



**PARTNERSHIP LIAISON GROUP**

Minutes of the fourth meeting held at 2.00pm on Wednesday 26<sup>th</sup> March 2008  
Room 1, St Magnus Centre, Kirkwall

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Present:	Elaine Grieve ( <i>Chair</i> )	Chair, Orkney Data-sharing Partnership
	Clare Gee	Orkney Arts Forum and Heritage Forum
	Ruth Kirkpatrick	former Local Economic Forum and Community
	Chessa Llewellyn-White	Economic Development Orkney Group
	John Richards	Housing Development Forum
	John Rodwell	Manager, Community Health Partnership
	Joyce Slater	Orkney Learning and Guidance Forum
	Maureen Spence	Community Council Liaison Office
	Eileen Linklater ( <i>Secretary</i> )	Policy Officer, OIC
	Miriam Frier (for item 1)	Planner, Forward Planning, OIC

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**1. Community planning and development planning**  
(Miriam Frier in attendance)

1.1 Miriam Frier gave a brief talk to the group explaining work she would be doing towards her MSc dissertation. This is proposed to be around community consultation and engagement, community planning and the relationship with land use planning. Members of the group agreed that they would be happy to contribute. The Chair also reminded the meeting that there was a CPP-wide best value review of consultation and engagement underway, which could also feed into the project.

**2. Apologies for absence**

2.1	Naomi Coleman	Transport Consultative Committees
	Vicki Copland	Orkney Sports Forum
	Jeremy Baster	Chair, Environment Partnership
	Terry Delaney	Accessibility Officer
	Gillian Morrison	Chair, Community Safety Partnership
	Dawn Sherwood	Chair, Healthy Communities Group
	Gill Smee	Integrated Children's Services Planning Group
	Anna Whelan	Secretary, OCPP Steering Group

**3. Minute of the last meeting – 24<sup>th</sup> January 2008**

3.1 The minute was agreed.

#### 4. Matters arising

##### 4.1 The following actions from the minute of 24<sup>th</sup> January 2008 were identified:

- 3.1 *Para 1.3: It was decided at the previous meeting that a working group should be set up to progress development of the [orkneyprofiles.co.uk](http://orkneyprofiles.co.uk) site. This action was to be carried forward.* **Action: EG/CLW**

This action will be progressed through the new community economic development group so is still to be carried forward.

- 4.3 *It was therefore agreed that a letter would be drafted on behalf of the following groups (see table 1 below), and confirmation would be sought from those representatives not present as to whether their groups should also be included.* **Action: AW/EL**

A letter has been drafted by the PLG Secretary, but is still awaiting confirmation from certain groups as to whether they wish to invite elected members. It was agreed that there is a wider issue around elected member engagement with community planning which would not necessarily be solved through the exercise in question.

- 4.4 *The Steering Group had been presented with a request from HITRANS ... After much discussion it was felt that further information was required; firstly, from the Steering Group as to what role they would like a strategic transport group to fulfil, and secondly, from the current transport consultative groups as to whether they would be in favour of a unified group.* **Action AW/NC**

This action was to be carried forward to the next meeting as neither party was present to provide an update.

- 9.1 *Ruth Kirkpatrick explained a research proposal to the group, on the subject of in- and out-migration. ...Further development of the proposal was encouraged.* **Action: RK**

It was reported that a meeting had been held to progress this project, and that a brief was being prepared. Funding was now being sought.

#### 5. Minute of the last Steering Group meeting – 5<sup>th</sup> February 2008

##### 5.1 The Chair ran through the minute of the last Steering Group Meeting.

#### 6. Draft agenda for the next Steering Group meeting - 17<sup>th</sup> April 2008

##### 6.1 The Chair presented the draft agenda for the next Steering Group meeting, and the group was invited to notify the Secretary of any additional items or papers.

#### 7. Single Outcome Agreement update

##### 7.1 Eileen Linklater tabled Orkney's draft Single Outcome Agreement (SOA) for information. Key points of note were:

- The draft SOA was to be submitted to the Scottish Government by 31<sup>st</sup> March 2008. As such, the draft had been compiled quickly and further development work would need to take place before a final draft could be agreed by the end of June.
- It is proposed that councils should prepare draft SOAs for 2008-09 by April 2008 and develop formal SOAs, in association with CPPs, for adoption in 2009-10. Therefore, it is important that partner agencies are involved as the SOA process develops.

- A draft Fairer Scotland Fund agreement had also been prepared following the same templates.
- 7.2 Some questions were put forward in terms of governance arrangements. In particular, whether it should be the CPP or the partner agencies which sign up to the SOA in following years. It was agreed that further progress, and the Scottish Government's longer-term agenda should be monitored.
- 8. OIC Corporate Strategic Plan**
- 8.1 Eileen Linklater reminded the group that the Council's final draft Corporate Strategic Plan 2008-13 (the Council Plan) had been circulated prior to the meeting for information.
- 9. Any other business**
- 9.1 Ruth Kirkpatrick informed the meeting that local businesses had recently met to investigate the need for a local business engagement group. A 15-strong steering group had been formed, and this could be a useful group for the CPP.
- 10. Date of next meeting**
- 10.1 The date of the next meeting was to be set by the secretary once the date of the next Steering Group meeting was confirmed.

Eileen Linklater  
PLG Secretary  
7<sup>th</sup> April 2008