joint Local Community Planning Forum focusing on Four-Yearly Review implemented 11 May 2010</p> <p>2010/11 workplan developed</p>

ACTION 4.2		TARGET	TIMESCALE	LEAD PARTNER
<p>Ensure ongoing and effective consultation with, and the ongoing engagement of, representative organisations in the Community Planning process</p> <p>Ensure effective consultation and engagement in respect of the Four-yearly Review of the Community Plan</p>		<p>Ensure that representative organisations are effectively consulted and engaged in the Community Planning process</p> <p>Ensure that the strategic planning and decision making of Community Planning Partners are effectively influenced by representative organisations</p>	2010/11	JOG
BASELINE POSITION 1 April 2010	PLANNED OUTPUTS 2009/10	OUTCOME	PROGRESS 2010/11	
<p>Routine and systematic engagement of the Federations of Community Groups in the Community Planning process ensured</p> <p>Annual meeting with the voluntary sector convened</p> <p>Voluntary sector participating in Action Plan Working Groups as appropriate</p>	<p>Community and voluntary sectors actively participating in Four-yearly Review of Community Plan</p> <p>Third Sector Interface with the Community Planning Partnership established</p> <p>Appropriate voluntary sector participation in Community Planning structures/processes ensured</p> <p>Range of consultation and engagement mechanisms utilised to ensure full participation by all sectors in the Four-yearly Review</p>	<p>Engagement of the wider community in the community planning process increased</p> <p>The strategic planning and decision making of Community Planning Partners effectively influenced by the wider community</p>	<p>Series of meetings organised with Third Sector Interface Steering Group to support and facilitate the development of a robust Interface</p>	

ACTION 4.3		TARGET	TIMESCALE	LEAD PARTNER
Utilise the Residents' Panel effectively		Ensure that the views of residents of East Ayrshire inform the strategic planning of Partner agencies	2010/11	JOG
BASELINE POSITION 1 April 2010	PLANNED OUTPUTS 2010/11	OUTCOME	PROGRESS 2010/11	
Residents' Panel refreshed Annual Consultation Plan 2009/10 developed	Annual Consultation Plan 2010/11 developed 4 Panel consultation exercises undertaken 2 Panel newsletters prepared and distributed	Understanding of local priorities and views on public service provision/satisfaction increased	Consultation document in respect of Community Plan Four-yearly Review issued to Residents' Panel 1 April 2010	

AIM 5: To ensure a co-ordinated and effective approach to sourcing, analysing and disseminating data/statistical information.

ACTION 5.1		TARGET	TIMESCALE	LEAD PARTNER
Continue to source and analyse information/data to allow the impact of Community Planning to be measured and to inform service delivery		Information/data available to measure the impact of Community Planning and inform service delivery	2010/11	JOG/Research, Information and Performance Group
BASELINE POSITION 1 April 2010	PLANNED OUTPUTS 2010/11	OUTCOME	PROGRESS 2010/11	
<p>Research, Information and Performance Group (RIP Group) operating</p> <p>Community Planning Partnership Single Outcome Agreement endorsed by partners and signed off by Scottish Government</p> <p>Data sharing protocol agreed</p>	<p>2010/11 workplan developed and implemented</p> <p>Updated range of documentation prepared</p> <p>Menu of national indicators reviewed</p> <p>Further analysis of Scottish Index of Multiple Deprivation (SIMD) 2009 implemented</p> <p>Statistical information provided to inform the annual Community Planning and SOA Performance Reports</p> <p>Improved equalities data developed</p> <p>Role of RIP group reviewed as part of Four-yearly Review of Community Plan</p>	Robust information available to measure the impact of Community Planning	2010/11 workplan developed	

ACTION 5.2		TARGET	TIMESCALE	LEAD PARTNER
Further enhance joint systems for data collection, management, analysis and dissemination of key statistics, and the commissioning of research		Ensure a joint approach to data collection, management, analysis and the dissemination of key statistics, and the commissioning of research	2010/11	JOG/ Research, Information and Performance Group
BASELINE POSITION 1 April 2010	PLANNED OUTPUTS 2010/11	OUTCOME	PROGRESS 2010/11	
<p>Research, Information and Performance Group (RIP Group) operating</p> <p>East Ayrshire by Numbers available and updated on Community Planning website</p> <p>Comprehensive information/data available on Community Planning website</p> <p>Analysis of key statistics in relation to the Single Outcome Agreement implemented jointly</p>	<p>Structures for data sharing streamlined and joint arrangements strengthened</p> <p>East Ayrshire by Numbers routinely updated on Community Planning website</p> <p>Comprehensive information/data available and routinely updated on Community Planning website</p> <p>Analysis of key statistics carried out jointly and information disseminated appropriately</p>	Robust research and information systems established	East Ayrshire by Numbers updated and due for circulation	

