

Argyll and Bute Council
Comhairle Earra Ghaidheal agus Bhoid

Customer Services
Executive Director: Douglas Hendry



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29 April 2010

NOTICE OF MEETING

A meeting of the **HELENSBURGH AND LOMOND AREA COMMUNITY PLANNING GROUP** will be held in the **MAIN HALL, VICTORIA HALLS, HELENSBURGH** on **TUESDAY, 18 MAY 2010** at **2.00PM**, which you are requested to attend.

Douglas Hendry
Executive Director - Customer Services

BUSINESS

1. **APOLOGIES**
2. **DECLARATIONS OF INTEREST**
3. **MINUTE OF MEETING 16 MARCH 2010** (Pages 1 - 4)
4. **HOUSING NEEDS AND DEMANDS ASSESSMENT - PRESENTATION BY RESEARCH TEAM**
5. **PRINCIPLES OF REPRESENTATION** (Pages 5 - 6)
6. **THIRD SECTOR INTERFACE REPORT - TO FOLLOW**
7. **HELENSBURGH AND LOMOND AREA PLAN** (Pages 7 - 14)
8. **HELENSBURGH AND LOMOND COMMUNITY SEMINAR - FORWARD TOGETHER EVENT 22 MAY 2010**
9. **DEVELOPMENT OF A MISSION STATEMENT FOR LOCAL AREA COMMUNITY PLANNING GROUPS**
10. **PARTNER UPDATE ON AREA OPERATIONAL ISSUES**
11. **AGENDA ITEMS FOR FUTURE MEETINGS**

12. AOCB

13. DATE OF NEXT MEETING

Contact: Belinda Hamilton - Area Committee Officer Tel: 01436 658825

MINUTES of MEETING of HELENSBURGH AND LOMOND AREA COMMUNITY PLANNING GROUP held in the VICTORIA HALLS, HELENSBURGH on TUESDAY, 16 MARCH 2010

Present: Councillor George Freeman (Chair)
Councillor Vivien Dance Councillor Andrew Nisbet
Councillor Daniel Kelly Councillor Al Reay
Councillor Ellen Morton – Vice Chair Councillor James Robb

Attending: Lynn Smillie – Area Corporate Services Manager
Morevain Martin – Senior Development Officer
Eileen Wilson – Community Planning Manager
Geoff Calvert – Strathclyde Fire and Rescue
Neil Sturrock – Team Leader, SPT
Anne Marie Arthur – Dunbritton Housing
George Watt – Chamber of Commerce
David McCaughey – Strathclyde Police
Gillian Barclay – Third Sector
Pat Pollock Morris – Rhu and Shandon CC
David Sinclair – Helensburgh CC
Katrine Wreford – Rosneath and Clynder CC
Isaac Owens – Community Representative

1. APOLOGIES

Apologies were intimated from Councillor William Petrie, Councillor Gary Mulvaney, Councillor David Kinniburgh, Nick Davies, Anne Helstrip - NHS, Gordon Wilson – LL & T National Park, Inspector.M Lundie – Strathclyde Police

2. MINUTE OF MEETING 16 FEBRUARY 2010

The Minute of Meeting 16 February was approved as a correct record.

3. HELENSBURGH AND LOMOND AREA COMMUNITY PLANNING GROUP AREA PLAN

Lynn Smillie, Area Corporate Services Manager, outlined the details of the Draft Working Helensburgh and Lomond Community Plan, explaining that this was an evolving document and advised that there would still be opportunities for the addition or removal of information and that an updated version of the H & L Community Plan would be the basis of discussion at the Community Seminar in May.

Some concerns were raised regarding the duplication of information within the plan, however it was generally accepted that a strategic approach should reduce this. Geoff Calvert, SFR advised that there was a need for a measurable process to be put in place to ensure that the priorities within the plan are monitored and delivered.

Neil Sturrock, SPT, agreed to circulate a Traffic Outcome Report which shows projects and initiatives currently being supported by SPT, which he felt would be a useful tool for other groups to focus on. Suggestions were raised to include DDA (Disability Discrimination Act) Compliant bus provision in the area in the development of the Helensburgh plan. Neil Sturrock agreed to provide information on the locations and frequency of DDA compliant bus services to the next meeting.

Further discussion was had around how more 'local specific' issues could be incorporated and relevant partners were asked to identify these.

Action: All Key Partners

4. UPDATE ON HELENSBURGH AND LOMOND COMMUNITY SEMINAR

Saturday 22 May 2010 was agreed for the Seminar to be held, with Hermitage Academy being the preferred location should it be available.

Eileen Wilson, Community Planning Manager, informed partners of the successful event held on 6th March in Dunoon Grammar School, and agreed to circulate a report on this. She suggested that a working group be set up to plan and arrange the format of the seminar.

Action: Eileen Wilson/Lynn Smillie

5. HELENSBURGH AND LOMOND AREA COMMUNITY PLANNING GROUP REPORT TO THE COMMUNITY PLANNING PARTNERSHIP MANAGEMENT COMMITTEE

A report is to be submitted to the Community Planning Partnership Management Committee noting matters raised at today's meeting. These will include

- The need for a mechanism to be put in place to enable dissemination of information within partner organisations thus ensuring a two way flow of communication
- Noting the concerns for the potential of duplication of information between the LACPG and other organisations.
- Noting that the H & L Community Plan is an evolving document with a strategic overview rather than detailed actions.
- Noting that further information was required from partners regarding the formalisation of the Draft Community Plan prior to the May Community Seminar.
- Agreed that a working group be established to take forward the planning of the Seminar.
- Agreed that a meeting be held on 18 May 2010 prior to the seminar to allow refinement of the Draft Community Plan.

