THE EDINBURGH PARTNERSHIP

Edinburgh Partnership Governance – Implementation Update

Executive Summary

The Edinburgh Partnership at its meeting on 1 April 2019 agreed a new governance framework. In addition to establishing new partnership arrangements, the work programme provides for a range of other activity to strengthen participation and partner working including the development of a communications strategy and community participation strategy.

This paper provides details of the overall programme of work, together with summary details of the progress to date, with delivery being the responsibility of the interim Community Planning Support Team. A separate paper detailing progress on resourcing is presented elsewhere on the agenda.

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Recommendations

i.   agree the implementation programme as set out in Appendix 1;
ii.   note the progress made in the development and delivery of each of the workstreams as set out in paragraphs 2.3 to 2.13; and
iii.   agree to progress on the implementation plan being a standing item on the Board agenda.

2   Main Report

2.1   The Community Planning Support Team have produced an implementation plan which encompasses all aspects of the agreed work programme for the Edinburgh Partnership. This is attached as Appendix 1. The Board is asked to agree the programme whilst recognising that it is an iterative document and subject to change as additional activity is identified as part of the development process.

2.2   A summary of progress made in relation to each work streams is set out below.

        Board Operating Model

2.3   The Board agreed to consider a new business framework with this designed to support a different way of working and a shift to a greater action focus. To ensure these arrangements are tailored to the Board's needs, work is required to engage members, with this now planned to be carried out in October and

November 2019, with the final proposals being presented to the Board for agreement at the next meeting. This will allow the new model to be implemented from the new year onwards.

Future Support Model

2.4   A programme of structured interviews, both within and across multi-agency partners, is currently ongoing. Focused on governance and facilitation, interview themes include current baseline data such as types of support, capability and capacity, hours invested, financial considerations and wider challenges. Views are also being sought around a sustainable future state model, referencing aggregated/disaggregated elements, enablers/dis-enablers and mitigations. The completion timescales rely on securing full stakeholder participation which, if achieved, with allow a for an options paper to be presented to the Board at its meeting on 18 December 2019.

Communications

2.5   A multi-agency Working Group has been established. An initial exploratory meeting has been held where the aim and scope of the activity were considered. It was agreed, as a first step, to hold a facilitated workshop to consider the stakeholder mapping, both internal and external, and consequent segmented messaging and approaches, with this to inform a phased programme of work. This recognises the need for quick wins, specifically to support community participation, whilst the longer-term strategy is developed. The immediate focus will include consideration of online solutions with an options paper anticipated to be available for the meeting of the Board on 18 December 2019.

Community Participation

2.6   A multi-agency Working Group has been established. A first meeting has been held where a similar approach to that of the communications group was taken, where the Board's aspirations from the programme of work and how best to take this forward were explored. The next step will be to hold a broader workshop to shape the programme. Recognising the inter-dependency between the communications and community participation work streams, a joint workshop will also be held to ensure appropriate linkages are made. It is proposed to hold this by November 2019. A critical consideration in relation to both work streams is to ensure the community are actively engaged and involved in the development processes. A proposed approach is to establish a Checkpoint Group of community bodies recruited from the neighbourhood networks to provide insight and scrutiny to support the development processes.

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Third Sector Support and Participation

2.7   Supporting the third sector to participate in community planning is an important consideration for the Edinburgh Partnership Board. Work is currently underway to scope the issues involved and deliver a well-defined programme to promote an effective mechanism to enable organisations that deliver services or provide activities to local people to continue to be involved in community planning processes. Edinburgh Partnership's aspiration for greater involvement from all partners wielding constructive influence, as a culture change in participation in the city, is the cornerstone to this piece of work which will involve third sector organisations in an event(s) in late autumn.

Performance

2.8   Progress is being made in several areas that form the overall programme. A stocktake of Locality Improvement Plans is underway with a series of interviews with theme leads in each Locality as well as with other key stakeholders carried out. A summary report from these interviews will be considered at the first meetings of the locality community planning partnerships. The LOIP Delivery Group has considered the draft performance framework at their initial meeting. Work to develop a progress report format and identify the key datasets for monitoring actions under the three priorities with the lead officers is underway. A workshop to look at data sharing across the partners is being considered as part of the data sharing strand. An initial meeting is scheduled to discuss the reporting requirements for the Criminal Justice Outcome Improvement Plan.

Locality Community Planning Partnerships

2.9   The nomination of members for the locality community planning partnerships has now been agreed with only NHS Lothian to provide named officers. Arrangements for the holding of the first meetings is in hand with these scheduled to take place between 30 September and 4 October 2019. The agenda for the first meetings will focus on the terms of reference, progress on delivery of the locality improvement plans and the next steps, recognising the Board agreement that the plans and the supporting operational working arrangements are to be reviewed.

Neighbourhood Networks

2.10   Work in recent weeks has focused on completing the nomination process of community bodies to sit on the locality community planning partnerships and arrangements for the second meetings of each network, with these taking place during September and October 2019. Feedback from the initial meetings has

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been collated and a frequently asked questions produced and distributed to members of the networks. An issues log has also been created which will be used to inform the review process after the first 12 months of operation as agreed by the Board.

Partnership Links

2.11 Arrangements are in place for joint meetings of the interim Community Planning Support Team, Council internal Community Planning Support Group and lead officers for each of the strategic partnerships. This will facilitate greater integrated working and support the delivery of the Board's ambitions for more transparent and integrated working across the Edinburgh Partnership.

2.12 Initial discussions have taken place with the Edinburgh Integration Joint Board on establishing greater links, recognising the synergies between the respective strategic priorities. Officers have been nominated from the Health and Social Care Partnership to sit on the locality community planning partnerships which will support joint working at a locality level.

