



**Minutes of the meeting of the Orkney Partnership Board**  
held on 16 November 2015 in the Saltire Room, NHS Orkney

|                |  |   |
|----------------|--|---|
| Present:       | Steven Heddle<br>John Ross Scott<br>Alistair Buchan<br>Cathie Cowan<br>Graeme Harrison<br>Gail Anderson<br>Craig Spence<br>Bill Ross<br>Barbara Foulkes<br>Kristin Scott<br>Marie Robertson<br>Craig Smith<br>Caroline Sinclair<br>James Stockan<br>Billy Wilson | Orkney Islands Council ( <i>Chair</i> )<br>NHS Orkney ( <i>Vice-Chair</i> )<br>Orkney Islands Council<br>NHS Orkney<br>Highlands & Islands Enterprise<br>Voluntary Action Orkney<br>Orkney Housing Association Ltd<br>Orkney College<br>VisitScotland<br>Scottish Natural Heritage<br>Skills Development Scotland<br>Scottish Environment Protection Agency<br>Integration Joint Board<br>Highlands & Islands Transport Partnership<br>Scottish Fire & Rescue Service |
| In attendance: | Kenny Low<br>Anna Whelan   | Change Programme Manager, OIC ( <i>item 2</i> )<br>Orkney Islands Council ( <i>Secretary</i> )  |

| Item     | Topic   | Lead   | Purpose |
|----------|---|--|---------|
| <b>1</b> | <b>Apologies for absence</b>  | Chair  |         |
| 1.1      | Gillian Morrison<br>Eddie Graham<br>Gary Reid<br>Linda Rosborough<br>Kathleen McLoughlin  | Orkney Islands Council<br>Police Scotland<br>Scottish Sports Council<br>Scottish Government Location Director<br>Improvement Service |         |
| 1.2      | It was noted that Linda and Kathleen had made arrangements to attend via VC but the link was not working on the day.  |  |         |
| <b>2</b> | <b>Joint Resourcing Workshop</b>  | Kenny Low  |         |
| 2.1      | Kenny Low noted that the purposes of the workshop were to ensure all partners have same level of understanding of current funding issues, to share information, raise awareness of successful joint projects and identify potential opportunities. Kenny gave a presentation on the current public funding situation and outlook, the mismatch between the Council's anticipated grant funding and recent pay settlement, and some jointly funded projects currently under way in Orkney. |  |         |

| Item | Topic   | Lead | Purpose                        |
|------|---|------|--------------------------------|
| 2.2  | Anna Whelan presented a summary of socio economic resources available to the Partnership which might contribute to progressing joint resourcing and at the same time address inequalities, both of which were Scottish Government priorities. These were the Scottish Index of Multiple Deprivation (SIMD) which, despite its well-known shortcomings, could evidence areas of inequality, the potential use of participatory budgeting, on which a seminar had been scheduled and was due to take place in December, and the involvement of Elected Members in helping to target resources towards specific projects within their wards. It was noted that the "most deprived" datazones in Orkney were split between central Kirkwall and the outer isles, either or both of which could be targeted for a pilot project. |      |                                |
|      | In discussion it was noted that:  |      |                                |
| 2.3  | Uncertainty regarding the impact of the future settlement on the Third Sector would not be resolved until the end of the financial year. Gail Anderson recorded her appreciation on behalf of the sector for the level of support maintained by the Council, which had not been the case elsewhere.   |      |                                |
| 2.4  | NHS Orkney reported a welcome increase in grant to £54m in 2015-16 but a 5% pay settlement was expected and the costs of major projects were likely to rise (and would have to be paid back over time). Demographic change and expectations re. specialist drugs made this a real terms reduction. Next year's settlement was not yet known.  |      |                                |
| 2.5  | SNH was expecting a reduction in budget by 5-10%. Scottish Fire & Rescue estimated a cut of 8% in a single year. HIE was expecting to hear re. their 2015-16 budget on 25 November. It was noted that the College ran on an August-July financial year but were generally on standstill funding, or a cut in real terms. HITRANS noted it was difficult to see how the preventative agenda was going to work with everybody fire-fighting.  |      |                                |
| 2.6  | With regard to future joint resourcing projects the meeting was in favour of targeting the outer isles rather than Kirkwall. It was agreed that local data would be needed to supplement the SIMD. It was noted that there was no need to start from scratch as potential projects were already on the table and communities were increasingly able to contribute to the costs from community wind turbine income. Project should be complementary to the activities being pursued by the Delivery Groups. In particular, the Healthy and Sustainable Communities Delivery Group foresaw considerable potential to support project on the outer isles which would help to progress its own agenda.  |      |                                |
| 2.7  | It was agreed to refer the matter to the Short Life Working Group to scope out and report back to a future meeting of the Board.  |      | <b><u>Action: AFW/SLWG</u></b> |

