



PARTNERSHIP LIAISON GROUP

Minutes of the ninth meeting held at 2.15pm on 17 April 2009
Room 1, St Magnus Centre, Kirkwall

Present:

Elaine Grieve (<i>Chair</i>)	Orkney Data-sharing Partnership
Gail Anderson	Voluntary Action Orkney
Frazer Campbell	Orkney Equalities Forum
Vicki Copland	Sports Development, OIC
Karen Crichton	NHS Orkney
Mary-Anne Crook	NHS Orkney
Clare Gee	Orkney Arts Forum and Heritage and Visitor Attractions Forum
Peter Diamond	OIC Department of Education and Recreation
Sally Inkster	Orkney Housing Association
Ruth Kirkpatrick	Economic Development
Hannah Laird	Community Planning Officer, OIC
Chessa Llewellyn-White	Community Economic Development Orkney Group
Eileen Linklater (<i>Secretary</i>)	Policy Officer, OIC
Gillian Morrison	Community Safety Partnership
Doreen Rendall	Skills Development Scotland (Employability)
John Richards	Housing Development Forum
Joyce Slater	Orkney Learning and Guidance Forum
Gill Smee	Integrated Children’s Services Planning Group
Maureen Spence	Community Council Liaison Office
Marlene Westland	NHS Orkney
Anna Whelan	Secretary, OCPP Steering Group

1. Apologies for absence

- 1.1 Gavin Barr Local Development Plan Forum
- John Rodwell Community Health Partnership (represented by Karen Crichton)

2. Minute of the last meeting – 4th February 2009.

- 2.1 The minute was agreed as an accurate record of the meeting.

3. Matters arising

3.1 The following actions from the matters arising in the minute of 4th February 2009 were identified:

6.2 *Gill Smee explained that the sub group had also made some recommendations for next year, including specific guidance on the application form. It was agreed that to avoid a last minute rush for next year, the Fairer Scotland Fund should be tabled for discussion at the Steering Group at the earliest convenience.*

It was reported that Director of Finance, Albert Tait will discuss this at the Council's Finance Working Group.

7.4 *Gill Smee added that the Government had also introduced a new Early Years Framework which would need to be integrated into the SOA. How to tackle this as a community planning partnership was initially to be discussed at the Services for Children and Young People Development Group, and a note to this effect would be submitted to the Steering Group.*

A report on this subject was approved by the Steering Group on 13th February 2009.

8.1 *Hannah Laird introduced the first draft of the OCPP family tree, and was congratulated for producing a relatively simple diagram full of complex information. It was agreed that due to the various levels of sub groups within the partnership it would be best to maintain a one-page overview of the thematic groups, and have linked data on the underpinning subgroups on separate pages. This information could then be interactive if presented electronically. The group were invited to provide further detail on the membership and terms of reference of sub groups so the family tree could be further developed.*

It was reported that there are a number of blanks in parts of the family tree, which may be because some groups are not currently active. Hannah to circulate the incomplete version to the group.

9.1 *Community Engagement Guidelines. Chessa Llewellyn-White reported that the community engagement working group had produced draft guidelines which were to be presented to the Steering group in March, and would be circulated electronically for comment.*

The guidelines were presented to and approved by the Steering Group on 27th March 2009 and Policy and Resources Committee on 14th April 2009

4. Minutes of the last Steering Group meetings – 13 February 2009 and 27 March 2009.

4.1 The following actions from the Steering Group minutes of 13 February 2009 were identified:

7.1 *This report was presented for noting by Gill Smee, who explained that it was directed towards community planning partnerships, although would require individual approval by Orkney Islands Council and NHS Orkney Board. In light of the report, the Childcare Partnership were to review their terms of reference.*

Joyce Sclater added that Careers Scotland have a strategic agreement with Orkney Islands Council for providing services to people with additional support needs. Gill Smee thanked Joyce for this information and assured Careers Scotland will be part of the review of the Integrated Children's Services Plan.

4.2 The following actions from the Steering Group minutes of 27 March 2009 were identified:

7.2 *Elaine Grieve presented this item, which referred to a previously circulated document 'These are all our bairns', which was targeted at Community Planning Partnerships (CPP). The document focused on the role of Corporate parenting with regard to looked after children. A position statement was to be presented to OIC Policy and Resources Committee on 14th April, and it was hoped that the Orkney CPP would wish to endorse and possibly elaborate on the statement. It was suggested that employment and careers professionals be invited to this meeting. The importance of Orkney CPP being involved in this was emphasised by Elaine as this involved all partners.*

Elaine Grieve reported that the corporate statement of intent will be developed to become a statement of intent for children and young adults. There has been good input from partners on this.

