



SINGLE OUTCOME AGREEMENT

BOARD MEETING: 11 DECEMBER 2008

1. PURPOSE OF REPORT

- 1.1 To update the Community Planning Partnership Board on a range of matters relating to the East Ayrshire Community Planning Partnership Single Outcome Agreement.

2. BACKGROUND

- 2.1 As the Board will recall, Community Planning Partners in East Ayrshire prepared a three-year Single Outcome Agreement (SOA) (1 April 2008-31 March 2011) from the outset, which was endorsed by the Community Planning Partnership (CPP) Board at its meeting on 26 June 2008 and signed off by the Scottish Government on 2 July 2008.
- 2.2 The SOA process is an integral part of the Scottish Spending Review 2007 financial settlement and associated Concordat document agreed between CoSLA and the Scottish Government on 14 November 2007.

3. CURRENT POSITION

- 3.1 The national High Level Steering Group on Single Outcome Agreements, comprising representatives of the Scottish Government, CoSLA, SOLACE, Audit Scotland and the Improvement Service, has agreed the following timescales for the development and sign off of next phase of SOAs for Community Planning Partnerships with the Scottish Government:
- all 32 CPPs to prepare and submit 2009/10 SOAs (by end February 2009);
 - interim report on 2008/09 SOAs (April 2009);
 - CPPs and the Scottish Government to agree the SOAs (by end May 2009), with sign off over the summer 2009;
 - the SOAs will run on a three-year rolling basis, with annual reviews to reflect progress and changing circumstances, including political and financial contexts; and
 - Final Performance Reports against targets for 2008/09 (by 30 September 2009).
- 3.2 The High Level Steering Group has agreed a set of key messages regarding the outcomes process and jointly provided Guidance in respect of the development of the 2009 SOAs on 31 October 2008, which was issued by Rory Mair, Chief Executive of CoSLA and Chair of the High Level Group.

4. KEY MESSAGES

- 4.1 The set of key messages in respect of the outcome process which have been agreed by the High Level Group are provided for information and consideration at Appendix 1, including:

- SOAs should be high level, strategic documents and should focus on a limited and manageable number of priorities and the end outcomes to be achieved.
- The SOA does not replace all the underlying service planning and performance management arrangements already in place. It provides the outcome framework and focus for service planning and performance management for all the partners but these still have to be there in a robust and rigorous way.
- The partners to the joint SOA will continue to have full accountability for services and provision that is their distinct responsibility. Not everything could or should be included in the SOA. The key development step across the next period is to establish effective mechanisms for joint accountability for SOA commitments, alongside the specific accountabilities agencies will continue to have for their own resources and services.
- SOAs are ultimately a partnership with the people and communities whose quality of life and opportunity we want to be improved.

5. SINGLE OUTCOME AGREEMENT GUIDANCE 2009

- 5.1 All CPPs will wish to ensure that they take the SOA Guidance 2009 fully into account when reviewing or developing the SOA for presentation to the Scottish Government. The updated Guidance has been provided for information and consideration at Appendix 2.
- 5.2 The key points of learning from the first round of SOAs, which are emphasised throughout the Guidance, are that SOAs must have a strategic focus; be about actual outcomes; be evidenced-based; capable of delivery; and promote continuous improvement.
- 5.3 The key changes which have been made to update the Guidance and to promote the essential strategic focus are:
 - revision of text to show how SOAs fit with the National Performance Framework while demonstrating their strategic focus;
 - identification of issues which are being jointly addressed by CoSLA, Scottish Government, SOLACE, Audit Scotland and the Improvement Service;
 - revision of the SOA format to highlight the integrated area profile to the development and presentation of the SOA; and
 - revision of the SOA template to encourage fewer outcomes and indicators and clear links to the area profile.
- 5.4 The Guidance states that the SOA is likely to be based on the Community Plan and key plans of the Community Planning Partners. In addition, it is part of an overall framework for outcome focused planning and delivery of public services which is shared between, local government, public bodies and the Scottish Government.
- 5.5 All of the National Outcomes should be considered in preparing the SOA, but whether and how they will be addressed will depend on their demonstrated relevance to the evidence and strategic priorities identified in the integrated area profile, which is the basis of the SOA.

- 5.6 The integrated area profile of the social, economic and environmental conditions of the area should identify past trends and future challenges and opportunities and then the strategic local priorities both for improved and maintained conditions.
- 5.7 Each of the local outcomes should be supported by one or more robust and measurable indicators. A revised menu of local indicators accompanies the SOA Guidance 2009, which has been included at Appendix 3. The use of the indicators from the menu remains a matter of local choice.
- 5.8 Targets should wherever possible directly relate to and assist to quantify the local outcome. They should be set for a three-year horizon and act as 'progress' targets towards the achievement of outcomes. Community Planning Partnerships should also try to set longer term 'end' targets which can be used to demonstrate the achievement of the outcome or an intermediate outcome.
- 5.9 The second phase of SOAs should be endorsed by the CPP Board and signed by the Scottish Government, by the Council, by the statutory Community Planning Partners and, as a minimum, other public bodies in the Community Planning Partnership.

Further Support

- 5.10 A range of work streams to address issues, in particular, those in relation to governance, accountability and performance management are being taken forward by the High Level Steering Group with a view to identifying and promoting good practice, rather than prescribing procedures. The context for each of the work streams is the statutory and secondary guidance on Community Planning and Best Value emanating from the Local Government in Scotland Act 2003.
- 5.11 A work stream for governance and accountability is being taken forward by the High Level Steering Group with further support on good practice planned for December 2008.
- 5.12 All CPPs will require to demonstrate robust management systems 'below the waterline' of their SOAs. There is, therefore, a need to identify good practice for alignment of different performance management frameworks in support of SOAs. The national move to an outcome based approach is reflected in the collaborative development of a number of national outcome frameworks for issues and services such as health, inequalities, community care, early years and anti poverty. In addition, the principles for Best Value 2 and its extension across the public sector include a stronger focus on outcomes and partnership working. A work stream for performance management is being taken forward by the High Level Steering Group to provide further support on alignment of these approaches.
- 5.13 The identification of robust, measurable indicators, which can be benchmarked for use in SOAs is an ongoing work stream for the High Level Steering Group. The Guidance suggests that there is also a need to bolster the analytical capacity within local authorities and Community Planning Partnerships. This work stream is an initial priority and it is intended to deliver an improved Menu of Local Outcome Indicators in December 2008.
- 5.14 Councils, on behalf of CPPs require to submit an annual report to the Scottish Government setting out their progress and achievement towards the National

Outcomes in September each year. These reports will form an integral part of the reports which councils already prepare under their statutory duty of Public Performance Reporting. A work stream for reporting is being taken forward by the High Level Steering Group, with further advice on annual (September) report planned for December 2008.

- 5.15 However, given that 15 months will elapse between the signing of the first SOAs in June 2008 and when the first reports will become available in September 2009, the High Level Steering Group has agreed that for one year only local government will provide an interim report for the Scottish Government on the first phase SOAs in April 2009.
- 5.16 Further embedding equality will continue to be important in the second phase of SOAs. Additional material on public sector equality duties and issues surrounding equality will be provided for CPPs in due course. In addition, procedural advice on Strategic Environmental Assessments will be provided.
- 5.17 Community engagement will continue to be a key part of the ongoing development of the SOA by Community Planning Partnerships. CoSLA is currently finalising its Community Empowerment Action Plan, which will include the need to promote the National Standards for Community Engagement and focus on capacity building for council officers and elected members to engage with communities. This initiative should support the work of CPPs as they engage in the process of reviewing and developing SOAs.
- 5.18 In addition, CoSLA is exploring how best to support CPPs and the third sector to build effective and sustainable relationships through the Third Sector Task Group.
- 5.19 Finally, for 2009/10, strategic plans for the deployment of the Fairer Scotland Fund should be fully integrated in all SOAs. This is important as the ring fencing for FSF is due to end at March 2010. Through the facilitation of a new learning network for CPPs, focused on community regeneration and tackling poverty, the Scottish Government and its partners will work with CPPs to identify the most reliable indicators to track progress for our most vulnerable communities and people and exchange effective practice for deploying resources in partnership. It is also important that appropriate targets are set for achieving accelerated progress in the most disadvantaged communities and for people experiencing poverty.

6. EAST AYRSHIRE POSITION

- 6.1 It is proposed that our revised SOA includes an update by the Council on progress made in respect of the twelve commitments contained in the Concordat.
- 6.2 In taking full cognisance of the SOA Guidance 2009, it is further proposed that the following be included within the updated document:
 - an area profile;
 - revisions to current indicators in line with the new Menu of Indicators provided;
 - the inclusion of 'end' targets;
 - further refinement of the HEAT targets; and
 - the completion of any outstanding baselines and targets.

- 6.3 Work is ongoing across the Partnership via the Research, Information and Performance Group, to ensure that systems are in place to report on the required data for annual performance reporting to the CPP Board, the Scottish Government and, importantly, future public performance reporting to communities in East Ayrshire. It is anticipated that when guidance on the annual performance framework is issued in December 2008, this matter will be further progressed.
- 6.4 The Council's new web-based Performance Management System, in respect of which the contract was recently awarded to CorVu Limited, will support accurate and timeous reporting in respect of the SOA performance measures.
- 6.5 In addition, performance information in respect of the Fairer Scotland Fund within the context of the SOA will be included. On this basis, it will be important that lead departments/partners work in partnership with the Community Planning and Partnership Unit to ensure that appropriate outputs, linked to relevant local outcomes in the SOA, are finalised in respect of projects/programmes of activity funded via the Fairer Scotland Fund.
- 6.6 Progress in respect of the Fairer Scotland Fund was met positively by colleagues in the Scottish Government at a meeting recently convened to review activity and consider future developments.

