

Highland Community Planning Partnership

Community Planning Board – 7.10.16

Agenda Item	3.
Report No	CPB 09/16

Taking Forward Community Partnerships

Report by Acting Head of Policy

Summary

The report updates the Board on progress with developing Community Partnerships across Highland. The report asks the Board to agree the arrangements for supporting the Community Partnerships, Board and COG and also to agree the final boundaries for the Community Partnerships.

1. Background

1.1 At the CPP Board meeting on 30 June the Board agreed:

- To establish 9 Community Partnerships across Highland
- To jointly resource these partnerships by each partner taking responsibility to support 2 partnerships
- To jointly resource the chairing and secretariat of the Board and COG
- To establish initial guidance for Community Partnerships (at appendix 1 for information)

1.2 This report asks the Board to agree the arrangements for supporting the Community Partnerships, Board and COG and also to agree the final boundaries for the Community Partnerships. The report also provides the CPP Board with an update on developing Community Partnerships.

2. Lead agency for each Community Partnership

2.1 It was agreed by the Board at its meeting in June that each of the 5 statutory partners would take responsibility for supporting 2 Community Partnerships. With a model of 9 partnerships agreed, it is proposed that whoever has responsibility for Inverness, supports only that partnership, given the size of that partnership and the likely sub-group structure required for that partnership to operate effectively.

2.2 It is proposed that the following agencies take responsibility for supporting each partnership and that this would be for an initial period of 3 years.

Community Partnership	Agency
Caithness	HIE
Sutherland	Police Scotland
East Ross	SFRS
Mid Ross	NHS Highland

Skye, Lochalsh and West Ross	HIE
Lochaber	NHS Highland
Inverness	Highland Council
Nairn	Police Scotland
Badenoch and Strathspey	SFRS

2.3 The Board is asked to agree the proposals outlined for supporting each Community Partnership and that this will be for an initial period of three years.

3. Leading the Board and the COG

3.1 In addition to supporting the local partnerships, it was agreed by the Board that each of the 5 statutory partners would rotate the Chair and secretariat for the Board and the COG.

3.2 It is proposed that the following schedule for support is adopted and that year 1 would be for a period of 18 months from October 2016 until April 2018. Following this, Chairing and provision of secretariat would be rotated on an annual basis. It is proposed these new arrangements commence from the next COG and Board meetings.

Year	Board	COG
1	NHSH – Chair	Highland Council – Chief Executive
2	Police Scotland – TBC	NHS Highland – Chief Executive
3	HIE – Director	Police Scotland – Divisional Commander
4	SFRS – TBC	HIE – Director
5	Highland Council – Leader	SFRS – Local Senior Officer

3.3 The Board is asked to agree the schedule for providing support to the Board and COG over the next five year period, noting that year 1 will consist of an 18 month period beginning from the next COG and Board meetings.

4. Community Partnership Boundaries

4.1 It was agreed to establish Community Partnerships primarily on the basis of the former District Partnership geography. The exception to this was the creation of one partnership for Inverness and dividing the former District Partnership of Badenoch and Strathspey, Ardersier and Nairn. Discussions have taken place regarding a number of amendments to the existing boundaries, which the Board is now asked to consider and agree a final position on.

- 4.2
- Assynt – it is proposed to move Assynt from the Skye, Lochalsh and Wester Ross partnership area to the Sutherland partnership area. There is agreement across the agencies for this approach.
 - Ardersier – it has been questioned whether Ardersier should remain as part of the Nairn Community Partnership or whether to include Ardersier in the new Inverness Community Partnership. From an operational perspective for both NHS Highland and Highland Council it is

recommended that Ardersier remains within the Nairn Community Partnership.

- Ardgay – it is proposed to include Ardgay within the Sutherland Community Partnership area rather than the East Ross Community Partnership area. There is agreement across the agencies for this approach.
- Fort Augustus – Fort Augustus currently sits within the Lochaber District Partnership. It is the preference of NHS Highland that, from an operational perspective, Fort Augustus remains within the Lochaber Community Partnership. From a Highland Council perspective, operationally there are some advantages of Fort Augustus coming within the Inverness Community Partnership area and from a community perspective, the community would see themselves more aligned with Inverness rather than Lochaber.

Any change to existing boundaries will be drawn to reflect natural boundaries and where possible support the provision of administrative data.

4.3 The Board is asked to agree:

- Assynt to come within the boundary of the Sutherland Community Partnership
- Ardersier to come within the boundary of the Nairn Community Partnership
- Ardgay to come within the boundary of the Sutherland Community Partnership
- A position on whether Fort Augustus comes within the boundary of the Lochaber or Inverness Community Partnerships

5. **Implementing the new Community Partnerships**

5.1 It is important to ensure that members of each partnership have a clear understanding of the new structure, purpose and priorities of the new Community Partnerships prior to the first meetings taking place. Work has been ongoing over the summer to develop supporting documentation for the new partnerships and an event to bring the new partners together in order to share these key messages:-

5.2 ***Development Day*** – a development day, *Delivering Community Partnerships*, is planned for the 30 September which will involve key personnel from across the agencies who will be involved in the new partnerships. Separate development sessions will be held for Highland Council elected members. The day will focus on building understanding of the national and local context and outlining how this is being taken forward locally. It is also an opportunity for shaping the new partnerships; sharing ideas and next steps. The day will be an opportunity to explore what further support is needed for the partnerships to operate effectively and what a good partnership may look like. One of the key duties of the Community Empowerment Act is the involvement and engagement of communities and the day will provide a chance to consider how communities can best be involved and engaged in the new partnerships.

