



PARTNERSHIP LIAISON GROUP

Minutes of the second meeting held at 10.30am on Friday 23rd November 2007
Grainayre Room, Pickaquooy Centre, Kirkwall

Present:	Elaine Grieve (<i>Chair, Items 1-6</i>)	Chair, Orkney Data-sharing Partnership
	Vicki Copland	Orkney Sports Forum
	Adele Du Feu	Transportation Section, OIC
	Clare Gee	Orkney Arts Forum and Heritage Forum
	Malcolm Graves	Orkney Learning and Guidance Forum and School Education
	Ruth Kirkpatrick	former Local Economic Forum and Community
	Chessa Llewellyn-White	Economic Development Orkney Group
	John Rodwell	Manager, Community Health Partnership
	Gill Smee	Integrated Children's Services Planning Group
	Dawn Sherwood	Chair, Healthy Communities Group
	Maureen Spence	Community Council Liaison Office
	Ivan Taylor	Community Safety Partnership
	Anna Whelan (<i>Chair, Items 6-10</i>)	Secretary, OCPP Steering Group
	Eileen Linklater (<i>Secretary</i>)	Policy Officer, OIC
	Steven Heddle (by invitation for item 6)	HIE Orkney

1. Orkneyprofiles.co.uk presentation

- 1.1 Item 6 on the agenda was taken first. Steven Heddle, representing HIE Orkney gave a presentation on the Orkneyprofiles.co.uk website. Copies of the slides and a briefing note on the development and capabilities of the website were circulated.
- 1.2 Potential use and management of the site was discussed, and the distinction between community information and personal data (within the remit of the Data-Sharing Partnership) was made clear. It was agreed that the site could be very valuable in terms of avoiding duplication of effort, and as a community information resource. This would however entail staff training, development of information-sharing protocols, and would need to take into account current developments within the Council including its information portal.
- 1.3 It was decided that a working group should be set up to progress development, and members of the group were asked to volunteer or nominate representatives for membership.

Action CLW and EG

2. Apologies for absence

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| 2.1 | Jeremy Baster | Chair, Environment Partnership |
| | Naomi Coleman | Transport Consultative Committees |
| | Peter Diamond | OIC Department of Education |
| | Sally Inkster | Housing Development Forum |
| | Gillian Morrison | Chair, Community Safety Forum |
| | John Richards | Housing Development Forum |
| | Joyce Slater | Chair, Orkney Learning and Guidance Forum |

3. Minute of the last meeting - 18th September 2007

- 3.1 References to the Community Healthcare Partnership were to be amended to Community Health Partnership. The minute was then agreed.

4. Matters arising

- 4.1 Para 3.1: Gill Smee had been invited to join the group representing the Integrated Children's Services Planning Group. Ruth Kirkpatrick updated the group on progress with setting up a Community Economic Development Orkney Group, for which terms of reference were to be presented to the next OCPP Steering Group meeting. **Action: RK/AW**
Para 4.1: The Chair confirmed that the minutes and verbal report to the OCPP Steering group had been well received.

5. Minute of the last Steering Group meeting – 5th October 2007

- 5.1 Anna Whelan ran through the minute of the last Steering Group Meeting.

Elaine Grieve left the meeting at this point, and Anna Whelan took the Chair.

6. Draft agenda for the next Steering Group meeting - 10th December 2007

- 6.1 Anna Whelan presented the draft agenda for the next Steering Group meeting, and drew attention to the item on Regeneration Outcome Agreement Funding for 2008-09. News had recently been received proposing that this funding was to be cut to a third of its previous level, which was being closely monitored.
- 6.2 Ruth Kirkpatrick explained that as regards the item on the future of Local Enterprise Companies (LECs), they were still awaiting further news from the Scottish Government.
- 6.3 It was requested that the following items be added to the agenda:
- Report on Data-sharing Partnership
 - Orkney Arts Development Plan
 - RPAC Regional Priorities

Action: EG/CG/CLW/AW

7. Elected Member participation in community planning

- 7.1 Anna Whelan circulated a draft report on the involvement of Elected Members in community planning which was to be presented to the next OCPP Steering Group meeting. The report outlined historical involvement in advisory groups which had mixed success, the current situation where the Council had not appointed Councillors to external groups, and models of involvement in other CPPs.

- 7.2 The difficulties in defining Elected Member roles, and potential conflicts of interest where the Council may be making a decision involving an external group s/he sits on were discussed. It was agreed that Councillors should be invited to sit on thematic groups by virtue of their capacity as elected community representatives. It was proposed that the OCPP send out letters to all Elected Members inviting them to register an interest for a seat on the group of most interest to them. Thematic groups could then have Council "champions" for their particular thematic interest. This proposal was to be included in the final report to be submitted to the OCPP Steering Group.

Action AW/EL

8. Performance Management and Reporting

- 8.1 It was agreed at the last OCPP Steering Group meeting that the PLG Secretary would prepare guidance, and ask each thematic group to explain how they deliver on the objectives of the community plan, and how that is measured, with a view to drawing together a simple and meaningful system for the CPP. The Secretary explained to the group that all of the thematic groups had been in touch regarding their performance arrangements, in response to a template circulated.
- 8.2 Dawn Sherwood was invited to explain how the Healthy Communities Group had approached this task. Recent developments at the national level had provided a framework within which to work. This included:
- the Concordat between the Scottish Government and local government which outlined moves toward a single outcome agreement (SOA) for local authorities, and outlines high level outcomes for health improvement;
 - a recent consultation on outcome indicators for health improvement which relate to the high level SOA outcomes;
 - potential use of local indicators to reflect local priorities which may not match national ones.
- 8.3 A round-table discussion demonstrated that other thematic groups were coming from a similar perspective in terms of identifying a menu of indicators. A few key indicators could then be picked from each priority theme to enable a high-level overview of performance to be monitored.
- 8.4 It was proposed that developments nationally, in particular single outcome agreements should be closely followed, and that thematic groups should be left to develop their own mechanisms for performance management in liaison with the PLG Secretary.

Action: EL/All members

9. Any other business

- 9.1 No other business was raised.

10. Date of next meeting

- 10.1 The next meeting is to be set in advance of the next Steering Group meeting on 5th February 2008. The Secretary agreed to find a suitable date w/c 21st January.

Action: EL

Eileen Linklater
PLG Secretary
29th November 2007