



## Orkney Community Planning Partnership Steering Group

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Minutes of the 53<sup>rd</sup> meeting of the OCPP Steering Group  
held at 11.00am on 16 April 2010 in the St Magnus Centre, Kirkwall

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Present:	Stephen Hagan	Convener, OIC ( <i>Chair</i> )
	John Ross Scott	Chair, NHS Orkney
	James Stockan	Vice-Convener, OIC
	Bobby Leslie	Northern Joint Police Board and Highlands & Islands Fire Board
	Alistair Buchan	Chief Executive, Orkney Islands Council
	Cathie Cowan	Chief Executive, NHS Orkney
	Ken Grant	Area Manager, HIE
	Gaynor Jones	Chief Executive, Voluntary Action Orkney
	Mhairi Grant	Area Commander, Northern Constabulary
	Elaine Grieve	Chair, Partnership Liaison Group
	Gillian Morrison	Assistant Director (Strategy & Improvement), OIC
	Anna Whelan	Head of Corporate and Community Strategy, OIC ( <i>Secretary</i> )
By invitation	Sue Blackburn	Policy Officer, OIC ( <i>for item 7</i> )
Apologies:	Andrew Drever	Northern Joint Police Board and Highlands & Islands Fire Board
	Trevor Johnson	Highlands & Islands Fire and Rescue Service
	Euan Page	Equality and Human Rights Commission

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### 1. Minutes of 52<sup>nd</sup> meeting held 17 February 2010

1.1 The minutes were agreed.

### 2. Matters arising

#### 2.1 Item 4.3 Citizens' Advice Bureau

2.1.1 Gaynor Jones reported that OIC had identified various options but none had proved suitable and CAB had decided to stay put.

2.1.2 Gaynor also reported an issue which had arisen over Victim Support, who are VAO's tenants. Following the recent death of the Kirkwall organiser Victim Support in Inverness had decided not to refill the post, but to manage the service from Inverness and Shetland. VAO was contesting this decision and it was agreed that the Partnership should write a letter to Victim Support asking them to reconsider. **Action: AFW/GJ**

## 2.2 Item 12.3 Orkney Health and Care

John Ross Scott raised again the issue of representation on the Steering Group of Orkney Health and Care, noting that there were no OHC board members on the Group. It was acknowledged that both OIC and NHSO were already well represented, and that the Third Sector by comparison had only one voice. The correct forum for the OHC Chair would be the new Health and Wellbeing thematic group. It was agreed not to expand the membership of the Steering Group for the time being, but instead to invite the OHC Chair to attend Steering Group meetings twice a year to report progress, starting in September 2010. **Action: AFW**

## 3. **Presentation by Euan Page (Equality and Human Rights Commission)**

- 3.1 It was noted that Euan Page had been detained in Edinburgh by the volcanic ash cloud and his presentation had therefore been deferred to the June meeting.

## 4. **Community Planning Action Plan**

- 4.1 It was noted that the action plan had begun life as the action plan arising from the 2009 Review of Community Planning, but had since had other actions added to it and had become an all-purpose OCPP action plan. *[Note: the traffic light colours in the circulated action plan were correct, although contradicted in one or two places by the text)].*
- 4.2 Re. action no. 17, it was queried why the Partnership Liaison Group had declined to invite community council representatives onto thematic groups, and noted that there had been a lack of understanding as to how a geographical representative could represent the public on a community of interest group. There were cultural differences between thematic groups (which tended to operate 9-5) and community councils, which met in the evening. However, a seminar for community councils held in May 2009 had made a start on improving liaison.
- 4.3 NHSO highlighted the importance of community ownership of decision-making, and noted that their Board had community representatives. Gaynor Jones noted that the terms of reference of the Third Sector Forum only allowed members of VAO to join, but these included Stromness Community Council.
- 4.4 It was agreed that Council officers for community strategy and community council liaison should revisit the question of how to ensure community council involvement in community planning. **Action: GM/AFW**

## 5. **Joint Working in Orkney**

- 5.1 Alistair Buchan reported that Orkney Health and Care was now working on its governance procedures, including management of resources, reporting mechanisms etc. There would be an opportunity to raise any issues needing

Government action on John Swinney's forthcoming visit [*Note: the visit was subsequently postponed*]. Once the governance was sorted out, it was agreed that it would be desirable to give OHC as much autonomy as possible within its anticipated future budget constraints.

- 5.2 Ken Grant reported that the Business Gateway was working well.
- 5.3 Following a discussion, it was agreed to keep "Joint Working in Orkney" as a standing item on the agenda for the time being, to trigger updates.

## **6. Fairer Scotland Fund**

- 6.1 Gillian Morrison outlined the current situation and the available options regarding the funds remaining unspent from 2009-10 and funds not yet committed in 2010-11.
- 6.2 It was agreed to underwrite (with 2010-11 FSF funds) the carry-over of £20,148 of 2009-10 funding awarded to the Eday Partnership for the delayed Fast Boat project, and noted that the Service Level Agreement for the award should specify that the OCPP and/or OIC had no legal responsibility for the project. **Action: AFW**
- 6.3 It was agreed to commit remaining funds from 2009-10 (totalling £12,042) to Voluntary Action Orkney to enable preparatory work to start on the conversion of the former Powerbowl premises for use by voluntary bodies. On behalf of VAO, Gaynor Jones undertook to match the FSF funding from VAO reserves. **Action: AFW/GJ**
- 6.4 It was confirmed that Scottish ministers were expected to confirm in June 2010 whether carry-over requests from 2009-10 were to be granted. This meant that approximately £30k could be committed before June, and the remaining £20k once the Partnership had received authorisation to carry over unspent 2009-10 funds. In view of the relatively small sums available, it was agreed to explore existing needs rather than invite new bids. The PLG was asked to consider known needs and prepare a prioritised list for consideration by the Steering Group at its June meeting. **Action: EG/AFW**
- 6.5 It was queried whether the Council needed to explicitly approve the proposals for unspent funding. It was explained that the Policy and Resources Committee report which dealt with the committed funding was not explicit on this matter and further advice would be sought from the Council. **Action: AFW**

