

## Orkney Community Planning Partnership



### PARTNERSHIP LIAISON GROUP

Minutes of the meeting held at 10am on 7 December 2011 in Committee Room 1, Orkney Islands Council

#### **Present:**

Christina Bichan ( <i>Chair for this meeting</i> )	Healthy Communities Group
Anna Whelan	OCPD Steering Group Secretary
Karen Johnstone	Employability Strategic Group
Frazer Campbell	Orkney Equality Forum
John Richards	Housing Development Forum
Stuart Allison	Strategic Economic Forum
Clare Gee	Heritage, Archaeology and Visitor Attraction Forum
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
Michelle Manzie	Orkney Health and Care
Jon Humphries	Community Safety Partnership
Sally Inkster	Housing Development Forum
Gill Smee	Services for Children and Young People Group
Joyce Slater	Orkney Learning and Guidance Forum
Jon Humphreys	Community Safety Partnership
Maureen Spence	Community Council Liaison
Peter Diamond	Strategic Learning Forum

The group wished to note thanks to Elaine Grieve who had been the Chair of the Partnership Liaison Group since September 2007. The group also noted that it would be the last meeting for Gill Smee and John Richards who were both due to take early retirement in December. All three had made a significant contribution towards partnership working over many years and the group thanked them for this and wished them well for the future.

#### **2. Nomination of Chair and Vice Chair**

- 2.1 It was agreed that Sally Inkster would be appointed Chair, this was proposed by Karen Johnstone and seconded by Chessa Llewellyn White. Sally would represent the PLG on Steering Group meetings, the next one being 14 December 2011.
- 2.2 It was agreed that Christina Bichan would be appointed Vice Chair, this was proposed by Chessa Llewellyn White and seconded by Clare Gee.
- 2.3 In the absence of Sally, Christina would Chair this meeting.

#### **3. Minute of the last meeting – 22 September 2011**

3.1 The minute was accepted as an accurate note of the meeting, this was proposed by Karen Johnstone and seconded by Frazer Campbell.

#### **4. Matters Arising**

4.1 The Matarasso Study Draft is due to be finalised by the end of the year. Clare to send a copy of the draft to Anna.

**Action: CG**

4.2 The Economic Strategy is to be presented to the February Steering Group instead of the December Steering Group.

**Action: SA**

#### **5. Proposed agenda items for the next Steering Group meeting on 14 December 2011**

5.1 An agenda had not been made available so Anna Whelan provided an overview: there would be an update on the Single Public Authority and in particular on the October meeting attended by the leaders of the three island authorities. Dermot Rhatigan from the Scottish Government was tasked with gathering information on the three island authorities and would be attending the Steering Group meeting for this purpose.

5.2 The Audit of Community Planning Partnerships had been produced and was to be submitted to the Steering Group for information. This audit is available to view on this link: [http://www.audit-scotland.gov.uk/docs/central/2011/nr\\_111103\\_community\\_planning.pdf](http://www.audit-scotland.gov.uk/docs/central/2011/nr_111103_community_planning.pdf)

5.3 It was hoped that the Orkney Community Plan would be signed off by the Steering Group at their meeting, and that John Swinney would sign it off when meeting with the Convener on 21 December.

5.4 A paper would be considered by the Steering Group about the Council's plans to move towards 'off-the-shelf' performance management software, with a view to it being extended to Partners who would benefit from this.

#### **6. Low Carbon Transport Funding**

6.1 The paper developed for the Steering Group was presented to the PLG for consideration and any recommendations they may wish to make.

6.2 The PLG recommended that the Strategy be developed by a subgroup of the Transport Forum.

6.3 Stuart Allison provided some information on a Mitsubishi electric vehicle which would be available at School Place for a test drive on 15 December and would circulate more information to staff on this.

**Action: SA**

6.4 The group felt that there was not sufficient time to open up the funding to a bidding process and that on this basis, it should be recommended to the Steering Group that the Council should continue the pilot.

6.5 It was recommended that Transport Scotland be asked to make the funding announcement earlier next year to allow a bidding process to be undertaken.

**Action: HT**

## **7. Protocol for approving plans and strategies**

- 7.1 The September meeting of the PLG had an action for a protocol to be drawn up which would set out the process which should be followed for endorsement of OCPP plans or strategies.
- 7.2 The Protocol was presented to the PLG for comment. Regarding presentation of a plan or strategy to Steering Group as the final stage for endorsement, there were concerns regarding timescales of Committee and other organisations meetings that this may mean that there could be a significant delay in waiting for a meeting date. It was therefore agreed to build in more flexibility around this area prior to submission to the Steering Group for endorsement

**Action: HT**

## **8. National advice on attendance at CPP meetings**

- 8.1 Anna noted concern that two organisations who are active in the OCPP had received advice nationally to limit time involved with OCPP meetings. Whilst it was understandable that in the current climate of cuts facing public sector organisations staff would be expected to be prioritising their own services, locally the OCPP hopes to strengthen joint working during the time of cuts to work at our highest efficiency. The OCPP welcomed any suggestions for different ways of working which would mean all organisations could still be involved.
- 8.2 Anna asked whether any other organisations had received this advice from their national office. The 3<sup>rd</sup> Sector had resource issues however were willing to remain as involved as possible with the OCPP whilst VAO was obliged to be involved as a key partner. NHS had not received such advice and their current Local Delivery Plan focused upon involvement with the CPP.
- 8.3 It was agreed that in order to keep all partners engaged in the OCPP whilst resources were stretched, that views on matters could be sought electronically.

## **9. Updates from thematic groups**

- 9.1 Anna and Stuart provided an overview of the Strategic Economic Forum. It had originally been the Task Force, which was set up in 2009 in response to the recession and had morphed into the Strategic Economic Forum in March 2011.
- 9.2 The purpose of the Forum was to support Orkneys businesses, and the group hears from an industry or sector speaker at each meeting. So far they have had presentations and useful discussions with a representative of Marine Renewables (Research), Jewellery, Entrepreneurship and the next one planned is for Arts.
- 9.3 The group consider labour market statistics and receive periodic updates on grid strengthening as well as contributing towards the Orkney Community Plan.
- 9.4 An Economic Strategy has been developed which is balanced against the Scottish Governments Economic Strategy. It focusses on electrification, bringing together key sectors and growing Orkneys businesses. Connections and global markets, getting Orkney the brand "out there", community development and leadership and low carbon economy and Orkney being ahead of others.

**10. Any other business**

- 10.1 A revised structure was presented to the group whereby the OCPP was no longer structured around the old eight local outcomes but the 15 National Outcomes instead. Hannah explained that it was to be considered on content rather than presentation at this stage.
- 10.2 The Heritage and Visitor Attraction Forum was to be included under National Outcome 13 and Alcohol and Drugs Partnership to be added to National Outcome 9.
- 10.3 Subgroups such as Active Orkney would be created on a wider structure at a later stage.

**Action: HT**

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