



Minutes of the meeting of the OCPP Steering Group
held at 2.00pm on 4 November 2013 in the Voluntary Action Orkney Board Room

Present:	Steven Heddle John Ross Scott Jim Foubister Andrew Drever Alistair Buchan Ken Grant Gail Anderson Billy Wilson Sally Inkster Anna Whelan Hannah Thomson	Convener, Orkney Islands Council (<i>Chair</i>) Chair, NHS Orkney Vice-Convener, Orkney Islands Council OIC Police and Fire Sub-Committee Orkney Islands Council Highlands & Islands Enterprise Voluntary Action Orkney Scottish Fire & Rescue Service Partnership Liaison Group (<i>at 2.30pm</i>) Orkney Islands Council (<i>Secretary</i>) Orkney Islands Council (<i>Minute</i>)
Apologies:	Cathie Cowan Les Donaldson Gillian Morrison	NHS Orkney Northern Constabulary Orkney Islands Council
By invitation	Caroline Sinclair Brian Archibald David Hartley Eileen Summers	Orkney Health & Care (Head of Health & Community Care) (<i>for item 3</i>) Orkney Islands Council (Head of Transportation and Amenities) (<i>for item 5</i>) Orkney Islands Council (Communications Team Leader) (<i>for item 10</i>) Orkney Islands Council (Policy Officer Environment)) (<i>for item 8</i>)

1. Draft minutes of meeting held 4 September 2013

1.1 The minutes were approved.

2. Matters arising

2.1 Children's Services Action Plan

It was reported that the Plan was in progress and that Anna Whelan would follow up with Marie O'Sullivan.

Action: AFW

2.2 NHS Orkney Annual Review

John Ross Scott reported that this had been well attended and had been successful.

3. The Engagement Matrix

- 3.1 Gail Anderson and Caroline Sinclair explained that the Matrix was a tool and guidance developed as an aid for improving engagement between Health Boards and the Third Sector. There was a requirement for each Health Board area to determine areas which they were seeking to improve and to complete the Matrix on what was working well.
- 3.2 A facilitated event was held in Orkney and following this, Caroline Sinclair prepared a report to be submitted to the Scottish Government to provide feedback on the Matrix. At a National 'Shine and Share' event, Orkney was asked to present findings from working with the Matrix and the approach taken with the facilitated event. Orkney's approach to joint working was well received at this event.

4. Agreement on Community Planning and Joint Resourcing

- 4.1 Anna Whelan presented the Agreement on Community Planning and Joint Resourcing which had recently been drawn up and signed by the Scottish Government and COSLA. It laid out expectations for Community Planning Partnerships to share resources. It was noted that the Agreement didn't address the governance paradox that all bodies were accountable individually to Government for their budgets.
- 4.2 A discussion took place around the possibility of aligning budgets, which was considered more realistic at this stage than full budget integration. There was always a degree of risk in ceding control of funding for which a body was statutorily accountable, and an entrepreneurial approach would be required. It was noted that there was scope to influence the proposed Community Empowerment (Scotland) Bill, which would be amending existing legislation around community planning and would shortly be released in draft for consultation. It was agreed include Steering Group members in any discussion of the Bill, with an option to be included in the response.

Action: AFW

5. National Third Sector GIRFEC project

- 5.1 Gail Anderson reported that Orkney had been chosen as a demonstration area for the National 3rd Sector GIRFEC (Getting it Right For Every Child) project. This was noted and welcomed by the Steering Group.

6. Draft Single Outcome Agreement Annual Report 2012-13

- 6.1 Anna Whelan presented the draft Annual Report and explained that it was the final Annual Report on the previous Single Outcome Agreement (Orkney Community Plan 2011-14). It was noted that there were some gaps amongst the statistics and figures and the report was therefore agreed in principle subject to any amendments to be sent to Anna by 8 November 2013.

Action: All

7. Facilitated self-assessment by the Improvement Service

- 7.1 It was reported that an invitation had been received from the Improvement Service for assistance with CPP Board self-assessment. Anna Whelan had submitted a provisional response on behalf of the Steering Group. This was welcomed by the Group and it was agreed that this should ideally take place early in the New Year, when it would help with preparation for the CP Audit.