| Item                  | Topic   | Lead        | Purpose                                      |
|-----------------------|---|-------------|--|
| 3                     | <b>Draft minutes of the last meeting of the Board on 11 September 2015</b>  | Chair       | To amend as necessary and agree the minutes  |
| 3.1                   | The following amendments were made to the draft minutes:  |             |  |
| 3.1.1                 | <u>Item 9.1 (CP audit follow up)</u> : Clarify that Audit Scotland was acting in its capacity as the Council's external auditors.   |             |  |
| 3.1.2                 | <u>Item 14.1.3 (Refugee crisis)</u> : Clarify that this refers only to OHAL's North Ronaldsay targeted lettings plan.   |             |  |
| 3.1.3                 | <u>Item 7.1 (Healthy and Sustainable Communities Delivery Group)</u> : Confirm that Cathie Cowan had circulated the minutes of the last meeting to the Board for information.   |             |  |
| 3.2                   | Subject to these amendments the minutes were agreed (proposed: Chair, seconded: Vice Chair).  |             |  |
| 4                     | <b>Matters arising</b>  | Chair       | To consider matters arising from the minutes |
| 4.1                   | <u>Item 8.2 (Support for Delivery Groups)</u> : It was reported that the Improvement Service was working with the Delivery Group chairs to identify a suite of indicators for each group which would reflect their specific target outcomes.  |             |  |
| 4.2                   | <u>Item 13.2 (Integration of Health and Care)</u> : Cathie Cowan reported that she was working with the IT leads for NHS Orkney and the Council on the reconciliation of IT systems. It was anticipated that the national shared services initiative would support shared IT. The situation was dynamic and she would report further to a future meeting. |             |  |
| 4.3                   | <u>Item 14.1.4 (Refugee crisis)</u> : It was noted that a briefing note would be circulated regarding the current situation. Liam McArthur had expressed an interest and it was agreed to co-opt him onto the inter-agency working group which was being set up.  |             |  |
| <b>Standing items</b> |   |             |  |
| 5                     | <b>OCCP Development Plan</b>  | Anna Whelan | To report progress and consider any changes  |
| 5.1                   | Anna Whelan reported on progress against the actions in the Development Plan. It was noted that the Communications Short Life Working Group was having difficulty finding time and capacity to progress its agenda and agreed that this should be prioritised. Billy Wilson offered to assist. <b><u>Action: Comms SLWG</u></b>                           |             |  |

| <b>Item</b> | <b>Topic</b>  | <b>Lead</b>          | <b>Purpose</b>     |
|-------------|---|----------------------|--------------------|
| <b>6</b>    | <b>CONTEST/PREVENT</b>  | Eddie<br>Graham      | To report progress |
| 6.1         | In Eddie Graham's absence this item was held over to the next meeting.  |                      |                    |
| <b>7</b>    | <b>Positive Ageing Delivery Group</b>   | Gail<br>Anderson     | To report progress |
| 7.1         | Gail Anderson reported that the Delivery Group had last met on 6 November and the following issues were being progressed:   |                      |                    |
| 7.2         | A research project on carers had been scoped and a student tasked with progressing the work with support from Crossroads.   |                      |                    |
| 7.3         | Gail gave a presentation on community planning to the Community Associations' annual meeting and encouraged groups to get involved. Funding of £4,000 has been identified through the Integration Care Fund to help with community capacity building.   |                      |                    |
| 7.4         | A campaign in Wales is to be adapted for use locally. "Age really is just a number" aims to address stereotypes and change perceptions of older people.   |                      |                    |
| 7.5         | The Delivery Group had met with Dr Louise Wilson, Director of Public Health to discuss issues of mutual interest.   |                      |                    |
| 7.6         | The Delivery Group was working with the Improvement Service to identify possible indicators to use for monitoring and reporting progress. Future progress reports to the Board would be worked up with the assistance of the Improvement Service.   |                      |                    |
| <b>8</b>    | <b>Integration of Health and Social Care</b>  | Caroline<br>Sinclair | To report progress |
| 8.1         | Caroline Sinclair reported that the Integrated Joint Board's draft Integration Scheme had received verbal approval from the Scottish Government's Integration team. An audit by Audit Scotland of readiness for integration was expected in December. A visit by the Scottish Government (possibly via VC) was being planned. |                      |                    |
| 8.2         | The Chair offered congratulations to everyone involved in preparing the Integration Scheme.   |                      |                    |

