

**Highland Community Planning Partnership**

**Community Planning Board**

Minutes of Meeting of the Community Planning Board held in the Council Chamber, Council Headquarters, Glenurquhart Road, Inverness on Friday 11 September 2015 at 10.00 am.

**Present:**

**Representing the Cairngorms National Park Authority (CNPA):**

Mr P Argyle  
Mr G Moir

**Representing NHS Highland (NHSH):**

Ms E Mead  
Dr H van Woerden  
Ms C Steer

**Representing the Highland Council (HC):**

Mrs M Davidson  
Mr A Rhind  
Mrs I McCallum  
Ms M Smith  
Mr S Barron  
Ms M Morris  
Mr B Alexander  
Mr S Black  
Ms C McDiarmid  
Mr P Mascarenhas  
Ms C Bateson

**Representing the Scottish Fire and Rescue Service (SFRS):**

Dr M Foxley  
Mr S Hay

**Representing the Scottish Government (SG):**

Mr J Pryce

**Representing Scottish Natural Heritage (SNH):**

Mr G Hogg

**Representing Highlands and Islands Enterprise (HIE):**

Mr M Johnson  
Mr R Kirk

**Representing the Scottish Police Authority (SPA):**

Mr I Ross (also representing SNH)

**Representing the Highland Third Sector Interface (HTSI):**

Mr J Wilson  
Ms M Wylie

**Representing the University of the Highlands and Islands (UHI):**

Mr M Devenney

**Representing High Life Highland (HLH):**

Mr D McLachlan  
Mr I Murray

**In attendance:**

Sergeant M Fowler, Police Scotland  
Mr W Gilfillan, Director of Community Services, Highland Council  
Mr S Dalgarno, Development Plans Manager, Highland Council  
Mr G Morrison, Parliamentary Officer, Highland Council  
Miss M Murray, Committee Administrator, Highland Council  
Miss J Green, Administrative Assistant, Highland Council

## Mrs M Davidson in the Chair

### Business

#### Preliminaries

Prior to the commencement of formal business, the Chair drew attention to the Council's new Programme, "Highland First", copies of which had been tabled. This was an evolution of the previous Programme, "Working together for the Highlands", and was relevant to all community planning partners.

In relation to the Syrian refugee crisis, the Council needed to be ready to receive refugees if they arrived in Highland and a meeting of senior Members and officers had taken place in that regard. A press release had been issued and it was necessary to reflect on the next steps. In order to simplify communication, it was suggested that partners provide, to the Council's Depute Chief Executive, the name of the senior officer within their organisation who would be the contact for this issue.

Many people were wondering what they could do to help and reference was made to a presentation by Blythswood Care, who worked with the Red Cross on the ground. They had explained that the best thing to do was donate money as it was cheaper to buy food abroad than to transport it by lorry from Highland.

During discussion, the Director of Public Health, NHS Highland, emphasised the importance of links with public health. Refugees were often traumatised and in need of support from a mental wellbeing aspect as well as having health conditions that needed to be addressed.

Thereafter, the Board **AGREED** that partners provide, to the Council's Depute Chief Executive, the name of the senior officer within their organisation who would be the contact in relation to the Syrian refugee crisis.

#### 1. Apologies for Absence

Apologies for absence were intimated on behalf of Ms E Johnston (Highland Council); Ms C Wright and Mr R Muir (Highlands and Islands Enterprise); Mr G Coutts, Mrs J Baird and Mr K Oliver (NHS Highland); Ch Supt J Innes (Police Scotland); Mr R Iffla (Scottish Fire and Rescue Service); and Professor C Mulholland (University of the Highlands and Islands).

#### 2. Minutes of Meetings

##### i. Community Planning Board

There had been circulated, and were **APPROVED**, Minutes of the Community Planning Board held on 3 June 2015.

##### ii. Chief Officers' Group

There had been circulated, and were **NOTED**, Notes of Meetings of the Chief Officers' Group held on 27 May 2015 and 13 August 2015.

### 3. Counter-Terrorism and Security Act 2015: the Prevent Duty and Implications for the Highland CPP

Sergeant M Fowler, Police Scotland, undertook a presentation during which it was explained that the CONTEST Strategy was the UK Government's Counter Terrorism Strategy, the aim of which was to reduce the risk to the UK and its interests overseas from terrorism so that people could go about their lives freely and with confidence. There were four workstreams within the Strategy, namely, Pursue; Prevent; Protect; and Prepare. The presentation focused on Prevent, which aimed to prevent vulnerable people being drawn into extremism and terrorism. The internet meant that Highland was no longer protected by its location and Prevent focused on all local communities. It covered ideology, individuals and institutions and detailed information was provided on radicalisation, the process by which individuals became violent extremists. Information was also provided on Prevent products for use within education such as ACT Now and WRAP, the workshop for raising awareness of Prevent.

