

Orkney Community Planning Partnership



PARTNERSHIP LIAISON GROUP

Minutes of the meeting held at 9am on 11 Oct 2013 at Orkney Housing Association Ltd.

Present:

Sally Inkster (<i>Chair</i>)	Housing Development Forum
Anna Whelan	OCPD Steering Group Secretary
Karriz Rendall	Community Council Liaison
Marie Love	Orkney Equality Forum
Jon Humphreys	Community Safety Partnership
Gail Churchill	Environment Partnership
Pam Beasant	Arts Forum
Katie Spence	Alcohol and Drugs Partnership
Gail Anderson	Third Sector Forum
Kerry Spence	Strategic Community Learning Group
Maureen Swannie	Childcare Partnership
Michael Morrison (<i>for item 4</i>)	Orkney Harbours
Hannah Thomson (<i>Secretary</i>)	Community Planning Officer

1. Apologies for absence

Marie O'Sullivan	Services for Children and Young People Group
Karen Johnstone	Employability Strategic Group
Clare Gee	Heritage, Archaeology and Visitor Attraction Forum
Karen Greaves	Strategic Learning Group
Frances Troup	Housing Development Forum
Stuart Allison	Strategic Economic Forum
Chessa Llewellyn-White	Community Economic Development Orkney Group

2. Minute of the last meeting – 31 May 2013

- 2.1 The date of the meeting should be corrected to 31 May 2013.
- 2.2 Subject to his change the minutes were approved.

3. Matters Arising

- 3.1 Item 3.1 – GA noted that she would revisit the OCPD/Third Sector Joint Statement and submit a revised draft to the PLG for comment.
- 3.2 Item 6 – All actions relating to the Single Outcome Agreement had been completed.
- 3.3 Item 6.2 – Regarding the European Structural Fund, AFW had been liaising with Phyllis Harvey and would follow up with GA. A meeting would be held as soon as more information had been released about the ESF. The required action was to decide whether it should be Council or Third Sector to take on a lead for the fund locally.
Action: AFW

4. Cruise ship information for 2014

- 4.1 MM explained that 2014 was set to be a busy year for cruise ships, with four dates in particular which would put pressure upon local tourist attractions and businesses.

These dates were 27 May, 5 July, 10 August and 22 August. He explained that the Harbour Authority had a statutory duty to maintain an "open port" and ships could not be refused a mooring, therefore the Council was hoping to prepare businesses and partners for the increase in footfall so that no one particular site or area such as Kirkwall would be overwhelmed with the numbers. In discussion it was considered that this was an opportunity to showcase Orkney and that voluntary groups and charities could benefit by for example, exhibiting crafts or providing facilities or entertainment. It was agreed that partner agencies and groups should consider this and report back to the next meeting. **Action: all**

4.2 It was noted that the 10 August would be the Riding of the Marches and that this event and other events should be advertised to passengers in a programme. MM asked that he be informed of any event so that this information could be made available to passengers. **Action: all**

4.3 A query was made regarding the economic benefit, and in particular the sales made online as a result of visiting shops in Orkney or return visits made. MM explained that it was difficult to quantify these sales and whether they were related to a cruise ship visit. Some information was due to be presented to Elected Members in November and MM would be able to share this.

4.4 It was noted that whilst visiting cruise ships were beneficial to the economy, too many could spoil the environment and atmosphere. MM explained that it was unlikely that the number of cruise ships visiting Orkney would reach this level but that if it did, the Council would consider what action could be taken.

5. Minutes of Steering Group meetings held on 26 June and 4 September

5.1 It was observed that at the Our Islands: Our Future seminar there was a shortage of female presenters. It was felt that this was a reflection of the low numbers of female politicians and Elected Members in the island constituencies. There was some confusion as to the future direction for Our Islands: Our Future and it was felt that there had been a lack of Partnership involvement. AFW explained that the vision was to push for more local power and decision making. If Scotland were to become independent following the referendum, it would be an opportunity to review the constitutional arrangements in the islands. COSLA had set up a Commission on Strengthening Local Democracy to investigate the scope for increased subsidiarity for local government. The Convener, Steven Heddle, had been appointed the islands representative on this Commission. It was agreed that Steven Heddle should be invited to the next PLG to talk to the group about Our Islands: Our Future.

