

Highland Community Planning Partnership

Chief Officers Group

Note of Meeting of the Chief Officers Group held in Room 0.01, An Lòchran, 10 Inverness Campus, Inverness on Thursday 14 November 2019 at 2.00 pm.

Present:

Representing the Cairngorms National Park Authority (CNPA):

Mr M Ferguson (Substitute)

Representing the Highland Council (HC):

Ms D Manson

Ms A Clark

Representing Highlands and Islands Enterprise (HIE):

Mr D Oxley

Mr J Gibbs

Representing the Highland Third Sector Interface (HTSI):

Mr I Donald

Representing High Life Highland (HLH):

Mr D Wilby

Representing NHS Highland (NHS):

Prof H van Woerden

Representing Police Scotland (PS):

Ch Supt G Macdonald

Representing Scottish Fire and Rescue Service (SFRS):

Mr R Middlemiss

Representing Scottish Natural Heritage (SNH):

Mr Graham Neville (Substitute)

Representing Skills Development Scotland (SDS):

Mr S Sheridan

Representing the Community Justice Partnership (CJP):

Mr N MacLennan

Supporting the Chief Officers Group:

Mr P Mascarenhas

In attendance:

Ms M Wylie, Chief Officer, Highland Third Sector Interface

Ms J McCoy, Self-Management Coordinator, Lets Get On With It Together

Supt R MacKillop, Police Scotland

Miss M Murray, Committee Administrator, Highland Council

Mr D Oxley in the Chair

Business

Action

1. Apologies for Absence

Apologies for absence were intimated on behalf of Mr G Moir, Mr S Black, Ms L Weber, Mr S Walsh, Mr I Stewart, Ms C Steer, Dr

D Mackinnon, Mr G Hogg, Mr D MacBeath and Ms E Johnston.

2. Note of previous Meeting

The Note of the Chief Officers Group held on 30 August 2019 was **APPROVED**.

In relation to item 4 – HOIP Action Plans - the Chair highlighted that he had taken steps to establish the Infrastructure Delivery Group. However, a number of responses were awaited and it was **AGREED** that partners who had been requested to nominate a representative do so as soon as possible.

Relevant partners

3. Lets Get On With It Together (LGOWIT) – An Introduction

There had been circulated Report No COG/10/19 by the Chief Officer, HTSI.

Mhairi Wylie, Chief Officer, HTSI, and Joanne McCoy, Self-Management Co-ordinator, LGOWIT, gave a presentation in amplification of the report, during which it was explained that LGOWIT provided self-management tools and techniques for people living with any long-term condition to enable them to lead a more fulfilled life. The background to LGOWIT was summarised and detailed information was provided on current activity, particularly the development of an Employers Accreditation Scheme and e-learning toolkit. It was explained that the toolkit could be added to existing e-learning platforms. However, there was a cost involved.

The Group was asked to consider the presentation and whether there were opportunities to support further engagement on self-management for people with a long-term condition through collaboration with LGOWIT.

Following discussion, during which the benefits of the toolkit were recognised, both for staff with a long-term condition and from a business perspective, it was **AGREED** that partners should liaise with their respective HR Managers to make them aware of it.

All partners

4. Proposals in respect of the actions arising from the CPP Development Day on 23 August 2019

There had been circulated Report No COG/11/19 by the COG Subgroup.

Detailed discussion took place on the various elements of the proposals as set out in the report. In relation to the proposal that an independent Chair be commissioned, whilst there was merit in it, concern was expressed regarding the associated costs of approximately £12k per year and there was a consensus that

the money could be better spent in communities. The need for a strong public-facing Chair that could challenge individual organisations was recognised but it was felt that could be provided from within partner organisations, and it was suggested that extending the tenure to 18 months would provide greater stability.

