

5 August 2010

A meeting of the **MID ARGYLL, KINTYRE AND THE ISLANDS LOCAL AREA COMMUNITY PLANNING GROUP** will be held in the **COUNCIL CHAMBERS, TOWN HALL, CAMPBELTOWN** on **WEDNESDAY, 1 SEPTEMBER 2010** at **10:00 AM**.

AGENDA

1. **APOLOGIES**
2. **DECLARATIONS OF INTEREST**
3. **MINUTES OF MEETING HELD ON 5 MAY 2010** (Pages 1 - 6)
4. **COMMUNITY PLANNING PARTNERSHIP - NEW VISION**
Argyll and Bute Council (Pages 7 - 8)
5. **ARGYLL AND BUTE COUNCIL BUDGET CONSULTATION WORKSHOP**
Argyll and Bute Council
6. **LOCAL AREA COMMUNITY PLAN**
 - (a) Forward Together – Seminar I feedback and plans for Seminar II
 - (b) Revisions to Plan
 - (c) Scorecard

Paper to follow

7. **ADULT LEARNING DISABILITY CONSULTATION**
Argyll and Bute Council (Pages 9 - 10)
8. **MENTAL HEALTH REDESIGN PRESENTATION**
Argyll and Bute Community Health Partnership
9. **ARGYLL ESTATES: BOWMORE AND INVERARAY PROPOSALS**
Argyll and Bute Council (Pages 11 - 16)
10. **COMMUNITY POLICING PLANS**(Pages 17 - 28)
11. **COMMUNITY ENGAGEMENT STRATEGY UPDATE**
Argyll and Bute Council (Pages 29 - 32)



12. PARTNERSHIP AGREEMENT

Argyll and Bute Council (Pages 33 - 40)

13. CONSULTATION DIARY

Argyll and Bute Council (Pages 41 - 46)

Please note that the presentation at Item 14 is scheduled to start at **1.30pm, Town Hall, Campbeltown.**

14. PRESENTATION BY ARGYLL RENEWABLES CONSORTIUM

Presentation on the socio-economic impact studies being undertaken on the proposed Offshore windfarm sites at Machrihanish, Islay and Tiree.

Councillor Rory Colville
Councillor Alison Hay
Councillor Donald Kelly
Councillor John McAlpine
Councillor John Semple

Councillor Robin Currie
Councillor Anne Horn
Councillor Donald MacMillan
Councillor Douglas Philand

**MINUTES of MEETING of MID ARGYLL, KINTYRE AND THE ISLANDS LOCAL AREA
COMMUNITY PLANNING GROUP held in the KILMORY, LOCHGILPHEAD
on WEDNESDAY, 5 MAY 2010**

Attending:

(Chair)
Councillor Donald MacMillan

Councillor Rory Colville	Councillor Robin Currie
Councillor Alison Hay	Councillor Anne Horn
Councillor Donald Kelly	Councillor John McAlpine
Councillor Douglas Philand	Councillor John Semple

Iain Jackson, Argyll and Bute Council
 Brian Barker, Argyll & Bute Council
 Yvonne Litster, ACHA
 Louise Logue, Argyll Voluntary Action
 Hamish Campbell, Islay, Jura & Colonsay Voluntary Sector
 Keith Philip, Strathclyde Police
 Elizabeth Rhodrick, Lochgilphead Community Centre

1. APOLOGIES

Apologies were intimated from – Leonard McNeill, D Bertin, A Stevenson, Chief Inspector Marlene Baillie and John Dreghorn.

2. DECLARATIONS OF INTEREST

There were no Declarations of Interest.

3. MINUTES OF MEETING HELD ON 3 MARCH 2010

The Minutes of the meeting held on 3 March 2010 were recorded as a true record.

4. PARTNER PRESENTATIONS ON AREA ISSUES

(a) The presentation on Mental Health Redesign in Argyll and Bute would be deferred to a future meeting.

(b) Yvonne Litster, Regional Manager for ACHA, gave a presentation on the key priorities for Social Housing in the Mid Argyll, Kintyre and the Islands.

Q Councillor Colville questioned if the high quality of housing in ACHA new builds could be maintained

R Yvonne replied that this would be determined and subject to grant funding received.

Q Councillor Hay enquired on the possibility of joint tenancies between Argyll and Bute Council and ACHA to utilise shared facilities for administration purposes.

