



**Minutes of the OCPP Executive Group held at 09.30 on 17 August 2015 in the
Saltire Room, Balfour Hospital**

Present:	Alistair Buchan	Orkney Islands Council (<i>Chair</i>)
	Gail Anderson	Voluntary Action Orkney
	Cathie Cowan	NHS Orkney
	Gordon Deans	Police Scotland
	Paul Edwards	Scottish Fire & Rescue Service
	Graeme Harrison	Highlands & Islands Enterprise
	Caron Jenkins	Voluntary Action Orkney
	Gillian Morrison	Orkney Islands Council
	Andrea Massey	Orkney Islands Council (<i>Secretary</i>)

1. Apologies for absence

Eddie Graham	Police Scotland
Anna Whelan	Orkney Islands Council

2. Election of Chair

2.1 Alistair Buchan was elected as Chair, proposed by GH and seconded by GA.

3. Draft minutes of last Executive Group meeting held on 25 May 2015

3.1 The minutes were agreed.

4. Matters arising

4.1 It was noted that items 2.1, 3.2 and 3.3.1 were completed. Colin Mair will be asked about item 7.2 (support from the Improvement Service) when he comes up for the Board meeting in September. **Action AFW**

5. Actions assigned to the Executive Group on the OCPP Development Plan

5.1 It was noted that Kenny Low of the OIC Change Programme would be providing a Joint Resourcing "Summit" workshop on 1 October 2015.

5.2 GA reported that the Positive Ageing Group have worked with Orkney College to identify a final year business studies student to research options for support for carers in order to identify needs and issues.

- 5.3 GD reported that Police Scotland have a substantial resource available to provide analytical support with a view to the closer working between the three Island Councils.
- 5.4 GH reported that two big infrastructure projects would soon be getting underway at HIE: the Research Campus at Stromness and Workshops for the Marine Renewables Industry.
- 5.5 CC reported that a substantial amount of funding has been made available for two projects relating to healthy lifestyles, including a healthy weights project in schools.
- 5.6 There was a discussion about how best to capture this information and it was agreed that each group should report back to the board on a regular basis. It was suggested that a template be produced so that reporting was consistent across the groups. **Action AFW**

6. Developing a Joint Resourcing Plan to facilitate the identification and alignment of resources to progress shared priorities

- 6.1 GM provided a brief résumé on participatory budgeting as given in the Improvement Service elected member briefing note.
- 6.2 A discussion took place around the fact that some informal participatory budgeting already happens in Orkney. This includes development trusts - an example given was a mini development trust for young people in Westray, the Youth Café and also good examples within the third sector. It was the hope of the group that delivery group plans would allow communities a little more say in resource decisions.
- 6.3 CC made the point that the delivery group chairs are all resourcing their groups through the provision of administrative support, meeting space and other associated functions.

7. RGCF Application

- 7.1 GM introduced the project reminding members that it was a joint project for a social enterprise training hotel and supported retirement housing.
- 7.2 It was noted that there are plans for a similar hotel project in Inverness, but that gaining funding has proved difficult.
- 7.3 It is understood that OIC Economic Development has also applied to the RGCF with a large bid for Stromness Campus.

8. Setting agenda for board meeting

- 8.1 Update on Positive Ageing Delivery Group from GA
Update on Third Sector Strategy and Process for election of Third Sector Representatives from GA

(Post-meeting note: these items were subsequently deferred to the November Board meeting.)

9. Any other business

9.1 AM circulated the Press Release to go out with the consultation. Members recommended a few changes and it was agreed that the document would be recirculated to the Executive Group once updated. **Action AEM**

9.2 GA suggested two revisions to the TOR's:

9.2.1 Establish protocol for approving SLWG's by email outwith Board meetings

9.2.2 Item 7.4 - dissolution of Delivery Groups should actually sit under the Board rather than under delivery groups – as this is Board decision. **Action AFW**

10. Date of next meeting

10.1 Wednesday 28th October 2-4pm

AEM/AFW
20 August 2015