AIM 6: To ensure a robust approach to risk management.				
ACTION 6.1		TARGET	TIMESCALE	LEAD PARTNER
Maintain and monitor a Community Planning Risk Register		Ensure that identified risks are appropriately managed	Ongoing	CPP Board
BASELINE POSITION 1 April 2010	PLANNED OUTPUTS 2010/11	OUTCOME	PROGRESS 2010/11	
Community Planning Risk Register routinely reviewed and appropriate action taken	Risk Register considered at CPP Board meetings and appropriate action implemented to mitigate risk	Risks identified and appropriately managed and mitigated	Risk Register updated routinely and submitted to CPP Board	



EAST AYRSHIRE COMMUNITY PLANNING PARTNERSHIP SINGLE OUTCOME AGREEMENT:

IMPROVEMENT PLAN

EAST AYRSHIRE COMMUNITY PLANNING PARTNERSHIP SINGLE OUTCOME AGREEMENT:

IMPROVEMENT PLAN

Area for improvement	Proposed Actions and Timescales	Lead Responsibility	Progress/Status
National Outcome 1: We live in a Scotland that is the most attractive place for doing business.			
Business start up rate: Increase – close the gap with Scotland	<ul style="list-style-type: none"> • Small Business Forum – ask a range of small businesses to act as a ‘sounding board’ for future development. (Summer 2010) • Tendering Co-operative for local companies – the process and benefits of establishing a tendering co-operative to be explored. (March 2010 onwards) • Business Gateway – conduct local and national marketing campaigns to promote new business formation (January 2010 onwards) 	Community Planning Partnership led action (Delivering Community Regeneration Action Plan Working Group)	<ul style="list-style-type: none"> • Work ongoing to identify appropriate representation.
		Community Planning Partnership led action (Delivering Community Regeneration Action Plan Working Group)	<ul style="list-style-type: none"> • Ongoing.
		East Ayrshire Council Neighbourhood Services: (Planning and Economic Development)	Work taken forward to date includes: <ul style="list-style-type: none"> • regular advertising on Radio Westsound; • regular adverts promoted in the local press and on website for events being held by Business Gateway; • new services developed to provide additional support to ‘growth’ businesses through Business Gateway; • ongoing series of networking events held on a quarterly basis; and new post of Marketing Officer established in the Business Gateway to promote Business Gateway services.

Area for improvement	Proposed Actions and Timescales	Lead Responsibility	Progress/Status
National Outcome 1: We live in a Scotland that is the most attractive place for doing business.			
<p>Business start up rate: Increase – close the gap with Scotland (continued)</p>	<ul style="list-style-type: none"> • Kilmarnock Local Task Force (post Diageo)-encourage the establishment of new business, particularly among young people – additional funding being sought. (January 2010 onwards) 	<p>East Ayrshire Council Neighbourhood Services: (Planning and Economic Development)</p>	<ul style="list-style-type: none"> • Kilmarnock Local Task Force meets regularly and a small dedicated team has been established to develop a strategy and plan to realise the opportunities available for development and growth. Meetings with Diageo have been held in advance of these sessions. A joint plan is currently under preparation. • The ‘Make It Kilmarnock’ Plan is being taken forward and is designed to develop and implement a co-ordinated range of projects with the overall objective of supporting sustainable economic growth in Kilmarnock. Project proposals, including the potential for development of a Young Enterprise Centre, have been developed and funding is currently being sought. • The regeneration and revitalisation of Kilmarnock, Cumnock and Galston town centres will continue and, in a move to secure the area’s future, £300,000 will be allocated to activities aimed at stimulating job creation, supporting existing businesses and bringing new investment to the area, in advance of the closure of the Johnnie Walker plant in Kilmarnock in 2012. Match funding will be secured through Scottish Enterprise, Scottish Government and other agencies, creating a resource equivalent of £600,000 over three years.

Area for improvement	Proposed Actions and Timescales	Lead Responsibility	Progress/Status
National Outcome 2: We realise our full economic potential with more and better employment opportunities for our people.			
Better employment opportunities for local people	<ul style="list-style-type: none"> Employability Forum – requested to review in detail National Outcome 2 and report back recommendations for action to the CPP Board. (January – March 2010) 	Community Planning Partnership led action (Delivering Community Regeneration Action Plan Working Group)	<p>Employability Forum reviewed National Outcome 2 at its meeting on 16 February 2010 and agreed the following actions to be taken forward:</p> <ul style="list-style-type: none"> New provision and activity agreements for school leavers by Skills Development Scotland (SDS). Integrated employment and skills provision by SDS and Jobcentre Plus to improve job seeker support. Adult recruitment and training credits through SDS, including a wage subsidy and training, delivered through the Lennox partnership. Modern Apprenticeships to the 20+ age group in employment to increase skills. NHS Skills Academy offering placements and training to up-skill NHS staff. SVQ Early Education and Childcare training delivered to voluntary organisations and social enterprises.
Proportion of school leavers in positive and sustained destinations: Increase – close the gap with Scotland	<ul style="list-style-type: none"> School leaver destinations – the analysis of school leaver’s destinations to be circulated by Skills Development Scotland. (November 2010) 16+ Learning Choices - to be rolled out, which will ensure that young people are properly prepared to enter positive and sustained destinations. (Summer 2009 onwards – planning stage / full roll out from new school term in 2010) 	Community Planning Partnership led action (Skills Development Scotland) East Ayrshire Council Educational and Social Services: Schools Support	<ul style="list-style-type: none"> To be progressed at the appropriate time. Policy and Practice Partnership established; Policy and Practice Framework in place and Learning Co-ordinator appointed. All targets set by the Scottish Government have been met to date. <p>16+ Learning Choices now implemented across all secondary schools and will be rolled out to include all school leavers in December 2010.</p>