R Yvonne stated that there were ongoing discussions to determine the viability of this.

Q Councillor Semple enquired if local firms would be able to submit tenders for forthcoming work programmes.

R Yvonne stated that the tendering process adhered to European regulations. However, new heating and rewiring contracts would be open for local contractors to submit bids.

The Chair thanked Yvonne for her interesting and informative presentation.

- (c) Keith Philip, Strathclyde Police, gave a short presentation on local issues in the Mid Argyll, Kintyre and the Islands area.

Hamish Campbell commented on the priority lists 1, 2 and 3 were not in the order in which the local communities would like to see the local Police priorities their resources, i.e. the priority 3 group included vandalism, anti-social behaviour and this was what the local communities wanted the local police to deal with, as opposed to a number of the issues detailed under priority 1, e.g. people trafficking is not likely to be a major problem which required a lot of resource deployed in the local area to prevent it.

Keith accepted the comments and confirmed that in the local area the resources are deployed to deal with the local issues as they arise.

The Chair thanked Keith for his report.

- (d) Louise Logue, Argyll Voluntary Action, detailed the framework for effective participation between the third sector and local government.

The Chair thanked Louise for her report.

5. COMMUNITY SEMINAR - 19TH JUNE

The Community Seminar was planned for Saturday, 19th June and would be held in Tarbert Academy between 10.00a.m. and 3.00p.m. The Event would take a similar format as the events in Dunoon, Helensburgh and Oban and would comprise some presentations and a series of workshops.

Brian Barker stated that the event in Dunoon had been a success and it was primarily a very interactive day.

Councillor Semple stressed the need to make the event as inclusive as possible.

The lead was being taken by the third sector partnership and the preparations were well advanced. A Steering Group Meeting had been arranged for 26 May.

6. THIRD SECTOR INTERFACE

Brian Barker gave an update on the progress with the third sector interface and stated the need for consistency in the co-ordination and for social enterprises to work together.

7. PRINCIPLES OF REPRESENTATION

Brian reiterated that Partners needed to demonstrate a wide representation and an effective connections network. If this was not the case and if Partners were not fully participating in LACPG meetings, then this needed to be 'flagged up' to their managers.

Councillor Currie queried the structure and format of the meetings.

Iain Jackson replied that the meetings would continue in their current form until the process was developed further and then the group would decide on any changes.

Hamish Campbell stated the need to clarify the process and define the issues which would be discussed at future LACPGs.

8. DEVELOPMENT OF A MISSION STATEMENT FOR LACPG

A discussion to determine the Development of a Mission statement would be held at the Community Seminar on 19th June.

9. REPORTS TO MANAGEMENT COMMITTEE

Iain Jackson tabled various reports which had been submitted to the Argyll and Bute Community Planning Partnership Management Committee.

Councillor Semple stated that the reports did not record concerns which had been raised at LACPG meetings.

Councillor Colville agreed that reports did not reflect views noted at previous meetings.

ACTION:

Reports for the Management Committee to be brought to LACPG meeting prior to submission.

10. ATTENDANCE AT MANAGEMENT COMMITTEE AND FULL COMMUNITY PLANNING PARTNERSHIP

The Committee considered a report detailing that the LACPG Chairs and the ACSMs should attend the CPP Management Committee and the Full Community Planning Partnership meetings over the next period.

Decision:

The Committee agreed to note the report.

(Ref: Report by the Area Corporate Services Manager, dated 5 May 2010, tabled).

11. AOCB

The group discussed the timetabling of other meetings (Community

Council, Mid Argyll Partnership and Kintyre Initiative) and Iain Jackson confirmed for future LACPG meetings the agenda will be sent out 4 weeks prior to the meeting to ensure that sufficient time was given to each of the partner groups to consider any matter on the agenda and be in a position to put their views through the representative attending the LACPG.

Hamish Campbell, Islay and Jura Community Voluntary Sector, enquired on the decision making powers of the LACPG

Iain Jackson detailed the ethos behind the formation of the LACPG and the process which will be developed over the next year or so to ensure that the LACPG is successful. He confirmed that the role of the LACPG would primarily be to influence the plans for service provision by the public authorities in the MAKI area.

