

**MINUTES of MEETING of CPP MANAGEMENT COMMITTEE held in the HIE BOARD ROOM,
LOCHGILPHEAD
on WEDNESDAY, 21 JANUARY 2009**

Present:

Raymond Park	Strathclyde Police (chair)
Eileen Wilson	Argyll and Bute Council
Brian Barker	Argyll and Bute Council
Sally Reid	Argyll and Bute Council
Malcolm MacFadyen	Argyll and Bute Council
Sue Gledhill	Highlands and Islands Enterprise
Geoff Calvert	Strathclyde Fire & Rescue
David Penman	Strathclyde Fire & Rescue
Andrew Campbell	Scottish Natural Heritage
Roanna Taylor	Argyll & Bute Young Scot/Dialogue Youth
John Walls	Strathclyde Partnership for Transport
Joanna Sneddon	Scottish Government Housing Investment Division
Dick Walsh	Argyll and Bute Council
Gordon Anderson	Strathclyde Police
David Price	Association of Argyll & Bute Community Councils
Glenn Heritage	Argyll and Bute Volunteer Centre
John Davidson	Argyll and Bute Volunteer Centre

In attendance:

Joyce Cameron Argyll and Bute Council

Apologies:

Douglas Cowan	Highlands & Islands Enterprise
Nicola Welsh	Association of Argyll & Bute Community Councils
Derek Leslie	NHS Highland
Gordon McLennan	Strathclyde Partnership for Transport

1. WELCOME

Raymond Park welcomed everyone to the meeting and noted apologies.

2. MINUTES OF PREVIOUS MANAGEMENT COMMITTEE MEETING HELD ON 29 OCTOBER 2008

Minutes of the previous meeting dated 29th October 2008 were agreed.

3. MATTERS ARISING

All matters arising are covered within the agenda for this meeting.

4. CPP BUDGET

Sally Reid updated the Management Committee on the CPP Budget, following which there was a long discussion around the budget and the anticipated shortfall. It was suggested that some aspects of the core/function activity of Community Planning Partnership could be looked at as individual project work and some funding could be sought through working in partnership with our third sector colleagues to access specific

funding. It was agreed that Dick Walsh would write out to partners highlighting these issues and asking them to consider their future commitment to the Community Planning Partnership.

We need to strengthen core funding and partnership arrangements to ensure we are not giving the wrong message.

Dick Walsh agreed to write out to all partners requesting they review their commitment to the core costs of the CPP.

Dick also agreed to discuss this matter with cabinet ministers.

Eileen Wilson will contact the Community Planning Network to find out if there are any other funding opportunities for staffing/core costs.

Action: Dick Walsh, Eileen Wilson, All Partners

5. SINGLE OUTCOME AGREEMENT

Brian Barker had e-mailed an SOA Workshop for CPP's (Improvement Service January 09) presentation to members prior to the meeting. He highlighted key points and guidance and outlined the timescales for submission of this year's document.

A draft SOA has to be with the Executive by end February, signed off by end of May with an official ministerial signing off at the end of August.

Sally Reid advised that the new Community Plan will show linkages and Partner responsibilities will become clearer.

All members agreed to contribute to the SOA.

Action: All Partners

6. NOVEMBER SEMINAR

Eileen Wilson gave a presentation, recapping on what was agreed at the November Seminar. An Action plan will be produced showing the outcomes and associated actions. The action plan will also detail lead partners and timescales.

All members to receive a copy of the presentation with this minute.

Action: Eileen Wilson, Joyce Cameron

7. COMMUNITY ENGAGEMENT STRATEGY

Eileen Wilson introduced the Draft Community Engagement Strategy and outlined the timescales for the document that needs to be considered by various strategic partnerships and committees. The Strategy was welcomed by Partners as a positive move forward for Community Planning in Argyll and Bute.

Any comments to be e-mailed to Eileen Wilson who would particularly like feedback on Appendix 3. There will be further consultation on the document and associated action plan.

Action: All Partners

8. DEMO PROJECT AND FAB PARTNERSHIP UPDATE

Demo Project Update- The demonstration project has progressed to phase two. There are a number of recommendations being considered by the Council that will impact on the CPP.

1. That the Council adopts an intelligent client approach for all Third Sector work rather than a specific department. This will help the Council have a strategic view of the Third Sector and the Third Sector have a strategic view of the Council.
2. That the Council develop a comprehensive approach to working with the Third Sector which reflects the diversity of the Third Sector but within an overarching framework. This framework will enable appropriate signposting through the single point of contact, and would be useful in gathering intelligence on the Third Sector and its needs.
3. That a mechanism is established for ongoing communication between the Council and the Third Sector and a promotional strategy to highlight opportunities and contributions from both.

9. ECONOMIC DEVELOPMENT AND THE FIRE (SCOTLAND) ACT 2005

The main concern here is that many small and some larger businesses could cease to trade as the cost of implementing the recommendations would be too great.

Discussion then followed surrounding possible assistance from Business Gateway, HIE, Visit Scotland (Area Tourism partnerships – ATP)

Action Points-

Brian Barker to raise this issue when he meets with Peter Russell Business Gateway & HIE to liaise with Strathclyde Fire & Rescue
Brian Barker to flag up with ATP's

Risk added to SOA

10. POLICE ATTENDANCE AT COMMUNITY ALARM ACTIVATIONS

Malcolm MacFadyen reported good progress with this.

Please refer to the full report that has been circulated with the supporting papers for this meeting.

It is clear that significant steps have already been taken in an attempt to reduce the burden that the Police have been experiencing. It will also help to ensure a more appropriate response to alarm calls in the future. The current and proposed arrangements have been reviewed by the Council's Risk Manager position, however, the risk service users could increase as ACHA intend to cease their overnight warden service from next month onwards.

Critically, all sector partners will have to be aligned appropriately to ensure that any risk to clients is kept to an acceptable level.

Action Points

Malcolm MacFadyen to provide a process map.

On agenda for 22 July 2009 – CPP Management Committee

11. PARTNERSHIP FEEDBACK

This item to remain on agenda as it will enable the Thematic Groups (PPGs + partners) and Local Area Planning Groups (Area Committees + Partners) to feedback to the Management Committee

12. AOCB

(a) DRIVESafe Update

An update was put forward by D McBride. It was suggested that we keep the co-ordinator funded but review the remit.

Strathclyde F & R have indicated that they wish to take a more proactive role.

Action Points:

Strathclyde Fire & Rescue to propose changes

DRIVESafe to report to the Community Safety Forum (CSF)

Community Safety Forum meeting date to be agreed.

(b) Brand Argyll and Bute

Report Noted

(c) HUBBUS Update

Put forward to next meeting

(d) Funding Hub Update

Report noted.

13. DATE OF NEXT MEETING

Wednesday 18th March 2009 in the Board Room, Oban Fire Station, Oban