2.13 An initial workshop of the Equality and Rights Network was held in June 2019. This provided an update on the new community planning arrangements for the city and an opportunity for members to discuss how the Network might better engage in these arrangements and the impact from an equalities and human rights perspective. A report on the session is being produced which will inform the further development of work in this area.

2.14 It is proposed that progress on delivery of the implementation plan will be a standing item on the Board agenda using a RAG assessment to enable matters to be considered as appropriate to their status.

Contribution to:	Low		Medium		High
♦ Sustainability	1	2	3	4	**5**
♦ Equality	1	2	3	4	**5**
♦ Community Engagement	1	2	3	4	**5**
♦ Prevention	1	2	3	4	**5**
♦ Joint Resourcing	1	2	3	4	**5**

Contact details:

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	Lead	RAG Status	Current position	4 - 17 Jul	18 - 31 Jul	1 - 13 Aug	14 - 27 Aug	28 Aug - 10 Sept	11 - 24 Sept	25 Sept - 8 Oct	9 - 22 Oct	23 Oct - 5 Nov	6 - 19 Nov	20 Nov - 3 Dec	4 - 17 Dec	18 - 31 Dec
EP Board			In progress						24-Sep							18-Dec
CP Support Team	MM															
Identify co-location of team	CPST		Completed													
Confirm identification of partner members	CPST		In progress													
Shared access to files	LM		In progress													
Creation of programme plan	CPST		In progress													
BOARD OPERATING MODEL																
Action tracking template	MM		Scheduled													
Report template	MM		Scheduled													
Develop internal communication process	CPST		Scheduled													
Draft operating model	MM		Scheduled													
EP Board paper	MM		Scheduled													18-Dec
FUTURE SUPPORT MODEL																
Scoping paper	SA/CS		Completed													
Mapping interviews	SA		In progress		31		21, 23, 26, 26									
Business model options review and paper	LM		Scheduled													
Production of research paper	SA		Scheduled													
Engagement with partners	CPST		Scheduled													
Production of EP Board paper	SA		Scheduled													18-Dec
COMMUNICATIONS																
Immediate communications																
Edinburgh Partnership webpage review	CS		Completed													
Edinburgh Partnership webpage update	CS		In progress													
Neighbourhood Network communications	CPST		In progress													
Development of simple guide to community planning	CWG		Scheduled													
Development of communication strategy																
Establishment and meetings of Working Group	CS		In progress				26-Aug									
Mapping exercise	CS		Completed													
Create development plan	CWG		Scheduled													
Options appraisal	CWG		Scheduled													
COMMUNITY PARTICIPATION																
Scoping discussion	MM/IB		Completed													
Establishment and meetings of Working Group	MM/IB		In progress					30-Aug								
Scoping paper	MM		Scheduled													
Create development plan	CPWG		Scheduled													
THIRD SECTOR SUPPORT AND PARTICIPATION																
Scoping paper	IB		In progress													
Engagement plan	CPST		Scheduled													
EP Board paper	IB		Scheduled													18-Dec
PERFORMANCE																
Project plan development	CS		In progress													
LOIP performance framework	CS/LOIPDG		In progress													
LIP performance framework	CS/LCPPs		In progress													
Community Justice Outcome Improvement Plan	CS/CSP		Scheduled													
Community Learning and Development Plan	CS/ECLDP		Scheduled													
Children's Services Plan	CS/CP		Scheduled													
Data sharing	CS		In progress													
National outcome linkages	CS		Scheduled													
Horizon scanning	CS		Scheduled													
Case study development	CS		Scheduled													

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EP BUDGET																
Neighbourhood Network resource requirement estimation	Locality Teams		Completed													
Secure partner contributions	MM		In progress													
Budget split discussion	CPST		Completed													
Develop process for spend approval	CPST		Scheduled													
EP Board paper	SA		In progress						24-Sep							
LOCALITY COMMUNITY PLANNING PARTNERSHIPS																
Member nominations	CPST/Localities		In progress													
Establishment	CS		In progress													
Briefings for elected members	MM/Localities		Scheduled													
Briefings for partners	CPST		Scheduled													
Review of Locality Improvement Plans	CPST/LCPP		Scheduled													
Review of operational working arrangements	CPST/LCPP		Scheduled													
Staff training/upskilling	CPST		Scheduled													
NEIGHBOURHOOD NETWORKS																
Establishment	CPST/Locality Teams		Completed													
Production of FAQs	CPST/Locality Teams		Completed													
Staff training/upskilling	CPST		Scheduled													
PARTNERSHIP LINKS																
Council Community Planning Group	MM		Completed		23-Jul											
Strategic partners - lead officers	MM		Completed			13-Aug										
IJB (including Edinburgh Drug & Alcohol Partnership)	MM		In progress													
Equality and Rights Network	MM		In progress													
COMPACT Partnership	IB		In progress													

RAG status

	serious issues, dates being missed, recvery plan required
	some issues, being managed, needs to be closely monitored
	work is on track

Acronyms

CPST	Community Planning Support Team
CP	Children's Partnership
CSP	Community Safety Partnership
CWG	Communications working group
CPWG	Community Participation working group
ECLDP	Edinburgh Community Learning and Development Plan
EP	Edinburgh Partnership
IJB	Integrated Joint Board
LCPP	Locality Community Planning Partnership
LOIPDG	LOIP Delivery Group
LIP	Locality Improvement Plan
LOIP	Local Outcome Improvemetn Plan

Community Planning Support Team members

MM	Michele Mulvaney
SA	Samantha Ainslie
IB	Ian Brooke
LM	Lee Ann MacCallum
PO	Peter O'Brien
CS	Catherine Stewart