



Orkney Partnership Board

Minute of the meeting of the Orkney Partnership Board

held at 10:00 on 14 September 2018 in the Council Chamber, Kirkwall

Present:	James Stockan	Orkney Islands Council <i>(Chair for items 1 – 17 and 19)</i>
	Ian Kinniburgh	NHS Orkney <i>(Chair for items 18 and 20)</i>
	Gail Anderson	Voluntary Action Orkney
	Alan Dundas	SEPA
	Graeme Harrison	Highlands and Islands Enterprise
	Alan Johnston	Scottish Government
	John McKenna	Scottish Fire and Rescue Service
	Leslie Manson	Orkney Islands Council
	Gerry O'Brien	NHS Orkney
	Bill Ross	Orkney College <i>(for item 12 onwards)</i>
	Gillian Morrison	Orkney Islands Council
	Graham Neville	Scottish Natural Heritage
	Sally Shaw	Orkney Health and Care <i>(for item 7 onwards)</i>
	Craig Spence	Orkney Housing Association Limited <i>(for item 3 onwards)</i>
	Matt Webb	Police Scotland and Orkney Community Justice Partnership
Via telephone	Seonag Campbell	Skills Development Scotland
By invitation	Jon Humphreys	Orkney Health and Care <i>(for item 2)</i>
	Rhoda Walker	NHS Orkney <i>(for item 18)</i>
In attendance:	Anna Whelan	Orkney Islands Council <i>(Secretary)</i>
	Marie Love	Orkney Islands Council

Item	Topic	Lead	Purpose
------	-------	------	---------

The order of the agenda was changed and this minute reflects the order of the meeting.

1 Apologies

Alistair Buchan	Orkney Islands Council
Cheryl Chapman	VisitScotland
Eilidh Johnston	SEPA
Garry Reid	Scottish Sports Council
Graham Sinclair	HiTrans

Item	Topic	Lead	Purpose
2	Draft minutes of the last meeting of the Board on 19 March 2018	Chair	To amend as necessary and agree the minutes
2.1	<p>The minutes were agreed subject to the following amendment:</p> <p>Re paragraph 8.1 (CONTEST / PREVENT) the sentence reading, 'Powers had also been introduced to provide for earlier police intervention and more information on these would be circulated' should be amended to read 'Provision had been made for earlier police intervention and more information on this would be circulated'.</p>		
3	Matters arising	Chair	
3.1	There were no matters arising.		
11	Orkney Community Justice Partnership Annual Report	Jon Humphreys	To note
11.1	Jon Humphreys presented the Orkney Community Justice Partnership Annual Report for the period 1 April 2017 to 31 March 2018 which had been approved by the Orkney Community Justice Partnership on 7 September 2018.		
11.2	Jon also gave an update on feedback he had received from Community Justice Scotland on the Orkney Community Justice Outcomes Improvement Plan 2018-2021. The feedback had recognised that the Plan was supported by a strong sense of partnership working in the local area. The Strategic Needs and Strengths Assessment had been highlighted as being particularly good and it had been suggested it be shared across Scotland as an example of good practice.		
11.3	The Orkney Community Justice Partnership Annual Report for the period 1 April 2017 to 31 March 2018 and the work of the Orkney Community Justice Partnership was noted.		
11.4	Gerry O'Brien advised that the NHS Chief Executives' monthly event had recently had a discussion on the healthcare needs of people being released from prison. When someone was sent to prison they lost their GP registration. Their health needs became the responsibility of the area the prison is situated in. This could lead to complexities as individuals were often moved around during a sentence. Noted that OIC's Criminal Justice Team were particularly proactive and helped to ensure returners were re-registered locally. Jon was aware that there could be confusion in other health board areas as documentation could be sent to the wrong area. However, he had not picked up on any local difficulty and didn't think there was a requirement for the Partnership to take action.		