Action: Lynn Smillie

6. AOCB

a) Young People Representation on the Helensburgh & Lomond Local Area Community Planning Group.

It was agreed that the Helensburgh and Lomond Youth Forum should be approached and invited to be a partner of the Helensburgh and Lomond Area Community Planning Group.

7. DATE OF NEXT MEETING

Tuesday 18th May 2010, Victoria Halls, Helensburgh.



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

For further information contact: Eileen Wilson
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HELENSBURGH AND LOMOND AREA COMMUNITY PLANNING GROUP

Full Area Summary										
Unique Ref No	Area outcome	Actions to achieve outcome	Success measures	Key dates	Lead partner	Lead officer	Links with capital investment	What is the source of this outcome?	Risks	Risk level
	Helensburgh Town Centre has vibrant economic activities	Implementation of CHORD Project Helensburgh Town Centre Traffic Management and Streetscene improvements	Direct - Improve the local communities and visitors perception of the town centre waterfront e.g.. Attractiveness, vibrancy, safety etc. Direct - Improve perception of traffic congestion in town centre Direct - Reduce levels of illegal parking Direct - Improve perception of ease of parking in town centre Indirect - reduce food expenditure leakage	2015 2015 2015 2015	ABC ABC ABC	Helen Ford Helen Ford Helen Ford	Post evaluation report Post evaluation Post evaluation Post evaluation	1. unable to secure necessary statutory approvals.2. Project FBC not approved. 3. Capital Funding not approved		
		Implementation of CHORD Project Redeveloped West Bay Esplanade	Indirect - Attract investment in retailing and hospitality Indirect - Reduce non food expenditure leakage Indirect -Attract new retail and hospitality space Increase in annual retail and hospitality spend	2018	ABC	Helen Ford	Post evaluation report Post evaluation Post evaluation Post evaluation	1. unable to secure necessary statutory approvals.2. Project FBC not approved. 3. Capital Funding not approved		

Unique Ref No	Area outcome	Actions to achieve outcome	Success measures	Key dates	Lead partner	Lead officer	Links with capital	What is the source of the Risks	Risk level
	Helensburgh Town Centre has vibrant economic activities	Development of Helensburgh Pier			ABC				
		Provision of a Park and Ride Facility within Helensburgh	Proposal for Park and Ride infrastructure		SPC	Neil Sturrock			
	Revitalised Village Centres	Undertake community Audit in villages outwith National Park	Village Action Plans are in place		RSL's	Ann Marie Arthur			
	Enhanced Transportation links with rest of Argyll and Bute, Glasgow conurbation and rest of Scotland	Undertake road improvement schemes at A818 Daligan to Callendoune, A818 Daligan Bends and A814 improvements at Keppoch	Reduction in RTA's		ABC SPT	Neil Sturrock			
		Provision of a Disability Discrimination Act compliant bus service	Increased access to transport		SPT	Neil Sturrock			
		Finalise Helensburgh to Cardross Cycleway	cycleway provision accessible from Helensburgh to Cardross		SPT ABC	Neil Sturrock			
	People feel safe and secure in their homes and communities	Enforcement of public drinking byelaws	Reduction in complaints from local residents		SP	Mark Lundie			
		High Visibility police patrols	Increased community perception of feeling safe in town centre and villages		SP	Mark Lundie			
		Enforcement action taken against flytipping, dog fouling, littering and graffiti	Reduction in complaints from local residents		ABC SP				
		Junior warden initiative undertaken within all communities	Increased community perception of feeling safe in town centre and villages		ABC SP SFR	Eileen Kay		Funding not secured to support initiative. Staff shortage.	

Unique Ref No	Area outcome	Actions to achieve outcome	Success measures	Key dates	Lead partner	Lead officer	Links with capital investment	What is the source of this outcome?	Risks	Risk level
	People feel safe and secure in their homes and communities	Enforcement of road traffic legislation Undertake experimental learning events, safe kids for primary school children and targeted community safety events	Reduction in number of fatal or serious injuries from RTA's Increased community perception of feeling safe in town centre and villages		SP ABC SP SFR	Mark Lundie				
	Improved overall health, wellbeing, independence and social inclusion	Undertake various diversionary activities to target individuals suffering with mild to moderate depression	Reduction in attempted suicides		choose life					
			Increased opportunities for social interactions particularly for isolated individuals		Comm Rep forum	Morevain Martin				
			Increased opportunities for creative activities for vulnerable groups		Comm Rep forum	Morevain Martin				
			Reduction in individuals accessing mental health services		NHS Highland and Greater Glasgow	Cathy shields				
		Undertake physical activities targeting identified inactive client groups	Increased perception of having a healthier life style		NHS Highland	Hilary Plenderleith				

Unique Ref No	Area outcome	Actions to achieve outcome	Success measures	Key dates	Lead partner	Lead officer	Links with capital investment	What is the source of this outcome?	Risks	Risk level		
	Improved overall health, wellbeing, independence and social inclusion	<p>Deliver In the Pot project to support local produce and carbon reduction measures in the Rosneath Peninsula and Garelochhead</p> <p>Deliver Welfare Rights service to tackle poverty and financial exclusions amongst tenants</p>	<p>increased use of welfare rights services, and</p> <p>uptake in benefits awareness of the benefits system</p> <p>reduce children and the elderly living in poverty as a result in the increase in household income.</p>		RSL's	Ann Marie Arthur						
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