7. 'ASKS' INCLUDED IN SINGLE OUTCOME AGREEMENTS

- 7.1 The High Level Steering Group has considered a report summarising the broad categories of 'asks' in the SOAs for 2008 and how best to deal with them. The agreed approach is as follows:
- **Strategic 'asks'**: Arrangements are in place for pursuing the small number of 'asks' which are common across Councils and of strategic importance, requiring a national response from the Scottish Government.
 - **Local 'asks'**: These are requests for locally distinct action from the Scottish Government. 'Asks' which are for individual Councils/CPPs only will be addressed by the appropriate Scottish Government Director in his/her liaison role with Councils/CPPs over their SOAs.
 - **Policy 'asks'**: These are 'asks' in relation to issues where CoSLA and the Scottish Government already have arrangements for their joint consideration at national level, for example, health inequalities.
 - **Funding 'asks'**: 'Asks' of a financial nature do not have a route for being progressed in so far as they seek additional resources when the local government settlement has already been agreed.
- 7.2 The Board will recall that many of the Scottish Government required actions/commitments to support the delivery of local outcomes highlighted in East Ayrshire's SOA were already included in the Scottish Government Spending Review of November 2007.
- 7.3 The Scottish Government has advised that its Lead Directors will advise Councils/CPPs of the response to, or the handling of, each of the 'asks' in the 2008 SOAs. The number of liaison Directors has been recently increased to sixteen, which will provide an opportunity for each of them to work closely with two Councils and their Community Planning Partners in the development of the SOA process. Derek Feeley,

Director of Healthcare Policy and Strategy, has recently replaced Graeme Dickson as the Scottish Government's Lead Director for East Ayrshire. An initial meeting with the new liaison Director was convened on 20 November 2008, the output from this was as follows:

- The Scottish Government Director was comfortable with the fact that our SOA currently has a three-year lifespan from 2008-2011 and agreed that annual reporting would be appropriate.
- The Scottish Government would like to see some narrative within the SOA update on how the Partnership is working to address the issues faced by the current economic environment. In addition, work being progressed in respect of early interventions and inequalities, particularly around health and income.

7.4 The Lead Director reiterated the Scottish Government's satisfaction with the East Ayrshire SOA and advised that he would act as a conduit between the Government and the Partnership on any related issues.

7.5 As advised previously, the High Level Steering Group will promote a strategic focus for CPP SOAs for 2009/10 onwards and it is anticipated, therefore, that any new 'asks' will be expected to demonstrate evidence that they are critical to the overall delivery of the SOA.

8. RECOMMENDATIONS

8.1 The CPP Board is requested to:

- i) note the confirmed timescales agreed with the Scottish Government regarding the next phase of SOAs, including guidance and reporting timescales for 2008/09 SOA outcomes, and sign off of 2009/10 SOAs;
- ii) note the work streams being taken forward by the High Level Steering Group to address issues in relation to governance, accountability and performance management;
- iii) note the agreed approach by the High Level Steering Group in respect of the 'asks' included in the 2008 SOAs and that Scottish Government Directors will advise of the response in respect of this matter;
- iv) note that Derek Feeley, Director Healthcare Policy and Strategy, has been appointed as East Ayrshire's Scottish Government Director; and
- v) agree to receive further update reports, as required.

Fiona Lees
Chief Executive
East Ayrshire Council
25 November 2008

SINGLE OUTCOME AGREEMENT 2009

KEY MESSAGES

Key Messages

1. The 'outcome focus' is the ambition to see Scotland's public services working together, and with private and voluntary sector partners, to improve the quality of life and opportunities in life for people across Scotland. The outcomes in an SOA should be expressed in terms of quality of life and opportunity, or in terms of the economic, social or environmental contexts that influence people's quality of life and opportunities in life.

"Our guiding principle in this fundamental change is that, both nationally and locally, we should be clear about the outcomes which our communities need and then review and align our arrangements to ensure that they are fit for purpose to support the delivery of those outcomes".
2. The 'national outcomes' agreed between national and local government in the Concordat address the improvements sought across Scotland as a whole in quality of life, opportunities in life and living context. Each local partnership needs to examine trends and issues in their own area, and establish local priorities within that context. In some areas, aspects of quality of life and opportunity may already significantly exceed national ambitions (e.g. life expectancy, East Renfrewshire or East Dunbartonshire): In other areas, the same aspects may fall well below any reasonable expectations (e.g. life expectancy in parts of Glasgow). Priorities need to be set accordingly.
3. SOA's should focus strategically on priority areas for improvement and on the end outcomes to be achieved in terms of quality of life, opportunity and the context in which people live. They are high level documents and should focus on a limited and manageable number of priorities.
4. Addressing inequalities, and improving equality, in quality of life and opportunities in life is a national outcome in its own right, but also a cross-cutting theme that should be considered across the SOA. General improvement that leaves some of our people living well below the standards of the majority will not meet either national or local ambitions for a fairer Scotland.
5. SOA's needs to be clear what success will look like and how we will know we are getting there. At minimum, we need to be clear how the end outcome is to be measured, and about how progress towards that will be monitored. The evidence of Phase I of developing SOA's is that a small number of highly focussed measures of end outcomes and progress targets is more useful than a larger number of less well focussed measures and targets.
6. The SOA does not replace all the underlying service planning and performance management arrangements already in place. It provides an outcome framework and focus for service planning, resource planning and performance management but these still have to be there in a robust and rigorous way. A 'golden thread' needs to run from the high level outcomes in the SOA through to the underlying planning, delivery and performance systems of all partners.
7. The partners to the joint SOA will continue to have full accountability for services and provision that is their distinct responsibility. Not everything could or should be included in the SOA! The key development step across the next period is to create effective mechanisms for joint accountability for SOA commitments, alongside the specific accountabilities agencies will continue to have for their own resources and services.

Where tensions are identified between new accountability arrangements for the SOA, and the pre-existing accountability frameworks each partner agency operates within, the Scottish Government has agreed to address and resolve these matters.

8. The Scottish approach to developing SOA's has been explicitly based on action learning. Rather than try to plan everything in advance, which often means nothing happens in practice, the approach has been to establish momentum and learn through practice. It is fair to say that our current arrangements for partnership governance and organisation are less than perfect. However, clear agreement between partners about priority outcomes provides a basis for reviewing and improving them in ways that build people and communities into the centre of our approach to redesigning the public sector.
9. Clearly, realism and ambition need linked in developing SOA's. Circumstances, like the current global financial crisis, may severely restrict our ability to deliver certain outcomes. Equally, some social issues, like intergenerational disadvantage/deprivation, are deeply embedded, complex and improvement may take time. The key is to start with ambition and let experience temper that rather than let 'realism' drive out ambition. If the whole approach is about learning, development and improvement, aiming high is a reasonable starting point.
10. Finally, SOA's are ultimately a partnership with the people and communities whose quality of life and opportunity we want to be improved. We cannot 'do' outcomes to people: We need to work with them to support positive outcomes in their lives. This goes beyond conventional community engagement and is about a fuller partnership with people in pursuing outcomes. This will take time, effort and commitment but key outcomes like improved health, economic opportunity etc can only be achieved this way.

SINGLE OUTCOME AGREEMENTS

GUIDANCE FOR

COMMUNITY PLANNING PARTNERSHIPS

OCTOBER 2008

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1. Introduction

The Scottish Government and local government share an ambition for the outcome focused planning and delivery of public services in Scotland. That ambition is expressed in the historic Concordat of November 2007 and in the successful development and agreement of Single Outcome Agreements between all 32 Councils and the Scottish Government by June 2008. This ambition is shared by Community Planning partners, with half of those first phase SOAs being developed with Community Planning Partnerships.

All Community Planning Partnerships should now be either reviewing or developing their Single Outcome Agreements, for agreement with the Scottish Government for 2009-10 onward. SOAs agreed between CPPs and the Scottish Government in 2008 should now be reviewed to take account of this Guidance, of learning from that first phase, and of information now available for 2007-08. This second phase of SOAs should be endorsed by the CPP Board and signed by the Scottish Government, by the Council, by the statutory Community Planning partners and also, at a minimum, by those other public bodies in the Community Planning Partnership.

This Guidance is provided jointly by COSLA, Scottish Government, SOLACE, Audit Scotland and the Improvement Service – and has been developed with ACPOS, CFOAS and NHS Chief Executives - to assist CPPs in that work. The Guidance is intended for all the statutory partners in Community Planning and all other public bodies in Scotland, but it will also be of interest to all Community Planning partners, including those in the third sector.

The early development and agreement of the first phase SOAs provided valuable experience and learning for all participants and this Guidance now builds on that learning – and on both the SOA Development and Self-Assessment Toolkit [SOA Development and Self Assessment Toolkit](#) and the Working Guidance for Public Bodies on an Outcome Based Approach [Outcome Based Approach - Working Guidance for Public Bodies](#) – and updates the guidance provided for local government in February 2008.

The key points of our learning from the first phase SOAs, which we emphasise throughout this Guidance, are that:

- A Single Outcome Agreement must have a **strategic focus** – with a manageable and meaningful number of outcomes and robust and measurable indicators – rather than being a compilation of unprioritised plans and activities;
- A Single Outcome Agreement must be about **actual outcomes** – it should clearly focus on people's quality of life and opportunities, and on the supporting social, economic and environmental conditions;
- A Single Outcome Agreement must be **evidence-based** – it should be based on an integrated area profile of social, economic and environmental conditions and trends, and consideration of future challenges and opportunities;
- A Single Outcome Agreement must be **capable of delivery** – it should show a clear line of sight to the supporting plans and activities which should lie 'below the waterline'; and
- A Single Outcome Agreement must promote **continuous improvement** – it is a significant advance on previous arrangements for planning and delivering public services, but it should also identify the further work needed, including arrangements to secure full ownership from all local partners and communities.

The move to SOAs with all CPPs brings to a focus a number of issues – around governance, accountability and performance management - which COSLA, Scottish Government, SOLACE, Audit Scotland and the IS are addressing through the further work identified in this Guidance.

The Guidance provides an outline of the SOA and explains the links to the Scottish Government's National Performance Framework. It also provides a format and a template for the presentation of the SOA, as well as an annex explaining the key terms used in the Guidance (**see Annex 1**).

The move to an outcome based approach for public services will not be completed with the agreement of SOAs between the Scottish Government and all Community Planning Partnerships in 2009 – important though that is. This is only the start of a fundamental change in our ways of thinking and working, with inevitable needs for further advice and support. The Scottish Government, COSLA, SOLACE, Audit Scotland and the Improvement Service are committed to providing that support as it is needed. ***Our guiding principle in this change process is that, both nationally and locally, we should be clear about the outcomes which our communities need and then review and align our arrangements to ensure that they are fit for purpose to support the delivery of those outcomes.***

Finally, you will be aware that your SOA should be with the Scottish Government by the end of **February 2009**, so that discussion between the CPP and Scottish Government can conclude in agreement by the end of **May 2009**. Your Scottish Government liaison Director and your Council's Chief Executive will be ready to assist at every stage of this process.

2. Background and Learning

The Concordat between the Scottish Government and COSLA sets out the terms of a new relationship between the Scottish Government and local government, based on mutual respect and partnership. This new relationship is represented by a package of measures, which were endorsed by the Scottish Government and COSLA, and which both parties believe will lead, over time, to significant benefits for citizens and communities across Scotland.