A verbal update will be provided to the Board on feedback and outcomes from the event.

5.3 **Support for Chairs** – It is recognised that the Chairs of the new partnerships will need support in their new roles. A separate meeting with the proposed Chairs of each partnership and key officers from the COG is scheduled to take place immediately following the Development Day but it is also planned to hold six-monthly meetings with this group to support them in their role. Ward Managers, who provide the existing secretariat support for District Partnerships, will liaise with the new Chairs and their support to provide details of key contacts and background information. As previously agreed, a representative from each Community Partnership, likely the Chair, will be invited to attend the CPP Board from the December meeting.

5.4 **Supporting Documentation**

It is recognised that whilst it is important for each Community Partnership to have the flexibility to evolve and develop in their own way, reflecting each individual area, there will be support required to assist them to identify priorities and provide a framework under which to structure the planning requirements. An update on these developments is provided below:

- *Planning Framework* - work is ongoing to finalise a framework to support Community Partnerships to develop the three types of plan required – the children's, adult's and locality plans. It is proposed to use SHANARRI (Safer, Healthy, Active, Nurtured, Achieving, Respected, Responsible, Included) as a common language already in use between partners around which to guide outcomes. It will be important for local plans to be action focused, manageable and achievable therefore it is recommended that each plan should focus on no more than the top 10 priorities of each partnership.
- *Self-Evaluation Framework* – a self-evaluation framework has been developed to help partnerships identify capacity, skills and knowledge gaps around the headings of inequality, engagement and partnership effectiveness. This will assist in the process of identifying priorities.
- *Joint dataset* – work is underway to develop a joint dataset, to support Community Partnerships develop their priorities. This will be information across a range of indicators that will assist partnerships to identify and develop local priorities ensuring that an evidence based approach is adopted.
- *Roles and Responsibilities* – a short paper has been drafted setting out the roles and responsibilities for each partnership. It sets out the role specifically of the Chair but also the wider partnership group.
- *Shared Values and Behaviours* – A shared set of values and behaviours, drawn from the different partners own values, has been put together to assist partnership members in their work together. The 3 core values are:

- We Respect the right of everyone to be given a fair and equal chance to participate
- We understand that we need to be Accountable to our communities, to each other and to approach our role with integrity
- We know that to get the best from our partnership we need to be Inclusive and Relevant to the communities we serve.

These developments will be shared with delegates on 30 September and attendees will have the opportunity to shape further iterations of supporting documentation and frameworks

6. Recommendation

The Board is asked to agree:

- The proposals outlined in section 2.2 for supporting each Community Partnership and that this will be for an initial period of three years.
- The Board is asked to agree the schedule set out in 3.2 for providing support to the Board and COG over the next five year period, noting that year 1 will consist of an 18 month period.
- The final boundaries for the Community Partnerships:
 - Assynt to come within the boundary of the Sutherland Community Partnership
 - Ardersier to come within the boundary of the Nairn Community Partnership
 - Ardgay to come within the boundary of the Sutherland Community Partnership
 - A position on whether Fort Augustus should come within the boundary of the Lochaber or Inverness Community Partnerships

The Board is asked to note:

- The various supporting documentation under development and the Development Sessions planned to support the implementation of the new Community Partnerships.

Date: 27.9.16

Author: Alison Clark, Acting Head of Policy Tel (01463) 702512

Agreed Initial Guidance for Partnerships

Name

- Each local partnership adopts the name Community Partnership and to prefix it with the locality name i.e. Caithness Community Partnership, Sutherland Community Partnership etc. This moves away from the use of 'planning' in any name which has resulted in confusion in the past but emphasises the importance of community given the new rights afforded to community bodies.

Membership

- All 5 statutory partners – Scottish Fire and Rescue service, HIE, Highland Council, NHS Highland, Police - and Third Sector representation arranged by the Highland Third Sector Interface at each Local Partnership
- Other 10 named partners would attend as and when required on a thematic basis
- Local partnerships to determine other organisational representation including community organisations

- All partners have shared and equal responsibility

Core Remit

- Developing Local Plans for Children and Adults – statutory
- Develop Locality Improvement Plans/CLD plans focusing on communities facing the greatest level of inequality as a result of socio-economic disadvantage - statutory
- Identify local actions and priorities

Meetings

- Local partnerships meet no less than 4 times annually
- Consider taking a thematic approach to meetings
- Scrutiny of local plans should be action focused and based on evidence
- Meetings should be in public but not public meetings. There should be the opportunity on each agenda for members of the public to ask questions/raise any points.

Links between Strategic and Local Partnerships

- Each Local partnership will nominate a representative to sit on the CPP Board. In most circumstances this will be the Chair.
- There will be regular meetings of the Chairs of each local partnership supported by the Chief Officers Group.