

Public Document Pack

Working with communities to improve the quality of life for all in Argyll and Bute

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13 December 2011

A meeting of the **BUTE AND COWAL AREA COMMUNITY PLANNING GROUP** will be held in the **EAGLESHAM HOUSE, MOUNTPLEASANT ROAD, ROTHESAY** on **TUESDAY, 10 JANUARY 2012** at 1:30 PM.

AGENDA

1. **APOLOGIES**
2. **MINUTES**
 - (a) Minutes of Meeting of 17th May 2011 (Pages 1 - 6)
3. **RAPE CRISES - ALISON BLACK**
4. **MINISTERS WORKING GROUP - CAUCUS OF COMMUNITY COUNCILS**
5. **REFORM SCOTLAND - CAUCUS OF COMMUNITY COUNCILS**
6. **REPORT ON VIEWPOINT - THIRD SECTOR FORUM**
7. **REPORT FROM COMMUNITY ENGAGEMENT SUBGROUP - THIRD SECTOR FORUM**
8. **COMMENTS/FEEDBACK ON RECENT GIRFEC CONSULTATION AS EXAMPLE OF GOOD PRACTICE - THIRD SECTOR FORUM**
9. **FEEDBACK FROM THIRD SECTOR FORUM REGARDING FUNDING ISSUES IN THE THIRD SECTOR**
10. **CONDITION OF ROADS IN PARTICULAR IN ROTHESAY - CAUCUS OF COMMUNITY COUNCIL**

11. **ROLE OF PARTNERS WITHIN LACPG**
12. **LACPG PLAN AND SCORECARD- ARGYLL & BUTE COUNCIL, IMPROVEMENT AND HR AND GOVERNANCE AND LAW**
13. **CONSULTATION DIARY - ARGYLL & BUTE COUNCIL, IMPROVEMENT AND HR**(Pages 7 - 12)
14. **BETTER COMMUNITY ENGAGEMENT RESOURCE PACK - ARGYLL & BUTE COUNCIL, IMPROVEMENT AND HR**(Pages 13 - 14)
15. **UPDATE FROM THEMATIC GROUPS - ARGYLL & BUTE COUNCIL, GOVERNANCE AND LAW**
Environment
Social Affairs
Economy (Pages 15 - 20)
16. **RATIONALISATION/PARTNERSHIP LINKAGES TO LOCAL AREA COMMUNITY PLANNING GROUP**(Pages 21 - 34)
17. **HIGHLIGHT/EXCEPTION REPORTING - ARGYLL & BUTE COUNCIL, IMPROVEMENT AND HR AND GOVERNANCE AND LAW**
18. **SINGLE OUTCOME AGREEMENT/COMMUNITY PLAN - ARGYLL & BUTE COUNCIL, GOVERNANCE AND LAW**
19. **THIRD SECTOR UPDATE**
20. **UPDATES FROM PARTNERS**

**MINUTES of MEETING of BUTE AND COWAL AREA COMMUNITY PLANNING GROUP held
in the EAGLESHAM HOUSE, MOUNTPLEASANT ROAD, ROTHESAY
on TUESDAY, 17 MAY 2011**

Present: Councillor B Marshall (Chair)

Councillor A MacAlister
Councillor A McNaughton
Councillor I Strong
Shirley MacLeod, Area Governance Manager
Stephen Doogan, Area Governance Officer
Liz Marion, Senior Community Learning & Development Worker
Chief Inspector Mosley, Strathclyde Police
Viv Smith, Locality Manager, NHS Highland
Colin MacColl, Strathclyde Fire & Rescue
Fergus Murray, Development Policy Manager
Donald MacLeod, Bute Community Council
James Bell, Hunter's Quay Community Council
Ann Scott, Business Advisor, Business Gateway
Alison McCrossan, Scottish Health Council
Janet Skillin, Bute Community Links (TSP)

1. APOLOGIES

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

Sandy Mactaggart, Link Director
Roanna Clark, Young Scot Co-Coordinator
Eileen Wilson, Community Planning Manager
Donald Morrison, Scottish Ambulance Service

2. MINUTES

(a) MINUTES OF MEETING OF 1ST MARCH 2011

The minutes of the meeting of 1st March 2011 were approved as a correct record with the change in spelling of "learing" to "learning" in Liz Marion's title and the addition of Donald MacLeod to the Apologies list.

Shirley MacLeod advised the Scorecard was a work in progress and she was expecting it to come to the September Local Area Community Planning Group meeting.

3. FEED BACK ON THE TRAINING EVENT IN STRACHUR - ARGYLL & BUTE COUNCIL, COMMUNITY SERVICES (AGENDA ITEM 5)

The Senior Community Learning and Development Worker spoke on the Training Event held in Strachur on 24th February 2011. Liz advised that a lot of information was taken from the "parking bays" this information was

not relevant to the day but will be passed onto the relevant partner to be dealt with. Alison McCrossan asked how this information would be taken forward and Liz Marion explained that once the pack is complete she intends on rolling it out to Community Groups, Community Councils etc.

Decision

The Group noted the information provided and agreed the Senior Community Learning and Development Worker would circulate the Pack once completed.

(Reference: Report by Senior Community Learning and Development Worker 0 submitted)

4. FIRE SAFETY IN TENEMENT PROPERTIES - STRATHCLYDE FIRE & RESCUE

Colin MacColl spoke on Strathclyde Fire Brigade's concerns over items/bins being left in closes, causing a fire hazard. Colin McCall explained that there are regulations to deal with these problems but Strathclyde Fire and Rescue do not have the resources to carry out the enforcement and asked that other partners help in the tackling of this issue.