Brian Barker reiterated the need for familiarisation of partners work and remits. This would develop into effective planning and local communities would see the end result and effects of this collaboration. Argyll and Bute Council were providing 2 posts and the incumbents would be tasked to work and support local communities in this new initiative.

Elizabeth Rhodick agreed that there was confusion over the new LACPG and requested that future Agendas reflect issues raised by communities.

ACTION:

Future Agendas to be compiled after contact with partners and local communities to ensure that items reflect relevant issues. Agendas would be issued 4 weeks in advance of the LACPG meeting.

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Local Area Community Planning Group
Mid Argyll, Kintyre and Islay



1 September 2010

THE NEW VISION FOR ARGYLL AND BUTE

1. SUMMARY

- 1.1 Argyll and Bute Council is on an improvement journey and is committed to changing the way it works in order to provide Best Value services. In light of this, the Council has committed to reviewing its vision and values in line with the changing external environment, both financial and political, the review of its corporate plan and the implementation of its new communications strategy. As the vision is joint one with the Community Planning Partnership, the Council has opened up the review of the vision to partners for consideration.

2. RECOMMENDATIONS

- 2.1 It is recommended that the Mid Argyll, Kintyre and the Islands Local Area Community Planning Group:
- notes the contents of this report and provides feedback on the proposed new vision and values highlighted below in relation to the identified priorities in the area
 - notes that a further report will be provided to the CPP Management Committee in September, once feedback from areas has been gathered

3. BACKGROUND

- 3.1 The CPP's current vision is to be the Leading Rural Area by working for vibrant communities, an outstanding environment and by being forward looking. There are a number of questions around what is meant by 'Leading Rural Area' in that it is not clear to all stakeholders whether we mean that we want to be *the* leading rural area; *Scotland's* leading rural area; or *a* leading rural area and it is therefore difficult to measure whether or not we are achieving it.
- 3.2 Feedback on this vision has suggested that it may not be fully inclusive or reflective of the diversity of the area. For example, Leading Rural Area does not necessarily apply to our larger towns. With this in mind, we aim to review / develop our vision to make it all encompassing, realistic and measurable.
- 3.3 As we are becoming much more outcome focused through our Single Outcome Agreement, our vision needs to explicitly reflect this. Considering that we are facing a significant period of change in light of challenging budgets and an extraordinary external political environment, it is suggested that we consider a

joint vision, which is ambitious, yet realistic and something that is measurable and meaningful to all of our stakeholders.

3.4 As an area, we have lots of potential on all levels and the suggested theme for a revised vision would be around *Realising Our Potential*. This theme translates into all areas of service delivery and it can be easily applied to everything we do to ensure that we are delivering Best Value services to the communities of Argyll and Bute e.g. Realising the potential of individuals, communities, partners and the area overall. The consistent use of, and clarity of our vision, will be imperative to ensuring that we can achieve it. This is why we need to ensure that we get it right.

3.5 The proposed vision and values for Argyll and Bute Council is highlighted below and its adoption by the CPP is open for consideration:

Argyll and Bute - Realising Our Potential Together

- *We involve and listen to our customers and communities*
- *We take pride in delivering best value services*
- *We are open, honest, fair and inclusive*
- *We respect and value everyone*

3.6 Measurement of our daily activities should contribute to establishing how far we are *Realising Our Potential*. We can measure this on a number of levels and from a CPP perspective, at an area level, through the emerging Local Area Scorecards, the Community Planning scorecard and through our SOA annual report. The Planning and Performance Management Framework, already in place, will provide a systematic and effective approach to measuring how far we are achieving our vision through all that we do in partnership.

4. CONCLUSION

4.1 In order to develop a realistic and inclusive vision that will be achievable, it is important that all stakeholders are in agreement to review the vision and provide feedback on the proposed new vision. Feedback can be provided by emailing chief.executive@argyll-bute.gov.uk or by calling 01546 604420.

For further information contact:

Jane Fowler – Head of Improvement and Strategic HR
Chief Executive's Unit - Argyll and Bute Council
01546 604466

REVIEW OF LEARNING DISABILITY SERVICES - CONSULTATION

1. SUMMARY

- 1.1 The purpose of this report is to advise of the public consultation being held in regard to the emerging options for the review of services for adults with a Learning Disability in Argyll and Bute.