To accompany the presentation, there had been circulated Report No CPB/11/15 by the Head of Policy and Reform, Highland Council, which described the new Prevent duty on specified partners and made recommendations on how the CPP could support the duty effectively.

During discussion, the following issues were raised:-

- in relation to the Prevent Professional Concerns process, many of the individuals would already be subject to safeguarding and it was important not to put in place parallel, duplicate and therefore potentially unsafe processes. The Council was engaging with NHS Highland in that regard;
- with regard to strategic planning, each of the strategic groups within the CPP would need to be aware of Prevent. However, it was important to be clear that the CONTEST process was the leadership process; and
- in relation to ACT Now and WRAP, it was important to deliver the training internally rather than appointing training companies. Sergeant Fowler concurred and confirmed that Police Scotland could provide training free of charge.

In response to a question, it was confirmed that a lot of awareness-raising had been carried out in secondary schools. For example, ACT Now had been delivered to all fifth year pupils in Culloden Academy.

Thereafter, having thanked Sergeant Fowler for his presentation and emphasised the important of raising awareness, the Board:-

- i. **NOTED** the presentation; and
- ii. **AGREED** the action highlighted in paragraph 3.4 to provide assurance that partnership action on Prevent was focused properly and supported the specific duties that the public bodies listed would take forward within their organisations.

### 4. Presentation: Proposed Cairngorm and Glenmore Strategy

Mr G Moir, Chief Executive, Cairngorms National Park Authority, undertook a presentation on the proposed Cairngorm and Glenmore Strategy, during which it was

explained that Cairngorm and Glenmore was publicly owned and had been identified, through the Cairngorms National Park Partnership Plan, as a key area for development. It was an outstanding natural environment and, with approximately 1.2 million visitors per year, it was a nationally significant visitor destination that was critical to the Strathspey economy. Currently, however, the visitor experience was average and examples were provided of inconsistent car parking charges; excessive/redundant signage; and tired and dated facilities. The proposed Strategy was an opportunity to enhance the visitor experience to match the quality of the environment; to ensure people left feeling they had been to an amazing place; and to ensure people had an experience to rival any of the world's best National Parks.

There were five public partners, namely, Cairngorms National Park Authority; The Forestry Commission; Scottish Natural Heritage; Highlands and Islands Enterprise; and the Council. The key objectives were to improve the visitor infrastructure; join up the visitor experience; build on the post-war tradition of outdoor education; and retain and enhance the distinctive sense of place. Key proposals included a new Visitor Centre/Youth Hostel/Education Facility in Glenmore; managing car parks as a network; improving public transport and visitor orientation from Aviemore; improving the access network in and around Loch Morlich; and a new day lodge and associated infrastructure improvements at Cairngorm Mountain. Public consultation on the Strategy would take place from November 2015. In conclusion, information was provided on key challenges/opportunities including investment/funding, buy-in from partners and the potential to be part of the City/Region Deal.

During discussion, the following issues were raised:-

- the need for a more joined up approach was endorsed;
- in terms of links with the Single Outcome Agreement, it was not just a matter of visitors and the economy but active healthy lives. In response, it was confirmed that physical activity and health were a big part of the agenda and, on 12 September 2015, the Minister for Physical Activity would be launching the Active Cairngorms Strategy as well as the extension of the Speyside Way from Kincaig to Aviemore. The Head of Health Improvement, NHS Highland added that the Active Cairngorms Strategy linked with the work the CPP had been developing around Active Highland;
- as well as being critically important for the Cairngorms National Park, the Glenmore corridor was strategically significant for Highland as a whole and the increase in visitors as a result of dualling the A9 would add to this;
- the Director of Community Services confirmed that, following the consultation period, he would be happy to discuss the areas within the Council's control in relation to signage, transport and car parking;
- the focus on visitors was welcomed and it was highlighted that a piece had been added to the Council's Programme looking at what the Council was doing to enhance the visitor experience. It was suggested that the partnership approach to the Strategy could be replicated in other areas of Highland; and
- NHS Highland was carrying out a major service redesign in Badenoch and Strathpey. As well as creating a health and care hub in the centre of Aviemore, there would be disinvestment in some areas which might lead to land becoming available for alternative use by partners.

In response to questions, it was explained that:-

- in relation to evidencing priorities, Cairngorms National Park Authority carried out a five-yearly visitor survey and there was specific data on people's experience of the Glenmore area and what they would wish to see improved. The area was one of the most surveyed in Scotland, both from a visitor and natural heritage perspective; and
- with regard to the potential for early wins, the consultation split priorities in to short and medium term and there were a number of projects that could be implemented relatively quickly to gain some momentum.