Area for improvement	Proposed Actions and Timescales	Lead Responsibility	Progress/Status
National Outcome 2: We realise our full economic potential with more and better employment opportunities for our people.			
<p>Claimant count unemployment: Reduce – close the gap with Scotland (continued)</p>	<ul style="list-style-type: none"> Tackling the effects of unemployment on health – the PACE (Partnership Action for Continuing Employment) team to consider and build into its support package an awareness programme on the potential effects unemployment can have on health. (April-June 2010) Participation in all national and Scottish Government employment and training initiatives, as appropriate, to secure maximum possible funding and job outcomes for East Ayrshire residents. (January 2010 and ongoing) Employability Forum - to investigate specific area needs and deliver focused employability services for unemployed people. (January 2010 onwards) 	<p>Community Planning Partnership led action (Skills Development Scotland)</p> <p>East Ayrshire Council Neighbourhood Services: (Planning and Economic Development)</p> <p>East Ayrshire Council Neighbourhood Services: (Planning and Economic Development)</p>	<ul style="list-style-type: none"> Skills Development Scotland requested to ensure progress regarding this activity. National leaflet in respect of addressing/highlighting the health impact of redundancy and support available has been included in the PACE packs, which will be issued to employees facing redundancy either directly through local PACE activity or through the national helpline. Skills Development and Employability Service delivering in all national programmes and additional funding secured from Skills Development Scotland for ‘Training for Work’ short courses and. ‘Targeted Pathways to Apprenticeships’ for young people. Future Jobs Fund creating 596 jobs in East Ayrshire between November 2009 and March 2011. A total of 25% of the approved Future Jobs Fund starts will be defined as ‘hotspot’ jobs and target people on working age benefits. East Ayrshire in its entirety is a defined unemployment ‘hotspot’ area (that is 1.5% unemployment above the GB rate). Jobcentre Plus undertaking initial employability service focus in the North-West areas of Kilmarnock. This will include dedicated staff located in the area working with the unemployed. All progress will be reported through the Employability Forum.

Area for improvement	Proposed Actions and Timescales	Lead Responsibility	Progress/Status
National Outcome 2: We realise our full economic potential with more and better employment opportunities for our people.			
<p>Claimant count unemployment: Reduce – close the gap with Scotland (continued)</p>	<ul style="list-style-type: none"> Skills Development and Employability Service/Kilmarnock College – to explore and progress opportunities, where appropriate, for further training/apprenticeship/employment of young people within the coal industry. (January - May 2010) Exploration of wider employment opportunities - to encourage local business to take on a wider range of young people. (January - May 2010) 	<p>East Ayrshire Council Neighbourhood Services: (Planning and Economic Development)</p> <p>East Ayrshire Council Neighbourhood Services: (Planning and Economic Development)</p>	<ul style="list-style-type: none"> Short term group established, including East Ayrshire Council elected member and officer representation, Kilmarnock College and senior officers from the coal mining companies operational in East Ayrshire. Kilmarnock College arranging specific courses to enhance employment opportunities for young people. Welding course at Kilmarnock College (funded by Scottish Coal) has been very successful. 13 young people now on NQ Plant Maintenance (Open Cast) and currently undertaking work experience at open cast sites across East Ayrshire. Meeting to evaluate programme and review employment outcomes to be arranged at the end of the current course. Skills Development and Employability services marketed more widely in the business community and promotional DVD to be issued to local business. Resources to be focused on securing employment opportunities for those people in need of supported employment.
National Outcome 3: We are better educated, more skilled and more successful, renowned for our research and innovation.			
<p>Proportion of residents of working age with recognised qualifications: Increase</p>	<ul style="list-style-type: none"> European Priority 2 funding proposal – submitted to allow the Skills Development and Employability Service to work with employed people to assist them gain qualifications and additional skills to sustain their employment. (April 2010 onwards) 	<p>East Ayrshire Council Neighbourhood Services: (Planning and Economic Development)</p>	<ul style="list-style-type: none"> European application approved and implementation of the programme will commence on 1 July 2010, providing opportunities for employed people living in East Ayrshire to realise their full learning and earnings potential.

