

Orkney Community Planning Partnership



PARTNERSHIP LIAISON GROUP

Minutes of the meeting held at 2pm on 20 February in Orkney Housing Association Ltd.

Present:

Sally Inkster (<i>Chair</i>)	Housing Development Forum
Anna Whelan	OCCP Steering Group Secretary
Karen Johnstone	Employability Strategic Group
Frazer Campbell	Orkney Equality Forum
Frances Troup	Housing Development Forum
Chris Matthews	Environment Partnership
Pam Besant	Arts Forum
Chessa Llewellyn White	Community Economic Development Orkney Group
Gail Anderson	Third Sector Forum, Strategic Learning Forum and Orkney Learning and Guidance Forum
Hannah Thomson (<i>Secretary</i>)	Community Planning Officer

1. Apologies for absence

Gavin Barr	Planning Stakeholders Group
Jon Humphries	Community Safety Partnership
Marie O'Sullivan	Services for Children and Young People Group
Joyce Slater	Orkney Learning and Guidance Forum
Maureen Spence	Community Council Liaison
Peter Diamond	Strategic Learning Forum
Christina Bichan	Healthy Communities Group
Stuart Allison	Strategic Economic Forum
Clare Gee	Heritage, Archaeology and Visitor Attraction Forum

Sally welcomed the group to the meeting and in particular new members of the PLG.

2. Minute of the last meeting – 7 December 2011

- 2.1 The minute was accepted as an accurate note of the meeting proposed by Karen and seconded by Chessa.

3. Matters Arising

- 3.1 At the previous meeting, Christina Bichan had been appointed as Vice Chair of the group. Since then, she had secured a new job and would no longer be a member of the PLG. Chessa was nominated for Vice Chair by Hannah and there were no other nominations. This was supported by Karen and Chris.
- 3.2 Frazer reported that the Matarasso Study had been presented to the Orkney Equality Forum and that the Forum were going to do a survey about social attitudes. The Study had considered had a section on attitudes on people who are not from Orkney. Pam also added that the Study was a worthwhile read for all PLG members Sally added that a thesis by a Rousay Anthropologist might be worth considering.

Action: FC

4. Introduction to Community Planning

- 4.1 Hannah provided a presentation introducing community planning targeted at new members of the group. It also covered the new structure of the Partnership and handouts of the full structure were distributed with comments to be returned to Hannah.

Action: All

5. Draft minutes of Steering Group meeting held on 14 December 2011

- 5.1 Anna provided an overview of the last meeting of the Steering Group. Chris Matthews asked that the Environment Partnership be involved with the Low Carbon Transport Funding in the future.

Action: HT

6. Proposed agenda items for the next meeting of the Steering Group meeting held on 28 February 2012

- 6.1 Anna provided an overview of the proposed agenda items, there were no additions to be made from the PLG.

7. Economic Strategy

- 7.1 Stuart had been unable to attend the PLG therefore Anna who is the Secretary of the Strategic Economic Forum presented the item. The Strategy was to be presented to the Steering Group meeting for endorsement on the 28th.

- 7.2 The Group noted that the Strategy took ownership of National Outcome 1 and included feedback from Audit Scotland's Review of Economic Development. Some amendments were noted to be fed back to Stuart prior to it being presented to the Steering Group.

8. Review of Consultation and Engagement Guidelines

- 8.1 The Guidelines had been circulated to the PLG amongst other groups for comments on 25 January. The feedback had been that in general, the 12 week consultation window was considered too long. The PLG agreed that more flexibility should be allowed with timescales. There had been other revisions to bring the Guidelines up to date which Hannah would edit prior to its submission to the Steering Group.

Action: HT

- 8.2 In relation to use of the Community Planning website, a suggestion was made that social media may be a better way to engage with the public. There were concerns about the need for policing social media. David Hartley was to undertake social media training and it was agreed to invite David along to the next meeting to ask him about such concerns and whether there were ways to manage comments from the public.

Action: HT

9. How Good is our Community Planning Partnership

- 9.1 Anna explained that How Good is our Council had been used as a self-evaluation tool by the Council for two years and that it was hoped to extend this to the Partnership as a good practice method of assessment to the Partnership.

9.2 Anna issued some exemplar material including indicators, an evidence form and evaluation scales. She explained that each indicator was to be approached with a discussion and that the group determines where the OCPP is on the 'scale of excellence' either by vote or consensus. It would need to be decided by the PLG whether members would be taking part in their capacity as an employee of their organisation, or as a representative of an OCPP thematic group. The time required for each indicator would be around 45 minutes. Also to be decided by the PLG would be whether a dedicated session should be set up specifically for How Good is our Community Planning Partnership or whether the PLG should consider an indicator a time at each meeting.

9.3 The group agreed that they would prefer to tackle one indicator at a time and allow sufficient time in meetings for this. It was agreed that Anna would select a suitable first indicator for the next meeting and bring a list of all other indicators which would be relevant for the OCPP. Karen Johnstone added that this self evaluation may be useful for thematic groups also.

Action: AW

10. School Leaver Destination Return

10.1 The group noted that there had been a decline in school leavers entering positive destinations from 93.9% to 89.3%. Although there was nobody from Skills Development Scotland present the item at the meeting and provide reasoning for this drop, it was thought that this was not the final figure, and there had been difficulties in contacting some school leavers. The Connect project was not included as a positive destination.

11. Updates from thematic groups

11.1 Hannah provided a short overview of the Transport Forum, which she was the Secretary for. The group was Chaired by Councillor Jim Foubister and met for the first time on 29 March 2011. The membership of the group was comprised of operational transport providers including Pentland Ferries, Northlink, Stagecoach, Orkney Disability Forum, Loganair and others. The group had worked in Partnership at their first meeting to pull together funds to meet the costs of the Summer Transport Guide. They had also been involved with recommendations for the Low Carbon Transport Funding and a subgroup had been tasked with pulling together a strategy for the location of charging infrastructure.

12. Updates to Steering Group

12.1 At the last meeting of the Steering Group, a request had been made for more regular reporting from thematic groups. The Steering Group would most likely prefer to have a representative of a thematic group attend a meeting to provide a verbal update.

12.2 The PLG receives updates from one or two thematic groups at each meeting. These thematic groups are selected for providing an update because they have something topical or of specific interest to the PLG, or because they have not reported in some time. It was agreed that thematic group Chairs would contact Hannah when their respective group would like to provide an update to the Steering Group.

Action: all

13. Any other business

13.1 The previous Scottish Government community planning contact, Janet Whitely had moved into a new job and Orkney's new contact would be John Ireland.

- 13.2 A Ministerial Review of Community Planning and Single Outcome Agreements was being undertaken. The original letter sent to the Chair of the OCPP was received on 13 February and comments were to be returned by 24 February although an extension had been granted to Orkney to 1 March. Anna explained that the purpose of the review was to establish the framework to be laid down before the new intake in May. A draft response to six questions from the Review team had been prepared by the Orkney Community Planning Partnership and was circulated to the group. Any comments to the draft were to be sent to Hannah by the 27th February.
14. **Date of next meeting** – Due to Purdah, the next Steering Group meeting would not take place until June and therefore there was not a requirement for PLG to meet prior to then, unless there was a particular need for a meeting.

H. Thomson
27 Feb. 12