Viv Smith advised that all clinical waste should be kept under specific conditions and if any partner noted in issue problem with the storage of this type of material to contact her.

Chief Inspector Mosley felt that the Anti-Social Sub Group would be the best forum to progress this issue.

Councillor Marshall asked if there was any statistics on incidents relating to this problem and Colin MacColl said he would get this information to the group.

Decision

The Group agreed that Anti-Social Sub Group would discuss how to tackle fire safety in tenement properties and that Colin MacColl would forward the statistics to the group. Chairs of these groups will be asked to progress this issue, Eilidh FitzPatrick will inform them of this.

5. BUSINESS GATEWAY ACTIVITY - ARGYLL & BUTE COUNCIL, DEVELOPMENT AND INFRASTRUCTURE SERVICES

The Group heard an informative presentation from Ann Scott on the activities of Business Gateway. Ann spoke on the support given to individuals want to start their own business and support given to existing businesses. She spoke on workshops provided which includes bookkeeping, self assessment, websites etc. and a procurement workshop had been delivered recently to help businesses with that process. Over the past year Business Gateway has helped 36 business start and 108 existing they have provided 10 start up events and 9 other event and since 1st April 2011 they have helped 5 business start up.

Details of lots of useful information including the workshops is available on their website or people can contact Ann direct.

Decision

The Group noted the information provided.

6. PRESENTATION ON THE YOUNG SCOT INITIATIVE - ARGYLL & BUTE COUNCIL, COMMUNITY SERVICES

Due to apologies being received from the officer involved this item was continued to the September Local Area Community Planning Group.

7. HM THE QUEEN'S DIAMOND JUBILEE BEACONS - 4TH JUNE 2012 - ARGYLL & BUTE COUNCIL, GOVERNANCE AND LAW

The Area Governance Manager advised the Partnership that the Queen's Diamond Jubilee was on 4th June 2012 saying at the last Jubilee a series of beacons were lit by Community Council's and asked if they were willing to do this on 4th June.

Councillor Marshall advised that Dunoon Community Council have plans to light the Beacon in Dunoon and Donald MacLeod and James Bell advised they would discuss it with their Community Councils.

Decision

The Group agreed a letter would be distributed to all Community Council's asking for their participation.

8. LOCAL DEVELOPMENT PLAN - MAIN ISSUES REPORT - ARGYLL & BUTE COUNCIL, DEVELOPMENT AND INFRASTRUCTURE SERVICES

The Group heard an informative presentation from the Development Policy Manager on the Local Development Plan, Main Issues Report. Fergus Murray emphasised that the Public need to get engaged in the process now to have any influence in the Plan.

Viv Smith spoke on the consultation and noted that a substantial proportion of the "public" is public sector agency staff and queried whether the partners could use their electronic networks as an additional means of engaging with the target audience. Fergus agreed that this could be a useful additional resource.

Fergus Murray advised that the Main Issues Report would ultimately be agreed by a Reporter in Edinburgh and it was very important to have Argyll & Bute's viewpoint.

Decision

The Group agreed Fergus would send a link to members of the Local Area Community Planning Group to send round their staff.

9. CONSULTATION DIARY - ARGYLL & BUTE COUNCIL, IMPROVEMENT & STRATEGIC HR

The Area Governance Assistant explained that the Council's website was being updated and the consultation diary had been taken off for the time being. She advised that if anybody had any consultation they wish added to contact her.

Decision

The Group noted the information provided.

10. UPDATE FROM THEMATIC GROUPS - ARGYLL & BUTE COUNCIL, GOVERNANCE AND LAW

The Area Governance Officer updated the Partnership on the work being carried out by the three Thematic Groups.

Decision

The Group noted the information provided.

11. UPDATES FROM PARTNERS

Viv Smith advised the Group that the new Bute Hospital was opened today (17th May) She spoke on the Government's recommended guidance for beds in the Bute & Cowal area with a reduction from 19 to 13 beds in Bute and 25 to 19 in Dunoon. Donald MacLeod said that the Community were worried about the reduction in beds but a lot of their concerns have been alleviated.

Chief Inspector Mosley advised the group that the Road Police service is now part of the core shift pattern. A new sergeant has been employed in Rothesay with a further 2 new recruits for Rothesay and 1 for Dunoon and the staff member in Rothesay has now been replaced. The Chief Inspector advised that Bute & Cowal are the highest performing Police unit in Strathclyde. He further advised that the new mobile unit is now in Dunoon and said to partners that it is a resource that can be used. He said to partners that it would carry any literature they wish distributed.

Decision

The Group noted the information provided.

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CPP Consultation Diary**Information Request - November 2010**

argyll and bute

communityplanningpartnership

Local Area Community Planning Groups are developing local consultation diaries, gathering information about what consultations are currently underway and what consultations are being planned.

The Consultation Diaries will provide an overview of all the consultation being done in Argyll and Bute. This will allow Local Area Community Planning Groups to become more aware of the volume of consultation that are being undertaken by community planning partners. It also means we can access the results of a consultation that might help us plan our work. If we are planning a consultation, we can check the diary to avoid clashing with another consultation. We can also use the diary to make contact with people who have recent experience of consulting to talk over the methods they used and any learning points they can share with us.