| Item                | Topic  | Lead              | Purpose  |
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| <b>Agenda items</b> |  |                   |  |
| <b>9</b>            | <b>Community Justice Transition – Framework Plan</b>   | Caroline Sinclair | To present an outline plan for managing transition   |
| 9.1                 | Caroline presented a paper setting out proposals for the preparation of a Framework Plan which would establish an informative relationship between the new Community Justice Partnership and the Orkney Partnership Board. It was confirmed that the plan would meet the deadline of the end of January 2016.  |                   |  |
| <b>10</b>           | <b>Orkney Community Plan 2015-18 (the LOIP)</b>  | Anna Whelan       | To consider consultation report and final draft LOIP |
| 10.1                | Anna Whelan reported on the outcomes of the public consultation on the LOIP. Twelve responses, some very detailed, had been received. Proposed amendments had been divided into those to be implemented in the current edition (Phase 2), and those to be considered for the next edition 2016-19 (Phase 2), by which time the statutory guidance on LOIPs should be available. Approval of the revised draft was sought as a work in progress as the final draft had still to be approved by the Council and by other partner boards. |                   |  |
| 10.2                | John Ross Scott reported that the LOIP had been considered at length by the NHS Orkney Board which had submitted one of the more detailed responses.   |                   |  |
| 10.3                | The question of how to address the "shared challenges" was discussed and it was agreed that these should be standing items on the Board agenda and one should be addressed in detail per meeting.  |                   |  |
| 10.4                | The following amendments were agreed:  |                   |  |
| 10.4.1              | The appended SIMD chart would be taken out.  |                   |  |
| 10.4.2              | The diagram of shared challenges would be clarified.   |                   |  |
| 10.4.3              | Minor changes would be made to the aims listed for the Healthy and Sustainable Communities Delivery Group to match their action plan, to be advised by Cathie Cowan. <b><u>Action: CC</u></b>  |                   |  |
| 10.5                | Subject to these amendments the revised LOIP was approved as a work in progress, to be reviewed in four months.  |                   |  |
| 10.6                | It was agreed to consider the shared challenge of Transport in detail at the next meeting and to invite relevant partners to present as appropriate. <b><u>Action: AFW</u></b>   |                   |  |

| Item | Topic   | Lead            | Purpose  |
|------|---|-----------------|--|
| 11   | <b>Healthy and Sustainable Communities Delivery Group</b>   | Cathie Cowan    | To consider and approve proposed action plan and membership for the Delivery Group             |
| 11.1 | It was noted that the action plan and membership of this Delivery Group was not yet available and agreed that it would be circulated in advance of the next meeting.<br><b><u>Action: CC</u></b>  |                 |  |
| 12   | <b>Vibrant Economic Environment Delivery Group</b>  | Graeme Harrison | To consider and approve proposed action plan and membership for the Delivery Group             |
| 12.1 | Graeme presented a proposed action plan which focused on gaps where working together would add value, overcome barriers or make something new happen. A proposed membership list for the group was also considered.   |                 |  |
| 12.2 | The action plan and membership list for the Delivery Group were agreed.   |                 |  |
| 12.3 | It was noted that the Chairs of each Delivery Group had an open invitation to attend meetings of the other two groups.  |                 |  |
| 13   | <b>Options for the resourcing of core support for OCPP</b>  | Anna Whelan     | To consider a recommendation from the Executive Group for the joint resourcing of core support |
| 13.1 | Anna Whelan presented the proposal from the Executive Group for the joint funding of a full-time Community Planning Business Manager who would be available to assist the Delivery Groups as well as the Board and Executive Group. The proposed funding split was based on pro rata annual turnover, with an increased contribution from Police and Fire in the first year enabling a reduction in the contribution from NHS Orkney. |                 |  |
| 13.2 | Cathie Cowan noted that she was happy to endorse the proposal and offered thanks to police and fire colleagues for their contributions.   |                 |  |
| 13.3 | The proposal was agreed, and it was further agreed to circulate the draft job description and person specification for the post to Executive Group members for comment and approval prior to recruitment.<br><b><u>Action: AFW</u></b>  |                 |  |

| Item | Topic   | Lead        | Purpose   |
|------|---|-------------|---|
| 14   | <b>Consultation on Missing Persons</b>  | Anna Whelan | To consider whether to volunteer Orkney as an "early adopter" of the draft national strategy. |
| 14.1 | Anna Whelan reported that community planning partnerships had been asked to consider the proposal for a national strategy on missing persons and whether they wished to volunteer as an early adopter of the strategy by way of a pilot.  |             |   |
| 14.2 | It was agreed that Orkney was not a suitable area in which to pilot the strategy and should not therefore volunteer for the pilot.  |             |   |
| 15   | <b>Any other business</b>   | Chair       | To raise any other competent business.  |
| 15.1 | Billy Wilson enquired as to how SFRS could gain oversight of the role required of SRFS by the inter-agency groups which were not formally part of the Orkney Partnership. It was agreed to pass this message on to the groups concerned to that they could contact SFRS directly. <b><u>Action: AFW</u></b>   |             |   |
| 15.2 | Barbara Foulkes proposed a vote of thanks to John Ross Scott who was attending his final meeting of the Board before the end of his tenure as Chair of the NHS Orkney Board. John responded that he was grateful for the friendship around the table and felt that the Partnership had come a long way. He urged partners to "Be bold, be brave, and not let anyone sit in a comfort zone". |             |   |
| 15.3 | It was agreed that a report from the Executive Group should be added to future Board agendas as a standing item. <b><u>Action: AFW</u></b>  |             |   |
| 16   | <b>Date of next meeting</b>   | Chair       |   |
| 16.1 | It was queried how many meetings the Board wished to hold in the first half of 2016 since the Terms of Reference stated four per year but there was still considerable business to cover before the Board reached steady state. It was agreed to meet three times before the summer, in February, April and June, with dates to be confirmed as soon as possible. <b><u>Action: AFW</u></b> |             |   |

The meeting closed at 17.00

AFW  
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