Area for improvement	Proposed Actions and Timescales	Lead Responsibility	Progress/Status
National Outcome 3: We are better educated, more skilled and more successful, renowned for our research and innovation.			
Proportion of residents of working age with recognised qualifications: Increase (continued)	<ul style="list-style-type: none"> Continued development and delivery of training courses for adults - to include nationally recognised qualifications, including Scottish Vocational Qualifications (SVQs), European Computer Driving Licence (ECDL) and Construction Skills Certification Scheme (CSCS) qualification (January 2010 onwards) 	East Ayrshire Council Neighbourhood Services: (Planning and Economic Development)	<ul style="list-style-type: none"> Recent developments have been in response to identified employment priority sectors, including Care, Retail, and Call Centres. Funding has been approved by Skills Development Scotland to develop and provide short training courses linked to these sectors
Increase student retention rates in further education establishments	<ul style="list-style-type: none"> Colleges requested to explore opportunities to increase student retention rates. (March 2010 and onwards) 	Kilmarnock College and Ayr College	<p>Kilmarnock College: There has been significant improvement in early retention across many areas of college activity. The actions taken to achieve and maintain high levels of early retention include:</p> <ul style="list-style-type: none"> a realignment of the curriculum and the introduction of an increased number of access level programmes; a revised recruitment and induction process for students, which ensures the quality of information to learners at the pre-entry and induction stages; a new Customer Services area, which provides an effective one-stop-shop for support related needs of learners; the introduction of reflective logs for learners to allow them to evaluate their learning experiences and progress and to highlight any further development needs to staff; and the newly refurbished 'Hive' area for younger disengaged learners provides an environment to enable learner re-engagement with learning. <p>Ayr College: There has been a consistent improvement in early retention across all areas of college activity. The actions taken to achieve and maintain high levels of early retention include:</p>

Area for improvement	Proposed Actions and Timescales	Lead Responsibility	Progress/Status
National Outcome 3: We are better educated, more skilled and more successful, renowned for our research and innovation.			
Increase student retention rates in further education establishments (continued)	<ul style="list-style-type: none"> Colleges requested to explore opportunities to increase student retention rates. (March 2010 and onwards) 	Kilmarnock College and Ayr College	<ul style="list-style-type: none"> changes made to entry criteria; pre programme assessment of core skills level; focused ownership of the interview and selection process to staff responsible for programme self evaluation; the introduction of a new group of staff delivering enhanced guidance and support; more pre-selection information and advice; more appropriate design of the curriculum and planning of assessment schedules; and increased internal audit and committee activity monitoring and responding to low key Performance Indicators.
National Outcome 6: We live longer, healthier lives.			
Health and well being of the local population improved	<ul style="list-style-type: none"> Community Health Partnership – to review in detail National Outcome 6 and report back recommendations for action to the CPP Board. (February – April 2010) 	NHS Ayrshire and Arran (Community Health Partnership)	Community Health Partnership recommended actions to be taken forward are as follows: <ul style="list-style-type: none"> Implementation of a range of actions set out in the Improving Health and Wellbeing Action Plan 2009-11 , in particular in relation to respiratory disease; smoking; anti depressant prescribing and breastfeeding. Implementation of actions within the wider themes of the Community Plan, in particular in respect of employment and the wider environment.

Area for improvement	Proposed Actions and Timescales	Lead Responsibility	Progress/Status
National Outcome 6: We live longer, healthier lives.			
Health and well being of the local population improved (continued)	<ul style="list-style-type: none"> Community Health Partnership – to review in detail National Outcome 6 and report back recommendations for action to the CPP Board. (February – April 2010) 	NHS Ayrshire and Arran (Community Health Partnership)	<ul style="list-style-type: none"> Consideration by the Officer Locality Groups and subgroups of the analysis of SIMD 2009 reported to the CHP Committee in February 2010 in respect of implications for service delivery and design. Implementation of actions arising from the Ayrshire wide Long Term Conditions collaborative. Implementation of the Integrated Resource Framework, Co-creating Health for chronic obstructive pulmonary disease (COPD). Additional actions to be identified and implemented by the Mental Health and Learning Disabilities Partnership. Implementation of the Infant Feeding Strategy and the appointment of the Infant Feeding Co-ordinator. <p>SOA health indicators were revised in July 2009 and to be further reviewed as part of the Four Yearly Review of Community Planning.</p>
Tackling depression	<ul style="list-style-type: none"> Tackling depression – increased joint working, including repackaging of existing activity, where appropriate, to ensure a more joined up approach with the new ‘Self Health Workers’. (February – June 2010) 	Community Health Partnership	<ul style="list-style-type: none"> Self help workers are now fully operational. Primary Care Mental Health Team now reviewing referral process with Community Mental Health Team/Primary Care to ensure improved pathways. Pilot planned with Primary Care Mental Health Team and Health and Wellbeing Advisors in one identified GP practice to look at more effective screening within Primary Care.