A central proposal was the creation of a Single Outcome Agreement between each Council and the Scottish Government, based on the 15 National Outcomes agreed in the Concordat. The National Outcomes are part of the Scottish Government's National Performance Framework (**see Annex 2**), but they also reflect established corporate and Community Plan commitments across Councils and Community Planning Partnerships. Progress on the National Outcomes for Scotland as a whole cannot in most cases happen unless progress is made at local level.

In practice, improving outcomes at the local level requires the full engagement of CPPs (including third sector partners) which this second phase of SOAs is intended to secure.

The first phase of SOAs was implemented at an accelerated pace and it is to the credit of all concerned that they were developed and agreed so quickly. Individually and collectively they demonstrate a significant move toward the shared ambition of an outcome based approach to planning and delivering public services. We now have the benefit of the learning from that first phase, and a better understanding of what should happen in this second phase.

The key learning point from the first phase is the need to develop and maintain a **strategic focus** for a Single Outcome Agreement. First phase SOAs generally demonstrated a significant convergence around 20 outcomes which could be directly linked to relevant National Outcomes. They also supported those outcomes with around 30 commonly used indicators.

However, the numbers of outcomes, indicators and 'asks' in some first phase SOAs made it difficult to identify strategic local priorities. Their linkage between outcomes and indicators was sometimes not clear, and nor was their linkage between outcomes which will take time to achieve and targets with 3 year horizons. Their outcomes were sometimes about aspirations or activities, rather than actual outcomes which could be evidenced in the experience of local people or conditions in the area. Local outcomes often appeared to have been prompted by the existence of a National Outcome, rather than the existence of a local priority. 'Asks' were often about

matters of detail or funding which are not appropriate within a strategic document or the context of the Concordat.

Many SOAs also contained a volume of detail which is more appropriate for the supporting service plans or performance management frameworks which lie 'below the waterline' of the SOA – i.e. supporting the SOA by showing how outcomes will be delivered, but not appearing 'above the waterline' in the SOA document itself.

Those SOAs which presented an integrated area profile of local conditions (rather than just the separate local contexts for each of the 15 National Outcomes which had been suggested) generally had fewer outcomes and indicators, and more of the strategic focus which will be crucial to the work of CPPs.

COSLA, Scottish Government, SOLACE, Audit Scotland and the Improvement Service have therefore agreed to re-emphasise the need for SOAs to demonstrate a strategic focus and have agreed the purpose of a Single Outcome Agreement as set out below.

A Single Outcome Agreement is the means by which Community Planning Partnerships agree their strategic priorities for their local area and express those priorities as outcomes to be delivered by the partners, either individually or jointly, while showing how those outcomes should contribute to the Scottish Government's relevant National Outcomes.

3. Updating the Guidance

This Guidance reflects the learning acquired from the first phase of SOAs. The key changes which have been made in order to update this Guidance – and to promote the essential strategic focus for SOAs - are:

- Revision of text to better show how SOAs fit with the National Performance Framework while demonstrating their strategic focus (Section 4)
- Identification of issues which are being jointly addressed by COSLA, Scottish Government, SOLACE, Audit Scotland and the Improvement Service (Section 5)
- Revision of the SOA format to highlight the importance of the integrated area profile to the development and presentation of the SOA (Section 6)
- Revision of the SOA template to encourage fewer outcomes and indicators and clear links to the area profile (Section 7).

All CPPs will wish to ensure that they take this Guidance fully into account when reviewing or developing their SOA for presentation to the Scottish Government.

4. The Single Outcome Agreement

The Single Outcome Agreement sets out the outcomes which each Community Planning Partnership is seeking to achieve for its area and community. The SOA is likely to be based upon the Community Plan and key plans of the Community Planning partners. It is part of an overall framework for outcome focused planning and delivery of public services which is shared between local government, public bodies and the Scottish Government. The components of the framework are the National Performance Framework (**see Annex 2**); the local outcomes, indicators and targets being developed by CPPs in response to local priorities (**see Annex 1**); and the guidance on an Outcome Based Approach for public bodies from Scottish Government [Outcome Based Approach - Working Guidance for Public Bodies](#). Together they can be summarised as follows:

4.1 The Government's Purpose

Each part of the National Performance Framework is directed towards, and contributes to, the Government's single overarching Purpose - "to focus government and public services on creating a more successful country, with opportunities for all of Scotland to flourish, through increasing sustainable economic growth."

4.2 Purpose Targets

The Purpose Targets support the delivery of the Government's Purpose, and define the characteristics of, and include specific benchmarks for, sustainable economic growth across Scotland.

4.3 Strategic Objectives

The Strategic Objectives (Wealthier & Fairer; Smarter; Healthier; Safer & Stronger; and Greener) support the delivery of the Government's Purpose and are best viewed as means of aggregating outcomes into wider themes.

4.4 National Outcomes

Each of the 15 National Outcomes contributes to one or more of the Strategic Objectives. The National Outcomes are the starting point for the presentation of the SOA, using the template provided in Section 7.

All of the National Outcomes should be considered in preparing the SOA, but whether and how they will then be addressed will depend on their demonstrated relevance to the evidence and strategic priorities identified in the integrated Area Profile, which is the basis of the SOA (see 4.6).

4.5 National Indicators and Targets

The National Indicators and Targets support and track, at national level, the delivery of the National Outcomes. Where they are locally relevant they can be used by CPPs to support and track the delivery of local outcomes in the SOA.

Scotland Performs (<http://www.scotlandperforms.com>) provides further information on the National Performance Framework and on how Scotland is performing and making progress towards the National Outcomes and against the National Indicators and Targets.

4.6 Area Profile

An integrated profile of the social, economic and environmental conditions of the area is the basis of the SOA. On the basis of the evidence the Area Profile should identify past trends and future challenges and opportunities and then the strategic local priorities, both for improved and maintained conditions. The strategic local priorities should be expressed as a meaningful and manageable number of local outcomes.

Each local outcome should be capable of being linked to one or more of the National Outcomes, although there may be issues which are purely local priorities, as well as issues (such as the challenge of a shrinking and ageing population) where a link to one or more of the Purpose Targets may be more relevant and should be noted.

4.7 Local outcomes (see Key Terms in Annex 1)

The number of local outcomes should be meaningful and manageable, reflecting the strategic priorities drawn from the evidence in the Area Profile. They should be actual outcomes, focusing on people's quality of life and opportunities, and on the supporting social, economic or environmental conditions. They should not be just plans or actions which are hoped to have the intended effects. They should balance local ambition with realism about the time needed for change to happen. They are therefore likely to be achieved over a longer period than 3 years.

Both outcomes and indicators may be drawn from the national outcome frameworks for a range of issues and services, such as those for health inequalities ('Equally Well'), community care,

early years and anti-poverty. These four have been collaboratively developed by COSLA, the Scottish Government and relevant interests as valuable contributions towards solving some of Scotland's most complex problems by putting emphasis on early intervention and prevention. They could apply to the service plans and performance management arrangements which lie "below the waterline" of a SOA. The extent of their use 'above the waterline' and therefore in the SOA itself should be determined by their relevance and importance to strategic local priorities. Further support on health improvement aspects is in development at: [Health Improvement - Tools for SOA Processes](#).

4.8 Local indicators and targets (see Key Terms in Annex 1)

Each of the local outcomes should be supported by one or more robust and measurable indicators. A menu of local outcome indicators supported the delivery of the first phase SOAs. This has been reviewed against those indicators (including relevant National Indicators) used in those SOAs and a revised Menu of Local Outcome Indicators accompanies this Guidance for use by CPPs. This will continue to be developed by the IS, SOLACE, Scottish Government, ACPOS, CFOAS and NHS Chief Executives, with an improved version being provided at the end of 2008. The use of indicators from the Menu remains a matter for local choice.

The number of indicators and targets appearing in the SOA and thus 'above the waterline' should be manageable and meaningful. CPPs may therefore wish to focus on aggregated high level indicators and targets. Indicators should where possible be benchmarkable, so that continuous improvement can be informed by comparison with similar areas. And targets should also, where helpful, be SMART or at least indicating a direction of travel from an established baseline.

Targets should, wherever possible, directly relate to and help quantify the local outcome. They should be set for a 3 year horizon and act as 'progress' targets toward the achievement of the outcome, recognising that circumstances will change from year to year and be accounted for in the annual review process for the SOA. CPPs should also try to set longer term 'end' targets which can be used to demonstrate the achievement of the outcome, or of an intermediate outcome. These terms are worked through in **Annex 1**.

4.9 'Asks'

An 'ask' is a request made by a Council or CPP to the Scottish Government for it to take an action which will support the delivery of local outcomes. The arrangements for handling all the 'asks' made in the first phase SOAs are as set out in **Annex 3**. COSLA and the Scottish Government have agreed that, in light of the Concordat, 'asks' for funding for Councils should not be made. Any new 'asks' will now be expected to demonstrate and evidence that they are critical to the overall delivery of the local outcomes.

4.10 Performance Management

The SOA must be a strategic document, with performance management information therefore lying 'below the waterline'. However, SOAs must be underpinned by robust performance arrangements, to which there should be a very clear line of sight from the SOA document. As the successful implementation of CPP SOAs is likely to require strengthened collaboration and new ways of working, the alignment or revision of partners' individual and shared performance management arrangements for the delivery of shared outcomes should be clearly evident in that line of sight.

5. Further Support

The move to agreement of Single Outcome Agreements between Community Planning Partnerships and the Scottish Government brings to a focus a number of issues – notably around governance, accountability and performance management - which COSLA, the Scottish Government, SOLACE, Audit Scotland and the IS are addressing through the SOA High Level Steering Group. These issues particularly affect those public bodies which have a statutory duty to participate in Community Planning and/or which deliver or influence local services. These workstreams are therefore also being developed with ACPOS, CFOAS and NHS Chief Executives in the first instance, with a view to identifying and promoting good practice, rather than prescribing procedures. The context for each of the workstreams is the statutory and secondary guidance on Community Planning and Best Value emanating from the Local Government in Scotland Act 2003.

As we indicated earlier, our guiding principle in this change process is that we should first be clear about the outcomes which our communities need and then review and align our arrangements to ensure that they are fit for purpose to support the delivery of those outcomes.