8. Environmental Strategy and Action Plan

- 8.1 Eileen Summers presented the new Environmental Strategy for approval by the Steering Group, and an Action Plan which was a working document. The Strategy had been developed by the Orkney Environment Partnership through a workshop and subsequent meetings, and had been aligned with National Outcomes 12 and 14 in the new Orkney Community Plan and SOA 2013-16. There were nine strategic themes, and 97 actions within the action plan.
- 8.2 The Steering Group had concerns about the lack of ownership of actions within the Action Plan, and that an accountable person should be named for each action. There were also concerns about how the action plan could be monitored without timescales for actions. Eileen explained that some actions, such as River Basin Planning, would be ongoing and therefore attaching timescales would not be possible for all actions.
- 8.3 It was agreed to approve the Strategy in principle, with comments to be sent to Anna or Eileen by 20 November 2013. **Action: All**

9. Development Workshop – output and feedback

- 9.1 The Group discussed the Workshop which had been held on 31 October and facilitated by Sue Newberry. The Session Notes were considered and it was felt that it had been a worthwhile exercise. It was agreed that it would be beneficial to have a follow up session focussing upon prioritisation and the development of specific actions to progress the identified areas for improvement.
- 9.2 It was agreed that Sue Newberry should be invited to facilitate a follow-up full day session and that the cost of this would be met by contributions from all Steering Group member agencies. **Action: All**

10. OCPP press, PR and communications

- 10.1 David Hartley presented several ideas for promoting OCPP. He emphasised the importance of it being people and not stories which sells news and therefore suggested using case studies wherever possible to give a human angle. He had researched other CPPs' press and found that Dumfries and Galloway had a newsletter which included both strategic and human interest articles. He also used examples of anniversaries and making comparisons. For example, the old community plan, Orkney 2020, had been produced 10

years ago. There were some interesting reflections to be made upon the priorities back then and how things had progressed.

- 10.2 Cllr Jim Foubister suggested taking an identical photograph of Kirkwall as was on the cover of Orkney 2020 to compare how the landscape had changed, including the Hatston Pier and many other public sector developments.
- 10.3 It was agreed that the OCPP Communications Strategy (2010) should be brought up to date in consultation with David, taking into account the Council's Communications Strategy, which was due to be revised soon, and other external factors such as social media. An updated Strategy would be taken to the next meeting of the Steering Group. **Action: AFW/DH**

11. Cruise Ship information for 2014

- 11.1 Brian Archibald presented information from Marine Services highlighting four dates in 2014 where large passenger numbers are expected due to simultaneous port calls. He explained that from an emergency services perspective, the passenger numbers were manageable. However, he asked the Steering Group to consider whether they felt Orkney could become overwhelmed by passenger numbers in terms of sustainability, and that ships in the future should be turned away.
- 11.2 A discussion took place about public health and it was acknowledged that any serious incident of public health involving the numbers on even a single cruise ship would be an enormous challenge for the community, although lessons had been learned from the past.
- 11.3 Cllr Jim Foubister emphasised the need to disperse passengers when they were ashore. While the most popular sites were in the West Mainland, there were also many places of interest in the East Mainland and South Isles.
- 11.4 Sally Inkster provided feedback from the Partnership Liaison Group who had discussed the item at their last meeting. They felt that Orkney should make the most of the opportunity by providing a programme to passengers setting out any particular events on in Orkney on their visiting day, for example two large liners were due in on the same day as the Riding of the Marches. Other marketing possibilities included setting up a farmers market or equivalent to offer a unique experience laid on specifically for the liner passengers.
- 11.5 Cllr Andrew Drever noted that some sites, notably the Italian Chapel, were experiencing high numbers of visitors and the resultant wear and tear was having a deleterious effect on the building and the art on the walls.
- 11.6 Gail Anderson suggested that there were opportunities to provide visitor experiences on the outer isles and this could be picked up by the Development Trusts. It was noted that Rousay, Shapinsay and Hoy had in the past picked up on cruise ship trade. Gail agreed to take this forward with the Development Trusts. **Action: GA**

- 11.7 A discussion took place regarding the management of increasing numbers of passengers onshore. It was noted that other services, notably the John O'Groats Ferry, were also landing hundreds of visitors and there was no evident co-ordination. There was high demand for buses which, in the past, had been met by bringing them up from South, but there was bound to be a limit.
- 11.8 Brian reported that the issue had been discussed at a recent meeting of the Community Safety Forum which had noted that the police had never needed to draft in any extra staff to deal with cruise passengers, who typically belonged to a law-abiding demographic.
- 11.8 It was suggested that a short-life working group be set up to address the issue, to include representatives of the Kirkwall and Stromness town centre partnerships. Ken Grant offered to convene an initial meeting by invitation to discuss matters further and plan proactively for the dates identified by Marine Services. **Action: KG**

12. Any other business

- 12.1 Cllr Andrew Drever reported that the Council was in active discussion with Police Scotland regarding the issues of traffic wardens, and police counter provision in Stromness. He was also meeting with Liam McArthur MSP.
- 12.2 John Ross Scott reported that following a public meeting, NHS Orkney Board had decided to consult again publicly upon the proposed hospital location, with three sites now under consideration.
- 12.3 The Chair reported that he was preparing a briefing for Elected Members on Our Islands – Our Future, which he would also circulate to members of the Steering Group. **Action: SH**

13. Date of next meeting

- 13.1 It was agreed to hold this in late Jan or early Feb 2014, date to be arranged. **Action: AFW**