Thereafter, having thanked Mr Moir, the Board **NOTED** the presentation.

## 5. Development Plans and Community Planning

There had been circulated Report No CPB/12/15 by the Director of Development and Infrastructure, Highland Council, which introduced new responsibilities for the CPP Board in the process of preparing and delivering Local Development Plans that reflected shared priorities for community planning. It sought buy-in from Community Planning Partners at key stages of preparing these plans and their associated Action Programmes. This approach aimed to strengthen the framework for coordinating their delivery and monitoring against the Single Outcome Agreement (and its successor).

As a first step in introducing these arrangements, approval was sought from the CPP Board for the Highland-wide Local Development Plan (HwLDP) Main Issues Report and emerging issues for the Caithness and Sutherland Proposed Local Development Plan (CaSPlan).

During discussion, the following issues were raised:-

- SNH had a formal role in the process that was separate from its role in the CPP and was a key consultee on both the HwLDP Main Issues Report and CaSPlan. It would also be a consulting authority in terms of associated strategic environmental assessments and habitat regulation assessments. Without prejudice to those more detailed roles, SNH welcomed both Plans. In relation to the Main Issues Report, there might be some issues regarding how some of the recommended lines interacted but they would be teased out during the subsequent part of the process;
- the proposed role and responsibilities for the CPP were welcomed. However, there might be some issues for the Chief Officers' Group to consider in terms of what would happen if there was difference of opinion between the Council's Strategic Committee and the CPP;
- information was sought on whether CaSPlan was joined up with the Caithness and North Sutherland Regeneration Partnership (CNSRP). In response, it was confirmed that CNSRP was a key consultee throughout all stages of the Development Plan process. It was hoped that the Plan complemented what partners such as CNSRP were doing and aligned with their priorities;
- NHS Highland would be carrying out far-reaching consultations in north Highland in particular and concern was expressed that the multitude of consultations could cause confusion. The Chair concurred that it could be a deterrent to community engagement and suggested that the Chief Officers' Group could reflect on that;

- the Local Development Plan for the Cairngorms National Park had recently been approved by Scottish Ministers and the Action Plan was in place. The importance of ensuring that it linked with the HwLDP was emphasised;
- community sustainability was key and it was essential that the various Plans were joined up. The efforts to do so were welcomed;
- information was sought on whether there were any innovative thoughts in terms of how to achieve fuller and more effective community engagement as part of the consultation process. In response, it was explained that a number of steps had been taken to try and reach out to people rather than waiting for them to engage. Publicity was key, as was trying to make Development Plans meaningful and using plain and simple language. Charrettes had been successful in helping people to understand how they could have an input and shape the future of their communities. In addition, social media had been effective in reaching out to people who would not normally get involved; and
- Development Plans were about shaping the future of the Highlands and public sector buy-in was fundamental.

Thereafter, the Board:-

- AGREED** the role and responsibilities for the CPP Board at Appendix 1;
- AGREED** the following elements of the Highland-wide Local Development Plan Main Issues Report at Appendix 2:
  - Vision and Outcomes (linked to the Single Outcome Agreement (SOA)) – pages 1-2
  - Overall strategy – inside cover, and pages 4-6
  - Preferred options for dealing with Main Issues - throughout
  - background evidence including the Monitoring Statement available at [http://consult.highland.gov.uk/portal/dp/hwldp2/hwldp2\\_mir?tab=files;](http://consult.highland.gov.uk/portal/dp/hwldp2/hwldp2_mir?tab=files;)
- AGREED** the emerging Caithness and Sutherland Proposed Local Development Plan summarised at Appendix 3 and to provide sign-off of the Proposed Plan at Chief Executive level by Friday 9 October 2015; and
- NOTED** that Action Programmes would be key to delivering these plans and would be subject to discussion at officer level and reported to subsequent CPP Board meetings.

## 6. Delivering Partnership Outcomes – Annual Performance Reports 2014/15

The following Annual Performance Reports 2014/15 had been provided by Responsible Officers on the current delivery plans for the Single Outcome Agreement (SOA), the Partnership's agreed strategic priorities and developing partnership working:-

### i. Economic Growth and Regeneration

The circulated report by HIE, as lead partner on this theme, explained that, following the work of Glasgow University's Training and Research Unit for HIE on CPP reporting, the report followed the same format as Year 1. The high level outcomes were summarised and these were on target to be achieved at the end of the five year period. The appendices provided data on some of the more specific projects that were underway.

