

## Orkney Community Planning Partnership



### PARTNERSHIP LIAISON GROUP

Minutes of the meeting held at 10.00am on 2 December 2014 at Orkney Housing Association Limited.

#### Present:

Sally Inkster ( <i>Chair</i> )	Housing Forum
Stuart Allison	Strategic Economic Forum
Suzanne Baird	Healthy Communities Group
Frazer Campbell	Orkney Equality Forum
Francesca Couperwhite	Community Economic Development Orkney Group
Fraser Devine	Employability Strategic Group
Caron Jenkins	Third Sector Forum
Andrea Massey ( <i>Secretary</i> )	Community Planning Officer
Karriz Baird	Community Council Liaison
Katie Spence	Alcohol and Drugs Partnership
Kerry Spence	Strategic Community Learning Group
Maureen Swannie	Childcare Partnership
Phyllis Towrie	Transport Forum
Anna Whelan	OCPD Steering Group Secretary

#### 1. Apologies for absence

Gail Anderson	Third Sector Forum
Brian Archibald	Transport Forum
Pam Beasant	Arts Forum
Gail Churchill	Environment Partnership
Karen Greaves	Strategic Community Learning Group
Jon Humphreys	Community Safety Partnership
Marie O'Sullivan	Services for Children and Young People Group
Frances Troup	Housing Forum

#### 2. Minute of the last meeting – 2 October 2014

- 2.1 SI advised that the affordable warmth project was being developed with a group of Housing Associations across the Highlands and Islands, and not just OHAL.
- 2.2 Subject to this change, the minutes were approved, being proposed by SB and seconded by SA.

#### 3. Matters Arising

- 3.1 Item 3.3 – With regard to self-evaluation of the Arts Forum, AFW and PB met and agreed to see how things progress with the improvement plan before looking at this again in the New Year.

- 3.2 Item 8.5 – This item is noted, but will be covered under our improvement plan in due course.
- 3.3 Item 9.6 – The Steering Group were happy with this name change to “Healthy and Sustainable Communities” so this was agreed.
- 3.4 Item 10.1 – GM reported that the Poverty Survival Guide had been referred to the CAB to produce, resourced by OIC.

#### **4. Steering Group Business**

- 4.1 The draft minutes of the Steering Group meeting held on 4 November 2014 were noted. Much of the meeting was taken up with the CPP Audit and press release.
- 4.2 MS commented on item 11, reiterating that Orkney is the only CPP without a dedicated Early Years Change Fund manager. MS noted that without this resource, progress will be limited, a view endorsed by the group. This led to a wider discussion about the issue of resourcing and the need for more within the OCPP. If more central resource were available, then OCPP could potentially take on the co-ordination of shared responsibilities such as Early Years. There was an acceptance that there are no additional finances available currently so creative thinking is needed as to how our available manpower is utilised. Setting priorities without adequate resources was considered pointless.
- 4.3 Forthcoming Steering Group meetings will take place on 3 and 15 December. The 3 December meeting is a development day with Colin Mair from the Improvement Service to look at an improvement agenda following the audit, and hopefully to produce the bones of an improvement plan. The meeting on 15 December is a specialised performance review meeting to look at the Annual Report.

#### **5. SOA Annual Report 2013/2014**

- 5.1 AM introduced the SOA Annual Report and group members contributed to the narratives for each of the sections. AM will update the report from these.

**Action: AM**

#### **6. Any other business**

- 6.1 None raised.

#### **7. Date of next meeting**

- 7.1 Early February - TBC

#### **8. Aspireview**

- 8.1 Jim Love gave a short demonstration on the Aspireview Performance Management system. We were reminded that new targets will need to be

considered ready to be put on the system early in the New Year and that RAG could be reported on in the future. JL showed how a community planning area could be created within Aspireview to allow us to add a Risk Register alongside the SOA.

AEM  
16.12.14