8.1 *The Convenor reported that he had attended a recent meeting in Arran of the Convention of the Highlands and Islands (CoHI) where there was a good discussion about the role of CPPs in responding to the recession. Specific outcomes from the meeting had been agreed, including regional capital planning. Brian Murray noted that HIFRS had built new fire stations in recent years in collaboration with other agencies' capital developments.*

Joyce Sclater reported that Partnership Action for Continuing Employment (PACE) is now being delivered through Skills Development Scotland. This group meets in response to significant redundancies and includes Highlands and Islands Enterprise, the Job Centre Plus, Economic Development, Citizens Advice Bureau and Careers Scotland.

- Skills Development reported a small number of apprenticeship redundancies however all of these have now found new employment.
- The Job Centre Plus reported a rise in registrations but also an increase in vacancies. From the 1st April a new programme has been introduced which will make it easier for an unemployed person to register.
- Economic Development reported an increase in grants for business expansion and business start-up.
- Gillian Morrison reported that although Orkney has seen a rise in Job Seekers Allowances, the statistics in comparison with the rest of Scotland demonstrate that Orkney is still doing well.
- Ruth Kirkpatrick reported that the Economic Statement remains positive and will find out whether or not this can be circulated to the group.

Action: RK

- John Richards reported that Orkney is bucking the National trend of an increase in rent arrears, however they do expect an increase in re-possession.
- Mary Anne Crook raised a potential underlying health issue as a result of the recession. She reported that increased spending on alcohol and tobacco would be expected and suggested a health representative on the Employability Strategic Group.

Elaine Grieve thanked the agencies for providing this update and noted that there remain a number of positives around employment during the current recession. The Convener is keen that positive messages are relayed to the public from the partnership and had requested a paper on how such a broad range of issues can be joined up in order for the Partnership to have a holistic understanding of the position. Elaine asked that Community Planning ensure this paper is presented to the Steering Group.

Action: AW/HL

5. Agenda for the next Steering Group meeting on 20 April 2009

5.1 There were no changes to be made to the agenda.

6. Report on inclusion of DASAT

- 6.1 Gillian Morrison presented a report considering a formal place for DASAT within Community Planning.
- 6.2 After a discussion about whether the group would be better placed within the Healthy Communities Group and the timing of such a decision with the Community Health and Social Care Partnership in it's shadow year, it was agreed that in the interim, DASAT should become a formal group within the PLG. It's formal position in Community Planning should be further explored as part of the review of OCPP (see item 8).

7. Joint Single Outcome Agreement (SOA) development

- a. **Scottish Government feedback and timescales.** The SOA was submitted in draft to the Scottish Government on 27th February 2009. Initial feedback from John Mason during his visit to Orkney

was positive. The deadline for the final submission has now been brought forward to 15th May 2009.

- b. Delivery and performance reporting.** A report was presented to the group which identifies the next steps for the SOA, in particular, delivering upon the outcomes.

It was agreed that relevant officers should meet with organisations on these next stages to ensure the focus is kept on SOA and to push forward an implementation message. It was also agreed that a summary version of the SOA should be created for public use and that the local media should become involved in the process of increasing the public understanding of the SOA.

Action: GM, AW, EL & HL

8. Proposed review of Orkney Community Planning Partnership (OCP)

- 8.1 Gillian presented this report and acknowledged that Orkney is widely recognised as having a good CPP but this review aims to improve upon this. The review will consider the findings of the National review of Community Planning in 2006 and whether Orkney has addressed actions, benchmarking with other CPP's and consideration of the current structure of the OCP, in particular any inactive groups.
- 8.2 It was proposed that ownership of this review rests with the PLG and that a sub-group be created to mentor the Community Planning Officer in undertaking specific pieces of work for this review. It was agreed that this review should be undertaken and a report presented to the April meeting of the Steering Group.

9. Any other business

- 9.1 The Chair updated the group on structural OIC changes, which were implemented on 1st April. The original structure with seven departments has now become six services. The Chief Executive's Department is now known as Corporate Services, the sections within this are: Law and Administration; Strategy and Improvement; Personnel and Information Services (Assistant Director post vacant) and Executive Support.

The period of time between April and the end of May is transitional and formal structures will be in place in June. Elaine assured that partners will be kept informed of changes.

- 9.2 Mary Anne Crook circulated some information on Healthy Working Lives.
- 9.3 Gill Smee reported that the Positive Parenting Programme is a finalist for the Scottish Social Services Council (SSSC) accolade.

- 9.4 Claire Gee reported that the 'Islands Year of Culture' is now named 'Year of Islands Culture'. Conveners of areas taking part in this will be discussing how the Local Authorities are supporting this.
- 9.5 Maureen Spence informed the group of the Community Empowerment Action Plan, launched jointly between the Scottish Government and COSLA which refers to Orkney's Community Councils as examples of good practice.

10. Date of next meeting

- 10.1 The date of the next meeting was to be set by the secretary and would be notified to members by e-mail.

Action: HL

Hannah Laird
7th May 2009