

Review of Community Planning and Single Outcome Agreements: Terms of Reference and working arrangements

Introduction

1. This paper, agreed by officials in Scottish Government and COSLA, sets out terms of reference and working arrangements for a review of Community Planning and Single Outcome Agreements.

Background and context for the review

2. The Scottish Government and COSLA remain committed to the outcomes focussed and partnership based approach to the delivery of public services agreed in 2007. The findings of the Christie Commission found that this approach had made substantial impact to date and should be built upon to meet the significant cost and demand pressures upon public services.

3. The Scottish Government has restated its commitment to this approach and as part of the 2011 Spending Review has established a programme of Public Service Reform, including taking forward consideration of the Christie recommendations, based on key principles of:

- a decisive shift towards prevention;
- greater integration of public services at a local level driven by better partnership, collaboration and effective local delivery;
- greater investment in the people who deliver services through enhanced workforce development and effective leadership; *and*
- a sharp focus on improving performance, through greater transparency, innovation and use of digital technology.

Outputs from the review

4. The Scottish Government and COSLA are agreed that the existing framework of Community Planning and Single Outcome Agreements (SOAs) remain at the heart of this approach. The review will therefore focus upon action required to:

- develop Community Planning Partnerships to equip them to respond effectively to the conclusions of Christie and the objectives of the Public Service Reform programme, including wider reform initiatives such as the establishment of single police and fire services and the integration of health and social care services for older people;
- Agree new SOAs between the Scottish Government and local authorities and their Community Planning partners after the local elections in May 2012. These new SOAs will continue to focus on agreed priorities for local communities in the context of national outcomes; and mobilise local authorities, their Community Planning partners and national bodies acting locally. They will also demonstrate the local response to Christie and the

objectives of the public services reform programme, in particular through a focus on integration and prevention; and

- drive pace and consistency of integration and performance improvement within and across CPPs into the future, including through scrutiny reform.

Key questions

5. Suggested early areas of focus/questioning for the review are as follows:

- § What are the prerequisites for effective Community Planning?
- § What are the key changes in the operating context for Community Planning?
- § How should Community Planning change to support wider public service reform, both short and longer-term?
- § How should SOAs change?
- § What are the prerequisites for effective performance management which drives improvement in a Community Planning context?
- § How should external scrutiny change?

The Christie Commission gathered important evidence of stakeholder views on Community Planning and the outcomes approach to date; and there are other useful existing evidence sources to support the review considerations.

6. The review is being asked to produce its initial conclusions by the end of February. Those conclusions will identify both immediate actions to be taken and strands of longer-term work to be developed and implemented over the course of the Parliament.

Working arrangements

7. The review will be jointly overseen by a small governing group led by the Minister for Local Government and Planning and the President of COSLA. This group will meet fortnightly as described below during the course of the review and will be supported by key officials from COSLA and Scottish Government. The governing group will make recommendations to the Scottish Government and to COSLA Leaders by the end of February, with the aim of these being agreed by mid-March.

8. This governing group will be supported by an officers group, jointly chaired by Scottish Government and COSLA with membership drawn from Scottish Government, COSLA, SOLACE, NHS, police and fire services, 3rd Sector, the LG Improvement Service and Audit Scotland. The officers group will also meet fortnightly during the course of the review, on the same day as and immediately after meetings of the governing group, and will be responsible for the preparation of papers for and ensuring action on the decisions of the governing group.

9. Secretariat and policy support will be drawn from a joint team of officers from Scottish Government, the Improvement Service and Audit Scotland. The team will meet the week before each governing group meeting, with the first team meeting being on 24 January.

Dates and times for governing group meetings

10. The first meeting took place on 24 January. Subsequent meetings are scheduled as follows:

31 Jan 2012	16:30-18:00	COSLA, Verity House
14 Feb 2012	13:00-14:30	SG, Victoria Quay
28 Feb 2012	15:00-17:30	COSLA, Verity House
13 Mar 2012 (tbc – may not be required as conclusions may be signed-off in correspondence)	tbc	tbc

**Scottish Government
January 2012**