Area for improvement	Proposed Actions and Timescales	Lead Responsibility	Progress/Status
National Outcome 6: We live longer, healthier lives.			
Alcohol and Drugs agenda	<ul style="list-style-type: none"> Alcohol and Drugs Partnership – to review the indicators contained within the SOA for appropriateness and ensure that the work being taken forward is relevant to local need. (March- May 2010) 	Community Planning Partnership led action <small>(Alcohol and Drugs Partnership)</small>	<p>The following remedial action has been planned by the East Ayrshire Alcohol and Drugs Partnership:</p> <ul style="list-style-type: none"> Production of pan Ayrshire and East Ayrshire needs assessment. Review of local alcohol and drug treatment options. Development of localised drug and alcohol outcomes framework. Development of local recovery action plan in line with Road to Recovery (Scottish Government 2008). Development of locality community addiction teams (CATS) and primary addiction teams (PCATS). <p>This work will inform the future development of appropriate SOA indicators as part of the Four Yearly Review of Community Planning.</p>
National Outcome 7: We have tackled the significant inequalities in Scottish society.			
Tackling poverty, disadvantage and health inequalities	<ul style="list-style-type: none"> Detailed analysis of SIMD 2009 – to be carried out to determine areas of declining disadvantage locally and ‘hot spots’ across the 7 domains (January – March 2010 and ongoing as required) Tackle further issues in relation to health, employment/employability, and poverty and deprivation linked to the SIMD 2009 (February 2010 and ongoing) 	East Ayrshire Council Finance and Corporate Support: (Community Planning and Partnership Unit) All Departments and Community Planning Partners	<ul style="list-style-type: none"> SIMD 2009 Seminar led by officers from the Office of the Chief Statistician at the Scottish Government was convened on 16 February 2010 for Community Planning Partnership representatives, Partner agency staff and Elected Members. Further analysis in progress. Ongoing

Area for improvement	Proposed Actions and Timescales	Lead Responsibility	Progress/Status
National Outcome 7: We have tackled the significant inequalities in Scottish society.			
Tackling poverty, disadvantage and health inequalities (continued)	<ul style="list-style-type: none"> Improving Health and Wellbeing Action Plan Working Group and Community Health Partnership – to be requested to review in detail National Outcome 7 and report back recommendations for action to the CPP Board (February – May 2010) 	NHS Ayrshire and Arran (Community Health Partnership)	<ul style="list-style-type: none"> Please refer to National Outcome 6 above in respect of the review of health related indicators. <p>Financial Inclusion Sub Group, at its meeting on 16 June 2010, agreed the following actions to be taken forward:</p> <ul style="list-style-type: none"> Jobcentre Plus to progress action in October 2010, which will migrate Income Support claimants on the basis of incapacity for work through the claims process for the new Employment Support Allowance (ESA) – it is anticipated that at least 69% of claimants will fail to qualify for ESA. Implement community outreach project ‘Work for You’, which aims to tackle worklessness in North West Kilmarnock by addressing intergenerational worklessness through a partnership approach. Led by Jobcentre Plus, the overall objective is to engage with 500 people and place 160 into employment. Continue to maximise household income through a range of money advice and benefits checks.

Area for improvement	Proposed Actions and Timescales	Lead Responsibility	Progress/Status
National Outcome 7: We have tackled the significant inequalities in Scottish society.			
<p>Number of carers receiving benefits checks: Maintain</p>	<ul style="list-style-type: none"> • Benefits checks for carers - Social Work and the Carers Centre to progress work over the coming year to ensure appropriate data collection prior to the next round of reporting. (January – April 2010) • Benefits checks for carers - Social Work and the Carers Centre to progress work over the coming year to ensure appropriate data collection prior to the next round of reporting. (January – April 2010) 	<p>East Ayrshire Council Educational and Social Services (Social Work)</p> <p>East Ayrshire Council Educational and Social Services (Social Work)</p>	<ul style="list-style-type: none"> • East Ayrshire Benefits Checks - Every new carer who registers is given a benefits check and from 1 April 2009 to early March 2010, 268 benefits checks were progressed. • Identifying Carers and Benefits checks - East Ayrshire Carers Centre was successful in a bid for funding to identify carers through work within the hospital setting in Ayrshire and Arran. In Ayrshire, hospitals targeted were, Ayr, Crosshouse, Cumnock and Ailsa, further to which East Ayrshire Carers Centre identified and completed benefits checks for 1,190 carers. A breakdown of the figures within Ayrshire is not yet available; however, it is anticipated that at least one third will be East Ayrshire residents. • Further to funding being made available from Pfizer, an international biopharmaceutical company, specifically for work in the Dalmellington area, it is anticipated that a further 150–300 benefits checks for newly identified carers will be progressed over the next few months. <p>It is anticipated that when final figures are available, the target of maintaining a level of 390 benefits checks for carers annually will be met and potentially exceeded.</p>