During discussion, the following issues were raised:-

- whilst welcoming the progress in terms of job creation, low wages were an issue in Highland and information was sought on whether data could be provided on the quality and location of the jobs created. In response, it was confirmed that data could be provided qualitatively and spatially. Good job quality was at the heart of the Scottish Government's Economic Strategy as well as what HIE, Business Gateway and other community planning partners were aiming to achieve. However, it was a particular challenge in rural areas given some of the economic conditions. The Chair commented that it would be interesting to examine the outcomes alongside the workforce planning that was underway and undertook to liaise with officers in that regard;
- the importance to Highland communities of improving broadband and mobile reception was emphasised. The Cabinet Secretary for Finance, Employment and Sustainable Growth was reluctant to invest public money where there was uncertainty regarding the extent of the BT rollout and it was essential to obtain a definitive statement from BT in that regard so that the gaps could be addressed. In response, it was confirmed that improving broadband and mobile connectivity was fundamental to the socioeconomic wellbeing of Highland and was a top priority for HIE. BT had a role in terms of fixed broadband but there were other solutions and Community Broadband Scotland had been working with communities that were unlikely to benefit from the BT rollout. HIE had also been working with mobile operators and there had been a shift in how the industry was delivering the next generation of mobile, with operators seeking to share infrastructure. Clarification having been sought, it was confirmed that representatives of BT, EE, Three, O2 and Vodafone would be in attendance at the next CoHi (Convention of the Highlands and Islands) meeting and this was welcomed;
- as Chair of the Further Education Regional Board, Dr M Foxley undertook to chase up the outstanding data in relation to further education in Appendix 3 of the report;
- further education not only transformed lives but made a significant contribution to the economy and that sort of information was being used to make the case for all least maintaining current funding levels for further education in Highland;
- with regard to outcome 9a, the target of 3500 related to higher education expansion; and
- in relation to curriculum planning, it was not just about individual college targets but regional targets/needs and this added another dimension to the dynamic.

The Board **NOTED** and scrutinised the Annual Performance Report.

## ii. **Employability**

The circulated report by the Council, as lead partner on this theme, summarised the progress that had been made in 2014/15 and Appendix 1 detailed the SOA key performance indicators, including baseline and trend data where available. In particular, it was highlighted that there had been a shift from dealing particularly with youth unemployment to looking at harder to help groups in the labour market. First stage approval for European Social Fund employability funding had been received on 28 August 2015 and details were provided of the

five workstreams to be funded, namely, Positive Pathways; Work It Out Programme; Recruitment Incentive; Work Experience Programme; and a Challenge Fund approach.

The Board **NOTED** and scrutinised the progress and activity underway which would inform a refreshed SOA Action Plan.

### iii. **Early Years/Children**

The circulated report by the Council, as lead partner on this theme, explained that the SOA Early Years framework was consistent with the performance framework for children's services agreed by the Council and NHS Highland and outlined in For Highlands Children's 4. A full summary of the Early Years annual review was set out in Appendix 1 of the report. There had been progress in determining baselines and targets, although some data would not be available until later in the year. In addition, discussions continued to take place with NHS Highland to seek earlier access to child health surveillance information. Other data for new outcome indicators would only be collected on an annual or other basis and, as a consequence, was not available at this stage. Commentary was provided on a number of measures where performance was either not on target or of note.

During discussion, Members commented that it was necessary to change the shape of some services. However, it was recognised that that would not be easy to achieve. In addition, it was necessary to highlight the indicators where a significant shift was required such as increasing kinship care.

Thereafter, the Board **NOTED** and scrutinised the Annual Performance Report.

### iv. **Safer and Stronger Communities**

A report covering a six-month period was tabled. However, this was not discussed and it was **AGREED** that the Annual Report be provided if available.

### v. **Health Inequalities and Physical Inactivity**

The circulated report by NHS Highland, as lead partner on this theme, summarised the work of the Health Inequalities and Physical Activity Group in 2014/15. Detailed information was provided on a number of workstreams including preventative spend; Welfare Reform; health, housing and homelessness; understanding inequalities in remote and rural areas; training and awareness raising; Anti-Poverty Strategy and Physical Activity. The report also highlighted a number of emerging issues that required attention by the CPP in the coming year.

The Head of Health Improvement, NHS Highland, highlighted that an interim set of indicators had been selected until such time as the outcome of the ongoing national work was known. Reporting on the interim indicators would be provided for inclusion in the annual report to the Scottish Government.

The Board **NOTED** and scrutinised the Annual Performance Report.



## vi. Outcomes for Older People

The circulated draft report by NHS Highland, as lead partner on this theme, summarised the progress that had been made against the agreed targets in 2014/15. It was explained that the performance framework was based on the National Health and Wellbeing Outcomes but also reflected feedback by the people of Highland over the years. A number of indicators had been adjusted to reflect a more outcome focused approach. It was highlighted that there were still some challenges in accessing data when required and in a timely fashion to enable valid analysis.