Item	Topic	Lead	Purpose
12	Single Authority Model	Gillian Morrison	To receive an update
12.1	<p>Gillian presented a report regarding the exploration of a Single Authority Model of delivering local services in Orkney. The objective would be to take a place-based approach and work together to improve outcomes through simplifying the public sector governance landscape in Orkney. This approach would make the best use of public money in delivering improved outcomes and protect frontline services through enhanced efficiencies. There had been a number of discussions re. this type of model over the past decade or more within the Orkney Community Planning Partnership. Now that the Scottish Government's Programme for Government included a commitment to support interested islands authorities who wanted to establish a Single Authority Model of local services it seemed the opportune time to explore this again. Gillian also explained that the Programme for Government includes a statement that the proposals should 'support proposals that are developed with stakeholders including trade unions, and which clearly improve people's lives, create efficiencies and protect local democracy and our NHS.'</p>		
12.2	<p>Gillian was very clear that she wanted this to be a workstream of the Orkney Partnership. As a first step, discussions had been held with the five facilitating partners of the Orkney Partnership and the Integration Joint Board. All had agreed representation on a Single Authority Model Steering Group. She invited any participating partners who provided public services to indicate their interest if they wanted to explore being part of a Single Authority Model. Gillian acknowledged that some partners would want to remain autonomous and that was understood. She had written her report in such a way that it could be used by other partners for their boards and she was willing to be involved if that would be helpful. Noted that progress reports from the Steering Group would be reported to each meeting of the Orkney Partnership Board.</p> <p style="text-align: right;"><u>Action: GM/AFW/ML</u></p>		
12.3	<p>Gillian explained that exploring a Single Authority Model would be a two-step process:</p> <ul style="list-style-type: none"> • Stage one would involve consultation and engagement with communities of interest, staff representatives, national organisations and public and local organisations. This comprehensive engagement phase would take up to a year to complete. • Stage two would be a period of reflection when it would be necessary for the Steering Group to take stock as to whether there was a community mandate for a Single Authority Model. There would also be a need to work closely with the Scottish Government around legislative requirements. 		
12.4	<p>The Chair had had engagement with Cabinet Secretaries who were enthusiastic about the idea that this be explored. He had written to them along with the Chair of NHS Orkney and the IJB and had had confirmation that there was a commitment to the model if this is what our communities wanted. He also said that he wanted all the benefits to remain in Orkney. He reiterated to partners who provided public functions that the offer of involvement was open to any of those who were interested in exploring the model with no</p>		

Item	Topic	Lead	Purpose
	commitment, but he provided reassurance that no one would be left behind if they didn't come on board at this stage. He was on a COSLA group looking at local governance reform and asked partners whether they wanted to put their best foot forward and develop a model that was the best fit for Orkney or wait and potentially have something imposed on us		
12.5	During the ensuing discussion the following points were made:		
	<ul style="list-style-type: none"> Gail Anderson advised that Voluntary Action Orkney would want to be involved, as they were with community planning, but it was important VAO retained its autonomy. Ian Kinniburgh informed members that a report had been taken to the Board of NHS Orkney recently to discuss this in general terms. The Board had been supportive of the principle of engaging in further discussion and were keen to establish an evidence base as to the benefits. Graeme Harrison had been authorised by the Chief Executive of HIE to engage and explore. Alan Johnston said Scottish Ministers were keen to see this work progress. Where particular issues arose which needed to be dealt with at a national level he would help. He highlighted that Orkney was seen as a special case. Gillian reminded members that integrated working had been looked at on a number of occasions and there had already been joint posts; OHAC was a good example. Seonag Campbell advised that the Chief Executive of Skills Development Scotland had met with Alistair Buchan and Wilf Weir to discuss how they could work more closely together to ensure that SDS services are of maximum support to Orkney's socio-economic priorities. 		
12.6	It was agreed that members of the Board would consider with their respective governance committees / boards whether they wanted to explore the option of being part of a Single Authority Model of delivering local services in Orkney.		
12.7	It was agreed that the exploration of a Single Authority Model be endorsed as a workstream of the Orkney Partnership Board.		<u>Action: All</u>
13	Risk Register	Gillian Morrison	To consider and approve
13.1	Gillian Morrison presented the Risk Register and Risk Management Action Plan proposed by the Executive Group. She explained that vulnerabilities and triggers around Brexit had been added to Risk 1 <i>Lack of capacity to deliver</i> . It was noted that it may be necessary to review that risk score, depending on the outcome of the current Brexit negotiations.		
13.2	The Board reviewed the Risk Register and Risk Management Action Plan and agreed the following:		
	<ul style="list-style-type: none"> Risk 1 <i>Lack of Capacity to Deliver</i> agreed a current risk score of B3 (red) and a target risk score of C3 (amber). Risk 2 <i>Legislative and political uncertainty</i> agreed a current risk score of B3 (red) and a target risk score of C2 (amber). 		