Action: AFW

5.2 There was an action at item 5.4 of the 4 September minute for Gill Smee to circulate information to the PLG about Fairtrade and what groups and agencies could be doing. AFW agreed to speak to Gill about this. **Action: AFW**

6. Draft agenda for the next Steering Group meeting on 4 November

6.1 GA explained that the Engagement Matrix, which would be presented to the Steering Group, was designed by the Government to assist Health Boards engage with the Third Sector. A local consultation had been held, led by Caroline Sinclair and GA, to complete an action plan. They had been asked to present to Victoria Quay about this approach as it was considered inspirational. The Report and Action Plan was to be presented to the next Steering group and would be circulated to the PLG. It was

considered not necessary for the PLG to formally receive this as it was specifically an action plan between the Health Board and the Third Sector.

- 6.2 AFW was organising a Development Workshop for the Steering Group on the 31 October, to help enhance its capacity in light of a number of local and national policy drivers. These included the need for strong leadership of Orkney's new SOA, feedback from the SOA Quality Assurance process, the national Statement of Ambition, the first three pilot Community Planning audits conducted by Audit Scotland, the new Community Empowerment (Scotland) Bill and feedback from the pilot of "How Good is our CPP?" The workshop would help in articulating the Steering Group's high level strategy for Orkney, and in preparing for the OCPP's forthcoming Community Planning Audit, to be undertaken as part of Audit Scotland's second tranche of five audits.

7. Single Outcome Agreement 2011-14 – Annual Report for 2012-13

- 7.1 AFW issued a draft of the Annual Report for comment. She explained that there were several gaps where up to date figures and commentary were still needed. She asked that anyone who had not responded to a request please do so and for any case studies or comments also be sent to her. **Action: All**

8. Environment Strategy and Action Plan

- 8.1 GC presented the draft Strategy and Action Plan for comment. It was noted that there were no timescales on the Action Plan and that in order to be SMART, this would be required. GC explained that the Action Plan brought together several complex plans to show what everyone is doing and that timescales differed greatly between them all. It was agreed that timescales should be included somehow and also that the Community Safety Forum should be changed to Community Safety Partnership.

9. National Third Sector GIRFEC project

- 9.1 GA reported that Orkney is to be a demonstration area for this national initiative, which will start in November. GA explained that although the Third Sector works well within Orkney, this good work is often dependent upon relationships and she would like to formalise processes.

10. Successes, achievements and networking outwith Orkney

- 10.1 AFW reported that she had attended a SOA conference in Edinburgh on 5 September, which had considered the effectiveness to date of CPPs and SOAs and the scope for the new generation of SOAs to influence the future delivery of services in Scotland. In many parts of Scotland CPPs did not work as effectively as they did in Orkney, and the forthcoming Community Empowerment (Scotland) Bill would likely be used to enforce better participation by local and national agencies.
- 10.2 MS spoke about the Early Years Collaborative and how the 'Play, Do, Study, Act' (PDSA) approach is being encouraged to be used in local authorities. MS reported that travel expenses to the events outwith Orkney are paid for up to £1,000 and that the attendance at these is partnership wide from other areas. She encouraged others from the CPP to attend the events to get a partnership spread representing Orkney. It was agreed that it would be beneficial to have some more information on the Early Years Collaborative and PDSA at the next meeting. **Action: MS**

11. Any other business

- 11.1 KeS reported that participation in Community Learning and Development had become statutory in September and that the Strategic CLD Group had invited Education Scotland up to talk about new guidance and regulations.

12. Date of next meeting

- 12.1 To be set for the end of January

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