Area for improvement	Proposed Actions and Timescales	Lead Responsibility	Progress/Status
National Outcome 9: We live our lives safe from crime, disorder and danger.			
<p>Percentage of adults who feel threatened by crime in their neighbourhood a great deal or a fair amount: Reduce</p>	<ul style="list-style-type: none"> Strathclyde Police Community Policing Plan - to implement new community policing arrangements and the Public Reassurance Model which is being piloted with support from a range of Community Planning Partners. (October 2009 onwards) 	<p>Strathclyde Police and East Ayrshire Council Neighbourhood Services (Community Safety)</p>	<ul style="list-style-type: none"> Each Multi-Member Ward has a Community Policing Team, which is working towards tackling the priorities identified within its Policing Plan. The policing plans will be updated and published in due course. The Public Reassurance Model pilot in North-West Kilmarnock, part of Ward 2, commenced in October 2009. Since that time, additional patrols have been provided by Strathclyde Police and East Ayrshire Council Community Warden service to enhance public confidence through a visible presence in the area. <p>Priorities to be tackled as part of the Public Reassurance Model have been included in the Community Policing Plan for the ward and are as follows: Drunk and Disorderly Behaviour (including vandalism and graffiti); Drug Dealing/Use; Assault/Violent Crime; and Housebreaking and other theft.</p>

National Outcome 10: We live in well designed, sustainable places where we are able to access the amenities and services we need.			
<p>Proportion of residents satisfied with public transport: Increase</p>	<ul style="list-style-type: none"> Strathclyde Partnership for Transport and East Ayrshire Council – to progress the following activity: <ul style="list-style-type: none"> the introduction of half hourly train service between Kilmarnock and Glasgow from December 2009; the upgrading of three train stations (Stewarton, plus two others); 	<p>Strathclyde Partnership for Transport and East Ayrshire Council Neighbourhood Services (Roads and Transportation)</p>	<p>The activities currently being taken forward in relation to public transport include the following:</p> <ul style="list-style-type: none"> A half hourly train service between Kilmarnock and Glasgow was introduced on 14 December 2009. Upgrades to Stewarton, Kilmaurs and Dunlop train stations completed.

Area for improvement	Proposed Actions and Timescales	Lead Responsibility	Progress/Status
National Outcome 10: We live in well designed, sustainable places where we are able to access the amenities and services we need.			
Proportion of residents satisfied with public transport: Increase (continued)	<ul style="list-style-type: none"> - the introduction of more regular daily train services between Kilmarnock and Dumfries - the installation of bus boarder kerbs across East Ayrshire - the upgrading of bus shelters across East Ayrshire - the introduction of new Park and Ride facilities at Stewarton Station; and - the introduction of a real-time bus information system on key bus corridors. (January 2010 – March 2011). 	Strathclyde Partnership for Transport and East Ayrshire Council Neighbourhood Services (Roads and Transportation)	<ul style="list-style-type: none"> • More frequent train service (approximately two hourly intervals) between Kilmarnock and Dumfries introduced in December 2009. • The installation of bus boarder kerbs and upgrading of bus shelters being progressed across East Ayrshire. <div style="background-color: black; color: white; padding: 5px;"> <ul style="list-style-type: none"> • Stewarton Park and Ride facilities – Tender documents prepared with work to be progressed in 2010/11. • Real-time bus information system on key bus corridors – Design completed and tenders received. Negotiations ongoing with Network Rail regarding land agreement. </div>
Generic issues			
Community Planning/SOA promotion and awareness raising	<ul style="list-style-type: none"> • Positive messages through media – increase the range of positive messages promoted in the media. (January 2010 – March 2011) 	Community Planning Partnership led action	<ul style="list-style-type: none"> • Ongoing activity to be progressed as appropriate. <div style="background-color: black; color: white; padding: 5px;"> <ul style="list-style-type: none"> • Awareness raising materials in a range of formats have been made available as part of the Four Yearly Review of Community Planning. </div>

NB: Progress since the last meeting is highlighted in white on black.

