



Orkney Community Planning Partnership

PARTNERSHIP LIAISON GROUP

Minutes of the eighth meeting held at 2.15pm on Wednesday 4 February 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
Mary-Anne Crook	NHS Orkney
Clare Gee	Orkney Arts Forum and Heritage and Visitor Attractions Forum
Malcolm Graves	Orkney Learning and Guidance Forum
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
John Richards	Housing Development Forum
Ivan Taylor	Community Safety Partnership
Gill Smee	Integrated Children's Services Planning Group
Anna Whelan	Secretary, OCPP Steering Group

1. Apologies for absence

1.1	John Rodwell	Community Health Partnership
	Gavin Barr	Local Development Plan Forum
	Peter Diamond	OIC Department of Education and Recreation
	Sally Inkster	Housing Development Forum
	Doreen Rendall	Skills Development Scotland (Employability)
	Christine Skene	Environment Partnership
	Maureen Spence	Community Council Liaison Office
	Phylis Towrie	Transport Consultative Committees

2. Minute of the last meeting – 18 September 2008

2.1 The minute was agreed.

3. Matters arising

3.1 The following actions from the matters arising in the minute of the 18 September 2008 were identified:

7.1 *Gill Smee presented the draft terms of reference and new name for the Integrated Children's Services Planning Group. The Services for Children and Young People Development Group is to have a small steering group and wider network. It was agreed that the paper should be presented to the Steering Group for their approval.*

It was reported that the paper was approved by the Steering Group.

9.1 DASAT

A proposal was put forward that a DASAT representative should be included on the Partnership Liaison Group. It was suggested that a paper be submitted to the next meeting.

Eileen Linklater reported that Gillian Morrison and Gaynor Jones were preparing a paper for the next meeting.

Action: GM/EL

4. Minutes of the last Steering Group meeting – 16 December 2008 (attached) and 23 January 2009 (verbal update)

4.1 The minute of the 16 December Steering Group Meeting was noted, and Anna Whelan provided a verbal update on the 23 January meeting. At the meeting the Steering Group had received a presentation from Highlands and Islands Enterprise on the current economic situation. The impact upon the Highlands and Islands was considered to be more positive than elsewhere, with dominant public sector employment, good agricultural production, and an increase in tourism within the UK anticipated. John Richards added that the Council had also met with local builders with a view to increasing activity in that sector.

5. Agenda for the next Steering Group meeting on 13 February 2009

5.1 Anna Whelan explained that the Highland and Islands Fire and Rescue Service were to be presenting their Integrated Risk Management Plan to the next meeting. Standing items on the Joint Working in Orkney programme and Single Outcome Agreement Development would also be discussed.

6. Fairer Scotland Fund – bid process

6.1 The Chair thanked the group for the open discussion at the last PLG meeting which had enabled the bid assessment sub group to be set up. The Steering Group had very much appreciated the shortlist and had agreed the suggested list, a summary of which had been circulated with the meeting papers. Particular thanks were extended to Tanya McGill for her expertise and Hannah Laird for pulling everything together.

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.

Action: AW

7. Joint Single Outcome Agreement development

7.1 Progress update and timescales

Eileen Linklater tabled a summary of SOA progress and a timetable for future developments (attached at annex 1).

7.2 Development of SOA 'asks' (to be tabled)

It was discussed that one of the final pieces of SOA preparation was to draft a list of 'asks' for the Scottish Government. The group was reminded of the criteria for 'asks' this time round, and invited to suggest major cross-cutting themes. The following shortlist was developed to be expanded upon:

- **Rural proofing policies**
To avoid disadvantaging rural communities (e.g. private sector housing grants, LEADER allocation)
- **NHS Governance to support partnership working**
- **Structuring public services around CPPs/local approach**
Not regional quangos, need local resourcing
- **Streamlining bureaucracy**
Diseconomies of scale in rural areas where 1 person plays many roles (e.g. having to create business cases for asks is resource intensive)
- **Strengthening infrastructure in remote rural areas**
Transport, broadband, grid connections, fuel pricing

Action: AW/EL

7.3 Note of CPP SOA Workshop, Edinburgh, 13 January 2009 and SOA issues, Improvement Service, 16 January 2009

Anna Whelan and Eileen Linklater highlighted some key points from national events they had attended, including: a change in timeframe for CPP SOAs – 2009-11 only (in line with local government grant settlement) and that no further substantive guidance on accountability/governance issues was to be expected.

- 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.

Action: GS

8. Family Tree

- 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.

Action: HL

9. Any other business

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.

Action: HL

9.2 HI-arts and Islands Year of Culture

Clare Gee told the group that at a recent HI-arts meeting in Inverness the Orkney Arts Forum had been held up as a model for the rest of Scotland. A coordinators meeting was also being set up to develop the idea of an islands year of culture in 2011.

9.3 'Speak oot' conference

Frazer Campbell invited PLG members to attend the 'Speak oot' conference for those working with children and young people on Wednesday 11 March 2009.

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: EL

Eileen Linklater
PLG Secretary
2 March 2009

Annex 1

OCPP SOA progress update and timescales

Progress to date

- The thematic groups have been establishing:
 - Anything missing from the OIC SOA that needs to go in the OCPP SOA
 - The headline messages from each thematic group, both for their relevant local context sections and the overall area profile
 - A suite of indicators which represent the full spectrum of OCPP activity against each national outcome
 - Baselines, progress, and end targets for indicators
- The Steering Group has been developing:
 - A set of agreed governance principles to underpin the SOA
- Draft circulated for consultation 24 December 2008, deadline for responses 31 January 2009. Currently amending the draft in light of comments/further info received.

Timescales

Jan 2009	OCPP partners to return comments and changes to Policy Unit
9 Feb 2009	Second draft to be circulated incorporating updates and amendments
Feb 2009	Final draft for submission to Scottish Government to be approved by main OCPP partners
27 Feb 2009	Joint SOA 'send off' seminar
28 Feb 2009	Draft SOA to be submitted to Scottish Government
30 April 2009	Scope/targets/indicators to be agreed with Government
30 April 2009	Interim report to Government on OIC SOA for 2008-11
1 June 2009	OCPP SOA 2009-11 to be signed off by Government, Council, statutory CP partners and other public bodies in OCPP
30 Sept 2009	Final report to Government on OIC SOA for 2008-11
30 Sept 2010	First report to Government on OCPP SOA for 2009-11

Government Asks

- "Asks" from 2008-11 SOA being responded to individually
- New "asks" must be critical to the overall delivery of the SOA
- Must be accompanied by a clear demonstration of need
- New 'asks' need to provide evidence to demonstrate they are critical to the delivery of outcomes
- Submitted separate to the national outcomes
- No requests for increased funding