



COMMUNITY PLANNING AWARENESS RAISING AND CHIEF OFFICERS' SEMINAR

BOARD MEETING: 30 SEPTEMBER 2009

1. PURPOSE

- 1.1 To present to the Community Planning Partnership (CPP) Board a range of proposals in respect of further developing the Community Planning agenda and raising awareness of the process among operational staff.

2. BACKGROUND

- 2.1 Following consideration of the results of the Partnership Assessment Scorecard 2009, at the JOG/Lead Officers' Group meeting of 14 July 2009, the following topics were agreed as priority issues to be included in the JOG Workplan and addressed by the Partnership in 2009/10:

- awareness of local people;
- awareness of key stakeholders; and
- awareness of Partners' operational staff.

- 2.2 In respect of raising the awareness of staff, a range of activity is proposed at different levels, as appropriate to the remit of individual staff, as detailed at section 4 of the report.

- 2.3 In addition, it is recognised that to ensure continuous improvement and that the Community Planning process remains 'fit for purpose' it is necessary to provide structured opportunities for chief officers and senior managers to consider the way forward in respect of Community Planning.

3. SEMINAR FOR CHIEF OFFICERS AND SENIOR MANAGERS

- 3.1 In view of the changing policy landscape, including the introduction of the Community Planning Partnership Single Outcome Agreement (SOA) and the requirement to implement the third Four-yearly Review of Community Planning by April 2011, it is proposed that a seminar be convened for chief officers and senior managers, at a date to be arranged early in 2010.

- 3.2 The seminar will afford the opportunity for key decision makers to:

- inform the process for the Four-yearly Review of Community Planning in the context of the SOA;
- review Community Planning operating arrangements;
- consider emerging agendas; and
- reflect on the way forward in general.

- 3.3 To ensure a structured and productive session, it is proposed that a short term multi-agency working group be established to develop the agenda and format for the seminar, comprising:

- Katie Kelly, CHP Facilitator, NHS Ayrshire and Arran;
- Jim Scott, Community Safety Manager, Strathclyde Fire and Rescue;
- Alan Murray, Head of Community Planning, Strathclyde Partnership for Transport; and
- Helen Sinclair, Community Planning Officer, East Ayrshire Council.

4. AWARENESS RAISING FOR OPERATIONAL STAFF

Key Staff

- 4.1 There will be specific targeting of key staff such as policy officers, principal officers and team leaders to ensure a robust understanding of Community Planning in general and their role and that of their staff in the process.
- 4.2 Previous activity in this regard is being reviewed currently to inform consideration of effective mechanisms to improve understanding of the strategic agenda in the context of Community Planning.

General Awareness Raising

- 4.3 For the majority of staff, a light touch is proposed involving the dissemination of a range of core information in leaflet form through mechanisms such as Corporate and Department Induction, team meetings and through the Community Planning website.
- 4.4 From a Council perspective, the profile of Community Planning will also be raised through Eastwords, the staff newsletter and Headlines, which is circulated regularly to every household in East Ayrshire.

5. RECOMMENDATIONS

- 5.1 The Community Planning Partnership Board is requested to:
- i) agree to participate in the seminar for chief officers and senior managers and consider appropriate representation;
 - ii) note the proposals to raise the awareness of staff of the Community Planning process, as appropriate to their remit; and
 - iii) otherwise note the content of the report.

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22 September 2009