16 June 2010

East Ayrshire

Partnership Assessment Scorecard - Combined Results 2009 and 2010

Sub-topic	Topic	2009 Average Score	2010 Average Score	Difference between 2009 and 2010	Annual Performance
Awareness of Partners' Strategic Staff	Awareness	3.4	3.8	0.4	Increase
Delivering the right services for communities	Community Engagement	3.7	3.7	0.0	No change
Personal Awareness	Awareness	3.6	3.6	0.0	No change
Understanding the needs of different groups	Community Engagement	3.5	3.5	0.0	No change
Making a difference	Impact	3.4	3.3	-0.1	Decrease
Awareness of Decision Makers	Awareness	3.1	3.3	0.2	Increase
Structures and opportunities	Community Engagement	3.1	3.0	-0.1	Decrease
Joint Monitoring Framework	Impact	3.0	3.0	0.0	No change
Ownership	Ownership & Commitment	3.0	3.0	0.0	No change
Shared Vision	Ownership & Commitment	2.9	3.0	0.1	Increase
Awareness of Partners' Operational Staff	Awareness	2.8	3.0	0.2	Increase
Understand how to contribute	Structures & Processes	2.8	3.0	0.2	Increase
Communication	Structures & Processes	2.7	3.0	0.3	Increase
Engaging with communities on strategies and plans	Community Engagement	2.9	2.9	0.0	No change
Community influence: CPP decisions	Community Engagement	2.9	2.9	0.0	No change
Effective structures and processes	Structures & Processes	2.8	2.9	0.1	Increase
Providing training and support	Community Engagement	2.8	2.9	0.1	Increase
Joint Resourcing	Ownership & Commitment	2.7	2.9	0.2	Increase
Delivery of the Community Plan	Ownership & Commitment	2.9	2.8	-0.1	Decrease
Staff Roles	Ownership & Commitment	2.7	2.8	0.1	Increase
Awareness of Key Stakeholders	Awareness	2.5	2.7	0.2	Increase
Sharing Information	Structures & Processes	2.4	2.7	0.3	Increase
Targeting additional mainstream financial resources	Structures & Processes	2.4	2.7	0.3	Increase
Awareness of Local People	Awareness	2.2	2.2	0.0	No change

East Ayrshire

Partnership Assessment Scorecard - Partnership Groups and Combined Results 2009 and 2010

Topic No.	Sub-topic	Topic	Partnership (Overall)		Partnership Strategic		Partnership Operational	
			2009	2010	2009	2010	2009	2010
1	Personal Awareness	Awareness	3.6	3.6	4.1	4.3	4.3	4.4
2	Awareness of Partners' Strategic Staff	Awareness	3.4	3.8	3.4	3.9	4.1	4.6
3	Awareness of Partners' Operational Staff	Awareness	2.8	3.0	2.6	3.3	3.3	3.6
4	Awareness of Local People	Awareness	2.2	2.2	2.1	2.1	2.4	2.8
5	Awareness of Decision Makers	Awareness	3.1	3.3	3.5	3.3	3.5	4.1
6	Awareness of Key Stakeholders	Awareness	2.5	2.7	2.4	2.7	2.8	3.3
7	Shared Vision	Ownership & Commitment	2.9	3.0	3.2	3.7	3.5	3.6
8	Ownership	Ownership & Commitment	3.0	3.0	3.5	3.7	3.5	3.6
9	Delivery	Ownership & Commitment	2.9	2.8	3.2	3.3	3.3	3.6
10	Staff Roles	Ownership & Commitment	2.7	2.8	3.1	2.9	3.0	3.4
11	Joint Resourcing	Ownership & Commitment	2.7	2.9	3.2	3.1	3.1	3.5
12	Understand how to contribute	Structures & Processes	2.8	3.0	3.1	3.2	3.2	3.4
13	Communication	Structures & Processes	2.7	3.0	3.0	3.1	3.1	3.4
14	Targeting additional mainstream financial resources	Structures & Processes	2.4	2.7	2.7	2.7	2.6	3.4
15	Effective structures and processes	Structures & Processes	2.8	2.9	3.0	3.4	3.2	3.4
16	Sharing Information	Structures & Processes	2.4	2.7	2.7	2.9	2.7	3.3
17	Structures and opportunities	Community Engagement	3.1	3.0	3.8	3.9	3.6	3.9
18	Providing training and support	Community Engagement	2.8	2.9	3.1	3.8	3.3	3.7
19	Engaging with communities on strategies and plans	Community Engagement	2.9	2.9	3.6	3.9	3.4	3.8
20	Community influence: CPP decisions	Community Engagement	2.9	2.9	3.6	3.7	3.4	3.7
21	Understanding the needs of different groups	Community Engagement	3.5	3.5	3.9	3.7	4.1	4.0
22	Delivering the right services for communities	Community Engagement	3.7	3.7	3.8	4.1	4.3	4.4
23	Joint Monitoring Framework	Impact	3.0	3.0	3.5	3.5	3.4	3.6
24	Making a difference	Impact	3.4	3.3	4.0	3.9	3.8	4.1
Total Score			70.2	72.6	78.1	82.1	80.9	88.6

East Ayrshire Community Planning Partnership

Partnership Assessment Scorecard - Scorer Groups 2010

Group / Organisation Name	Scorer Detail	Possible Scorers	Actual Scorers	New Actual Scorers
Community Planning Partnership Strategic Staff Group	Members of key Community Planning strategic groups, including Community Planning Partnership Board, Joint Officers' Group, Coalfield Communities Federation, East Ayrshire (North) Communities Federation and Research, Information and Performance Working Group.	42	32	5
Community Planning Partnership Operational Staff Group	Members of each thematic Community Plan Action Plan Working Group.	70	44	25
East Ayrshire Council	A representative sample (2%) of EAC staff, not routinely involved in Community Planning.	127	120	45
NHS Ayrshire and Arran	A representative sample (2%) of NHS Ayrshire and Arran staff, not routinely involved in Community Planning .	135	39	32
Strathclyde Police	A representative sample of Strathclyde Police staff, not routinely involved in Community Planning.	10	10	5
Strathclyde Fire and Rescue	A representative sample of Strathclyde Fire and Rescue staff, not routinely involved in Community Planning.	7	7	3
TOTAL		391	252	115

NB: Core partner agencies with small or regional groupings are included in the Strategic and Operational staff groups, including Scottish Enterprise, Skills Development Scotland, Strathclyde Partnership for Transport, Kilmarnock College and South West Scotland Community Justice Authority.