Governance and accountability

Community Planning is a process “by which the public services provided in the area of the local authority are provided and the planning of that provision takes place”¹. Local authorities have a duty to initiate, maintain and facilitate this process and Scottish Ministers have a duty to promote and encourage the use of community planning.

A number of public service providers are statutory partners in Community Planning. The role that CPPs will now play in developing and delivering SOAs does not alter the separate accountabilities of those partners to either local authorities or to individual Scottish Ministers. However, the second phase SOAs will be agreements between all the Scottish Ministers and Community Planning Partnerships, signed by the Council, by the statutory partners and, at a minimum, by those public bodies in the Community Planning Partnership. There is therefore a need to identify good practice and workable options for governance and accountability which will support the collective delivery of local and national outcomes.

The extent to which any other public body is expected to contribute to the development and delivery of a SOA is likely to be determined by the extent of its potential contribution toward shared outcomes, as agreed with the CPP, i.e. the Scottish Government's Purpose Targets, National Outcomes and local priorities, as they are addressed in the SOA (see the ‘guidance on an Outcome Based Approach provided for public bodies by the Scottish Government [Outcome Based Approach - Working Guidance for Public Bodies](#)’).

The extension of SOAs to CPPs is likely to provide opportunities to review the value and relevance of existing local partnership arrangements. A workstream for governance and accountability is being taken forward by the High Level Steering Group, with further support on good practice planned for December 2008.

Performance management

All local authorities have their own performance management frameworks and other Community Planning partners have their own sectoral frameworks. Some CPPs have agreed joint performance management arrangements and all CPPs will need to be able to demonstrate robust performance management systems ‘below the waterline’ of their SOAs. There is therefore a need to identify good practice for the alignment of different performance management frameworks in support of SOAs. But there is a lack of an evidence base which can demonstrate how interventions of different types by different partners will affect their shared outcomes.

¹ Local Government in Scotland Act 2003
October 2008

The national move to an outcome based approach is reflected in the collaborative development of the growing number of national outcome frameworks for issues and services such as health inequalities ('Equally Well'), community care, early years and anti-poverty. There is a parallel move toward multiple outcome based self-assessment models for public service providers. The principles for 'Best Value 2' and its extension across the public sector include a stronger focus on outcomes and partnership working. These are all valuable contributions to the outcome focused planning and delivery of public services, which create an opportunity to consider how they should fit together in support of SOAs.

A workstream for performance management is being taken forward by the High Level Steering Group so as to provide further support on the alignment of these approaches.

Indicators

The identification of robust, measurable and benchmarkable indicators for use in SOAs is an ongoing workstream for the High Level Steering Group. That workstream includes the identification of gaps in the available evidence base and any opportunities to improve or commission data which could address those gaps. There is also a need to bolster the analytical capacity available within local authorities and Community Planning Partnerships.

This workstream is an initial priority for SOLACE, ACPOS, CFOAS and NHS Chief Executives and is intended to deliver an improved Menu of Local Outcome indicators in December 2008.

Reporting

The Concordat expects Councils to submit an annual report to the Scottish Government setting out their progress and achievements towards the National Outcomes. It was envisaged that this report would be submitted around the turn of the financial year. However, given the timing of when many indicators become available for reporting and the extension of SOAs to cover CPPs, the HLSG has concluded that Councils should produce those reports on behalf of CPPs in September of each year.

As the Concordat expects reductions in the reporting burden, these reports will form an integral part of the reports which Councils already prepare under their statutory duty of Public Performance Reporting. The reports will have a dual purpose; first an outward focus reporting to communities and the public on the delivery of outcomes in the local area; and second to report to the Scottish Government a CPP's contribution towards delivery of outcomes which support the National Performance Framework.

A workstream for reporting is being taken forward by the High Level Steering Group, with further advice on the annual (September) report planned for December 2008.

However, given that 15 months will elapse between the signing of the first SOAs in June 2008 and when the first reports become available in September 2009, the HLSG has agreed that for one year only local government will provide an interim report for the Scottish Government on the first phase SOAs in April 2009. This will be drawn from the summaries of local progress and achievements, to be provided within the Local Context sections of the SOA template (Section 7).

In addition, general monitoring of progress and changes in local conditions, priorities or resources will be part of the ongoing dialogue between the Scottish Government and the Council/CPP, through Scottish Government Directors' involvement in CPPs.

Statutory Obligations

All parties are aware that in preparing their SOAs they are responsible for ensuring that all statutory obligations and requirements have been met – for example in relation to equalities and Strategic Environmental Assessments (SEAs). In the case of equalities, improving performance on equality will contribute to successful delivery across a range of outcomes and further embedding equality will continue to be important in this second phase of SOAs.

Further material on good practice on public sector equality duties and issues around equalities will be provided shortly to assist CPPs. In addition, procedural advice on SEAs will also be provided shortly to CPPs.

Engagement of communities

Community engagement will be a key part of the ongoing development of Single Outcome Agreements by Community Planning Partnerships. Both first and second phase SOA should reflect the priorities in Community Plans which have been developed through consultation with communities. The Scottish Government and COSLA share a commitment to community empowerment and COSLA is currently finalising its Community Empowerment Action Plan, which will include the need to promote use of the National Standards for Community Engagement as part of a long term change in culture. This action plan will also focus on capacity building for council officers and elected members to engage with communities. This initiative should support the work of CPPs as they engage in the process of developing and reviewing SOAs.

Engagement of the third sector

The Scottish Government and COSLA see the third sector as a full and valuable partner in the development and delivery of policy and local services across Scotland, and local government is committed to fully engaging the third sector in Community Planning Partnerships and the ongoing development of the Single Outcome Agreements. COSLA is looking at how best to support CPPs and the third sector build effective and sustainable relationships through the Third Sector Task Group, involving Scottish Government, SOLACE, COSLA and third sector representatives.

Fairer Scotland Fund

Each CPP received a three year award from the FSF to take joint action to regenerate the most disadvantaged communities; assist the most vulnerable groups out of poverty; and help people to overcome barriers to work. In 2008-09, most CPPs presented their strategic plans for deployment of the FSF within SOAs. For 2009-10, CPP plans should be fully integrated in all SOAs. This is important, as the ring fence for FSF is due to end at March 2010. By this time, each CPP will have had two years to employ the FSF as a catalyst for local strategic dialogue and investment, enabling clear presentation of local outcome based approaches to tackling poverty and deprivation in the longer term.

To assist in the refinement of plans for 2009-10 and beyond, CPPs should continue to refer to the Scottish Government's FSF guidance shared on 21 December 2007 and 22 February 2008 as a guide. Through the facilitation of a new learning network for CPPs, focused on community regeneration and tackling poverty, the Scottish Government and its partners want to work with CPPs to identify the most reliable indicators to track progress for our most vulnerable communities and people, and exchange effective practice in deploying resources in partnership. It is particularly important that indicators available at the level of individual datazones are tracked over time. In this way, CPPs will be able to plan for and measure accelerated progress for communities in areas covered by the most deprived 15% of datazones. It is also important that appropriate targets are set for achieving accelerated progress in the most disadvantaged communities and for people experiencing poverty.

6. SOA Format

The format and template (Section 7) provided in this Guidance are designed to provide a consistent approach to the presentation of information from CPPs, with the objective of keeping the SOA concise and focused. Both the format and template should be informed by the information provided in Section 4. Clearly, the ability of the Scottish Government to respond consistently to the proposed SOAs is made easier by consistent presentation of the SOA documents.

However, this is guidance, and your CPP may present its SOA in another format if that better suits local needs, so long as the information identified in Sections 6 and 7 is clearly presented.

6.1 Purpose of the Agreement

- Confirms the purpose of the SOA as being the means by which the Community Planning Partnership agrees its strategic priorities for the local area and expresses those priorities as outcomes to be delivered by the partners, either individually or jointly, while showing how those outcomes should contribute to the Scottish Government's relevant National Outcomes.
- Expresses the joint commitment and mutual accountability of the Scottish Government, the statutory Community Planning partners and, at a minimum, other public bodies in the CPP, to the delivery of the agreed outcomes.
- Sets the SOA in the context of the new relationship between Scottish Government and local government, and of the outcome based approach for public bodies.
- Sets out key points from the Concordat, including the national outcome approach, greater local freedom, reduced ringfencing, less monitoring and reporting, and better partnership working.

6.2 Scope of the Agreement

- Confirms that the SOA covers all local authority services and all the public services which are the responsibilities of other partners in the Community Planning Partnership and which the Partnership has agreed should be covered.
- Confirms that the SOA will run on a three year rolling basis, while being subject to annual reviews.
- Confirms that the SOA sits within the Council's, public bodies' and Scottish Government's duties in relation to Community Planning, Best Value, equalities and sustainable development.
- Explains how stakeholders and the community have been engaged in development of the SOA..

6.3 Area Profile

An integrated profile of the social, economic and environmental conditions of the area is the basis of the SOA. The Area Profile forms the evidence base for identifying past trends and future challenges and opportunities, and then the strategic local priorities which will be expressed as local outcomes.

- The Area Profile should review and draw upon the material contained in the Community Plan, the corporate and service plans of the local partners and the first phase SOA.
- The Area Profile should provide an analysis of past and projected trends in local conditions, including long term trends. It should draw on information available for 2007-08 and on all the indicators which are relevant, robust and measurable, including locally relevant National Indicators.
- The Area Profile should also identify the qualitative information which evidences the views of local communities and the third and business sectors, including survey data and political priorities.

- On the basis of the evidence the Area Profile should identify the strategic local priorities, both for improved and maintained conditions.
- The strategic local priorities should be expressed as a meaningful and manageable number of local outcomes.
- The local outcomes should be cross referred in a table to the relevant National Outcomes, and to Purpose Targets if these are relevant.

6.4 Outcomes and Commitments – the SOA template (see section 7)

The SOA template should be completed, in whole or in part, for each of the 15 National Outcomes. A brief summary of relevant local conditions, drawn from the Area Profile, should be provided as the local context for each National Outcome – with a brief summary of progress and achievements in 2008-09. The Area Profile, with its identification of strategic local priorities, is the evidence base for determining the local relevance of the National Outcome.