We would like to know about

1. **Proposed Consultations** - those planned for the future
2. **Current Consultations** - those consultations that are happening now
 - Local (consultations at LACPG or even more local level)
 - Argyll and Bute Wide
 - Organisational but with potential Argyll and Bute outcomes
3. **Recent Consultations** - those that have happened recently. Even if they have been completed we can add them so that anyone planning a consultation can see if something similar has been conducted recently. It can also indicate if and when a report will be produced and where to get a copy. Any outcomes or changes that have resulted from it can also be highlighted here.

If we are able to get web links for the consultations more detailed information about that consultation could be accessed. If web links can't be established we would look for a brief description of the consultation which should include the name and phone number of someone you can contact for further information or discussion.

If you are organising a consultation, please fill in this form, either electronically or on paper, then email or post the completed form to:- eileen.wilson@argyll-bute.gov.uk

Eileen Wilson
Community Planning Manager
25 West King Street
Helensburgh
G84 8UW

Please complete a separate form for each consultation exercise.

**ARGYLL AND BUTE COMMUNITY PLANNING PARTNERSHIP
CONSULTATION DIARY ENTRY**

A. Key Points

A1. Title of consultation

A2. Purpose of consultation

A3. Key contact person for the consultation
 Name
 Council Service / Partner organisation
 Telephone number
 Email

A4. Approximate start date (dd/mm/yy) A4. Approximate end date (dd/mm/yy)

A5. Are you carrying out the consultation as part of a statutory process? Yes No

A6. When do you expect to give feedback on the consultation (dd/mm/yy)?

B. Who is consulting?

B1. If you are leading this consultation on behalf of Argyll and Bute Council, please identify the Services within the Council that will be involved in carrying out the consultation (check all that apply).

Chief Executive's Unit

Strategic Finance Improvement and HR

Community Services

Adult Care Education
 Children and Families Community and Culture

Development and Infrastructure Services

Roads and Amenity Services Planning and Regulatory Services
 Economic Development

Customer Services

Governance and Law Customer and Support Services
 Facility Services

B2. Please list any partner organisations / departments involved in carrying out the consultation:

i.

- ii.
- iii.
- iv.
- v.

B3. If you are leading this consultation on behalf of a Community Planning partner organisation or Partnership please list organisations involved in carrying out the consultation:

- i.
- ii.
- iii.
- iv.
- v.

C. Who are you consulting with?

C1. Which of the following groups will you consult with? (Check all that apply.)

- | | | | |
|----------------------------------|--------------------------|--------------------------------|--------------------------|
| Elected Members | <input type="checkbox"/> | Argyll and Bute Youth Forum | <input type="checkbox"/> |
| Council Officers | <input type="checkbox"/> | Young people / youth groups | <input type="checkbox"/> |
| Voluntary groups | <input type="checkbox"/> | General public / residents | <input type="checkbox"/> |
| Community Councils | <input type="checkbox"/> | Community Planning Partnership | <input type="checkbox"/> |
| Community / Local Forums | <input type="checkbox"/> | Community Planning Partners | <input type="checkbox"/> |
| Third Sector Partnership | <input type="checkbox"/> | Parents | <input type="checkbox"/> |
| Disability Network | <input type="checkbox"/> | Parent Councils | <input type="checkbox"/> |
| Elderly Forum | <input type="checkbox"/> | School pupils | <input type="checkbox"/> |
| Citizens' Panel | <input type="checkbox"/> | Pupil Councils | <input type="checkbox"/> |
| User groups | <input type="checkbox"/> | Service users | <input type="checkbox"/> |
| Tenants / Residents Associations | <input type="checkbox"/> | Potential Service Users | <input type="checkbox"/> |
| Other groups (please write in) | | | |

<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

D. How are you carrying out the consultation?

D1. Please indicate which of the following you will use to publicise your consultation. (Check all that apply.)

- | | | | |
|-------------------------|--------------------------|------------------------------------|--------------------------|
| Articles in newsletters | <input type="checkbox"/> | Posters / flyers | <input type="checkbox"/> |
| Information sheets | <input type="checkbox"/> | Presentations | <input type="checkbox"/> |
| Letters | <input type="checkbox"/> | Press release | <input type="checkbox"/> |
| Website | <input type="checkbox"/> | Press advert | <input type="checkbox"/> |
| Libraries | <input type="checkbox"/> | Service points / community centres | <input type="checkbox"/> |
| Other | <input type="checkbox"/> | | |

D2. If you have checked 'other', please give details:

<input type="text"/>

D3. What consultation methods do you intend to use? (Please check all that apply)

- | | | | |
|-------------------------------|--------------------------|---|--------------------------|
| Community visioning | <input type="checkbox"/> | Survey – face to face | <input type="checkbox"/> |
| Customer comment card / slips | <input type="checkbox"/> | Survey – telephone | <input type="checkbox"/> |
| Exhibition | <input type="checkbox"/> | Survey – postal | <input type="checkbox"/> |
| Focus groups / workshops | <input type="checkbox"/> | Survey – online | <input type="checkbox"/> |
| Public meeting(s) | <input type="checkbox"/> | Web-based discussions | <input type="checkbox"/> |
| Participatory appraisal | <input type="checkbox"/> | Individual interviews | <input type="checkbox"/> |
| Circulating documents | <input type="checkbox"/> | Conference | <input type="checkbox"/> |
| Opinion poll | <input type="checkbox"/> | Partnership approach / ongoing dialogue | <input type="checkbox"/> |

Other (please write in)

E. Consultation events

E1. Are you planning any events as part of this consultation? Yes No

E2. If you are planning events, please briefly describe their number and types.