During discussion, the Chief Executive, NHS Highland, welcomed the commitment in the Council's Programme to strengthening the partnership with NHS Highland, the first in Scotland to be fully integrated.

Members welcomed the increased focus on work at District Partnership level and suggested that it would be helpful to set some stretch targets that focused people on local community planning.

Thereafter, the Board **NOTED** and scrutinised the Annual Performance Report.

## vii. Environmental Outcomes

The circulated Report by SNH, as lead partner on this theme, explained that, despite the challenge of a period of declining resources, significant progress had been made during the year to 31 March 2015 across the range of improvements/targets set out in the SOA. The Highland Environment Forum met twice a year but was also used as an ongoing communication vehicle and had developed a number of working groups to take forward action on a range of issues including biodiversity; invasive non-native species; wildlife crime; development of a Highland Land Use Strategy; and action to reduce the incidence of wildfires. The report also highlighted achievements/issues in relation to Wildlife Crime; Highland Home Energy Initiative; Green Infrastructure; and The Scottish Rural Development Programme 2014-20. Only a few targets were not progressing or would not be achieved and the latter in particular would be pursued in 2015/16.

The Unit Manager – South Highland, SNH highlighted two targets relating to home energy in the appendix to the report that were marked as “no data provided”. It was explained that the data had been provided and the targets had been met. An amended version of the appendix would be provided for inclusion in the report to the Scottish Government.

During discussion, the following issues were raised:-

- information having been sought on the links between land management plans and the HwLDP, it was confirmed that the Council's Development Plans Manager and colleagues had been attending the Highland Land Use Strategy Working Group. The intention was that the Highland Land Use Strategy, if it proceeded, would complement the HwLDP and vice versa and should become supplementary guidance as part of the planning process;

- it was important to encourage wider partner participation and comment on the Scottish Government's vision for agriculture, "The Future of Scottish Agriculture";
- SNH had recently launched Scotland's National Peatland Plan. This was particularly important for Highland and the Scottish Government had made some additional funding available to support restoration work, particular in terms of upland peatland;
- reference was made to the wildfire targets marked "target ongoing" and it was suggested that these had in fact been met. The Unit Manager – South Highland, SNH undertook to amend the report and explained that, whilst the targets as stated had been met, there was an intention to promote more wildfire groups, particularly in high risk areas. In addition, the SFRS intended to apply for LEADER funding to support development and training. The Area Manager – Service Delivery, SFRS confirmed that the Scottish Wildfire Forum had been reinvigorated and an Action Plan established. Local wildfire groups were key to getting the message to communities and a range of activities was underway throughout Highland. The SFRS was hosting the UK Wildfire Conference in Glasgow in 2015, details of which could be provided to any partner that wished to attend. Members commended the professional handling over wildfires over the past two years. There were willing volunteers in local communities and the more training that could be provided the better. In addition, reference was made to construction being undertaken by Scottish and Southern Energy (SSE) in high risk areas and it was suggested that discussions take place with SSE in that regard.

Thereafter, the Board **NOTED**:-

- i. and scrutinised the Annual Performance Report; and
- ii. that an updated version of the appendix would be provided for inclusion in the annual report to the Scottish Government.

#### **viii. SOA Development Plan**

The circulated report by the Council explained that, at its meeting on 5 June 2014, the Board had agreed six priorities for improving partnership processes and to support the achievement of outcomes as set out in the SOA. The report set out the progress made in 2014/15, the work currently underway and development areas in respect of each of the six priorities. Progress with the SOA Development Plan was reported to each meeting of the Board for scrutiny. In addition, it was highlighted that the Board had extended its membership to include a fuller range of partners, considered the redesign of community justice within CPP governance and agreed to support Gaelic language and culture development.

The Board **NOTED** and scrutinised the Annual Performance Report.

### **7. Inverness and Highland City/Region Deal**

There had been circulated Report No CPB/13/15 by the Director of Development and Infrastructure, Highland Council, which provided an update on progress with the development of a City/Region Deal. The report outlined the vision, themes and the

individual projects listed in Appendix 1, which formed the basis of the Council's initial requests to the Scottish and UK Governments.