Where the National Outcome is relevant to strategic local priorities, as is usually the case, the template should:

- Identify the local outcome/s now proposed for agreement with the Scottish Government.
- Identify the indicator/s by which the local outcome/s will be tracked, including any locally relevant National Indicator/s and relevant indicators from the Menu of Local Outcome Indicators.
- Establish the baseline condition/s for the indicator/s.
- Propose 'progress' targets for the indicator/s for 2010-11, recognising that circumstances will change from year to year and be accounted for in the annual review process for the SOA.
- Propose 'end' targets, where appropriate, by which achievement of the local outcome/s can be demonstrated.
- Provide a brief but clear line of sight to relevant plans and activities which lie 'below the waterline' and clearly support delivery of the local outcome/s. These can include national frameworks of outcomes and indicators for specific issues. Use of hyperlinks would be helpful.
- If necessary, identify any new and essential 'ask' having to be made by the Community Planning Partnership to the Scottish Government, which is critical to the overall delivery of the local outcome/s. This would be separate from the template and should be accompanied by a clear demonstration of need.

6.5 Governance

- Corporate and joint governance arrangements and scrutiny arrangements of the Council and Community Planning partners.
- Outlines the responsibilities and accountabilities of Scottish Government, the Council, the statutory Community Planning partners and, at a minimum, those other public bodies in the Community Planning Partnership, for the successful delivery of the SOA.

Further support on good practice on governance and accountability for SOAs, for use by Community Planning Partnerships, will be provided by the High Level Steering Group in December 2008.

6.6 Ongoing Development of the SOA

- Explains the arrangements for developing future iterations of the SOA.
- Outlines arrangements for securing and refreshing community and partners' ownership of the SOA.
- Outlines mechanisms for accommodating change and enabling future improvement and development of the SOA.

6.7 Performance Management

Briefly confirms that robust performance management arrangements will be in place for the delivery of agreed outcomes, with a very clear line of sight to supporting material 'below the waterline' - use of hyperlinks would be helpful here. Examples of such arrangements include:

- Relevant corporate and service plans.
- Self-assessment and collective assessment arrangements.
- Individual and shared performance management arrangements.
- The risk assumptions and risk management arrangements underpinning delivery of the SOA.

Further support on the alignment of performance management approaches for Community Planning Partnerships will be provided by the High Level Steering Group.

6.8 Reporting

Confirms that the prime focus of reporting is to communities and explains how the Council, on behalf of the Community Planning Partnership, will report and review progress:

- through an annual review process by which progress and changing circumstances can be considered;
- through Public Performance Reporting which both reports to communities on the delivery of outcomes within the local area and to the Scottish Government on the local contribution toward relevant National Outcomes and Purpose Targets; and

Further advice on the annual September report for Community Planning Partnerships will be provided by the High Level Steering Group in December 2008.

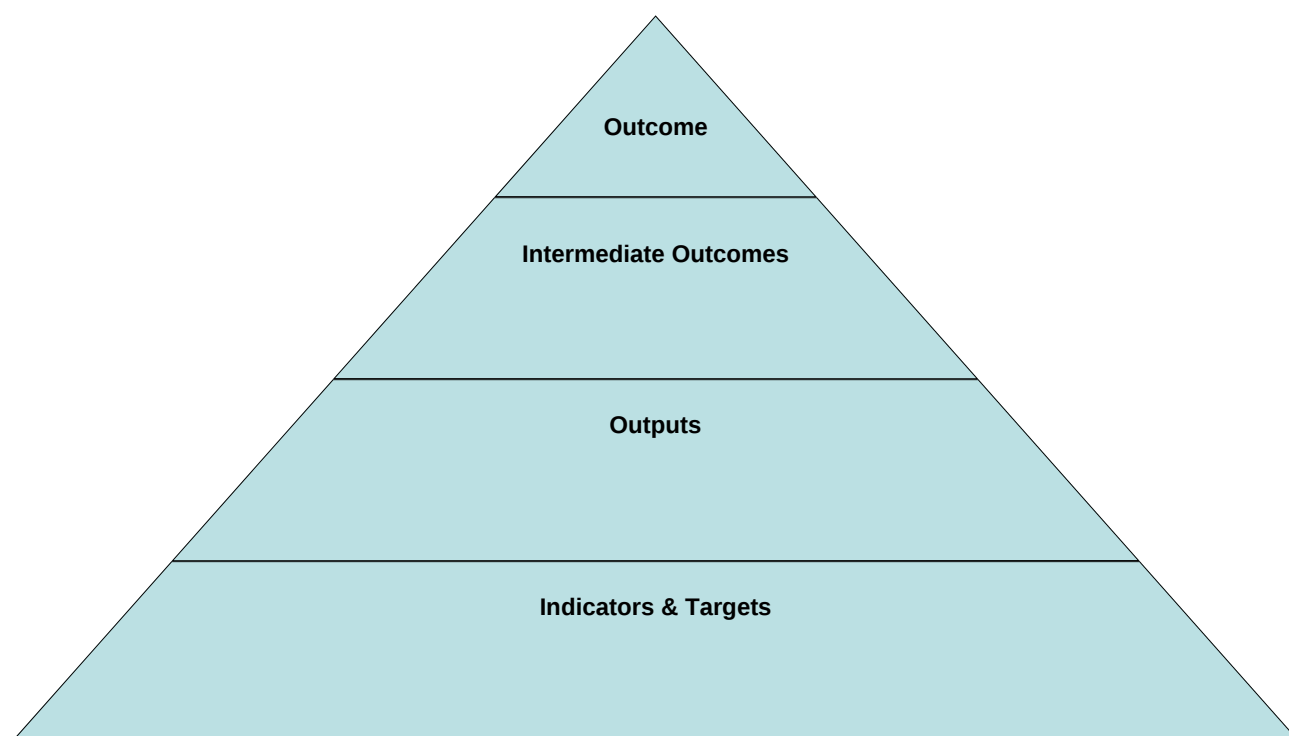
7. SOA Template

This template follows from the strategic local priorities evidenced in the Area Profile. It should be used for each National Outcome, to demonstrate its local relevance in relation to the Area Profile, showing whether and how the National Outcome is addressed through a local outcome/s.

National Outcome -				
Local context – briefly summarising evidence from the Area Profile; demonstrating the local relevance of this National Outcome; and summarising progress and achievements in 2008-09 :				
N.B. Links to other relevant National Outcomes may also be noted in this section.				
Local Outcome/s	Indicator/s (noting frequency / type / source)	Baseline at 2006-07	'Progress' target/s to 2010-11	'End' target/s & timescale/s
Brief links to relevant plans or other commitments of the local partners to support delivery of these outcome/s (with hyperlinks if possible)				

ANNEX 1

Key Terms



Term	Definition												
Outcome	An outcome is the impact, or consequences for the community, of the activities of organisations or services over a number of years. Outcomes are the result of what you do, or what you enable communities to do for themselves, rather than descriptions of the activities or services you provide. Outcomes should focus on improvements in the quality of life and opportunities for citizens and communities, and improvements in the supporting social, economic and environmental conditions. Outcomes should reflect your strategic local priorities and their supporting evidence base in your Area Profile. <i>For example, 'our citizens live longer and healthier lives'.</i>												
Intermediate Outcome	Intermediate outcomes measure the benefits and changes for citizens and communities resulting from the activities of an organisation or service over the medium term. Achievement of intermediate outcomes would be expected to lead to the achievement of an outcome in the long term. For example: <table><tr><td><u>Outcome</u></td><td></td><td><u>Potential Intermediate Outcomes</u></td></tr><tr><td>Our citizens live longer and healthier lives</td><td>←</td><td>Fewer adults smoking</td></tr><tr><td></td><td>←</td><td>More people with more active lifestyles</td></tr><tr><td></td><td>←</td><td>Reduced alcohol consumption</td></tr></table>	<u>Outcome</u>		<u>Potential Intermediate Outcomes</u>	Our citizens live longer and healthier lives	←	Fewer adults smoking		←	More people with more active lifestyles		←	Reduced alcohol consumption
<u>Outcome</u>		<u>Potential Intermediate Outcomes</u>											
Our citizens live longer and healthier lives	←	Fewer adults smoking											
	←	More people with more active lifestyles											
	←	Reduced alcohol consumption											
<i>NB as both the outcomes and intermediate outcomes in your SOA are local outcomes there is no need to separate them in your completed SOA templates.</i>													

Term	Definition
	Outputs describe what an organisation or service actually gets done – i.e. what it produces or delivers. Outputs should clearly contribute to the achievement of an outcome. Examples of outputs include: ‘the number of people attending smoking cessation classes’; ‘the number of people undertaking physical activity’; and ‘reported levels of alcohol consumption’.
Indicator	An indicator is a measure of performance against the planned outcome or against an output which clearly contributes to the planned outcome. An outcome may have more than one indicator. Version 2 of the Menu of Local Outcome Indicators provides examples of indicators which Community Planning Partnerships may wish to use in their SOAs to measure progress against outcomes.

Target	Indicators on their own don’t drive improvement - they simply measure performance. Targets are therefore used to challenge organisations and services to perform better and to make improvements. A target is a commitment to the achievement of a better quality or level of outcome or intermediate outcome over a specified time frame. When setting targets, it is not enough to just consider <u>whether</u> performance can be improved, but <u>how</u>. It is also important to gather baseline information prior to setting a target, so that an organisation or service can undertake trend analysis of past performance, to identify changes in direction in performance. This will provide the organisation or service with an understanding of how they have performed against an outcome over several years and it will enable them to set challenging, but realistic targets. A fully developed target should include a statement about the following: • A baseline position: a numeric statement about what the most recent position is (e.g. 30% of the adult population smoked in 2006-07) • A declaration of improvement: a statement about what it is the Community Planning Partnership is trying to achieve in relation to the baseline (e.g. reduce the percentage of the adult population who smoke to 20%). This statement should be informed by a record of past performance. • A target position: a final statement of what will be achieved and by when the target will be achieved (e.g. reduce the percentage of the adult population who smoke to 20% by 2015). The example above is an end target for an intermediate outcome, i.e. a commitment to demonstrate the full achievement of the intermediate outcome within a specified timescale. End targets should strike an appropriate balance between ambition and realism, based on the evidence of past and projected trends in performance and relevant conditions. Within a SOA, progress targets should be set for outcomes for 2010-11 (initially), to enable Community Planning Partnerships to monitor progress over the three year rolling duration of the SOA. An example of a progress target for the end target above would be ‘reduce the percentage of the adult population who smoke to 25% by 2010-11).
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ANNEX 2

The National Performance Framework

Scottish Government's Purpose: to focus the Government and public services on creating a more successful country, with opportunities for all of Scotland to flourish, through increasing sustainable economic growth

Purpose Targets

Indicator	Target
GDP Growth	To raise the growth rate to the UK level by 2011 To match the growth rate of small independent EU countries by 2017
Productivity	To rank in the top quartile for productivity amongst our key trading partners of the OECD by 2017
Population Growth	To match average European (EU15) population growth over the period from 2007 to 2017, supported by increased healthy life expectancy in Scotland over this period
Solidarity	To increase overall income and the proportion of income earned by the three lowest three income deciles as a group by 2017
Cohesion	To narrow the gap in participation between Scotland's best and worst performing regions by 2017
Participation	To maintain our position on labour market participation as the top performing country in the UK and to close the gap with the top 5 OECD economies by 2017
Sustainability	To reduce emissions over the period to 2011. To reduce emissions by 80% by 2050.