The Group **NOTED** the commitment from the Council, Police Scotland and the Scottish Fire and Rescue Service to fill the outstanding Community Learning and Development lead vacancies and **AGREED TO RECOMMEND** to the Board:

**COG
Subgroup**

- i. that an Independent Chair not be appointed at the present time;
- ii. that the draft Terms of Reference at Appendix 1 of the report be adopted, and that they be reviewed on an annual basis;
- iii. that the role of the Chairs Development Group be formalised, and that moving forward it be known as the Partnership Coordinating Group;
- iv. that the Chief Officers Group be disbanded from June 2020 at the latest, and that the current Chair remain in post until that time;
- v. that the Chair of the Board's tenure be extended to 18 months, with the current Chair remaining in post until 30 September 2020;
- vi. the reviewed membership of the Board as outlined in the Terms of Reference at Appendix 1 of the report, subject to confirmation that NHS Highland was content with the proposals in respect of Non-Executive Board Members;
- vii. that a programme of community engagement training be designed and introduced, building on existing work in place. Additional resource was likely, the scope of which would be presented to a future meeting;
- viii. that an asset register be developed to which all organisations would contribute as a mechanism for supporting Community Partnerships through existing staff resource, and that it be reviewed periodically to ensure it was up-to-date;
- ix. that a small grants budget for Community Partnerships and HOIP Delivery Groups be introduced to support project activity, subject to further discussion on the associated governance arrangements; and
- x. that support to resource Community Partnership areas of responsibility be reaffirmed.

HvW

In addition, the ongoing issue of the vacant Chair of Lochaber Community Partnership having been raised, it was **AGREED** that the matter be discussed with the NHS Highland Board Secretary as a matter of urgency and the outcome reported to the Chair of the Board.

HvW

5. Highland Outcome Improvement Plan (HOIP) Action Plans

The Acting Head of Policy, Highland Council, provided a verbal update during which it was explained that, as touched upon under item 4, the Chairs Development Group had discussed how best to improve links between Community Partnerships and HOIP Delivery Groups. Arising from those discussions, work was underway to collate the various Locality Plans and share them with Delivery Group Chairs. Likewise, the HOIP Action Plans would be shared with Community Partnerships. Community Partnership and Delivery Group Chairs would then come together, probably in early December, to review the Plans and discuss the collective actions needed and where, from a strategic point of view, Community Partnerships were contributing. This would begin to provide a performance framework for moving forward.

Support having been expressed for the direction of travel, the Group **NOTED** the update.

6. Update on preparations for/impact of leaving the European Union

Verbal updates were provided during which it was explained that, from a resilience planning perspective, the arrangements had been paused pending the outcome of the General Election and further developments in terms of the date of exit.

From a business perspective, whilst there was uncertainty amongst the business community there was no significant impact at present.

The Group **NOTED** the position, and that updates would continue to be provided to the COG and Board.

7. Community Asset Reviews

The Community and Democratic Engagement Manager, Highland Council, gave a presentation during which detailed information was provided on the current public estate in Portree; improvement themes identified by agencies and the community; existing multi-agency place planning initiatives; what the future could look like if partners worked together; and proposals as to how to make that happen, which included partners committing to supporting a new solution, financial analysis to establish whether there was sufficient multi-agency funding to create and support a new hub, and agreeing to a single overarching Place Plan.

In relation to Wick, information was provided on the current public estate; the feedback from the Wick Locality Plan consultation; locality themes; and current and planned local initiatives.

Detailed discussion ensued on the challenges and opportunities in Portree, during which support was expressed for a public sector/CPP hub, and for engaging with the Scottish Government in that regard. In particular, discussion took place on the potential to provide housing for key workers and visitors, address staff travel, generate income, and create a generic worker role.

Turning to Wick, detailed discussion took place on the issue of depopulation in Caithness, and the need to engage with the Scottish Government in that regard. The need to seek to change the criteria for some of the funding that was becoming available so that it went into remote, rural and fragile communities was emphasised, and it was suggested that it was necessary to argue the case for a growth deal for Caithness. Discussion also took place on the challenges associated with delivering services in remote and rural communities and the links with the climate changes agenda; opportunities for economic growth in the long term; and the need for joined-up, place-based strategic planning.

