

Agenda Item	15.
Report No	CPPB/26/26



Highland
Community
Planning
Partnership

Com-pàirteachas
Dealbhadh
Coimhearsnachd

na Gàidhealtachd

Highland Community Planning Partnership Board – 11 September 2026

Title of report – Terms of Reference Update: Chair Rotation Amendment

Report by – Derek Brown, Chief Executive and Alison Clark, Chief Officer Housing & Communities, Highland Council

Report Classification (tick as appropriate):

Strategic Priority: ☒ People ☒ Place ☒ Prosperity

Cross-Cutting Theme (tick all that apply):

- | | |
|--|---|
| ☐ Connecting People and Places | ☐ Employment / Employability |
| ☐ Whole Family and Community-Based Approaches | ☐ Housing |
| ☐ Shared Approaches to Commissioning | ☐ Community Wealth Building |
| ☒ Aligning Partnership Practices | |

Report Purpose (tick as appropriate):

☐ For Noting ☒ For Approval ☐ For Decision ☐ For Comment

Recommendation(s)

The Board is asked to:

- i) **Note** that due to capacity limitations within Police Scotland, Police Scotland has requested that it does not assume the role of Chair of the Highland Community Planning Partnership Board from 1 October 2026.
- ii) **Agree** an amendment to the Board Chair rotation arrangements, set out within the Highland Community Planning Partnership Terms of Reference, that Highland Council assumes the role of Chair of the Board from 1 October 2026, in place of Police Scotland.
- iii) **Agree** that the order of the Chair rotation contained within the Terms of Reference is updated accordingly and reflected within the next scheduled review of the document.

Executive Summary

The CPP Board operates a rotating Chair arrangement amongst the five statutory public sector partners responsible for Community Planning as detailed within the Community Empowerment (Scotland) Act 2015. Under the current Terms of Reference, the role of

Chair is due to transfer from NHS Highland to Police Scotland following completion of the current Chair term.

Police Scotland has advised that, due to organisational capacity limitations and competing operational demands, it is unable to assume the role of Chair at this time. To ensure continuity of leadership, governance and strategic oversight of the Partnership, the statutory partner Chiefs have considered an alternative arrangement.

It is proposed that Highland Council assumes the role of Chair from 1 October 2026, with the existing order of rotation amended accordingly. This approach will ensure continuity in leadership of the Board and support ongoing delivery of the 2024 – 2027 Highland Outcome Improvement Plan.

Board approval is requested to amend the Chair rotation arrangements within the Terms of Reference and to authorise the associated update to the document at the next review.

1. Background

- 1.1 The CPP Board operates under agreed Terms of Reference which provide for the role of Chair to rotate amongst the five statutory public sector partners responsible for Community Planning as detailed within the Community Empowerment (Scotland) Act 2015.
- 1.2 The rotation of the Chair is intended to encourage shared leadership, collective ownership of community planning priorities and balanced representation across statutory partners.
- 1.3 Under the current Terms of Reference, NHS Highland holds the Chair position and the next organisation scheduled to assume the role is Police Scotland.

2. Proposed Amendment

- 2.1 Police Scotland has advised the Partnership that, due to current capacity limitations and operational pressures, including responsibility for the Chair of the Public Protection Chief Officer's Group, it is unable to assume the role of Chair during the forthcoming rotation period.
- 2.2 Following discussion amongst the statutory partner Chiefs, it is proposed that Highland Council assumes the role of Chair from 1 October 2026 to maintain continuity of leadership and governance across the Partnership.
- 2.3 Subject to Board approval, the Chair rotation sequence detailed within Section 3.3 of the Terms of Reference will be amended to reflect this change and ensure future rotations remain clear and transparent.

3. Governance Considerations

- 3.1 The proposed amendment relates solely to the order of Chair rotation and does not alter the purpose, functions, remit or governance arrangements of the Board.
- 3.2 The proposal maintains the principle of rotational leadership between statutory partners while providing a pragmatic response to current resource pressures within one partner organisation.
- 3.3 Approval of the proposal will enable uninterrupted strategic leadership of the Partnership and continued oversight of delivery against the Highland Outcome Improvement Plan 2024-2027.

4. Risks and Mitigations

- 4.1 Risk: Delay in agreeing revised Chair arrangements could create uncertainty regarding leadership and governance of the Board.
Mitigation: Early Board approval of the proposed amendment provides clarity and ensures continuity.
- 4.2 Risk: Perception that the rotational arrangement is no longer equitable.
Mitigation: The principle of rotational leadership remains unchanged. The amendment reflects a temporary capacity issue and will be incorporated transparently within the Terms of Reference.
- 4.3 Risk: Reduced effectiveness of Board leadership during the transition period.
Mitigation: Highland Council currently holds the Vice Chair role and is therefore well placed to support a smooth transition into the Chair position.

5. Resource Implications

- 5.1 Financial or staffing
There are no additional financial implications arising from this proposal. The role of Chair will be undertaken within existing partner resources and governance arrangements.

Impact Assessment

The proposed amendment is administrative in nature and relates to the governance arrangements of the CPP Board.

No significant adverse impacts have been identified in relation to equality, socio-economic disadvantage, children's rights, human rights or health inequalities. The proposal does not alter the strategic priorities of the Partnership, the delivery of services, or the focus on tackling inequalities across Highland.

There are no direct impacts on communities as a result of the proposed change. The Board's role, functions and responsibilities will remain unchanged.

No environmental or climate impacts have been identified. The proposal does not affect policy, service delivery, infrastructure, or activities that would influence climate mitigation, adaptation or the natural environment.

The amendment supports effective governance and continuity of strategic leadership, helping maintain oversight of the Highland Outcome Improvement Plan and the Partnership's commitment to improving outcomes for people, places and communities across Highland.

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Date: 31st August 2026

Appendices: None