



## OCPP Steering Group

Minutes of the 46<sup>th</sup> meeting of the OCPP Steering Group  
held at 11:00 on 27<sup>th</sup> March 2009 in the St. Magnus Centre, Kirkwall

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Present:	Stephen Hagan James Stockan John Ross Scott Ken Grant Elaine Grieve David Miller Anna Whelan Hannah Laird	Convener, OIC ( <i>Chair</i> ) Vice-Convener, OIC Chair, NHS Orkney Area Manager, HIE Chair, Partnership Liaison Group Chief Inspector, Northern Constabulary Head of Policy, OIC ( <i>Secretary</i> ) Community Planning Officer ( <i>minutes</i> )
Apologies	Alistair Buchan David Pigott Gaynor Jones	Chief Executive, Orkney Islands Council Interim Chief Executive, NHS Orkney Chief Executive, Voluntary Action Orkney
By invitation	Brian Murray	Highlands and Islands Fire & Rescue Service

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The Convener acknowledged the importance of the Fire Service within community planning and welcomed Brian Murray from the Highlands and Islands Fire & Rescue Service.

### 1. Draft minutes of 44<sup>th</sup> meeting held on 13 February 2009

1.1. The minutes were accepted as a true record of the meeting.

### 2. Matters arising

2.1. The HUB initiative (item 6). It was noted that the Hub initiative had been discussed at Council which had agreed to sign up to it.

### 3. Joint Working in Orkney

3.1. Elaine Grieve provided a verbal update on the six strands overseen by the Public Sector Reform Programme Board, which was shortly to be wound up (Information Services, Personnel, Committee Administration, Patient Transport, Hotel Services and Corporate Property).

3.2. It was reported that the Community Health and Social Care Partnership (CHSCP) would be operating in shadow format from 1 April 2009. The Special Purpose Vehicle (SPV) was progressing.

3.3. The Convener requested a written report at the next meeting of the Steering Group.

**Action: AFW**

### 4. Single Outcome Agreement

4.1. Guidance on SOA reporting from the Improvement Service (previously issued)

Anna Whelan explained that there had been some uncertainty regarding interim reporting requirements of the 2008-09 SOA due to conflicting guidance. The document from the Improvement Service was the most recent issued guidance. Clarity would be sought from John Mason and Gabby Pieraccini during their forthcoming visit to Orkney on 31 March 2009.

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John Ross Scott advised that a Delayed Discharge indicator which was in an earlier version of the SOA has been removed, and asked whether this could go back in. Anna Whelan advised that this had already been agreed with Rhoda Walker, and there was still time to make changes such as these. She also asked that questions should be put to her by next week in time for the visit from John Mason and Gabby Pieraccini.

- 4.2. Guidance on Equalities/SEA from the Scottish Government/COSLA (previously issued)  
This paper was presented for information. The guidance on equalities was what had been expected, and focused on the bigger picture of marginalisation. The guidance on Strategic Environmental Assessments noted that it was the responsibility of Councils and/or Community Planning Partnerships to determine whether SOAs should be submitted for SEA or not, depending on their content.

It was acknowledged that a multi-agency statement in the SOA with regard to equalities would be appropriate. **Action: AFW**

### **5. Community Engagement (report and draft guidelines previously issued)**

- 5.1. Hannah Laird presented the report which recommended that the Steering Group accept the draft Community Engagement and Consultation guidelines. This piece of work was a recommendation from the best value review of consultation. John Ross Scott acknowledged that NHS had not been successful in the past engaging with staff. Anna Whelan emphasised that the guidelines would push forward a joined up approach to consultation and engagement although there were still difficulties in reaching minority groups, which were being addressed through the Equality Forum.

The guidelines were accepted.

- 5.2. The Steering Group were also recommended to accept a monitoring sheet, which reported progress of each of the recommendations from the best value review of consultation. There were two recommendations which were yet to be progressed.

The monitoring sheet was accepted.

### **6. Isles Youth Development Project (previously issued)**

- 6.1 The Chair presented a report from Malcolm Graves, OIC Community Learning and Development Manager, requesting support to extend the Isles Youth Development Project for a brief period of time to enable it to source alternative funding. It was noted that young people on Westray had been active in requesting that the project continue, and it was felt that their engagement should be acknowledged. The report noted that the project would have approximately £5k available to carry forward from 2008-09, and the facility existed to request carry-over of small amounts of the Fairer Scotland Fund. It was agreed that the Scottish Government should be asked to approve carry-over of these funds to 2009-10, and also of any funds left over from the community planning infrastructure budget, to support the Isles Youth Development Project. **Action: AFW**

### **7. Corporate Parenting**

- 7.1. Elaine Grieve presented this item, which referred to a previously circulated document 'These are all our bairns', which was targeted at Community Planning Partnerships (CPP). The document focused on the role of Corporate parenting with regard to looked after children. A position statement was to be presented to OIC Policy and Resources Committee on 14<sup>th</sup> April, and it was hoped that the Orkney CPP would wish to endorse and possibly elaborate on the statement. It was suggested that employment and careers professionals be invited to this meeting. The importance of Orkney CPP being involved in this was emphasised by Elaine as this involved all partners.

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### **8. Any other business**

8.1. The Convenor reported that he had attended a recent meeting in Arran of the Convention of the Highlands and Islands (CoHI) where there was a good discussion about the role of CPPs in responding to the recession. Specific outcomes from the meeting had been agreed, including regional capital planning. Brian Murray noted that HIFRS had built new fire stations in recent years in collaboration with other agencies' capital developments.

8.2. The Convenor proposed the creation of a Task Force to take forward specific initiatives on behalf of the Steering Group, initially a co-ordinated response to the recession. Ken Grant agreed to assist with this. **Action: KG**

The Convenor requested a paper be brought forward to the next meeting of the Steering Group on the proposed Task Force. **Action: AFW**

8.3. Ken Grant reported that the joint business gateway, based at Queen Street will be operational at the start of the new financial year, next week.

### **9. Date of next meeting: 20 April at 2.15pm**

Hannah Laird/Anna Whelan  
15 April 2009