The Group **AGREED** that a subgroup of key partners, led by the Council, be convened to take forward the issues raised during discussion.

DM/PM

8. Review of the Corporate Parenting Board

On behalf of the Executive Chief Officer – Health and Social Care, the Acting Head of Policy, Highland Council, provided a verbal update on the current review of the Corporate Parenting Board. Partners were reminded that it had been agreed, approximately 18 months previously, to establish a Corporate Parenting Board to sit alongside the CHAMPS Board for care experienced young people. However, having reflected on how it was operating, it was considered necessary to be clearer about roles and responsibilities as well as the direction of the Board going forward. Partners were asked to provide feedback on their experience of the Board, including how it sat alongside the CHAMPS Board, and to identify areas for improvement to feed into the review.

The Chief Executive, Highland Council, added that the Board was not working in its current form and needed to be revamped. She highlighted that Council representatives would shortly be undertaking a best practice visit to North Yorkshire, which was similar to Highland in terms of some of its vulnerable towns and communities, and which had been the best performing area in the UK for the last five years in terms of children's services and Corporate Parenting. She offered to fund some other partners going on the visit, scheduled to take place during the first week of December, and suggested that consideration be given to

representatives who would benefit from seeing very best practice in multi-agency children's services delivery.

Following discussion, during which the need for a cohesive structure in respect of the Corporate Parenting Board was emphasised, the Group **AGREED**:

- i. that a report be presented to a future meeting on the learning from the best practice visit to North Yorkshire and how it could be applied in Highland; and
- ii. that partners consider whether they had any representatives who would benefit from the children's services best practice visit and notify the Council's Chief Executive accordingly.

DM/LW

Relevant partners

9. Refresh of the Highlands and Islands Skills Investment Plan (HISIP)

The Regional Skills Planning Lead, Skills Development Scotland, gave a presentation during which detailed information was provided on the background to the refresh of the HISIP and associated Action Plan; progress from 2014 to 2018; the demographic challenge in Highland; the implications of changes to supply and demand; current and future skill demand; and the refreshed HISIP vision and themes and what they meant for Highland.

Detailed discussion ensued, particularly on the need for a place-based differentiated approach to planning and service delivery; to better work with local businesses to deliver vocational training; for needs assessment and gap analysis to identify priority areas; and for a greater footprint in CPP plans in terms of outcomes for vulnerable groups. Partners were reminded that reviewing the evidence base and undertaking a gap analysis to determine partnership priorities was a key part of the proposals discussed at item 4 and would be taken forward subject to approval by the Board on 18 December 2019.

The Group **AGREED** to consider how a place-based approach could be applied to the Highlands and Islands Skills Investment Plan, with a view to identifying partnership priorities.

Partnership Coordinating Group (*subject to approval by the Board on 18 December*)

10. Minutes of Community Planning Board

The draft Minutes of the Community Planning Board held on 3 October 2019 were **NOTED**.

11. Future Agenda Items

The Group **AGREED** the following:

Community Planning Board – items proposed for 18 December

- Developing Community Partnerships - Updates from Chairs **CP Chairs**
(standing item)
- Presentation on the recent anti-social behaviour initiative in **GMac**
Mid Ross, including lessons learned
- Proposals in respect of the actions arising from the CPP **COG**
Development Day on 23 August 2019 **Subgroup**
- Update on preparations for/impact of leaving the European **Relevant**
Union (standing item) **partners**
- Inverness Castle Project Update **FH**
- Report on proceeds of crime funding, including how much **NM**
Highland had received in comparison with other areas of the
UK
- Report/Presentation on the Community Payback Scheme **NM/JM**
- Update on Breakthrough Achievement on Suicide Prevention **CS**

Chief Officers Group – items proposed for 2020

- Update on preparations for/impact of leaving the European **Relevant**
Union (standing item) **partners**
- Community Asset Reviews (standing item) **PM**
- Review of Community Justice Partnership Chair and **NM**
reporting/assurance provision in respect of the Community
Justice Plan

The meeting ended at 4.30 pm.