Number of planned events	
Type of events	

When you know dates and locations of the events, please give your LACPG contact the details so that these can be entered into the events diary.

F. Geographic areas covered

F1. Which parts of Argyll and Bute will the consultation cover? (Tick all that apply)

- | | | | |
|-------------------------------------|--------------------------|------------------------|--------------------------|
| Argyll and Bute wide | <input type="checkbox"/> | Helensburgh and Lomond | <input type="checkbox"/> |
| Mid Argyll, Kintyre and the Islands | <input type="checkbox"/> | Bute and Cowal | <input type="checkbox"/> |
| Oban, Lorn and the Isles | <input type="checkbox"/> | Other | <input type="checkbox"/> |

F2. If you have said that the consultation will cover 'other' areas, please give details:

G. Feeding back the consultation results

When you have written a final report for the consultation, please send an electronic copy to your LACPG contact(s) for distribution.

Thank you for completing this form.

Please send it to:

eileen.wilson@argyll-bute.gov.uk

Eileen Wilson

Community Planning Manager

25 West King Street

Helensburgh

G84 8UW

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Argyll and Bute Community Planning Partnership

Bute and Cowal Local Area Community Planning Group
Date: 6th September 2011



Title: Report on Better Community Engagement Resource Pack

1. SUMMARY

1.1 This report provides a brief update on the Better Community Engagement Resource Pack.

2. RECOMMENDATIONS

2.1 Members note this report.

3. DETAIL

3.1 The Community Planning Partnership (CPP) successfully competed to take part in the National Better Community Engagement Programme.

The learning resources developed in the project are based on the four main priority areas identified in the Community Engagement Strategy. These are to:

- Strengthen and extend community planning structures and mechanisms
- Increase involvement of all communities particularly children and young people, disabled people, those from different ethnic groups as well as other under-represented groups, in community planning processes at local level and around subjects that they are interested in
- Build capacity of management, staff, community leaders and groups and individuals in community engagement
- Increase the co-ordination of our efforts in community engagement, sharing experiences, knowledge, skills, resources and funds.

4. CONCLUSION

4.1 The resource pack should be rolled out to other community and voluntary organisations in Bute and Cowal.

5. IMPLICATIONS

5.1	Policy	None
5.2	Financial	None
5.3	Personnel	None
5.4	Equalities Impact Assessment	None.
5.5	Legal	None

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**Argyll and Bute Community Planning
Partnership**

**Management Committee
Date: 15 June 2011**

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Title: Update Report on Environment Thematic Group

1. SUMMARY

1.1 This report summarises progress which the Environment Thematic Group has made in regard to developing and implementing actions in the Community Plan, and in developing a scorecard and work programme.

2. RECOMMENDATIONS

2.1 That the Management Committee note the progress which the Environment Thematic Group has made in progressing outcomes from the agreed action plan and scorecard for the group.

3. BACKGROUND

3.1 The Environment Thematic Group meets quarterly and is progressing in delivering the outcomes and actions relating to the Environment of Argyll and Bute contained in the Community Plan.

3.2 At the February meeting it had been agreed that officers and partners would meet with the Chair to bring forward proposals for an amended scorecard and bring this to the May 2011 meeting. At the meeting on 26 May 2011, the Group were presented with a revised scorecard, prepared on the basis of these discussions. The Group discussed the existing and proposed scorecards noting that there remained an issue regarding setting measures that were meaningful and the difficulty in extracting local figures from those collected nationally. In principle, it was agreed that the existing scorecard should remain although this should incorporate some of the elements of the proposed scorecard. It was also agreed that a further meeting between officers, partners and the Thematic Chair should take place and that they be asked to report back to the August meeting of the Thematic Group when it is anticipated that the scorecard can be finalised.

3.3 The meeting received an update following a Community Seminar on Invasive Non-Native Species held in January, a discussion on the Zero Waste Plan and a report on Walking Routes to Schools. The Group also received presentations from RPID, SAMS and SEPA.

3.4 Strategic Partnership reports were submitted by the Argyll and Bute Renewable Alliance, Kintyre Recycling Ltd, Argyll and Bute Local Biodiversity Partnership and the Argyll and Bute Local Access Forum. The reports were noted by the group.

4. CONCLUSION

- 4.1** The Environment Thematic Group continue to concentrate on their performance management role by developing and refining their Performance Scorecard.

For further information contact: Andrew Campbell, Scottish Natural Heritage

Telephone 0300 244 9361 (SNH Oban office)

Social Affairs Thematic Group Update Report

1. SUMMARY

- 1.1 This report summarises the continued progress made by the Social Affairs Thematic Group.

2. RECOMMENDATIONS

- 2.1 That the Management Committee note the progress made by the Social Affairs Thematic Group.

3. DETAIL

- 3.1 At the group's most recent meeting on the 9th May 2011 a number of key issues were discussed and scrutinised including; Getting It Right for Vulnerable Young People, Argyll and Bute Strategic Community Safety Partnership, Argyll and Bute's Children, the Strategic Housing and Communities Forum and Performance Management.

In addition, a number of presentations were made on the following topics; Youth Work, child trafficking, the educational psychological service and early years interventions.