East Ayrshire

Partnership Assessment Scorecard: Survey Questions Linked to Sub-topics

Topic No.	Sub-topic	Topic	Survey Questions
1	Personal Awareness	Awareness	What is your personal awareness/understanding of East Ayrshire's Community Plan and Community Planning process?
2	Awareness of Partners' Strategic Staff	Awareness	In your view, within your department/agency/organisation how many people from the following group (Strategic Staff) are aware of the content and relevance of East Ayrshire's Community Plan and Community Planning process?
3	Awareness of Partners' Operational Staff	Awareness	In your view, within your department/agency/organisation how many people from the following group (Operational Staff) are aware of the content and relevance of East Ayrshire's Community Plan and Community Planning process?
4	Awareness of Local People	Awareness	In your view, within your department/agency/organisation how many people from the following group (Local People, Community and Voluntary Groups) are aware of the content and relevance of East Ayrshire's Community Plan and Community Planning process?
5	Awareness of Decision Makers	Awareness	In your view, within your department/agency/organisation how many people from the following group (Key Decision Makers such as local politicians and agency board members) are aware of the content and relevance of East Ayrshire's Community Plan and Community Planning process?
6	Awareness of Key Stakeholders	Awareness	In your view, within your department/agency/organisation how many people from the following group (Key Stakeholders such as the business community, the colleges and voluntary organisations) are aware of the content and relevance of East Ayrshire's Community Plan and Community Planning process?
7	Shared Vision	Ownership & Commitment	In your view, how many Community Planning Partners use the Shared Vision to guide their actions and contributions?
8	Ownership	Ownership & Commitment	In your view, how many Community Planning Partners feel a strong sense of ownership and responsibility for the success of Community Planning?
9	Delivery	Ownership & Commitment	In your view, how many Community Planning Partners invest the time required to ensure the delivery of the Community Plan in their respective organisations?
10	Staff Roles	Ownership & Commitment	In your view, how many staff within all Partner organisations understand how to contribute to delivering the shared vision? (To be completed by Department/Partner Agency Staff only.)

Topic No.	Sub-topic	Topic	Survey Questions
11	Joint Resourcing	Ownership & Commitment	In your view, how much effort do Community Planning Partners make to create opportunities for joint resourcing and delivery?
12	Understand how to contribute	Structures & Processes	In your view, how many people within your department/agency/organisation are aware of the Partnership Structures/understand how the partnership operates/are aware of how to fully participate within the partnership?
13	Communication	Structures & Processes	In your view, how many people within your department/agency/organisation communicate decisions and actions to other partners and within their organisations?
14	Targeting additional mainstream financial resources	Structures & Processes	In your view, how many people within your department/agency/organisation target additional mainstream financial resources at identified priorities? (To be completed by Department/Agency staff only.)
15	Effective structures and processes	Structures & Processes	In your view, how many structures and processes are defined and designed to ensure that they encourage joined up activity and approach?
16	Sharing Information	Structures & Processes	In your view, to what extent do Community Planning Partners share essential information and knowledge about needs, priorities and what does or does not work?
17	Structures and opportunities	Community Engagement	How aware are you of the structures and opportunities afforded to the local community to have an active role in the Community Planning process?
18	Providing training and support	Community Engagement	How aware are you of the structures and opportunities afforded to the local community to have access to develop the skills to further engage in community planning process?
19	Engaging with communities on strategies and plans	Community Engagement	How aware are you of the structures and opportunities afforded to the local community to participate in the preparation of plans and strategies?
20	Community influence: CPP decisions	Community Engagement	How aware are you of the structures and opportunities afforded to the local community to have influence on the strategic planning and decision making of the Community Planning Partnership?
21	Understanding the needs of different groups	Community Engagement	In your view, does your department/agency/organisation have an in-depth understanding of the issues and needs of different groups, including hard to reach groups, in local communities?
22	Delivering the right services for communities	Community Engagement	In your view, how many of the services delivered by your department/agency meet the identified needs of the community? (To be completed by Department/Agency Staff only.)
23	Joint Monitoring Framework	Impact	In your view, are there effective systems in place within your department/agency to monitor local performance? (To be completed by Department/Agency Staff only.)
24	Making a difference	Impact	In your view, how much has working in partnership resulted in improvements to outcomes for communities?