Community Planning Board Action Tracker

Item	Action	Actioning Officer/ Group	Status/Update	RAG
4 November 2021				
4.	**Community Planning Partnership Development – Locality Plans** A report detailing timelines as to when each of the localities would achieve the recommendations to be presented to the Board on 20 December 2021.	Partnership Co-ordinating Group	Partnerships progressing updated plans.	**Amber**
5.	**Transport Problems and Opportunities: Evidence from Community Consultations** Reference to Net Zero to be reinforced together with the solutions that active travel could bring, especially within communities. Consideration to be given to pilots of alternative forms of community transport. Reference to be made to further education and apprenticeships to ensure flexibility to move between places of study and employment. An inequalities impact assessment to be undertaken of the proposed approach. Consideration to be given to direct actions the CPP partners could be undertaking. Partners to bring the paper to their Boards for approval with the final paper being signed off at	James Gibbs/Nicky Sobey All	A report is due back on the direct actions available to the CPP prior to respective partners taking to their Committees/Boards to sign off.	**Red**

	the Community Planning Board on 20 December 2021.			
11.	**Highland CPP Communications Plan** Communications Leads from NHS Highland and The Highland Council to report how the Highland CPP Communications Plan could be progressed to the Community Planning Board on 20 December.	Ruth Fry/Ruth Cleland	To be taken to the Board in February 2023.	**Red**
	An Annual Communications Plan to be developed for specific key focus areas.	Ruth Fry/Ruth Cleland		
<td colspan="5" style="background:yellow">**20 December 2022**</td>
5.	**Presentation: Highland Adapts** An update to be provided in six months.	Emma Witham	On the agenda for the December Board (Item 4)	**Green**
6i.	**Proposals to support the resourcing of Community Planning** The roles of Community Partnership Chair and Partnership Officer to be fleshed out to clarify their respective responsibilities and avoid duplication.	CPP Senior Officers Group	Job description for the Partnership Officer has been finalised.	**Amber**
8.	**Highland Alcohol and Drugs Partnership (HADP) Annual Report 2020/21 and Funding Summary** An update on progress in terms of assessing the impact of investments and establishing headline measures that would dovetail into the HADP's core indicators to be provided at the next meeting of the Board.	Elisabeth Smart/Debbie Stewart	A verbal update to be provided.	**Green**
<td colspan="5" style="background:yellow">**8 April 2022**</td>
3.	**Action Tracker** CPP Senior Officers Group and the Chair of the Highland Alcohol and Drugs Partnership (HADP)	CPP Senior Officers Group	A verbal update to be provided.	**Green**

	to consider the governance arrangements in respect of approval of the HADP's investment plans and make a recommendation in that regard to the next meeting of the Board.			
4.	**Annual Report of the Director of Public Health** A review to be carried out as to how the various Delivery Groups and Partnerships that reported to the Community Planning Board monitored and evaluated the work they undertook/funded, consideration to be given to whether any support could be provided in that regard, and the findings to be reported to the next meeting of the Board.	Delivery Group Chairs	A verbal update to be provided.	**Green**
6.	**Community Planning Development Update** The proposal to build on the learning from the Caithness and Sutherland pathfinders and extend this to supporting mental health and wellbeing outcomes for children, young people and families across the remaining partnership areas to be developed further and brought back to the next meeting of the Board for consideration.	CPP Senior Officers Group	An update on this work can be found at item 9 on the agenda for the December Board.	**Green**
7 October 2022				
3.	**Action Tracker** A more detailed update on the suicide prevention activity taking place to be provided at the next meeting of the Board.	Cathy Steer/Jen Valentine	A verbal to be provided at the December Board and a report to the February Board.	**Green**
	A RAG status column to be added to the Action Tracker.	Eann Sinclair/ Mel Murray	Completed	**Green**
4.	**Terms of Reference – Update and Review** Terms of Reference and CPP structure diagram to be updated to reflect that the Economic Forum has been superseded by the Economic Recovery Partnership.	Alison Clark	Completed	**Green**

	The current position in respect of the Environment Forum to be investigated and reported to the next meeting.	Dave Mackay	On the agenda for the December Board (Item 5)	**Green**
5.	**Understanding the cost of living challenge in Highland** A presentation on the findings of the "My Life in the Highlands and Islands" survey to take place at the next meeting of the Board.	Eann Sinclair	On the agenda for the December Board (Item 8)	**Green**
7.	**Review of Drug Related Deaths in Young People** A short-life (six months) working group to be established to deliver on recommendation 1 of the review, the matter of which agency was best placed to chair it to be discussed at the Public Protection Chief Officers Group. A self-assessment of the level of trauma informed partner agencies currently were to be supported, and a programme of improvement to be developed to evolve as a trauma informed workforce in line with recommendation 2 of the review. A self-assessment of the effectiveness of our current family services to be supported and a programme of improvement to be developed in line with recommendation 4 of the review. A further report be presented to the Board in six months' time.	Public Protection Chief Officers Group	Completed – Tim Allison to chair the working group.	**Green**

10.	**Review of Strategic Risk Register**			
	The risk in respect of Homes for Ukrainians to be updated to reflect the wider issues associated with the increasing number of Ukrainian refugees arriving in Highland.	CPP Senior Officers Group	Completed	**Green**
	The draft risk on the cost of living crisis to be worked up further for the next meeting of the Board.	CPP Senior Officers Group	Completed	**Green**