The next meeting of the SATG is 22nd August 2011.

- 3.2 A paper presented on Getting It Right for Vulnerable Young People was presented which outlined the work being undertaken to reshape services to children and young people who have particular vulnerabilities due to their emotional or mental health needs.
- 3.3 After consideration of the Argyll and Bute Strategic Community Safety Partnership highlight and exception report it was agreed that a paper on domestic violence and violence against women will be brought to the next Social Affairs thematic group meeting.
- 3.4 The group viewed a film produced by the Mid Argyll Youth Project entitled "The Gilp" which the group produced for a project they had been selected to participate in by the Scottish Parliament as part of

the Scottish Parliament's Community Partnership Programme. The film highlighted the negative media stereotypes of young people and the impact this can have on them in their local communities.

- 3.5 The group also viewed a film produced by pupils of Dunoon Grammar School and Women's Aid which aimed to raise awareness of Child Trafficking in Britain.
- 3.6 A presentation on Early Years Intervention given by Anne Paterson, Quality Improvement Manager – Early Years, outlined the Early Years Framework policy document which was published jointly by the Scottish Government and COSLA in 2008. Significant progress has been made within Argyll and Bute in relation to the National Outcomes and these are being met through the current intervention work programmes, Service Review and Implementation Plan.
- 3.7 The group also reviewed their performance scorecard within Pyramid and a revised version was considered, however further development is needed to ensure that it is equally focused on all partnerships within the group; Strathclyde Police, Health, Fire and Rescue and the Third Sector.
- 3.8 The next meeting of the Social Affairs Thematic CPP group will feature presentations from Lurette Roberts, Alcohol and Drugs Partnership Co-ordinator for Argyll and Bute, Islay High School on Curriculum for Excellence and Marlene Baillie from Strathclyde Police on crime and community safety issues.

4.0 CONCLUSION

- 4.1 Significant progress has been made since the start of the year in achieving the group's objectives and this progress will continue throughout the following year through the development of strong partnership links and increased scrutiny and development of the Social Affairs Thematic Group scorecard.

For further information contact:

Cleland Sneddon
Executive Director – Community Services
Argyll and Bute Council

Tel: 01546 604112

1. SUMMARY

- 1.1** The last meeting of the Economy Thematic Group took place on 25 May and this report provides a summary of issues covered. The group remains focussed on identifying and recording measures which will enable changes in the local economy to be identified and tracked or treated as appropriate.

2. ISSUES DISCUSSED

- 2.1.** The revised scorecard format is now In place but a further request has been made to partners to provide specific measures for inclusion in future reports Final revisions will be completed at the next meeting.

Updates from partners present illustrated progress against SOA and CPP objectives.

- 2.2** A presentation made by Skills Development Scotland (SDS) covering data on youth destinations, modern apprenticeships and employability led to an interesting discussion on the reasons behind some of the trends and the need to understand the economic implications A pilot exercise by SDS and partners looking in more detail at the data and possible ways to address the underlying issues is ongoing

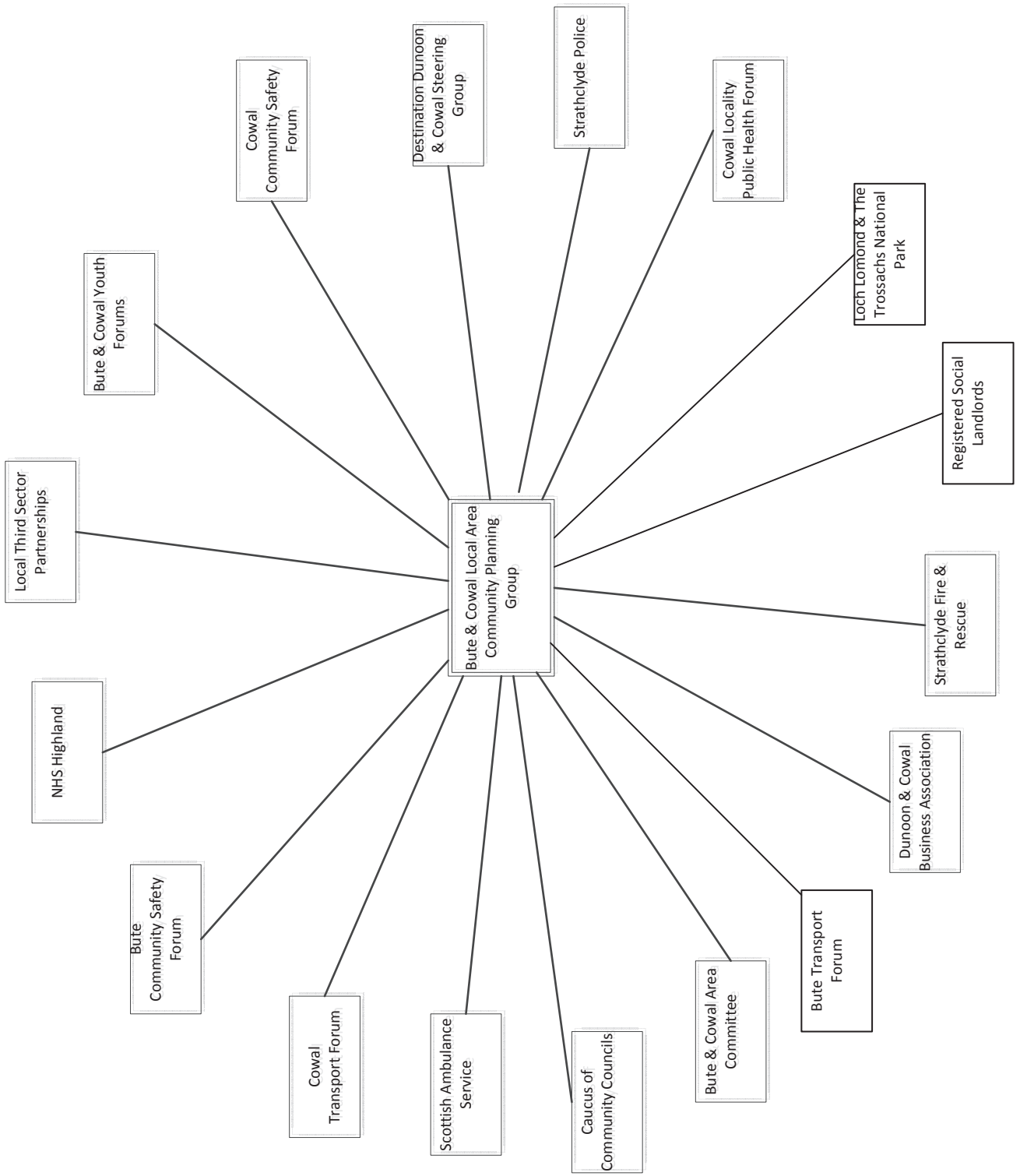
- 2.3** The scheduled presentation on the agricultural sector and SRDP carried forward from the last meeting was not able to take place