During discussion, the following issues were raised:-

- the inclusion of a new Centre for Science and Technology in Fort William was welcomed;
- substantial capital investment was required at North Highland College in terms of its current and future proposals and information was sought on whether there was a mechanism to hook in to other projects;
- the provision of bridges at Lochcarron and Corran would make a difference in terms of enabling the economy on the west coast and it was suggested that consideration be given to capital projects outwith the City of Inverness as well as within;
- in relation to tourism and the enhancement of Scottish Scenic Routes in Highland, Members were keen to promote links with the environment, particularly Highland's Nature Reserves, which were an inspirational visitor experience. Particular reference was made to Glen Roy, Beinn Eighe, which was the main tourist gateway to Wester Ross, and Creag Meagaidh, which now attracted 20,000 visitors a year, and it was suggested that consideration be given to supporting local initiatives in and around nature reserves;
- the lack of culture and arts projects was questioned;
- there was a deficit of undergraduate placements in Highland, particularly in arts and humanities. Students needed to see their industries developing them at an early stage or they would seek work elsewhere when they graduated and, whilst welcoming the proposed provision of graduate placements, providing some undergraduate placements as well would be more effective in keeping the workforce in Highland; and
- the house price to wage ratio in some areas was such that people could not afford to live where they worked. One of the main issues was land price and information was sought on whether there was any scope within the City/Region Deal to set up a system whereby land was purchased before planning consent to ensure that communities had the ability to put in place housing at a cost they could afford.

The Director of Development and Infrastructure responded to the issues raised as follows:-

- in relation to North Highland College, officers had examined the infrastructure plan for UHI and had been advised by civil servants to look at new and additional developments rather than the replacement of existing facilities;
- in terms of road infrastructure projects, discussions had taken place with Transport Scotland and officers had been advised to concentrate on one or two projects, in Inverness in particular, that would have the greatest economic impact. It was recognised that the A9 improvements would create more traffic issues around the city and the proposed Kessock interchange would improve access to the North and West Highlands. Whilst Berriedale Braes, for example, had a significant impact on North Highland, there were potentially other funding routes for this and other projects;
- with regard to the lack of culture and arts projects, he undertook to strengthen the proposals in that regard. It was highlighted that a lot of the businesses that would benefit from improved broadband provision were creative industries. In addition, work was ongoing with Wasps, an organisation that set up artists' studios. They

currently had premises in Nairn and were keen to expand to Inverness and other parts of Highland;

- some of the proposals being explored were policy related and it was hoped to do some innovative work in relation to housing; and
- this was the start of the process and there were no clear milestones. The proposals were subject to negotiation and significant input from a variety of partners. If there were other issues/potential projects that partners would like to be raised, he would endeavour to do so.

Thereafter, having welcomed the investment in Highland and thanked the Director of Development and Infrastructure and his team for their extensive work, the Board:-

- i. **NOTED** the update;
- ii. **AGREED** to contribute to the overall governance of the project; and
- iii. **AGREED** that consideration be given to the potential projects raised during discussion.

## **8. Lochaber Integrated Transport Provision Project**

There had been circulated Report No CPB/14/15 by the Director of Community Services, Highland Council, which explained that a full operational year (July 2014 – June 2015) had been completed by the Lochaber Transport Advice and Bookings Service (LTABS). Utilising an underspend of the resources already dedicated to the project, LTABS had funding to continue until 31 December 2015. Costs to operate and extend the geographic and operational scope of LTABS for 2016 had been projected to be £60k. An imminent decision on whether to support LTABS during 2016 was required.

During discussion, Members commented that the issue of transport was raised in every community consultation. The project had great potential and was well worth sustaining if possible.

The Chief Executive, NHS Highland, welcomed the extension to the project which would allow further work to be undertaken on the costs, future benefits and sharing the potential risks.

In response to a question, the Director of Community Services confirmed that there were four key partners, namely, the Council, NHS Highland, Scottish Ambulance Service and HITRANS. The Council and NHS Highland had confirmed that they were content to contribute funding to operate the Service in 2016. Subject to further discussions with the remaining partners, it was hoped to be able to respond positively to the Scottish Government at the next Programme Board which would then give partners a year to explore how to roll out the project beyond 2016 and which organisation would take on the lead agency role.

Thereafter, the Board **AGREED** that Community Planning Partnership representatives convey to their organisations the important decisions that were imminently required for the Lochaber Integrated Transport Provision Project.

## 9. Community Empowerment

### i. Community Empowerment (Scotland) Act 2015 – Implications for the CPP

There had been circulated Report No CPB/15/15 by the Head of Policy and Reform, Highland Council, which summarised the parts within the Community Empowerment (Scotland) Act 2015 and described the early implications for the CPP. Board Members were asked to note these, the work in place so far and that the Act supported the need for new arrangements for localism.

During discussion, Members commented that there was an enthusiasm for local community planning and, over the coming months, it was necessary to explore how to take it forward, which partners would be involved and how to enable it to be productive and focus on outcomes.

The importance of strong links between the CPP and local community planning forums was emphasised and it was suggested that, as part of the new arrangements, consideration be given to local community planning partnership representation on the Community Planning Board.

In response to a question, it was confirmed that it appeared that the Council would be responsible for resourcing localised business rate relief schemes to encourage businesses in the area.