Item	Topic	Lead	Purpose
	<ul style="list-style-type: none"> • Risk 3 <i>Tension between national and local priorities</i> agreed a current risk score of B2 (amber) and a target risk score of C2 (amber). • Risk 4 <i>Failure to communicate with key audiences</i> agreed to change this to <i>Failure to engage with key audiences</i> with a current risk score of C2 (amber) and a target risk score of D2 (green). • Risk 5 <i>Lack of consensus amongst leaders</i> agreed that as the target risk score of E3 (green) had been reached this should be removed. It was recognised that, while there was still a risk, the likelihood of it happening was very low. 		
13.3	The Chair commented that he was pleased to see the Risk Register being so actively managed.		
14	Terms of Reference	Marie Love	To consider and approve
14.1	Marie Love presented the updated Terms of Reference which was approved.		
15	Strategy for Communication and Community Engagement	Anna Whelan	To consider and approve
15.1	Anna Whelan presented the updated Strategy for Communication and Community Engagement which was approved.		
15.2	Ian Kinniburgh advised that NHS Orkney was currently reviewing its strategy and he wondered if it would be possible to adopt the Partnership strategy. Anna explained that the strategy would require amendment for different agencies, but the basic principles would be transferrable. It was agreed it was open to partners to take the document back to their organisations for consideration.		
16	Community Consultation and Engagement Guide	Anna Whelan	To consider and approve
16.1	Anna Whelan presented the updated Community Consultation and Engagement Guide which was approved. Noted that the document contained guidance and best practice and was available for use by any organisation.		
17	The Orkney Partnership Annual Report 2017/18	Marie Love	To consider and approve
17.1	Marie Love presented the draft Annual Report for 2017/18 which was approved.		
4	Executive Group report		To report progress
4.1	<u>Update from the Group</u>	Gillian Morrison	
4.1.1	Gillian Morrison reported that the Executive Group had met on 28 August 2018. They had discussed the additional meeting held by the Community Planning Working Group when it had been agreed that a Participatory Budgeting project		

Item	Topic	Lead	Purpose
			could be used to further the Locality Plan priorities. Gail Anderson had subsequently applied to the Community Choices Fund, through Voluntary Action Orkney, on behalf of the Partnership. Gail was pleased to report that the application had been successful and work on Your Island Your Choice 2 would commence shortly.
4.1.2	The Executive Group had discussed Board membership. The Improvement Service was one of the co-opted partners and Colin Mair had been the Board representative. Colin had been particularly helpful and contributed to the establishment of governance arrangements during the transition period between the 2014 audit and the Community Empowerment (Scotland) Act 2015. As he had now retired, the Group had discussed whether someone else from the Improvement Service should be invited to join. While it was useful to have the Improvement Service round the table there was also an option of engaging with them as and when required. Agreed Gillian would explore this with Gerard McCormack, Orkney's Account Manager, and report back to the Board who reserved judgement meantime.		<u>Action: GM</u>
4.1.3	The Executive Group had discussed the Skype session the Board had had with Jonathan Hinkles of Loganair. The Board had subsequently extended an invitation to Jonathan to attend a Board meeting, which would also provide an opportunity to present the Orkney Pledge or report on progress. An email response had been received from Jonathan to say he regretted Loganair couldn't commit time to attending further Orkney meetings on top of their existing commitments to the External Transport Forum and Kirkwall Airport Consultative Committee. The Board agreed with the recommendation of the Executive Group that Jonathan be invited to speak to the Board re. the Orkney Pledge but that this be arranged around a time when he was in Orkney for another meeting rather than as part of a Board meeting. The Board reiterated the importance of maintaining a dialogue with Loganair.		<u>Action: AFW/ML</u>
4.1.4	Noted that Loganair had recently asked for support re. their application to the Accessible Travel Fund to progress the installation of a lift in the departure gate area at Glasgow Airport and the Board had provided a supporting letter.		
4.1.5	All other items of discussion at the Executive Group were included on the Board agenda.		
4.2	<u>Development Plan update</u>	Marie Love	
4.2.1	Marie Love presented a progress report on the Development Plan.		
	<ul style="list-style-type: none"> Re. action B3 (Review and update LOIP and issue new edition for 2018-2021, to include updated values and strategic priorities) noted that this had now been completed and agreed the action could be removed from the Development Plan. Re. action D2 (Develop a partnership approach to property asset management for existing and future property projects) noted that this was still red. It would be managed by the Executive Group until completion. 		