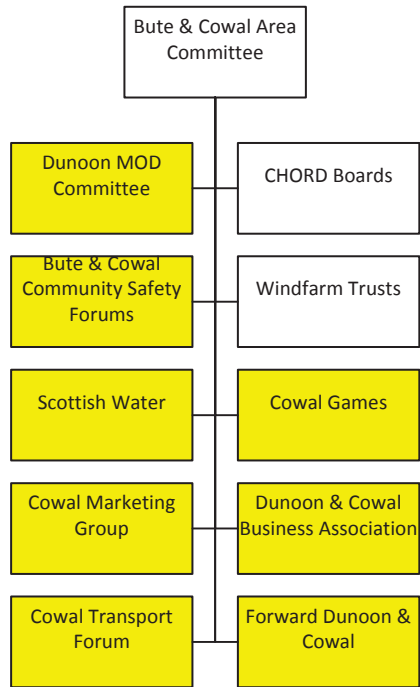
Next Economy Thematic Group meeting will to be held on 31 August 2011

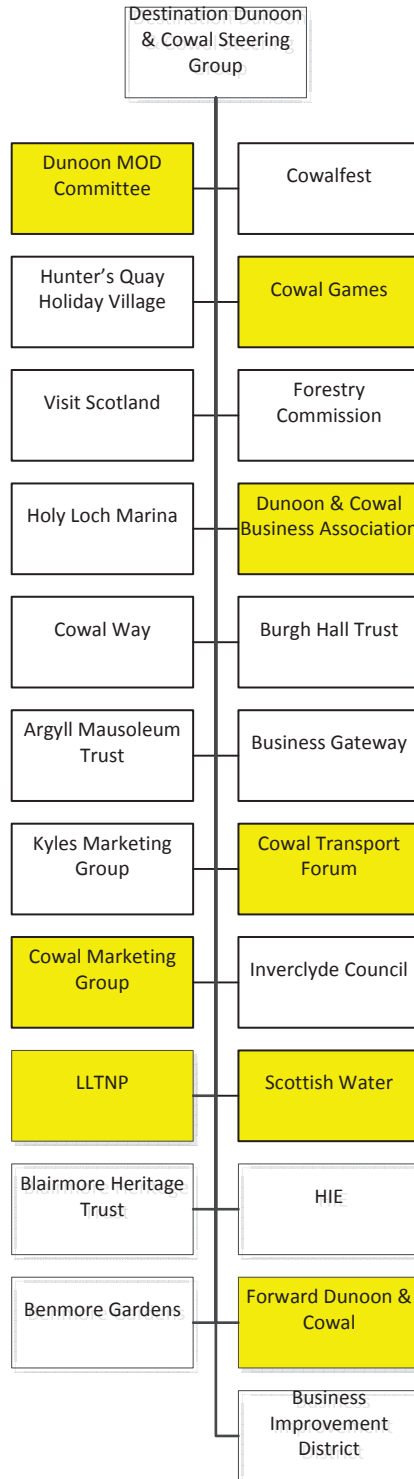
For further information contact: Douglas Cowan
douglas.cowan@hient.co.uk