Thereafter, the Board:-

- i. **NOTED** that the Community Empowerment (Scotland) Act 2015 was now in place and that it brought new duties on the CPP as well as individual partners;
- ii. **NOTED** that early implications of the Act were identified in the report and these would be firmed up when statutory guidance became available, with implementation dates known by, and from, July 2016;
- iii. **NOTED** that preparatory work was underway with the CPP on participation requests and asset transfers and further reports on progress would be made to the Board;
- iv. **NOTED** that the new rights for community bodies could be considered better with new arrangements for localism, with early proposals reported separately to this meeting of the Board;
- v. **AGREED** that the COG be tasked to develop proposals relating to Part 2 of the Act on community planning as set out in paragraphs 2.4 and 2.5 of the report, noting that these would have to have regard to statutory guidance when that was available; and
- vi. **AGREED** that consideration be given to local community planning partnership representation on the Community Planning Board as part of the new arrangements to be developed for local community planning.

### ii. Strengthening Local Democracy and Local Community Planning Arrangements

There had been circulated Report No CPB/16/15 by the Head of Policy and Reform, Highland Council, which explained that the Board, at its meeting on 3 June 2015, agreed that a further report would be provided to the Board in

September with acceptable proposals for local experiments in some areas to improve local community planning. Proposals were discussed at the Chief Officers' Group in August and this discussion was reflected in the proposals considered by the Council on 3 September 2015. The Board was asked for its views on the proposals, how these might support the CPP's implementation of the Community Empowerment Act and what further consideration was required through each partner's governance arrangements to improve local community planning.

The Head of Policy and Reform provided a verbal update on the report considered by the Council on 3 September 2015 and confirmed that the proposals had been agreed.

During discussion, the following issues were raised:-

- the Scottish Police Authority was about to commence a piece of work looking at how it engaged in terms of local accountability. It was important that local community planning fed in to that and that the geography of Highland was well reflected. In addition, the Rural Affairs Food and Environment Delivery Board was exploring how it could more effectively engage with the community planning process across a range of organisations. Mr I Ross undertook to feed the local community planning proposals in to both processes;
- HIE was keen to be involved, particularly in terms of economic input. Reference was made to organisations such as the Caithness and Sutherland Regeneration Partnership, which covered more than one area, and it was suggested that the Head of Policy and Reform and HIE's Area Managers discuss how this would work in practice;
- whilst welcoming the local community planning agenda, the Chief Executive, NHS Highland, explained that District Partnerships had been established as a result of the integration of health and social care and, as such, the proposed changes to the remit required to be considered by the NHS Board. This would take place at a Development Session in early November 2015 and feedback would be provided thereafter;
- the District Partnership Chairs, whilst welcoming the direction of travel, had raised two issues in particular. Firstly, what the ultimate map would be and where the areas that were not taking part in the experiments fit in. Secondly, there was a plethora of plans and it was necessary to construct a framework for the locality. In that regard, the importance of links between strategic plans and what was taking place locally was emphasised. In relation to the map, it was important that the boundaries were the same for the various processes;
- all communities within the Cairngorms National Park had a Community Action Plan and Community Development Trust and the importance of a clear remit for local community planning in terms of engaging with Community Councils and Community Development Trusts was emphasised. In response, it was confirmed that both organisations would form part of the local community planning arrangements;
- experiments did not always succeed and, where they failed, it was important to move on quickly and find a solution;
- it was necessary to learn from good practice and the CPP had a model of work that was transferrable in many ways. The Lochaber Partnership also

had good community planning arrangements. Some areas, such as Inverness, had very little in the way of local community planning and a clear, fast look at potential arrangements was required;

- the importance of avoiding duplication was emphasised; and
- it would be helpful to build in a process of monitoring and evaluation and it was confirmed that this would be designed in conjunction with partners.

Thereafter, the partners in attendance having confirmed their support for the proposals, subject to the issues raised, the Board:-

- i. **NOTED** the verbal update on the Council report; and
- ii. **AGREED** to endorse the proposals and for NHS Highland, subject to consideration by the NHS Highland Board at a Development Session in early November 2015, and Police Scotland to confirm support.

### iii. **Supporting Community Empowerment - Community Learning and Development Plan 2015-2018**

The Director of Care and Learning, Highland Council, provided a verbal update on the Community Learning and Development (CLD) Plan 2015-2018, which had been circulated for information. It was explained that the Plan had been submitted to Education Scotland, as required, at the beginning of September 2015. It had been developed by the CLD Strategic Partnership established by the CPP and thanks were expressed to all involved for their contribution. The Plan was iterative and would develop with local plans. The framework for the Plan was District Partnerships and each District would develop driver diagrams on local CLD priorities, based on the wellbeing indicators "safe; healthy; achieving; and active". One of the greatest challenges had been to identify CLD leads from each District Partnership but this was now almost complete, with confirmed leads from HTSI; NHS; the Council; HLH; Police Scotland; and HIE. A new phase of activity would now begin, bringing together both strategic and local leads.