Item	Topic	Lead	Purpose
5	Locality Plan Actions	Chair	To review progress
5.1	<p>Anna Whelan presented a progress report on the Locality Plan Actions which was now a standing item.</p> <ul style="list-style-type: none"> • Re. action 1 (Development of business case around digital connectivity) Graeme Harrison advised that, while the timescale for delivery had been missed, work on developing the business case was ongoing. He had held several discussion groups and thanked partners for their input to date. • Re. action 17 (Getting around the islands – keep a watching brief) Craig Spence raised the issue of Road Equivalent Tariff (RET). While fares between Kirkwall and Lerwick had been reduced RET had not been introduced on the Pentland Firth route. The highest ferry fares in Scotland were charged on this route compared to similar length crossings elsewhere. The Chair provided reassurance that work was ongoing. Plans were being made to meet with Michael Matheson, the new Scottish Minister for Transport, Infrastructure and Connectivity. The Chair added that RET did bring infrastructure challenges as it increased volume which could result in capacity being inadequate. He also said that freight costs were a concern. Twice as much was paid on the Pentland Firth route for freight as anywhere else in Scotland. That was not a discretionary cost so it affected everyone. The double freight costs for the isles was not understood in Edinburgh. He was trying to secure £660k to internalise RET for passengers and cars for Orkney’s internal services, a figure that he thought was not out of the question. Alan Johnston agreed to pursue this with the Minister. The Chair advised that he did not want this to be delegated to a junior minister but wanted a personal meeting with the Minister himself. He added that if Scotland had a Government that was interested in equity and equality the people in the isles were now the most disadvantaged in the country. The same applied to broadband in the non-linked isles locality. 		
5.2	<p>Agreed that Alan Johnston would raise the issues of Road Equivalent Tariff and Digital Connectivity with Michael Matheson with a view to ensuring that a meeting took place with the Minister and Chair of the Orkney Partnership.</p> <p style="text-align: right;"><u>Action: AJ</u></p>		
6	Living Well Delivery Group (LWDG)	Gerry O’Brien	To report progress
6.1	<p>Gerry O’Brien informed members that two meetings of the LWDG had taken place with others diaried in. Much of the work to date had been on development of the delivery plan. The LWDG was reviewing actions carried over from the Healthy and Sustainable Communities Delivery Group and the Positive Ageing Delivery Group. The LWDG recognised the importance of ensuring they didn’t take on work that was already being taken care of elsewhere, they must concentrate on filling gaps. The new Public Health Priorities for Scotland were being used as a cornerstone for a number of the activities but as the LWDG covered all ages, groups and conditions, streamlining its activities was challenging.</p>		

