

INVERNESS COMMUNITY PARTNERSHIP (ICP)
Full Partnership meeting

ACTION & AGREEMENT NOTE FROM THE MEETING HELD ON: WEDNESDAY 8TH MARCH 2017 AT 2.00pm IN THE MERKINCH COMMUNITY CENTRE, INVERNESS.

PRESENT: David Haas (THC), Karen Ralston (THC), Ian Graham (Police Scotland), James Gibbs (HIE), Tricia Morrison (NHS), Lynn Bauermeister (HLH/NHS), Gavin Sell (NHS), Anne Sutherland (Merkinch Partnership), Cllr Janet Campbell (THC), Cllr Trish Robertson (THC), Cllr Elizabeth McAllister (THC), Cllr Graham Ross (THC), June Macleod (Signpost), Judie Holliday (WEA Scotland), Roddy Henry (ICUHI), Cllr Donnie Kerr (THC)

APOLOGIES: Cllr Helen Carmichael (THC), Deryck Mackay (SFRS), Anne Anderson (SEPA), Cathy Steer (NHS), Wendy Allman (THC), Scott Armstrong (Visit Scotland), Cllr Carolyn Caddick (THC), Cllr Margaret Davidson (THC), Ben Leyshon (SNH), Gary Dall (SFRS), Cllr Thomas Prag (THC), Cllr Roderick Balfour (THC), Donellen Mackenzie (NHS), Cllr Jean Davis, Cllr Alex Graham.

IN ATTENDANCE: Amanda Gilham (THC - clerical), Emma Tayler (THC – support).

ITEM	SUBJECT	ACTION AGREED	LEAD
1.	Welcome	<i>Apologies as noted; The meeting was Chaired by Cllr Graham Ross on this occasion due to a pressing commitment for the Provost.</i>	
2.	Approval of pre-planning meeting action notes:	Action notes of 5 th December 2016 and 13 th February 2017 were approved.	
3.	Progress updates – Plan Development: (i) Children’s plan – Karen Ralston	Updates were provided from Plan Leads as follows: Wendy Allman organised the first meeting which was held last week. This is still in the beginning stages but there were discussions regarding the priorities and Wendy will be setting up further meetings. Attention was given to early years, school years, family support and the relevant data available was investigated.	KR/WA
	(ii) Adult’s plan – Gavin Sell/Donellen MacKenzie	A session has been arranged for next week to start pulling together what useful information may already be held.	GS

	(iii) Merkinch Locality/CLD plan – Chief Inspector Ian Graham	<p>The first meeting was held on the 1st of March and five actions were agreed for the team as follows:</p> <ul style="list-style-type: none"> • Confirm group objectives? • Purpose of the plan? • What Localities will be completed over the next few years? • Who to engage with? • How to engage? <p>Things are progressing well and another meeting has been arranged for the 10th of April.</p>	IG
	(iv) Work stream schedule proposals – Chief Inspector Ian Graham	<p>It was discussed at length within the locality sub-group how the various identified areas to be worked with need to be scheduled. It was agreed that Merkinch would be tackled first, followed by Hilton, Raigmore, City Centre and then Dalniegh. The plan is to aim for the October deadline with Merkinch, take any lessons learned from that locality and give delivery times for the other areas thereafter. The meeting <u>agreed</u> to this approach</p>	
4.	<p>Communications plan (inc community engagement) plus logo development update – James Gibb / David Haas</p>	<p>David met with James and ran through ideas that they thought are the priorities for a strong and effective communications plan. They looked at the messaging objectives and the core targets which ensure that engagement with the partners takes place. In doing this, it brought their thoughts to the Core Group which suggested that noting the links that are developing is very important, especially with IC UHI and the partnership. This creates links with supporting jobs and people, especially with the locality, children’s and adult’s plans.</p> <p><i>It was therefore proposed that.</i> High Life Highland, Skills Development Scotland and Inverness College UHI be added as members to the Core Group list subject to their agreement. This was supported by those present.</p> <p><i>It further proposed that.</i> High Life Highland to be approached to lead the Communications Group moving forward as they have strength in PR inc. social media, and various inputs in the work that will be undertaken in all the plans. It was noted that the Council can also support with media releases etc through its PR team. Both David and James advised that they are happy to meet with James Martin and take forward as appropriate. Lynn agreed to speak to JM in the first instance regarding this request.</p> <p>In order to better understand what the communication needs of each sub-group, a checklist will be circulated to plan leads (by the 17 March). Wording is also required for the website about the Partnership – copy to be circulated to members by 3rd week in April for comment.</p>	<p>ET</p> <p>DH/JG LB</p> <p>DH/JG</p>

