



Community Planning Board Action Tracker

Item	Action	Actioning Officer/ Group	Status/Update	RAG
4 November 2021				
4.	<p>Community Planning Partnership Development – Locality Plans</p> <p>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.</p>	Partnership Co-ordinating Group	Community Planning Team to undertake audit of status of all plans and actions required to progress. This will be reported to a future Board.	Green
5.	<p>Transport Problems and Opportunities: Evidence from Community Consultations</p> <p>Reference to Net Zero to be reinforced together with the solutions that active travel could bring, especially within communities.</p> <p>Consideration to be given to pilots of alternative forms of community transport.</p> <p>Reference to be made to further education and apprenticeships to ensure flexibility to move between places of study and employment.</p> <p>An inequalities impact assessment to be undertaken of the proposed approach.</p> <p>Consideration to be given to direct actions the CPP partners could be undertaking.</p> <p>Partners to bring the paper to their Boards for approval with the final paper being signed off at</p>	<p>James Gibbs/Nicky Sobey</p> <p>All</p>	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. An Annual Communications Plan to be developed for specific key focus areas.	Ruth Fry/Ruth Cleland Ruth Fry/Ruth Cleland	This was on hold until Community Planning Team in place. Review of approach to communications including website will form part of their remit, building on the outline Communications Plan and the work undertaken by HTSI on website development.	Green
20 December 2021				
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	Partnership Development Manager and three Partnership Officers POs now in post.	Green
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
9 December 2022				

3.	Action Tracker			
	An update in respect of Transport Problems and Opportunities: Evidence from Community Consultations to be provided at the next meeting of the Board.	James Gibbs/Nicky Sobey	A verbal update will be provided.	Red
	An update on the resourcing of Community Planning, particularly the appointment of staff, to be provided at the next meeting of the Board.	CPP Senior Officers Group	An update will be provided at item 5 on the agenda.	Green
4.	Highland Adapts Update			
	A further update to be provided in 6 months' time.	Emma Whitham	Added to the list of items for the September Board.	Green
5.	Highland Environment Forum: Report on activities and opportunities for future action			
	The Regional Skills Planning Lead, SDS, to instigate discussions with Becky Shaw, NatureScot, and other relevant officers, including the Area Manager – Caithness and Sutherland, HIE, regarding promoting the opportunities that existed in terms of peatland restoration.	Stephen Sheridan	A verbal update will be provided.	Green
6.	Cost of Living Workshop Feedback			
	The key points raised at the workshop to be summarised and circulated to partners, and a further update to be provided at the next meeting of the Board.	Eann Sinclair	An update will be provided at item 4 on the agenda.	Amber
	A representative of Social Security Scotland to be invited to attend a future meeting of the Board to discuss what they were doing in relation to the cost of living crisis.	Eann Sinclair	To be actioned.	Red

<p>8.</p>	<p>Presentation: “My Life in the Highlands and Islands” Survey</p> <p>The Council’s Head of Development and Regeneration, Allan Maguire, to be invited to attend a future meeting of the Board to discuss the Strategic Housing Investment Plan.</p> <p>The possibility of establishing a CPP SharePoint site to enable the storing/sharing of information to be explored.</p>	<p>Stuart Black/Eann Sinclair</p> <p>CPP Senior Officers Group</p>	<p>Discussion has taken place - invitation to be extended to September Board.</p> <p>Discussions are taking place, coordinated through HTSI.</p>	<p>Green</p> <p>Green</p>
<p>11.</p>	<p>Review of Strategic Risk Register</p> <p>Risk owners/leads to be identified for the next meeting, particularly in respect of the risks currently scored red, namely, Covid Resilience and the Cost of Living Crisis.</p>	<p>CPP Senior Officers Group</p>	<p>Risk Register will be updated for the September Board.</p>	<p>Red</p>