Item	Topic	Lead	Purpose
6.2	The LWDG had hosted a Mental Health Services Improvement Day under the banner of the Orkney Partnership. This had been a very successful event and work was ongoing to take forward actions.		
6.3	Now that progress was being made on the activities, membership would be revisited to ensure the right people and organisations were represented. Gerry was pleased with the progress the LWDG had made, and the delivery plan and membership list would be presented to the Board in December. Members noted progress and the Chair commented that this was good work.		
7	Strong Communities Delivery Group (SCDG)	Gail Anderson	To report progress
7.1	Gail Anderson presented the SCDG's delivery plan and membership list. She reported that the SCDG had had several meetings to discuss activities and look at gaps. Some activities had been assigned to the SCDG from the Locality Plan and the group had also come up with several challenging actions which had been debated at length. She explained that, despite the reference to 'isles' and 'islands', most of the actions related to Orkney as a whole. She was happy to amend the delivery plan to make this clear and avoid confusion. <u>Action GA</u>		
7.2	In relation to Outcome B Action 7a (Investigate the need for a mainland based community electric car service) the Chair informed members HITRANS were looking a possible trial of MaaS (Mobility as a Service) in Orkney. £2M funding was potentially available from the Scottish Government for pilot schemes and HITRANS were currently considering the possibility of a pilot scheme in the West Mainland. This type of scheme would help tackle social isolation and could tie in with the SCDG work and Gail said she would look into it. The Chair advised that an endorsement from the Board or SCDG might be useful for HITRANS. <u>Action GA</u>		
7.3	Membership was discussed, and the Chair asked if community councillors from strategic community councils could be included as well as an elected member. He suggested the Chairs of Stromness and Kirkwall Community Councils and an elected member from the East Mainland, South Ronaldsay and Burray Ward. It was agreed Gail would invite them to join. <u>Action GA</u>		
8	Vibrant Economy Delivery Group (VEDG)	Graeme Harrison	To report progress
8.1	Graeme Harrison reported that the VEDG hadn't met formally since the last Board, but members had met severally. The skills agenda and talent attraction were becoming a big area of work and a workshop had been pencilled in for 11 October. The other key area was the digital case for the expansion of fibre.		
8.2	The Orkney Research and Innovation Campus project was on target and on budget. Demolition work on the site was almost complete and building work was starting. Various funding bids had been submitted for innovation schemes. A workshop would be held shortly around energy systems. Dialogue was continuing with the three universities who were keen to be involved and a		

Item	Topic	Lead	Purpose
			meeting was planned shortly re. new activity. Microsoft coming in with the underwater data centre had been a big success, with a number of agencies carrying out work behind the scenes. The quote from the Chief Executive of Microsoft UK, that Orkney ' <i>just became one of the most exciting places in tech</i> ' was great publicity.
8.3			The Islands Deal was taking up a lot of time and discussions would now take place to see how other partners from the VEDG could be involved in taking forward individual projects. It was anticipated there would be a role for the group to corral some of the opportunities in low carbon and blue growth.
8.4			Alan Johnston advised that they were into the depths of the procurement process re. R100. It was looking positive in terms of good outcomes. They had tried to attract at least two competitors for each lot but had actually had three committed bidders for each. All bidders were proposing fibre to premises as the main medium for delivery. Fibre would not go to every island and he had yet to have clarity about how far it would reach. At that point there could be a case for developing ideas for interim measures. Members were keen to work with Alan to optimise outcomes for Orkney.
8.5			Alan advised that, although he would remain Location Director, his day job was changing from Connectivity to Brexit.
9	CONTEST/PREVENT	Matt Webb Gillian Morrison	To report progress
9.1			Matt Webb reported that the main message around CONTEST was that Orkney was still very safe, but we should all remain vigilant. Internationally, instances of ISIS fighters coming back to the UK were being seen. In terms of domestic matters there had been a rise in right wing extremism which could translate into hate crime. A recent referral had been received from a partner agency and, while no extremist or terrorist links had been identified, it had been beneficial to test the process. This provided evidence that the confidence to report was there. Divisional officer Mel Fowler would be visiting Orkney in November to present training to raise awareness of the PREVENT agenda. The training would be available to NHS Orkney, OIC and any partner agencies. He invited partners who thought they would benefit from this to participate.
9.2			Gillian Morrison advised that reviewing policies, changes nationally to the CONTEST Strategy and ways of reporting were taking up the most time locally.
10	The Islands Deal	Chair	To review progress
10.1			The Chair presented an update by David Amos on the Islands Deal. While a significant amount of preparatory work had been done, until there was an announcement it wasn't possible to move further ahead. The challenge was knowing how much to do. He had had some reassurance from the Secretary of State for Scotland that there would be a Deal if he remained in post. It was likely that it would be autumn 2019 before there was an announcement.