National Outcomes

1. We live in a Scotland that is the most attractive place for doing business in Europe.
2. We realise our full economic potential with more and better employment opportunities for our people.
3. We are better educated, more skilled and more successful, renowned for our research and innovation.
4. Our young people are successful learners, confident individuals, effective contributors and responsible citizens.
5. Our children have the best start in life and are ready to succeed.
6. We live longer, healthier lives.
7. We have tackled the significant inequalities in Scottish society.
8. We have improved the life chances for children, young people and families at risk.
9. We live our lives safe from crime, disorder and danger.
10. We live in well-designed, sustainable places where we are able to access the amenities and services we need.
11. We have strong, resilient and supportive communities where people take responsibility for their own actions and how they affect others.
12. We value and enjoy our built and natural environment and protect it and enhance it for future generations.
13. We take pride in a strong, fair and inclusive national identity.
14. We reduce the local and global environmental impact of our consumption and production.
15. Our public services are high quality, continually improving, efficient and responsive to local people's needs.

National Indicators and Targets

Indicator 1: At least halve the gap in total research and development spending compared with EU average by 2011
Indicator 2: Increase the business start-up rate
Indicator 3: Grow exports at a faster average rate than GDP
Indicator 4: Reduce the proportion of driver journeys delayed due to traffic congestion
Indicator 5: Increase the percentage of Scottish domiciled graduates from Scottish Higher Education Institutions in positive destinations
Indicator 6: Improve knowledge transfer from research activity in universities
Indicator 7: Increase the proportion of school leavers (from Scottish publicly funded schools) in positive and sustained destinations (FE, HE, employment or training)
Indicator 8: Increase the proportion of schools receiving positive inspection reports
Indicator 9: Increase the overall proportion of area child protection committees receiving positive inspection reports
Indicator 10: Decrease the proportion of individuals living in poverty
Indicator 11: 60% of school children in primary 1 will have no signs of dental disease by 2010
Indicator 12: Increase the proportion of pre-school centres receiving positive inspection reports
Indicator 13: Increase the social economy turnover
Indicator 14: Reduce the rate of increase in the proportion of children with their Body Mass Index outwith a healthy range by 2018
Indicator 15: Increase the average score of adults on the Warwick-Edinburgh Mental Well-being Scale by 2011
Indicator 16: Increase healthy life expectancy at birth in the most deprived areas
Indicator 17: Reduce the percentage of the adult population who smoke to 22% by 2010
Indicator 18: Reduce alcohol related hospital admissions by 2011
Indicator 19: Achieve annual milestones for reducing inpatient or day case waiting times culminating in the delivery of an 18 week referral to treatment time from December 2011
Indicator 20: Reduce proportion of people aged 65 and over admitted as emergency inpatients 2 or more times in a single year
Indicator 21: Reduce mortality from coronary heart disease among the under 75s in deprived areas
Indicator 22: All unintentionally homeless households will be entitled to settled accommodation by 2012
Indicator 23: Reduce overall reconviction rates by 2 percentage points by 2011
Indicator 24: Reduce overall crime victimisation rates by 2 percentage points by 2011
Indicator 25: Increase the percentage of criminal cases dealt with within 26 weeks by 3 percentage points by 2011
Indicator 26: Increase the percentage of people aged 65 and over with high levels of care needs who are cared for at home
Indicator 27: Increase the rate of new house building

Indicator 28: Increase the percentage of adults who rate their neighbourhood as a good place to live
Indicator 29: Decrease the estimated number of problem drug users in Scotland by 2011
Indicator 30: Reduce number of working age people with severe literacy and numeracy problems
Indicator 31: Increase positive public perception of the general crime rate in local area
Indicator 32: Reduce overall ecological footprint
Indicator 33: Increase to 95% the proportion of protected nature sites in favourable condition
Indicator 34: Improve the state of Scotland's Historic Buildings, monuments and environment
Indicator 35: Biodiversity: increase the index of abundance of terrestrial breeding birds
Indicator 36: Increase the proportion of journeys to work made by public or active transport
Indicator 37: Increase the proportion of adults making one or more visits to the outdoors per week
Indicator 38: 50% of electricity generated in Scotland to come from renewable sources by 2020 (interim target of 31% by 2011)
Indicator 39: Reduce to 1.32 million tonnes waste sent to landfill by 2010
Indicator 40: Increase to 70% key commercial fish stocks at full reproductive capacity and harvested sustainably by 2015
Indicator 41: Improve people's perceptions, attitudes and awareness of Scotland's reputation
Indicator 42: Improve public sector efficiency through the generation of 2% cash releasing efficiency savings per annum
Indicator 43: Improve people's perceptions of the quality of public services delivered
Indicator 44: Improve the quality of healthcare experience
Indicator 45: Reduce the number of Scottish public bodies by 25% by 2011

From the Chief Executive, Rory Mair



16 October 2008

Our Ref:

To : Chief Executives

Dear Colleague,

'ASKS' CONTAINED IN SINGLE OUTCOME AGREEMENTS

At its last meeting, the High Level Group on Single Outcome Agreements considered a report summarising the broad categories of 'asks' in the Single Outcome Agreements for 2008 and considered how best to deal with them. That report was copied to you by the Improvement Service on 22 September. This was followed up at the regular bi-monthly meeting between COSLA's Presidential team and the Scottish Government represented by John Swinney and Fiona Hyslop.

The agreed approach is as follows.

- **Strategic Asks**

Arrangements are in place for pursuing the small number of asks which are common across Councils and of strategic importance, requiring a national response from the Scottish Government. The mechanism for this is the bi-monthly political meeting and its officer group in the form of the SOA High Level Group.

- **Local Asks**

These are requests for locally distinct action from the Scottish Government. 'Asks' which are for individual Councils only will be taken up by the appropriate Scottish Government Director in their liaison role with Councils over their SOAs.

- **Policy Asks**

These are 'asks' in relation to issues where COSLA and the Scottish Government already have arrangements for their joint consideration at national level, for example, health inequalities.

- **Funding Asks**

'Asks' of a financial nature do not have a route for being progressed insofar as they seek additional resources when the local government settlement has already been agreed.

Your Scottish Government Director will advise you of the Scottish Government's response to, or handling of, each of the 'asks' in your first SOA. You will already be aware that the SOA High Level Group is concerned to promote a strategic focus for CPP SOAs for 2009-10 onward. It is therefore likely that any new 'asks' will be expected to demonstrate evidence that they are critical to the overall delivery of the SOA.

I hope this information on the agreed approach is helpful. I'm happy to discuss this further and in addition there is a meeting planned for the High Level Group by the end of October so I'm very happy to provide any feedback which Councils may have.

Yours sincerely,

A handwritten signature in black ink, reading 'Barbara Lindsay'. The signature is written in a cursive style with a long, sweeping underline.

Barbara Lindsay
Strategic Director

Menu of Local Outcome Indicators Version 2 October 2008

Version 2 of the Menu of Local Outcome Indicators has been developed to assist Community Planning Partnerships with the review or development of their Single Outcome Agreements, which are to be presented to the Scottish Government by the end of February 2009. This Menu is grounded in the indicators deemed by Councils and CPPs to be most practically useful at present to measure local outcomes, based on the frequency with which indicators were used in the first phase SOAs.

It is important to recognise that minimal changes have been made from version 1 to version 2 of the Menu of Local Outcome Indicators – version 2 is basically a better structured and slightly updated menu based on evidence of the usage of indicators in the first phase SOAs. The scope and coverage of indicators included in this Menu will expand over time, to support the ongoing development of SOAs, and future versions of this Menu will be published.

A project is in hand to further develop SOA indicators. This is led by SOLACE and facilitated by the Improvement Service, working with Councils, ACPOS, CFOAS, NHS Chief Executives, the Office of the Chief Statistician and Analytical Services Divisions within the Scottish Government and Professional Associations to review and further develop the indicators, with an improved menu being provided in December.

Most of the indicators in this Menu featured in version 1 of the Menu of Local Outcome Indicators published in February 2008. Several new indicators have, however, been included in version 2 based on the extent of their usage in the first phase SOAs.

This menu consists of two sections:

- Section A outlines **the most frequently used** indicators, which were used in the majority of first phase SOAs.
- Section B outlines indicators which featured in a significant number of SOAs, and which may also be of practical use for the second phase SOAs.

As with version 1 of the Menu of Local Outcome Indicators, this **is not** a mandatory Menu – the use of indicators from the Menu remains a matter for local choice, as does the decision as to whether to use them in the SOA itself or ‘below the waterline’ in supporting plans and performance management frameworks. CPPs should only include indicators in the SOA where they are relevant and will help them measure progress against agreed outcomes. If CPPs have locally developed indicators available, they should equally include these in their SOA if they will demonstrate progress against agreed outcomes.

The number of indicators appearing in the SOA and thus ‘above the waterline’ should be **manageable** and **meaningful**. CPPs may therefore wish to focus on aggregated high level indicators. For example, rather than including a raft of indicators in the SOA on educational attainment which are broken down into different levels of achievement by different years, consideration should be given to including one indicator in the SOA on aggregate educational attainment in a particular year. The more detailed disaggregated information would, however, continue to be measured and monitored through existing performance management frameworks.

Hyperlinks are provided for each indicator to the relevant dataset, and indicators from the Scottish Government's 'National Indicator' set are highlighted in blue. As with version 1, comments are provided in relation to the calculation of the indicator or limitations in the current reliability of an indicator if deployed at a local level.

