



**Minutes of the meeting of the Orkney Partnership Board**  
held on 15 June 2015 in the Council Chamber, Orkney Islands Council

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Present:	John Ross Scott	NHS Orkney ( <i>in the Chair</i> )
	Alistair Buchan	Orkney Islands Council
	Cathie Cowan	NHS Orkney
	Eddie Graham	Police Scotland
	Graeme Harrison	Highlands & Islands Enterprise
	Gail Anderson	Voluntary Action Orkney
	Barbara Foulkes	VisitScotland
	Bill Ross	Orkney College
	Kristin Scott	Scottish Natural Heritage
	Craig Smith	Scottish Environment Protection Agency
	Craig Spence	Orkney Housing Association Ltd
	Anthony Standing	Skills Development Scotland
	James Stockan	Highlands & Islands Transport Partnership
By invitation:	Moira Parker	Scottish Government
	Roddy Mackay	OIC Development & Infrastructure
In attendance:	Gillian Morrison	Orkney Islands Council
	Andrea Massey	Orkney Community Planning Partnership
	Anna Whelan	Orkney Islands Council ( <i>Secretary</i> )

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**1. Apologies for absence**

Steven Heddle	Orkney Islands Council
Ian Ross	Scottish Police Authority
Gary Reid	Scottish Sports Council
Sally Inkster	Orkney Housing Association Ltd
Billy Wilson	Scottish Fire & Rescue Service
Linda Rosborough	Scottish Government Location Director

**2. Draft minutes of last Board meeting held 20 April 2015**

2.1 The minutes were agreed.

**3. Matters arising**

3.1. It was noted that items 5.2 and 6.5 were completed, and items 6.6 and 8.1 were in progress. Re. item 6.6, AB noted that participatory budgeting was complex but he was willing to give it a try. It was suggested that a seminar on participatory budgeting be arranged as part of a development workshop.

3.2. Community Empowerment (Scotland) Bill

AFW updated the meeting on the progress of the Bill. A date of 17 June had been set for its Stage 3 consideration by the Scottish Parliament, including a final vote. Locally, Historic Environment Scotland had been invited to sit on the Board, but had not yet responded. The new body was still in a shadow form and would start up formally from 1 April 2016.

4. **Local Development Plan – links between spatial and community planning**  
(Roddy Mackay presenting)

4.1. RM reported that the Scottish Government was trying to improve links between spatial and community planning, noting that local development plans (LDPs) and community planning were both concerned with aspects of the community – space and services. Recent research by the Royal Town Planning Institute (RTPI Scotland) had led to a number of recommendations which the Scottish Government was supporting. RTPI Scotland was preparing a route map which would identify the community plan as the sovereign plan for an area, with the LDP fitting into it.

4.2. RM further reported that Orkney's LDP was now at a critical stage with the Main Issues Report due to be submitted to the Council on 26 June, after which it would be released for consultation.

4.3. In discussion, AB welcomed the move and noted his deep concern over the recent advice from Scottish Natural Heritage (SNH) to the Scottish Government to designate the whole of Scapa Flow, plus other Orkney inshore waters, marine Special Protection Areas (SPAs), to the potential jeopardy of future economic development. This was very much a topic for the Partnership in light of its strategic priority of a Vibrant Economic Environment.

4.4. KS noted that SNH empathised with the position of OIC and hoped that recent work looking at the economic impact of the marine SPAs would help. GH noted that there were obvious gaps in the socio-economic study and colleagues were looking at it to provide an evidence base. RM noted that the Council's Development and Infrastructure Committee would consider the socio-economic report and provide its own commentary.

4.5. Three actions were agreed:

4.5.1. A briefing note for Board members was requested in advance of the planned visit to Orkney of the SNH Chair on 17 June.

4.5.2. A paper on SPAs was requested for discussion at the next Board meeting.

4.5.3. A workshop on the Main Issues Report would be scheduled for later in the year.

**Action: RM/AFW**

5. **Joint Resourcing Plan** (Kenny Low presenting)

- 5.1. Kenny Low reported that one workstream in the OIC Change Programme was looking for opportunities for joint resourcing to gain the maximum return on a shared investment, for example the new shared services building in Stromness. There was scope for synergy with the OCPP's development plan action to develop a Joint Resourcing Plan.
- 5.2. In discussion the following points were noted:
  - 5.2.1. OCPP should revisit some of the work previously done on shared services, e.g. IT, since the time might now be right to progress it.
  - 5.2.2. Most Board members had experienced tough times – cash was tight, members had seen a recruitment freeze and reduction in staffing nationally, with more to come.
  - 5.2.3. The former Steering Group and Partnership Liaison Group had held a joint budget planning meeting in January, and this could be repeated.
- 5.3. It was agreed to hold a joint resourcing "summit" meeting for the Board and the Change Programme Team, to be scheduled for September 2015.