The Board **NOTED** the update and the Community Learning and Development Plan 2015-2018.

## 10. **The Work of the Highland Culture Strategic Board**

There had been circulated Report No CPB/17/15 by the Chief Executive, High Life Highland, which provided information on the current work of the Highland Culture Strategic Board and asked the Board to note that there would be an opportunity to comment in detail on the Culture Board's future work-plan following a workshop to be held later in the year.

During discussion, the Director of Care and Learning explained that he and the Director of Development and Infrastructure had attended a meeting with representatives of the arts community in Highland who wished to engage in the CPP's commitment to preventative action. They wanted to develop a movement, based on prevention and focusing on young people and young adults, particularly Looked After Children and people with learning disabilities and mental health needs. The intention was to arrange a summit, in early October 2015, to bring together

public and third sector practitioners and representatives of the arts community to discuss how the proposal might be taken forward.

Thereafter, having welcomed the exciting work taking place, the Board **NOTED**:-

- i. the current work of the Highland Culture Strategic Board; and
- ii. that there would be an opportunity to comment in detail on alignment between the work of the Culture Board and the CPP following the proposed workshop later in 2015.

## **11. Breakthrough Achievements**

### **i. Employment of Care Leavers**

The Director of Care and Learning, Highland Council, provided a verbal update in relation to the proposal by Chief Officers to offer employment to Highland's care leavers. He thanked partners for their continuing contribution to the dialogue and explained that he had been working with colleagues to develop a scheme, the first draft of which would be circulated to partners in the next few days. Discussions were also ongoing regarding identifying suitable posts and some partner organisations were at an advanced stage. There was considerable national interest in the proposal and updates would continue to be provided as work progressed.

Having welcomed the pioneering work taking place, Board **NOTED** the update.

### **ii. Recruitment of Retained Firefighters**

The Area Manager – Service Delivery, SFRS, provided a verbal update in relation to the proposal by Chief Officers to implement a partnership approach to the recruitment of retained firefighters. It was explained that there were 62 community fire stations in Highland, approximately half of which had vacancies. Some of the more remote and rural stations faced real challenges in identifying potential recruits and Chief Officers had agreed to take a strategic and joined-up approach whereby, on a quarterly basis, information on vacancies would be distributed to all partner agencies for dissemination. This would allow access to staff already based in remote and rural areas who could potentially supplement their existing role and develop a wider skill set by becoming a retained firefighter. The breakthrough achievement would be to close the gaps in community fire stations and make them sustainable for the future. It was hoped this could be achieved as quickly as possible.

During discussion, the following issues were raised:-

- NHS Highland employed staff in remote rural areas who carried Mountain Rescue pages but were not part of the retained fire crew because, it had transpired, they did not think they would get the time off to go on a call-out or do the training. The proposal had led partners to think differently about how to support staff to take on more community-based responsibilities;
- many retained firefighters were self-employed tradesmen. However, the demographics had changed and tradesmen were now less likely to work in and around villages;



- a number of steps were being taken to try and close the recruitment gap such as endeavouring to recruit more female firefighters; extending the current time constraints for reaching the station; tandem centres; reducing the recruitment process from as long as 16 months to 16 weeks; assistance with reaching the required fitness standards; flexible training schedules; and more localised training;
- the SFRS had been so successful at prevention that there were less fires and it was necessary to expand into other areas such as out of hospital cardiac arrest and firefighting at sea. In that regard, reference was made to the forthcoming SFRS Strategic Plan 2016-19 and the importance of responding, collectively, was emphasised;
- the SFRS was commended for the way in which it had embraced its public health role and there was the potential to do much more. In particular, reference was made to a pilot scheme, currently being evaluated, whereby fire staff had been trained to deliver alcohol brief interventions; and
- it was remarkable what could be achieved as a partnership and the approach being taken was welcomed. It could be a significant breakthrough and Members looked forward to further updates over the coming months.

Thereafter, the Board **NOTED** the update.

## **12. Date of Next Meeting**

The Board **NOTED** that the next meeting would be held on Wednesday 2 December 2015 in the Council Chamber, Highland Council Headquarters, Inverness.

As previously notified, the meeting would be extended to accommodate the workshop from the Improvement Service on local outcomes profiles. This would take place from 10.00 am to 1.00 pm, followed by a networking lunch, with the remaining Board business taking place between 1.30 pm and 3.30 pm.

The meeting ended at 1.05 pm.