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Section A: Most frequently used SOA indicators

The indicators in section A of this Menu are the most frequently used SOA indicators, which were included in the majority of first phase SOAs

Single Outcome Agreement: Menu of Local Outcome Indicators Version 2 October 2008

	Outcomes	Indicator	Data source	Comments
A1	Economy outcomes	Net number and rate of new businesses formed in a local authority area on an annual basis	Number of VAT registrations and de-registrations at local authority level is available on an annual basis from the Department of Business Enterprise and Regulatory Reform BERR statistics	
A2	Economy outcomes	% of working age population economically active	NOMIS/ONS Annual Population Survey NOMIS Future Skills Scotland Indicators	
A3	Economy outcomes	Median earnings in £s for residents living in the local authority area who are employed Median earnings in £s for workforce based in the local authority area	Annual Survey of Hours and Earnings (ASHE) – data available at local authority level ASHE Future Skills Scotland Indicators	Relatively small sample size therefore data needs to be used with caution. The baseline should be 2007 as there was a discontinuity (a 20% cut in sample size) in 2007, which may affect comparisons before and after that date, especially at local authority level. This data can also be split by gender.
A4	Economy outcomes	Number of claimants in receipt of out of work benefits per 1,000 population. The benefits are defined as Jobseekers Allowance, Incapacity Benefit and Income Support (carers, lone parents and others on income related benefits)	DWP Tabulation Tool DWP Tabulation Tool Future Skills Scotland Indicators	
A5	Economy outcomes	% of school leavers in positive and sustained destinations (FE, HE, employment or training)	Scottish Government National Indicator Scottish Government - information is collected twice a year to capture Christmas leavers and year-end leavers, with annual publication School leaver destinations Future Skills Scotland Indicators	Information is available by local authority and by school. It is available by pupil postcode by request to Careers Scotland. Data gathered by the Scottish Government, using the Careers Scotland sources, can be made available at an aggregated geographic level – i.e. it can be provided by data zone, subject to some disclosure control, or at a higher geographic level.

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	Outcomes	Indicator	Data source	Comments
A6	Children's outcomes	Proportion of pre-school centres receiving positive inspection reports	Scottish Government National Indicator The 'positive' criteria are the core subset of Quality Indicators (QI): 1.1 Improvements in performance 2.1 Children's experiences 5.3 Meeting learning needs Local authorities will need to compile proportions of QIs that meet the three levels of 'positive' criteria until data is published nationally. This information is available from HMIE inspection reports.	The definition of pre-school centres includes all local authority (including nursery classes/departments in primary schools) and all private and voluntary pre-school centres which are in partnership with local authorities to provide pre-school education for children. The definition of positive inspection reports is the percentage receiving <i>adequate</i> or better, <i>good</i> or better and <i>very good</i> or better in three core quality indicators selected from those defined in <i>Child at the Centre, HMIE</i>
A7	Children's outcomes	Proportion of schools receiving positive inspection reports	Scottish Government National Indicator The 'positive' criteria are the core subset of Quality Indicators (QI): 1.1 Improvements in performance 2.1 Learners' experiences 5.3 Meeting learning needs Local authorities will need to compile proportions of QIs that meet the three levels of 'positive' criteria until data is published nationally. This information is available from HMIE inspection reports.	The definition of school is publicly funded schools (therefore excludes independent sector and independent specials, but will include grant aided). The definition of positive inspection report is the percentage of schools that have <i>adequate</i> or better, <i>good</i> or better and <i>very good</i> or better in three core quality indicators selected from those defined <i>How good is our school?</i>
A8	Children's outcomes	Cumulative attainment of National Qualifications by all pupils in publicly funded secondary schools for S4	Scottish Government SQA Examination Results	This data can be broken down by SIMD by the Office of the Chief Statistician, by request.
A9	Children's outcomes	Cumulative attainment of National Qualifications by all pupils in publicly funded secondary schools for S5 and S6	Scottish Government – available at school level SQA Examination Results	This data can be broken down by SIMD by the Office of the Chief Statistician, by request.

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	Outcomes	Indicator	Data source	Comments
A10	Children's outcomes	Proportion of new born children exclusively breastfed at 6-8 weeks	Information Services Division Scottish Health Statistics ISD Health - breastfeeding	
A11	Children's outcomes	Proportion and number of obese children in primary 1	Child Health Surveillance School programme Data is available in the new Health Profiles from June 2008, at Community Health Partnership level Community Health Profiles	The national Scottish Health Survey will be taking place from 2008 onwards. It is a survey of 2000 children and is therefore unreliable at local authority level.
A12	Children's outcomes	Pregnancies among under 16 year olds per 1000 relevant population	Information Services Division Scottish Health Statistics ISD - pregnancies (based on General Register Office for Scotland data)	The definition of the indicator changed from 13 – 15 year olds to under 16s in October 2007
A13	Children's outcomes Health outcomes	Life expectancy at birth Life expectancy at age 65	General Register Office for Scotland Life Expectancy	Data is not available below local authority area.
A14	Social care outcomes	% of community care users and carers satisfied with involvement in their health, social care and joint packages	Community Care Outcomes Framework Community Care Outcomes Framework	
A15	Social care outcomes	Percentage of people aged 65 and over with intensive care needs receiving services at home	Scottish Government National Indicator Care Homes Home Care Hospital	
A16	Social care outcomes	Number of people aged 65 and over admitted for any reason two or more times in a year as an emergency to acute specialities per 100,000 population	Scottish Government National Indicator Information Services Division Scottish Health Statistics – Data will be available from June 2008 at local authority level and on request at small area level ISD Health	

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	Outcomes	Indicator	Data source	Comments
A17	Health outcomes	Percentage of adult population who smoke	Scottish Government National Indicator Scottish Household Survey SHS	
A18	Health outcomes	Rate of alcohol related hospital admissions per 100,000 population	Scottish Government National Indicator Information Services Division Scottish Health Statistics provide information at health board level Alcohol Scottish Neighbourhood Statistics provide information on hospital admissions for alcohol misuse(rate per 100,000 population) for the periods 1999 -2002 and 2001 – 2004 Scottish Neighbourhood Statistics	This indicator requires development, either locally by community planning partnerships or nationally, to ensure that all alcohol related incidents are captured, rather than simply alcohol related diseases – e.g. injury sustained whilst being drunk, injury sustained when attacked by someone who was drunk
A19	Health outcomes	Deaths from coronary heart disease among the under 75s in deprived areas	Scottish Government National Indicator General Register Office for Scotland for deaths data GROS Scottish Index of Multiple Deprivation SIMD	
A20	Health outcomes	Number of suicides per 10,000 population	General Register Office for Scotland publish annual data on causes of death at local authority level GROS - causes of death Data is available from Scottish Neighbourhood Statistics to ward level Scottish Neighbourhood Statistics Community Health Profiles include suicides at all ages from June 2008. Community Health Profiles	There will be difficulties using the data from SNS, as it is raw data rather than standardised rates

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	Outcomes	Indicator	Data source	Comments
A21	Health outcomes	% of delayed discharges within the six week delayed discharge planning period	Information Services Division Scottish Health Statistics Delayed discharge	Delayed discharges are currently counted on a snapshot basis and are therefore not generally considered as a rate per hospital admission. The indicator is based on the HEAT target of no-one being delayed for more than the six-week delayed discharge planning period.
A22	Public protection/ community safety outcomes	% of adult residents stating their neighbourhood as a 'very good' or 'fairly good' place to live	Scottish Household Survey – results for all local authorities are available every two years and for the larger local authorities every year. SHS	This survey has a limited sample size for the smallest local authorities (500 households over 2 years for the smallest). The data should be used with the associated standard errors borne in mind. Due to the small sample size at local authority area level, local authorities may wish to supplement this data with a local survey.
A23	Public protection/ community safety outcomes	% of adult residents stating they feel 'very safe' or 'fairly safe' when at home alone at night % of adult residents stating they feel 'very safe' or 'fairly safe' when walking alone in the local neighbourhood after dark	Scottish Household Survey – results for all local authorities are available every two years and for the larger local authorities every year. SHS	This survey has a limited sample size for the smallest local authorities (500 households over 2 years for the smallest). The data should be used with the associated standard errors borne in mind. The Scottish Crime and Justice Survey collects data on fear of crime, but it isn't available below Police Force level.

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	Outcomes	Indicator	Data source	Comments
A24	Public protection/ community safety outcomes	Volume and rate of recorded crimes and offences per 10,000 population Crimes and offences are categorised as: • Group 1 – Crimes of violence which includes murder, attempted murder, serious assault, robbery and assault with intent to rob, cruelty to children and threats and extortion • Group 2 – crimes of indecency which includes rape, indecent assault, lewd and libidinous practices • Group 3 – Crimes of dishonesty which includes thefts (housebreaking or opening lockfast places), thefts of and from motor vehicles and fraud • Group 4 – Vandalism, fire-raising and malicious conduct which includes vandalism, malicious mischief, fire-raising and reckless conduct • Group 5 – other crimes which includes all drugs offences, bail offences and crimes against justice such as perjury • Group 6 – offences (miscellaneous) which includes relatively minor offences such as petty assault and breach of the peace, racially aggravated conduct or harassment • Group 7 – offences (road traffic) which includes road traffic offences such as speeding, seat belt offences, motor vehicle defects, conditional offers, tickets issued by camera safety partnerships (or force equivalent) and Vehicle Defect Rectification Scheme notices	Data will be extracted mostly from the Recorded Crime systems of individual police forces. Frequency of reporting is cumulative quarterly reporting i.e. April to June, April to Sept etc for the reporting periods ending June, September, December and March to the ACPOS Performance Management Business Area and annually to the Scottish Government. Recorded crime statistics	Not all crimes and offences will be recorded on force crime systems but will be made available via an auditable source. Crimes recorded by the British Transport Police in Scotland, Ministry of Defence Police and the Civil Nuclear Constabulary are specifically excluded. The level of crime reported to the police is less than the actual level of crime committed because of under-reporting.

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Outcomes		Indicator	Data Source	Comments
A25	Public protection/ community safety outcomes	Number of persons killed or injured in road accidents per million vehicle kilometres This covers: • The number of persons (including children) killed or seriously injured per million vehicle kilometres • The number of children killed or seriously injured per million vehicle kilometres • The number of persons slightly injured per million vehicle kilometres	Scottish Government Road Accident tables	
A26	Public protection/ community safety outcomes	Incidence of home fires resulting in death and injury	Scottish Government – information is only available at brigade level Fire Statistics	
A27	Regeneration outcomes	Proportion of housing stock in social rented sector failing the Scottish Housing Quality Standard	Annual reporting by councils to the Scottish Government on progress against the council's Standard Delivery Plan. For Housing Association Stock, progress against the standard is also recorded in Annual Performance Statistical Returns.	
A28	Environmental outcomes	Tonnage of biodegradable municipal waste landfilled	Scottish Environment Protection Agency SEPA	
A29	Environmental outcomes	Proportion of municipal waste recycled	Scottish Environment Protection Agency SEPA	
A30	Environmental outcomes	Council area's ecological footprint	Stockholm Environment Institute Footprint data	

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Section B: Other SOA indicators which may be of practical use

These indicators featured in a significant number of SOAs, and may also be of practical use for the second phase SOAs.