		<p>Further discussion took place regarding the potential themes to help conversation: ie six potential themes were suggested as follows:</p> <ul style="list-style-type: none"> • Health • Housing • Fuel Poverty • Community Learning & Development • Safety, Community & Infrastructure • Jobs <p>It is hoped that if HLH take on leadership there would be the chance to have the communications strategy in place by early May.</p> <p>Logo Development Update: As per action from last core group meeting. HLH youth staff are now working some young people across the Partnership area on ideas for a logo. Ideas are due back at the end of March and will be forwarded in the first instance to the communications sub-group for consideration. An important part of this activity was to introduce the concept of the Community Partnership to young people. Thanks were expressed to HLH for assisting with this task.</p>	ET
5.	Progress with "Landscape" resource directory – June MacLeod	June confirmed that works have started and there is quite a comprehensive list in place already, but she is trying to ensure that all fields are filled in as far as possible. This is a work in progress. Emma asked members to forward any information they have on groups/forums. It was noted that a template had been circulated to all members to capture information. Anyone requiring this to be sent again please contact Emma or June.	JM/ALL
6.	AOCB	<p><i>Fort Augustus & Ardersier areas:</i></p> <p>The position, as advised by the Highland Community Planning Partnership is Fort Augustus is within the ICP area and Ardersier is not. However it is understood that there is still some discussion regarding these areas. The position remains until advised otherwise by the HCPP.</p> <p><i>ICP correspondence:</i></p> <ul style="list-style-type: none"> - Members are encouraged to complete the on-line survey regarding the local fire plan review and development of a new local fire plan. The survey can be found at: https://firescotland.citizenspace.com/planning-and-performance/local-plan-review 	

		<ul style="list-style-type: none"> Place Standard Training: Plan leads are encouraged to put someone forward for training that will take place on the 15th of March at 2pm in HC HQ. Anne Sutherland agreed to attend from the locality sub-group. Other leads to forward names to Emma ASAP. 	ALL
7.	Partners development session (3-4pm)	<p>Partners split into two groups of seven and feedback was given as follows:</p> <p>Group 1 - IG:</p> <p>Q1: Local Knowledge (recent/non recent), community engagement with the community, methods of community engagement, background knowledge – welfare rights, community rights, past experiences, profiling and demographics.</p> <p>Q2: Community improvement (banner), be part of the delivery, learn from others, partnership working, streamlining of resources plus plans, learning from the community.</p> <p>Q3: Organisational buy-in and delivery, clear understanding of organisational role and remit, holistic thinking/working/sharing (time).</p> <p>Q4: Raise expectations then can't deliver, positives - it is now legislation, previous plans – need to be action plans, fears of no money, quick wins, partnership spread, hard to reach.</p> <p>Group 2 - GS:</p> <ul style="list-style-type: none"> Results for the community and supporting people to improve their outcomes. Engaging with communities and understanding their needs. What resources are there already in our communities? Reducing inequalities – improving resilience/removing poverty/supporting people into employment. Developing and strengthening children and young people for their future. Partnership collaboration – collective responsibility. 	
8.	Date of next Full Partnership meeting:	The next meeting would be held on Wednesday 28th June 2017 at 2-4pm in the Hilton Community Centre.	