## **7. OCPP Branding (*Sue Blackburn in attendance*)**

- 7.1 Sue Blackburn, Policy Officer (OIC) introduced the proposed branding package, which she had designed in accordance with criteria agreed with the Community Planning Officer and informed by previous work on OCPP branding conducted the previous year. The package was designed to be flexible, with elements which could be used individually or as a group, but

would always be recognisable. The logo picked up the horizontal landscape and green and blue shades in the existing OCPP letterhead, adding a heather shade, but avoided using any colours or themes already associated with individual members of the Partnership. Sue tabled a range of T-shirt designs to demonstrate the versatility of the design elements.

- 7.2 It was agreed that the design was fun and different from any other CPP, as well as being distinctively Orcadian, and Sue was thanked for her expert work on behalf of the Partnership. It was agreed to adopt the branding package with immediate effect. **Action: AFW**

## **8. Credit Union Report (*attached*)**

- 8.1 Gaynor Jones reported on the outcome of the credit union workshop organised by VAO in Kirkwall with the participation of the Western Isles Credit Union. The WICU planned to rebrand as the Highlands and Islands Credit Union, and was keen to make a formal approach to establish a “common bond”. It was confirmed that VAO had decided not to proceed with an independent Orkney credit union.

- 8.2 It was agreed that the Partnership should support the proposed H&ICU, and that it should be invited to make a formal presentation to interested parties. The project was handed back to the Community Planning office to progress. **Action: AFW**

## **9. Government and the Third Sector: Relations at Local Level**

- 9.1 Gaynor Jones noted that Orkney was producing a local “Joint Statement” on the relationship between local government and the third sector. With regard to some of the findings quoted in the report, it was noted that Orkney did not undertake tendering at present as it was still in transition to new ways of working with the third sector. The high local satisfaction rating with the CPP was also noted.

## **10. OCPP Risk Management Action Plan**

- 10.1 The relationship between the OCPP risk register and individual partners’ risk strategies was discussed. It was noted that the OCPP register comprised only strategic risks to the Partnership itself. The best place to manage and monitor specific operational risks would be through thematic groups or within the relevant organisations’ risk registers.
- 10.2 With regard to Risk no. 5 (Capacity to deliver/prioritisation of resources) it was agreed to set a further date for review of this risk following the next spending review (c. Nov 2010). **Action: AFW**

## **11. Community Safety Partnership**

- 11.1 Introducing the progress report—which was part of the regular programme of thematic group reporting—Gillian Morrison (as Chair of the CSP) noted the wide remit and membership of the CSP and its various connected groups. Alistair Buchan observed that the CSP was one of the most successful workstreams within the community planning framework, and made a good model for other groups. Bobby Leslie reported that he had attended a very good seminar organised the day before by the CSP. The progress report was noted.

## **12. Population change**

- 12.1 Gillian Morrison introduced the report which presented a basket of population indicators. It was noted that the Council's Policy and Resources Committee had agreed to adopt the indicators for annual monitoring purposes, with a view to informing medium and long term Council strategy. The indicators included GP registrations, which gave figures slightly higher than GROS population estimates but more up to date. It was noted that it was encouraging to see Orkney's population rising, including those economically active.
- 12.2 It was agreed that population monitoring reports should be presented to the Steering Group when prepared for P&R Committee. **Action: AFW**
- 12.3 James Stockan queried whether there was any scope for local population figures to be used by the Government in funding formulae, and it was agreed to look into this. **Action: AFW**

## **13. Press releases following Steering Group meetings**

- 13.1 It was reported that Councillors had asked, at their recent seminar on community planning, whether press releases could be issued following Steering Group meetings, outlining what had been discussed and any outcomes.
- 13.2 It was agreed to devise a procedure for the issue of press releases in consultation with the Council's press office and action it with effect from the next meeting. **Action: AFW**

## **14. Any other business**

- 14.1 Gaynor Jones enquired whether the final report of the Review of Community Planning had been released, and this was confirmed. It was agreed to send her a copy. **Action: AFW**
- 14.2 Gaynor Jones passed on a query which had been raised by the Government's Third Sector Division regarding the Orkney third sector's involvement in the Single Outcome Agreement. It was noted that this probably related to early discussion with the Government regarding signatories to the SOA, since the third sector was not a statutory community planning partner under the Local Government in Scotland Act 2003. The issue had been resolved locally and

would likely be resolved nationally when the legislation was revisited, as was planned.

- 14.3 It was queried whether the Partnership should submit a formal response to the current consultation exercise regarding car parking at Kirkwall Airport, and agreed that partners should submit individual submissions as everyone had a different angle on the matter.

**15. Date of next meeting**

- 15.1 The next meeting of the Steering Group will be on Tuesday 15 June 2010 at 2.00pm.
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Anna Whelan  
8 June 2010