**Action: AFW/KL**

## **6. Shadow Integration Joint Board for Health and Social Care – Representation on the Orkney Partnership Board**

- 6.1. GM reported that the Orkney Partnership Board membership included the Integrated Joint Board, although the latter was meeting only in shadow form in the current year. Members were asked to consider whether to invite the IJB to take up a seat on the Board.
- 6.2. It was agreed to invite the IJB to join the Board, with the representative to be either the IJB Chair or Chief Officer, at the Chair's discretion. **Action: AFW**

## **7. Progress report on the OCPP Development Plan**

- 7.1. GM reported that actions 1, 2 and 5 in the Development Plan had been completed and reported previously. A progress report against the remaining actions was included in the plan as circulated for the present meeting. In summary:
  - Action 3 (Membership of Delivery Groups) – in progress, to be finalised once Delivery Group action plans were complete.
  - Action 4 (Terms of Reference) – drafted and on agenda for approval.
  - Action 6 (Thematic groups) – completed, report on agenda.
  - Action 7 (Partnership projects) – governance procedure included in Terms of Reference.
  - Action 8 (Community Justice) – in progress.
  - Action 9 (Local Outcomes Improvement Plan) – drafted and on agenda.
  - Action 10 (Delivery Group action plans) – on agenda to be reported by Chairs.

Action 11 (Protocol for the endorsement of plans and strategies) – governance procedure included in Terms of Reference.

Action 12 (Communication strategy) – drafted and on agenda.

Action 13 (New issues etc) – governance procedure included in Terms of Reference.

Action 14 (Community Engagement strategy) – included in the Communication Strategy at Action 12.

Action 15 (Performance reporting) – recommendations included in the Communications Strategy.

Action 16 (Joint Resourcing Plan) – Executive Group was working with the OIC Change Programme Manager to progress.

Action 17 (Core support) – Executive Group progressing. Facilitating partners had been invited to contribute to core support capacity. In addition to pre-existing capacity, OIC was contributing an extra £8k in the current year and SFRS had offered £3k this year. Other were yet to confirm. In addition, VAO, NHSO and HIE were contributing "in kind" towards the facilitation of their delivery groups.

- 7.2. AB requested that that a paper from the Executive Group on the subject of core support be submitted to the next meeting of the Board. **Action: GM/AM**

## **8. Draft Terms of Reference for OCPP**

- 8.1. Introducing the draft Terms of Reference, AFW noted that one change was recommended from the draft, which was that the Delivery Partnerships should be renamed Delivery Groups for the avoidance of confusion, since they were not independent partnerships. The amendment was agreed.
- 8.2. Subject to this amendment, the draft Terms of Reference were approved and adopted.

## **9. Former thematic groups – future plans**

- 9.1. AM reported that all of the former thematic groups had responded to the survey and many had elected to continue, but with a revised brief or membership. Some of the groups pre-dated community planning and had effectively been co-opted into the framework, but had their own reasons for needing to meet. The Strategic Economic Forum had elected to disband because their agenda was effectively the same as the new Delivery Group for a Vibrant Economic Environment.
- 9.2. JRS reported that the Healthy Communities Group had met the previous day and chosen to disband, since their agenda mostly duplicated that of the Delivery Group for Healthy and Sustainable Communities.
- 9.3. It was queried whether the remaining multi-agency groups were aware that they would no longer receive OCPP support and confirmed that this had been

made clear at thematic group meetings and the groups had made a positive choice to continue.

## **10. Communication Strategy**

- 10.1. AW presented the draft Orkney Partnership Strategy for Communication and Community Engagement, and noted that the draft had been with Board members for several weeks so that their feedback could be taken into account in the final draft.
- 10.2. It was agreed that MEPs and list MSPs should be added to the "Publicly Elected Representatives" stakeholder group in the strategy, along with the MSP, MP and MSYPs. **Action: AFW**
- 10.3. It was further agreed that the recommendations for further action appended to the Strategy should be added to the OCPP Development Plan, and that a Communications Short Life Working Group should be convened to address them. Membership of the Comms SLWG would include OCPP partners who were already active users of social media including Police Scotland, the OIC Communications section and the Library. **Action: AFW**
- 10.4. Subject to these amendments, the Strategy was approved and adopted as OCPP policy.