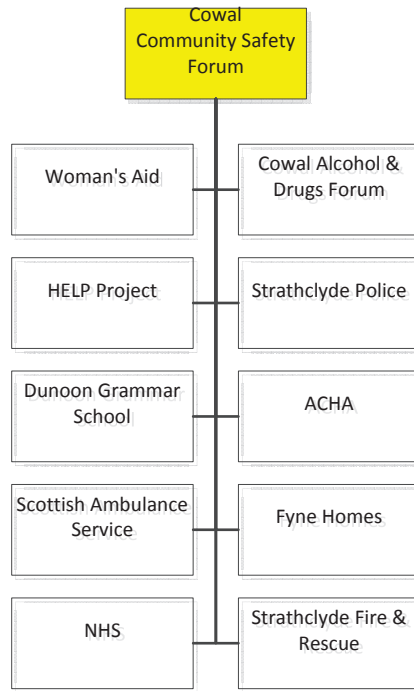
Telephone 01546 605402

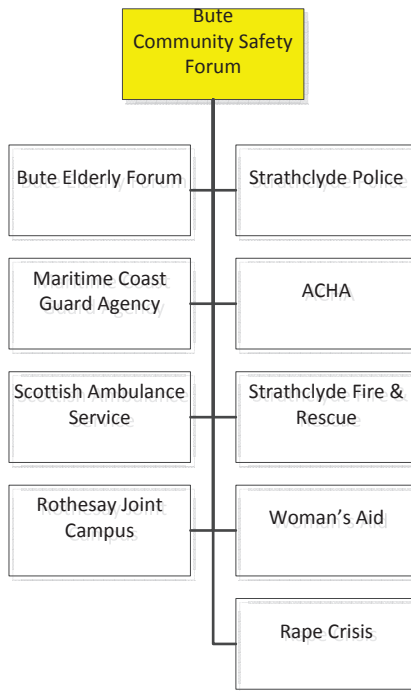
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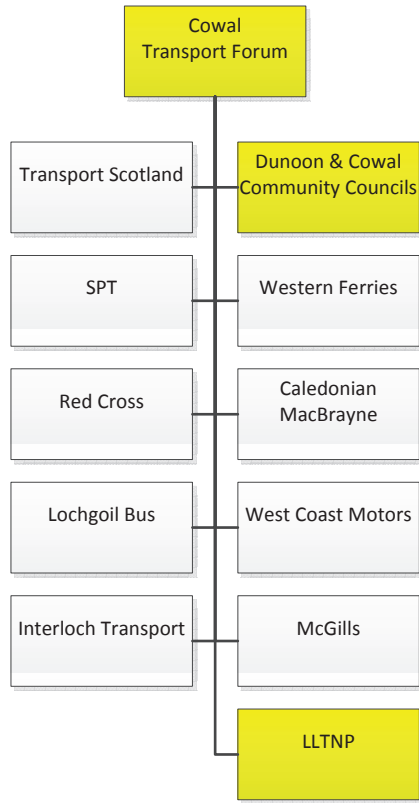


