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| **Community Planning Board: 16 December 2016****Action Sheet** |
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| **For Action:**Dr D AlstonMr G MoirMr S BarronMs M MorrisMr B AlexanderMr S BlackMr W GilfillanMr D YuleMs A ClarkMs E JohnstonMr P MascarenhasMr D OxleyMr J GibbsMs M WylieMr I MurrayMs E MeadMrs J BairdDr H van WoerdenMs C SteerMs D JonesT/Ch Supt P MacRaeMr J MacDonaldMs D MackinnonMr G HoggMs S CampbellMs I PetersonCommunity Partnership Chairs | **For Information:** |
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| Listed below is the action required as a result of discussion at the Community Planning Board held on 16 December 2016. Your attention is drawn to the action against your initials. |
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| **Item No.** |  | **Subject/Decision** |  | **Action** |
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| **1.** |  | **Apologies for Absence** |  |  |
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| **2.** |  | **Minutes of Meetings** |  |  |
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|  |  | **i.** | **Community Planning Board****APPROVED** the Minutes of the previous meeting held on 7 October 2016. |  |  |
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|  |  | **ii.** | **Chief Officers’ Group****NOTED** the draft Note of the meeting held on 11 November 2016. |  |  |
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| **3.** |  | **Values and Behaviours – how the Community Planning Partnership will operate and scene setting for the future****AGREED** to operate in accordance with the circulated Values and Behaviours and that any issues/areas for development be fed back to the Board. |  | **All Partners** |
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| **4.** |  | **Local Outcome Improvement Plan (LOIP) - Development Plan**1. **NOTED** the duty on the Community Planning Partnership to develop a Local Outcome Improvement Plan;
2. **NOTED** the proposed approach for taking this forward in Highland which included:
* Principles to guide development
* Timetable for development
* Initial outcomes and framework development; and
1. **AGREED**, in relation to the proposed principles to guide development, that any plan must be recognisable, as well as accessible, to communities.
 |  | **LOIP Subgroup** |
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| **5.** |  | **New arrangements for CPP Board and Chief Officers’ Group (COG)****AGREED** that:-1. the Chair of the Board write to the named organisations set out in the report and invite them to participate in the Highland Community Planning Partnership and that this should include a representative from the Further Education Regional Board;
2. HITRANS be strongly encouraged to participate in the Chief Officers’ Group given the significance of transport as an issue throughout Highland; and
3. a review of the role and remit of the COG be undertaken.
 |  | **DA****JB****COG** |
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| **6.** |  | **Developing Local Community Partnerships** |  |  |
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|  |  | **i.** | **Community Partnership Development – Update****AGREED**:-1. the Toolkit developed to support Community Partnerships, including the Planning Framework, subject to further consideration of the use of SHANARRI to structure local outcomes and further work being undertaken to ensure that the Planning Framework worked for adult services in the wider community planning agenda;
2. to establish a website for the Community Planning Partnership as outlined in section 3 of the report;
3. to establish and support a network for the Chairs of the Community Partnerships as outlined in section 5 of the report;
4. that it be remitted to the Community Partnership Subgroup to consider the development of metrics to demonstrate improvement;
5. that facilitation be provided to Community Partnership Chairs/Lead Officers on the use of driver diagrams and the associated development process; and
6. further to the decision at item 5iii to review the role and remit of the COG, that the review should include how the COG was going to support Community Partnerships effectively and the future role of the existing theme groups.
 |  | **Community Partnership Subgroup****BA****COG****CP Chairs/ Lead Officers****Theme Group Chairs** |
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|  |  | **ii.** | **Community Partnership Chair’s Verbal Feedback**1. **NOTED** the verbal updates by Community Partnership Chairs;
2. **AGREED** that Fort Augustus should come within the boundary of Inverness Community Partnership;
3. **AGREED** that the issue of whether Ardersier should come within the boundary of Nairn or Inverness Community Partnership be explored in more detail and the outcome reported to the Board; and
4. **AGREED** that Community Partnership Chairs, at their meeting following the Board, consider the timetable for development of the Local Outcome Improvement Plan, as set out on page 27 of the papers, and whether it provided sufficient opportunity to feed in from a local level prior to the Board agreeing the initial priorities.
 |  | **Community Partnership Subgroup****Community Partnership Chairs** |
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| **7.** |  | **Delivering Partnership Outcomes** |  |  |
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|  |  | **i.** | **Economic Growth and Regeneration****NOTED** the update. |  |  |
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|  |  | **ii.** | **Employability****NOTED** the update. |  |  |
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|  |  | **iii.** | **Early Years****NOTED** the update. |  |  |
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|  |  | **iv.** | **Safer and Stronger Communities****NOTED** the update. |  |  |
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|  |  | **v.** | **Health Inequalities and Physical Activity****NOTED** the update. |  |  |
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|  |  | **vi.** | **Outcomes for Older People****NOTED** the update. |  |  |
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|  |  | **vii.** | **Environmental Outcomes****NOTED** the update. |  |  |
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|  |  | **viii.** | **Community Learning and Development****NOTED** the update. |  |  |
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|  |  | **ix.** | **SOA Development Plan****NOTED** the update. |  |  |
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| **8.** |  | **Dates of Future Meetings****AGREED** that the Board meet on the following dates in 2017:-Wednesday 15 March 10.00 am – 1.00 pmWednesday 7 June 10.00 am – 1.00 pmWednesday 4 October 10.00 am – 1.00 pmTuesday 19 December 10.30 am – 1.30 pm |  | **MMurray** |