## **11. Draft action plans and proposed membership for the Delivery Groups**

### Positive Ageing

- 11.1. GA presented the action plan for the Positive Ageing Delivery Group and a proposed membership list. This had been informed by the output from a stakeholder group, which met four times. Outcomes for the Delivery Group had been identified as:
  - People are supported to remain living independently in their own homes or a homely setting
  - People are participating positively in their communities and are valued for their contribution
  - People are enabled to take responsibility for their long term health and well-being
- 11.2. GA noted that a proposal had been put forward by the stakeholder group for nominated 3<sup>rd</sup> sector representatives to be available to sit on the three Delivery Groups as required, although it was understood that membership was by invitation and at the discretion of the Chair of each group.
- 11.3. The Positive Ageing plan was approved and adopted.

## Healthy & Sustainable Communities

- 11.4. CC presented feedback from a stakeholder event on Healthy and Sustainable Communities which was held on 5 June. Outcomes for the Delivery Group had been identified as:
- People in Orkney are encouraged and supported to adopt healthy lifestyles
  - People in Orkney participate in community activities that improve access, build inclusiveness and reduce inequalities
  - Orkney has a sustainable health and care workforce which supports service delivery in ways that underpin sustainable communities.
- 11.5. CC reported that she was still working up the Delivery Group plan, and membership would depend on the actual actions included in the plan. It was agreed that the completed plan, and proposed membership, should be submitted to the Board in September for approval and adoption. **Action: CC**

## Vibrant Economic Environment

- 11.6. GH presented the action plan priorities for the Vibrant Economic Environment Delivery Group, which had been developed by a stakeholder group meeting held on 8 June. Outcomes for the Delivery Group had been identified as:
- Orkney is an attractive location for young people to live, work and study
  - Orkney is widely recognised as a location for innovation and the application of experimental thinking in sustainable development in an island context
  - Orkney's economy offers a broad range of community-based employment opportunities
- 11.7. GH reported that he was still working up the complete plan for the Delivery Group and membership list, although all those present at the stakeholder meeting had expressed a willingness to be involved if needed. It was agreed that the completed plan, and proposed membership, should be submitted to the Board in September for approval and adoption. **Action: GH**

## **12. Draft Community Plan 2015-18 (incorporating the Local Outcomes Improvement Plan)**

- 12.1. AFW presented the draft Community Plan for 2015-18, which had been drawn up along the lines indicated for a Local Outcomes Improvement Plan in the Community Empowerment (Scotland) Bill. It could only be considered a prototype as guidance on LOIPs would not be forthcoming until the Bill had been enacted. The previous Community Plan for 2014-17 was still valid, even if the configuration of the Partnership had changed. However, it was desirable to issue a new, streamlined plan to reflect the reconfiguration and relaunch of the Partnership.

12.2. AFW noted that it was planned to consult on the draft plan over the summer, and draft consultation questions had been included throughout the text. These included questions about the Partnership's values, and the proposed new name for OCPP, "The Orkney Partnership", both of which had been raised by members of the Board at its last meeting.

12.3. It was noted that there was a space in the plan for outline plans for the Delivery Groups. These had not been available at the time of drafting the plan, but would be provided by the Delivery Group Chairs.

**Action: GA/CC/GH**

12.4. There was some discussion as to how to represent the challenges common to all the Delivery Groups, notably transport, housing, connectivity and fuel poverty. These factors could be considered enablers, in that they were not outcomes in themselves but were pre-requisites to achieving the Delivery Group outcomes. It was proposed that this relationship should be illustrated by a graphic in the next draft of the plan.

**Action: AFW**

12.5. It was agreed that the outline plans for the three Delivery Groups, and other amendments, should be included in the draft Community Plan, which should then be re-circulated to the Board prior to issuing it for consultation.

**Action: AFW**

### **13. Regeneration Capital Grant Fund (RCGF) – Third call for applications 2016-17**

13.1. GM reported that the RCGF had issued a call for applications for its third round, with a short deadline of 10 July. It was noted that both Shetland and the Western Isles had been successful in rounds 1 and 2, but Orkney had not yet received any funding. Partners with eligible projects at an appropriate stage of development were invited to contact the support team, which would be able to co-ordinate applications and submit them with the endorsement of the Partnership.

**Action All**

### **14. Any other business**

14.1. EG raised the subject of CONTEST, the UK Government's anti-terrorism strategy which had a "go live" date of 1 July 2015. It was planned to hold a workshop in Orkney on Raising Awareness and Protect (RAP). It was confirmed that the OIC lead on CONTEST was the Civil Contingencies Officer, and that CONTEST would sit with the Community Safety Partnership as a standing item. Reporting to the Board would be on an exception basis.

### **15. Date of next meeting and close**

15.1. It was confirmed that the next two meetings would be in September and November, dates to be confirmed. In addition, the support team was scheduling a series of workshops for Board members. Further details would be circulated as soon as they were finalised.

The meeting closed at 16.35.

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AFW  
10.07.15