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Outcomes		Indicator	Data Source	Comments
B1	Economy outcomes	VAT registered business stock per 10,000 population	Future Skills Scotland Future Skills Scotland Indicators	
B2	Economy outcomes	Business start up survival rates after 3 years	Department of Business Enterprise and Regulatory Reform BERR statistics Future Skills Scotland Indicators	
B3	Economy outcomes	% of local businesses who are satisfied with the local authority area	Local data	This is an indicator to measure satisfaction with the wider local authority area.
B4	Economy outcomes	% vacant and derelict land	Local data	
B5	Economy outcomes	Number and % of economically active working age residents with no qualifications	NOMIS NOMIS Future Skills Scotland Indicators	
B6	Economy outcomes	Employment rate	NOMIS NOMIS Future Skills Scotland Indicators	
B7	Economy outcomes	% of each household type with a net annual income of less than £10,000 per annum	Scottish Household Survey – results for all local authorities are available every two years and for the larger local authorities every year. SHS	This survey has a limited sample size for the smallest local authorities (500 households over 2 years for the smallest). The data should be used with the associated standard errors borne in mind. The survey under-records household income. The only income recorded in the survey is that of the principal income earner and spouse. Thus, in multiple adult occupant households income can be under-reported. No adjustment is made for the number of people in a household for whom the gross income is shared amongst, so data needs to be considered by household type. Some level of decrease in the lowest band would be expected anyway due to inflation.

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Outcomes		Indicator	Data Source	Comments
B8	Children's outcomes	Number and percentage of children attending publicly funded schools and achieving appropriate levels for stages 5 – 14	Scottish Government – Scottish Survey of achievement Information about SSA SSA results 2007	The survey takes place each year from late April to early June. Information is gathered through the SSA about teachers' judgement of attainment.
B9	Children's outcomes	Proportion of children living in households that are dependent on out of work benefits OR Child Tax Credit more than the family element (finalised awards)	HMRC publish the number of children living in households that meet the criteria at the following link: http://www.hmrc.gov.uk/stats/personal-tax-credits/cwtc-geog-stats.htm To calculate the proportion of children, local authority population estimates for children aged 0-19 inclusive from GROS can be used.	The proportion of children in this category is more than the proportion in income poverty, but it is the best proxy measure available at the current time. HMRC may change tax credit rules, eligibility and thresholds which will affect results. An increase may indicate greater uptake rather than greater eligibility. 'Children' are aged 0-15 inclusive plus those aged 16-19 in full-time non-advanced education. Using a 0-19 year old denominator means that changes over time in the proportion of 16-19 in full-time non-advanced education may affect this indicator.
B10	Children's outcomes	Number and percentage of children with dental caries in primary 1	Children's Dental Health Survey Data is available in the new Health Profiles from June 2008, at Community Health Partnership level Community Health Profiles	Around 20% of the population of P1 children in local authority funded schools receive a detailed inspection every second year and the majority receive a basic inspection every year. The Scottish Government has advised that the information won't be available in all areas.
B11	Children's outcomes	Proportion of live singleton births of low birth weight	Scottish Neighbourhood Statistics provide information for local authorities at ward and intermediate zone level Scottish Neighbourhood Statistics Data is available in the new Health Profiles from June 2008, at Community Health Partnership level Community Health Profiles	

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Outcomes		Indicator	Data Source	Comments
B12	Children's outcomes	Numbers and percentage of children walking or cycling to school	Scottish Household Survey – results for all local authorities are available every two years and for the larger local authorities every year. SHS	This survey has a limited sample size for the smallest local authorities (500 households over 2 years for the smallest). The data should be used with the associated standard errors borne in mind. Due to the small sample size at local authority area level, local authorities may wish to supplement this data with a local survey. Sustrans has been considering a national survey.
B13	Children's outcomes	Proportion of local authority areas receiving positive child protection inspection reports	Scottish Government National Indicator Local authorities will need to gather this information locally if deemed to be critical to their area, until data is published nationally	The baseline will be available once one full cycle of Local Authority area inspection reports are published by the end of August 2009.
B14	Health outcomes	Deaths per 100,000 population from coronary heart disease and all cancers	Information Services Division Scottish Health Statistics – Data will be available from June 2008 at local authority level and on request at small area level ISD Health General Register Office for Scotland publish data on deaths from cancer (malignant neoplasms), coronary heart disease and other causes on an annual basis for local authority areas GROS - causes of death Sub-local authority data is available from the community health and well being profiles. For example, average annual deaths due to heart disease expressed as number and directly age-standardised rate per 100,000 population, is available for postcode sector areas. Community Health Profiles	This data relies on complete and accurate information on the death certificate. Please note the low level of autopsy and the potential for coronary heart disease to be listed as a non-specific cause of death rather than the specific cause. Information is available from General Register Office for Scotland on deaths from other causes.

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Outcomes		Indicator	Data Source	Comments
B15	Health outcomes	Deaths per 1000 population by smoking related diseases	General Register Office for Scotland publish annual data on causes of death at local authority level, which cover smoking related deaths such as diseases of the respiratory system GROS - causes of death	This data relies on complete and accurate information on the death certificate. Please note the low level of autopsy and the potential for relevant diseases to be listed as a non-specific cause of death rather than the specific cause.
B16	Health outcomes	Mental health admissions (as a rate per 1000 population)	Information Services Division Scottish Health Statistics have data on psychiatric admissions, residents and discharges by local council area for 2000 -2005 Admissions and discharges to mental illness specialities in Scottish Hospitals 2000 - 05	This data provides an incomplete picture of mental health in the community
B17	Health outcomes	Deaths per 1000 population by alcohol related diseases	General Register Office for Scotland publish information on deaths by mental and behavioural disorders due to alcohol misuse, as well as conditions related to alcohol misuse (e.g. chronic liver disease, mouth cancer) GROS - causes of death	This data relies on complete and accurate information on the death certificate. Please note the low level of autopsy and the potential for relevant diseases to be listed as a non-specific cause of death rather than the specific cause.
B18	Health outcomes	Estimated number of people being prescribed drugs for anxiety, depression or psychosis	Scottish Neighbourhood Statistics SNS prescribed drugs for anxiety, depression, psychosis Data is available in the new Health Profiles from June 2008, at Community Health Partnership level Community Health Profiles	This is a proxy indicator for the state of mental health in the community.
B19	Health outcomes	% of smoking population who quit through cessation services (at 1 month post quit)	National Smoking Cessation Database smoking cessation	
B20	Public protection/ community safety outcomes	Number of hate crimes	Police	

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Outcomes		Indicator	Data Source	Comments
B21	Public protection/ community safety outcomes	Number of persistent young offenders per 10,000 relevant population	Scottish Children/s Reporter Administration provides data on children referred on offence grounds and as persistent young offenders in each local authority area, in its annual reports SCRA Annual Reports	
B22	Public protection/ community safety outcomes	Rates of domestic abuse incidents per 10,000 population	Scottish Government publishes annual data by local authority on rates of domestic abuse incidents reported by the Police per 100,000 of the population. Data is readily available since 1999-2000. To calculate the rate per 10,000 population, move a decimal place using the published figures. Rates of domestic abuse incidents	This is a proxy measure for violence against women
B23	Public protection/ community safety outcomes	Percentage of criminal cases dealt with within 26 weeks	Scottish Government National Indicator The Scottish Government, using data supplied from Crown Office and Procurators Fiscal Service (COPFS) case management system. Quarterly reporting for periods ending June, September, December and March to the ACPOS Performance Management Business Area for internal use. Annual reporting through force public performance reporting arrangements and Her Majesty's Inspectorate of Constabulary for Scotland Annual Report.	The indicator is defined as the percentage of Sheriff Summary and District Court cases disposed of within 26 weeks of date of earliest caution and charge for any accused in the case, by the month that the case is first closed. "Disposal" is defined as the latest date of verdict for any accused in the case
B24	Regeneration outcomes	% of those given a non-custodial sentence or discharged from custody in a given year who are reconvicted of at least one other offence within two years (reconviction rates)	Scottish Government National Indicator Reconviction rates	
B25	Regeneration outcomes	Number of unintentionally homeless households in settled accommodation	Scottish Government National Indicator HL1 homelessness returns by councils to the Scottish Government	

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Outcomes		Indicator	Data Source	Comments
B26	Regeneration outcomes	Rate of new house building	Scottish Government National Indicator Housing Statistics for Scotland - New Builds	
B27	Regeneration outcomes	Number of affordable homes	House completions data supplied by RSLs and local authorities to Housing Statistics Branch in Scottish Government and published in Housing Statistics for Scotland Housing Statistics	
B28	Regeneration outcomes	Percentage of potentially homeless who do not go on to become homeless Number of private rented and social rented tenants who become homeless	HL1 homelessness returns by councils to the Scottish Government	
B29	Regeneration outcomes	Number of people experiencing multiple deprivation	The Scottish Index of Multiple Deprivation (SIMD) SIMD 2006 The SIMD data for Current Income for 2006 provides information for the proportion of people on low incomes SIMD low incomes The SIMD provides local authorities with data on the movement of datazones within their areas that are moving into and out of the lowest 15% of deprivation in Scotland. Movement of datazones	The SIMD 2006 contains 37 indicators in seven domains. Whilst data can be provided at local authority level for each domain, the data from the seven domains cannot be aggregated to provide one measure of multiple deprivation at local authority level. This indicator requires further development.
B30	Regeneration outcomes	% of households where respondent or partner has a bank, building society or credit union account	Scottish Household Survey – results for all local authorities are available every two years and for the larger local authorities every year. SHS	
B31	Environmental outcomes	Tonnage of municipal waste collected per 1000 population	Scottish Environment Protection Agency SEPA	A potential development of this indicator would be to measure the waste generated by the local population

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Outcomes		Indicator	Data Source	Comments
B32	Environmental outcomes	Tonnage of municipal waste incinerated	Scottish Environment Protection Agency SEPA	
B33	Environmental outcomes	% of journeys to work made by public or active transport	Scottish Government National indicator Scottish Household Survey – results for all local authorities are available every two years and for the larger local authorities every year. SHS	
B34	Environmental outcomes	% of road network that should be considered for maintenance treatment	Audit Scotland Audit Scotland	