Item	Topic	Lead	Purpose
19	Any other competent business	Chair	
19.1	There was no other business.		
<i>The Chair left the meeting at this point. Ian Kinniburgh took the Chair.</i>			
18	New Hospital and Healthcare Facility	Rhoda Walker	To receive an update
18.1	<p>Rhoda Walker talked members through sets of plans and a 3D model of the new hospital and healthcare facility during which she highlighted the following:</p> <ul style="list-style-type: none"> • The recommended number of parking spaces had been 300. Currently there were 320 parking spaces and expansion space had been identified if it was needed. There was a mix of parking including spaces for people with disabilities, electric car charging, motorised scooters and drop-off spaces. • Everyone who attended the new facility would come to the main entrance and be tagged. They would be directed to clinics, radiology, dentists or offices. There were also offices at reception if needed. The main entrance would be open from 07:00 until 21:00. There would only be one route out after 21:00 so that it would always be known who was in the building. • There was a lift in a small lobby at the main entrance which would serve as a private entrance for the Macmillan Ward; this was something that had been requested by the public. • Inside there was a hub area which also served as a quiet space with no TV or radios. This was aimed at people who experienced sensory overload or who simply wanted peace and quiet. There would be an information screen for adults and a children's waiting area. Parents would be able to stay in a waiting area with children and be called to their appointment via a buzzer. • The building had been well laid out. All the areas of high footfall such as Skerryvore and Heilendi Practices and Outpatients were near the main entrance. The rooms were standardised with slight variations for therapies, cardiology and mental health. The right flows and adjacencies had been factored in. • 100% of the hospital in-patient rooms were single occupancy. This was Scottish Government Policy, although the Board of NHS Orkney would have taken this route in any case. Every room had a wet room attached, would be WiFi enabled and have 100% mobile phone coverage. All rooms would have VC capability which meant consultations with doctors / consultants in other NHS areas could take place in the patient's own room. • All the rooms could be used flexibly and there were movable doors between different areas so that it would be possible to borrow rooms from an adjacent area if need demanded it. Total bed numbers were currently 46 but this figure would increase. There was a four-bedded treatment bay in Macmillan Ward. This reflected the huge increase in day treatments through working with NHS Grampian. 25% of chemotherapy was currently done locally and NHS Orkney would like to see this increase to 75%. 		

Item	Topic	Lead	Purpose
	<ul style="list-style-type: none"> Fundraising was still taking place re. the children's play area. There was also a small child area with funding for play things being provided by the Archie Foundation. Robertsons was in the process of planting a community garden. Robertsons had listened to what had been asked of them and every effort had been made to ensure the building reflected the needs of Orkney. NHS Orkney was still in the commissioning period with the first zones to be handed over shortly. 		
18.2	Ian Kinniburgh said he was delighted the build was ahead of schedule. NHS Orkney expected to take on responsibility during March 2019 with the possibility of the building opening in early summer. When the building was designed it had been as part of a total health and care system and, as such, was designed with a specific capacity. It would be large enough if health and care integration was successful. They had fought hard with the Scottish Government to have additional facilities built in. NHS Orkney had felt they needed more because of the island context which did not correspond with the Scottish Government's view of what a small hospital would need.		
18.3	It was highlighted that there was considerable interest in what was going to happen to the old hospital site. Rhoda explained that the next stage would be decommissioning the inside of the building, and nothing had yet been decided on what would happen to the site. Gerry O'Brien advised that they were about to appoint partner agencies to help them start a development brief for the site, probably early in 2019. The normal disposal mechanism was that the building would go back to the Scottish Government. Ian Kinniburgh suggested there was a real opportunity as a community to come up with a preferred use that could be put forward to the Scottish Government. A multi-agency approach would improve Government confidence in such a suggestion.		
18.4	Noted that SNH would be keen to work with NHS Orkney re. landscape and path networks in the new site, or if green infrastructure was proposed for the old site they would be keen to support it.		
20	Date of next meeting 18 December 2018 at 10:00	Chair	

The meeting closed at 13:00

ML/AFW
21.09.2018