

Framework for developing Area Partnership Area Plans

The Role and Remit of Area Partnerships outlines that Area Plans will determine local priorities aligned to the East Lothian Plan: Single Outcome Agreement (SOA) 2013–23. It further states that each Partnership should develop Area Plans:

- i. based on a shared vision for the area using evidence from the Area Profile and local intelligence;
- ii. identifying local priorities with a focus on reducing inequalities, prioritising prevention and early intervention and sustainability;
- iii. delivered by service providers and involving local people.

In order to develop the themes and priority areas for action identified by each Area Partnership the following further principles for Area Plans were agreed by the Safe and Vibrant Communities Partnership in August 2014:

- a) that Area Plans are intended to cover the thematic scope of the SOA and Council that Area Plans are intended to cover the thematic scope of the SOA and Council Plan – Sustainable Economy, Resilient People and Safe and Vibrant Communities (with a focus on the needs/outcomes prioritised in their area);
- b) that Area Plans will cover the same timeframe as the East Lothian Plan, and be reviewed / updated at the same intervals;
- c) that Area Plans will be strategic plans - identifying actions that will have a local impact on achieving the outcomes set out in the East Lothian Plan – and incorporate both long term approaches to improving local outcomes and short term actions focused on improving service delivery;
- d) that Area Plans will not be community ‘wish-lists’ presented to service providers but will contain actions that, having been identified through analysis of the evidence and a process of negotiation and shared decision making, are intended to be implemented;
- e) that Area Plans are likely to include actions for service providers to implement, actions for the community / community based groups to lead on and also opportunities for co-designing and/or co-producing different ways of delivering services;

Format of Area Plans

It is intended that in each ward the Area Plan will be presented in 2 formats:

- A. A summary version highlighting the key areas for action, why this is important and a broad summary of the actions proposed
 - single sheet (A3)
 - likely to be printed and intended for broad, public distribution
- B. A full Area Plan with an agreed action plan identifying timescales and lead agencies / partnership groups responsible for implementing the actions
 - expected to be a 20- 25 page booklet
 - intended to be a living document, regularly updated by the Partnership and primarily available on-line.

Contents of the Area Plan

- 1) An outline of the ward
- 2) Purpose of the Area Plan
- 3) Context of the Area Plan - Outlining the role of Area Partnerships and the relationship between Area Plans, the East Lothian Partnership, and the outcomes established in the East Lothian Plan.
- 4) Process of developing the Area Plan (included in both Summary and Area Plan versions)
This will vary in each area but will highlight the range of local engagement undertaken to inform the actions in each Area Plan.
- 5) Vision for the area
- 6) Local Priorities and Actions - It is expected that each Area Plan will identify 6-9 local priority areas for action.
 - These will be grouped under the 3 partnership strategic objectives identified in The East Lothian Plan - Sustainable Economy, Resilient People and Safe & Vibrant Communities.
 - Each Area Plan will also highlight 2-4 of these priorities that contribute specifically to the overall aim of reducing inequalities.

For example in the full Area Plan):

Resilient People across Musselburgh

PRIORITY 1 – Building an achieving culture across the ward that will improve attainment and aspiration levels for people of all ages

The difference we want to make		Why is this important in this area:			
We want to improve young people's attainment at school (particularly for those living in the east of Musselburgh) and raise aspirations and qualification levels across the whole community.		<ul style="list-style-type: none"> • Attendance rates across Musselburgh are below East Lothian average and falling • High School results are consistently lower for those living in the east of the ward • fewer young people in this area are in sustained positive destinations 9 months after leaving school 			
Related outcome in the East Lothian Plan	4) East Lothian's young people are successful learners, confident individuals, effective contributors and responsible citizens				
Action needed to achieve this	Timescale	Lead Group / Agency	Others involved	Resources required	Key milestones / indicators of success
Attendance Matters Challenge – a pilot project over 1 term that challenges schools to reduce school absences by 2% through a community wide campaign focussed on attendance	Jan 2015 – April 2015	ELC Education	Muss. AP, Parent Councils	Attendance Matters leaflets, incentive rewards for school, certificates	Successful evaluation and decision to roll out for the 2015/16 school year
Attendance Matters Campaign – a sustained campaign giving consistent and reinforced messages about the importance of attendance	2015/16 school year	ELC Education	Muss. AP Parent Councils Early years workers Doctors and other health professionals	Campaign materials and attendance agreements	Sustained improvements in attendance