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28 April 2010

A meeting of the **BUTE AND COWAL AREA COMMUNITY PLANNING GROUP** will be held in the **QUEEN'S HALL, DUNOON** on **THURSDAY, 13 MAY 2010** at **1:30 PM**.

## AGENDA

1. **APOLOGIES**
2. **DECLARATIONS OF INTEREST**
3. **MINUTES OF MEETING OF 12TH JANUARY 2010** (Pages 1 - 6)
4. **REPORT ON BUTE & COWAL AREA COMMUNITY SEMINAR**
5. **BUTE & COWAL LOCAL AREA COMMUNITY PLANNING GROUP AREA COMMUNITY PLAN - TO FOLLOW**
6. **PARTNER UPDATES ON AREA ISSUES**
7. **PRINCIPLES OF REPRESENTATION**( Pages 7 - 8)
8. **THIRD SECTOR INTERFACE - REPORT BY EILEEN WILSON - TO FOLLOW**
9. **DEVELOPMENT OF A MISSION STATEMENT FOR LOCAL AREA COMMUNITY PLANNING GROUP**
10. **ASSET TRANSFER DEMONSTRATION PROJECT - SHIRLEY MACLEOD**
11. **SECOND COMMUNITY SEMINAR - SEPTEMBER 2010**
12. **AGENDA ITEMS FOR FUTURE MEETINGS**
13. **ANY OTHER COMPETENT BUSINESS**  
To be notified to the Chair at least one week before the meeting.

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Councillor Robert Macintyre  
Councillor Alister McAlister  
Councillor James McQueen  
Councillor Ron Simon  
Councillor Dick Walsh

Councillor Bruce Marshall  
Councillor Alex McNaughton  
Councillor Len Scoullar  
Councillor Isobel Strong

**MINUTES of MEETING of BUTE AND COWAL AREA COMMUNITY PLANNING GROUP held  
in the EAGLESHAM HOUSE, MOUNT PLEASANT ROAD, ROTHESAY  
on TUESDAY, 12 JANUARY 2010**

**Present:** Councillor B Marshall (Chair)

Councillor A MacAlister  
Councillor A McNaughton  
Councillor J McQueen  
Councillor L Scoullar  
Councillor R Simon  
Chief Inspector Mosley, Strathclyde Police  
Geoff Calvert, Strathclyde Fire and Rescue  
Peter MacDonald, Fyne Homes  
Mike Geraghty, ABSEN  
Alison McCrossan, Scottish Health Council  
Pauline Murty, NHS Highland  
Donald MacLeod, Bute Community Council  
Peter McWhinnie, Dunoon Community Council  
Elizabeth Carey, South Cowal Community Council

**Attending:** Jane Fowler, Head of Improvement and Strategic HR  
Andrew Law, Link Director  
Shirley MacLeod, Area Corporate Services Manager  
Ishabell Bremner, Economic Development Manager  
Liz Marion, Senior Community Learning and Development Worker  
Martin Turnbull, Area Community Learning & Regeneration  
Manager

**1. APOLOGIES**

Apologies for absence were intimated on behalf of the following:-

Councillor R Macintyre  
Councillor I Strong  
Councillor J R Walsh  
David McCaughey, Strathclyde Fire and Rescue

The Chairman ruled and the Committee agreed, in terms of Standing Order 3.2.2 that a report regarding Tackling Poverty and Community Regeneration Funding, dealt with at item 7 of this minute, be taken as a matter of urgency due to the need to progress the matter in January.

**2. DECLARATIONS OF INTEREST**

None

**3. MINUTES**

**(a) MINUTE OF MEETING OF 3RD NOVEMBER 2009**

The Minute of the Meeting of the 3<sup>rd</sup> November 2009 was approved as a correct record.

**4. ECONOMIC DEVELOPMENT ACTION PLAN**

The Group heard an informative presentation from the Economic Development Manager on the Economic Development Action Plan. Ishabel Bremner explained to the meeting that this was the Action Plan for Argyll & Bute Council which is currently being consulted on.

Councillor Simon gave some background to the Action Plan advising that the last Economic Strategy was in 2003 and no longer relevant, it was important that this was reviewed and provided a relationship between Tourism, Forestry, Food and Drink etc. with the Plan also focusing on renewables.

Geoff Calvert expressed his concern over ET04 advising that existing business also need support e.g. in terms of compliance with the implications of the Fire (Scotland) Act.

Councillor Scoullar said that he didn't see the sub-sea indicators and transmission charges in the plan and felt that they would be mentioned under renewables. Ishabell Bremner advised that these items are referred to in the Renewables Action Plan.

Councillor Simon advised that the new Area Plan identifies more areas for housing for population growth.

Councillor McNaughton advised that there is a need for year round employment so that young people are not dependent on seasonal jobs and the Group discussed the need for local procurement with Peter MacDonald advising that Fyne Homes have just granted a £7m contract to a local company.