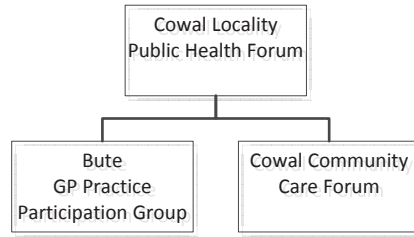


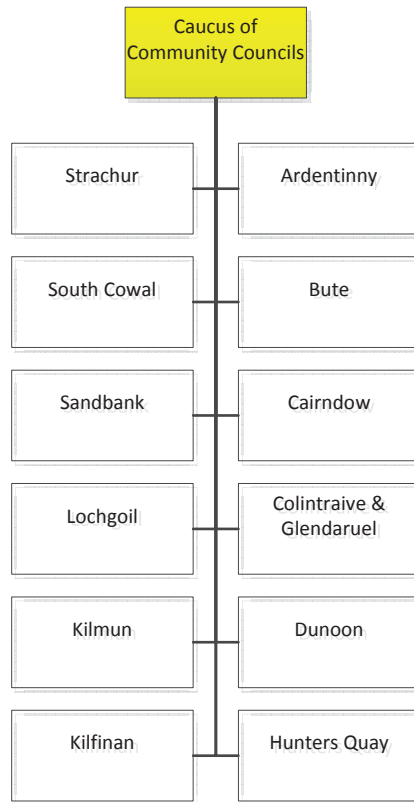


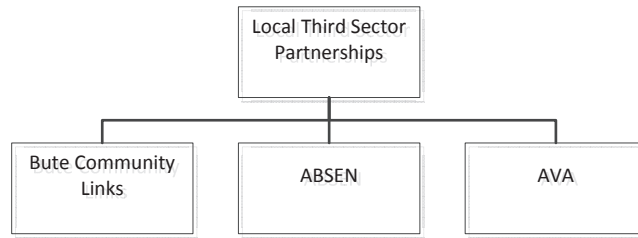


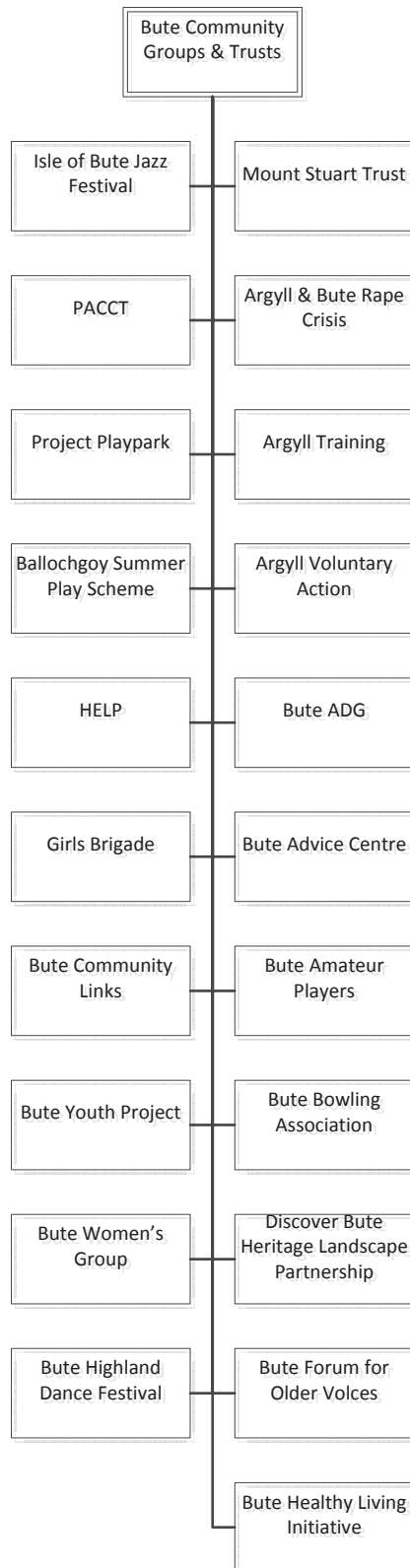


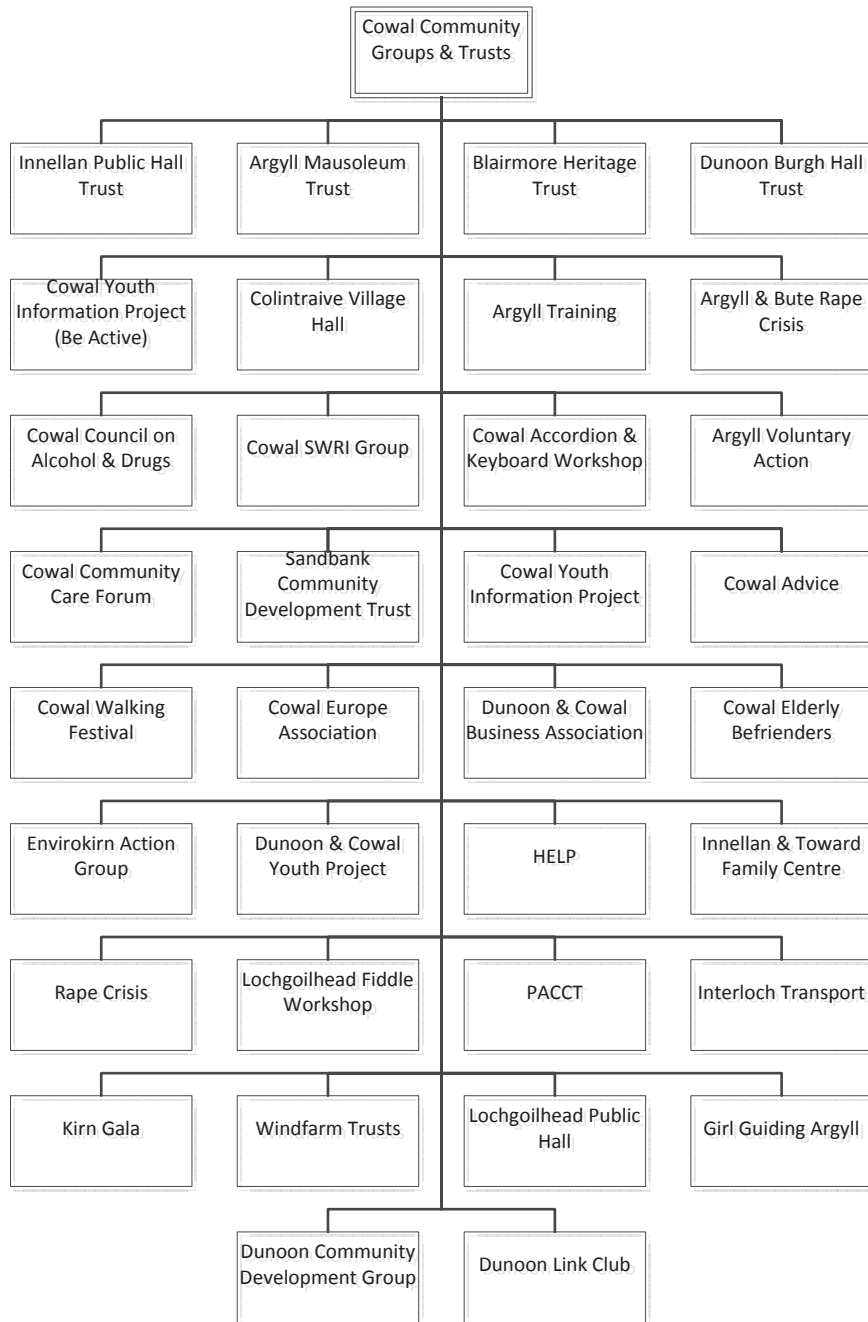




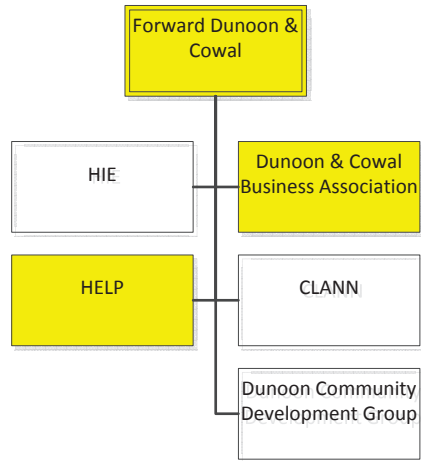








Bute & Cowal Youth
Forums



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