Alison McCrossan advised that Transport was a major issue in Bute & Cowal and Councillor Marshall advised that the Area Committee had agreed to a Transport Forum like they have on Islay.

Liz Carey spoke on the need for the retention of staff in the older people services, private sector companies are having problems recruiting and retaining local staff. Ishabell advised that training programmes would help to influence people.

The group agreed the key priorities for the area would be training, broadband coverage, renewables, transport, planning and land use.

Councillor Marshall expressed his concern over the Business Sector not being represented at this Group and it was agreed that one representative from either the Dunoon & Cowal Business Association or the Cowal Marketing Group would be invited along as well as the Bute Tourism Group and the Business Gateway would be invited if there were specific items on the agenda.

Elizabeth Carey asked if four representatives from the Community Councils could attend meetings and the Group decided to wait until the Community Council had had their follow up meeting but felt that there should only be three.

Ishabell Bremner asked for the group to email any comments regarding the Economic Development Action Plan to her before 22<sup>nd</sup> January 2010.

(Reference: Report by the Economic Development Manager – submitted)

## **5. BUTE & COWAL LOCAL AREA COMMUNITY PLANNING GROUP AREA COMMUNITY PLAN**

Shirley MacLeod spoke on the Area Community Plan advising that a working group had been set up to look at the key outcomes and the group discussed them. Geoff Calvert asked that a baseline column be added for comparison. Mike Geraghty advised that the first item on the Plan regarding attracting working age population to the area needed key dates and officers and it was agreed that examples from other Councils would be resources.

Mrs Carey expressed her concern over the National Health Service and the amount of items relating to this service on the Plan.

Shirley MacLeod advised that the Plan would be an item for discussion at the Community Seminar in March.

(Reference: Report by the Area Corporate Services Manager – submitted)

## **6. AREA COMMUNITY SEMINAR**

The Group heard from Martin Turnbull, Area Community learning and Regeneration Manager on the Community Event Proposal. Martin Turnbull explained that the Local Area Community Planning Groups are committed to two community events annually and the event will provide an ideal opportunity to consult with local communities with feedback setting the future activities, priorities and plans of the Area Planning Group.

### Decision

The Committee:-

- i. Agreed the proposals for the Community Event and granted consent to progress accordingly.
- ii. Agreed to hold the event on Saturday 6<sup>th</sup>

- March 2010 in Dunoon Grammar School.
- iii. Agreed the CPP Partners attending the event will be designated as “observers” and not take part in the voting.

(Reference: Report by the Area Community Learning and Regeneration Manager dated 12<sup>th</sup> January 2010 – submitted)

### **7. TACKLING POVERTY AND COMMUNITY REGENERATION FUNDING**

Martin Turnbull spoke on Tackling Poverty and Community Regeneration Funding and asked for permission to apply for this money on behalf of the Local Area Community Planning Group.

#### Decision

The Group agreed that Martin Turnbull would apply for Tackling Poverty and Community Regeneration Funding on behalf of the Local Area Community Planning Group.

(Reference: Report by the Area Community learning and Regeneration Manager – tabled)



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## Principles of Representation at CPP

This document is for all CPP partners, whether representing or being represented, at all levels within the CPP structure. It may also be of interest to other stakeholders.

The CPP Partnership Agreement was adopted in May 2009. Under the new structure partner organisations are regularly required to represent each other at Management Committee, Thematic Partnerships, Local Community Planning level and at other strategic partnerships.

In order for this to work partners must be confident that they are fully informed of any discussions taking place and are able to feed into any debate. It is essential that information flows in both directions.

### **If you are involved in Community Planning, at any level, you must demonstrate representation and ensure accountability:-**

Clear lines of **accountability** allow representatives to speak with real authority. This does not mean that all decisions are subject to a consensus, at times a representative will have to present diverse, sometimes conflicting, views. Representatives should be prepared and able to explain decisions and actions.

### **Partners in a representation role should:-**

- put into place reporting mechanisms that support the flow of information without creating unnecessary burdens;
- make arrangements that enable all partners to participate as fully as possible;
- ensure there is clarity about when one partner has a clear mandate to represent and when they do not.
- be clear about who they are representing

### **Other key principles of representation**

- **Equality** – place equality, diversity and inclusiveness at the core of what they do
- **Leadership** – representatives will need to think and act strategically
- **Openness** – be as open as possible in all dealings and relationships
- **Purpose** – be clear about objectives and contributions – supporting them with a strong evidence base
- **Sustainability** – ensuring the continuation of the collective voice
- **Values** – identify and build on the values of community planning

It is not intended to prescribe how partners should organise themselves. However, a guiding set of principles should help partners develop arrangements that strengthen their representation, widen participation and

ensure transparency for other organisations taking part in events and meetings at which the representative is present.

**Annual Review 2009/10**

As part of the Annual review we will be asking partners to demonstrate

- how they are ensuring information flows within and between organisations
- that arrangements are in place to ensure that they are represented as appropriate in the CPP structure and associated strategic partnerships
- what they do to promote community planning

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