2. RECOMMENDATIONS

- 2.1 The LACPG is asked to note the contents of the presentation which will be used to assist consulting and communicating with service users, carers, community groups, staff and other stakeholders on the emerging short listed options.

3. DETAIL

- 3.1 A presentation will be made by Douglas Boynton, Independent Consultant, detailing the choices for change to both home and community based day services and also day services based in a building. Representatives from Adult Care Management will also be in attendance.
- 3.2 A full consultation document has been prepared along with a summary document. Copies of the consultation document, which outlines the options being considered, has been sent to all service users and carers, carers groups and community care fora in advance of the meetings arranged in each area in order that those attending are able to prepare their thoughts and views in advance. A self addressed envelope has been provided for responses.

The consultation documents are user friendly and easily understood. A representative group was set up to assist with this process and it was tested by a group of service users, carers and support staff.

The summary document also includes web link information to the full consultation document on Argyll and Bute website which can be viewed on www.argyll-bute.gov.uk/ldconsultation.

The full consultation document will also be available in all Learning Disability Resource Centres, Social Work Offices and Carers Centres.

Personal letters and consultation packs have been issued to an appropriate list of MP's, MSP's and Trade Unions, advising them of the various elements of the consultation process.

4. **CONCLUSION**

- 4.1 A further period of consultation is being undertaken to obtain feedback on the short listed options emerging from the appraisal exercise in regard to the re-design of Services for people with a Learning Disability.

James Robb
Head of Adult Care
Tel: 01546 604323

**Argyll and Bute Community Planning
Partnership**



**Mid Argyll, Kintyre and the Islands Local
Area Community Planning Group**

argyll and bute
communityplanningpartnership

Date: 01 September 2010

Title: Argyll Estates – Bowmore and Inveraray Master Plan Proposals

1. SUMMARY

- 1.1 Argyll Estates have appointed Urban Animation Consultants and Neil Sutherland Architects to master plan development at Bowmore and Inveraray.
- 1.2 As part of their design process Urban Animation are undertaking wide consultation with communities and wish to engage with the LACPG.

2. RECOMMENDATIONS

- 2.1 That the LACPG agrees to invite Urban Animation to make a presentation, and facilitate discussion with the LACPG at its meeting on 3rd November
- 2.2 That partners identify the relevant personnel from their sector / organisations to attend
- 2.3 That additional attendees be invited as appropriate e.g. Visitscotland, Scottish Ambulance Service, relevant community councils

3. BACKGROUND

- 3.1 The planned developments are the most significant proposals for development seen in both Bowmore and Inveraray since the 18th Century. Project proposals can be viewed at:
<http://www.urban-animation.com/Projects/ProjectPageInveraray.html>
<http://www.urban-animation.com/Projects/ProjectPageBowmore.html>
- 3.2 Whilst predominantly housing led, the design of the developments could include a range of other opportunities for commercial, business, leisure, community and recreational uses, enabling the towns to potentially accommodate new services and facilities.
- 3.3 Consultation with the local communities has been undertaken. The proposed engagement with the LACPG would aim to:
 - Inform the LACPG of the design proposals underway and

the potential impact on both towns, and surrounding areas

- Invite organisations represented through the Community Planning Partnership to consider whether the proposals contain any potential for them individually, or in partnership, to plan for new, or improved service provision within these areas.
- Share with the LACPG feedback from the community consultation undertaken which may be relevant for wider service provision in the areas

3.4 With regard to the formal planning process it is noted that the LACPG will be invited in due course to consider the Main Issues Report as the first stage in the Local Development Plan process. The Argyll Estate Proposals for both Inveraray and Bowmore have been submitted to the Council for consideration within this process.

For further information contact: Alison Younger, Area Manager, Customer Services

Telephone 01546604558

CONSULTATION DIARY ENTRY

If you are organising a consultation, please fill in this form, either electronically or on paper, then email or post the completed form to your local LACPG contact. (Details for LACPG contacts are given at the bottom of this form.)

Please complete a separate form for each consultation exercise.

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.	

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)

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

Service points / community centres

Other

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

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 your local LACPG contact (details below).

LACPG contacts

[DETAILS NEED INSERTING]

**Ward1
South Kintyre
Community
Policing Plan**

Ward 1 – South Kintyre Policing Plan.

We have again carried out a consultation exercise in your area to find out about local concerns and what you want your Community Policing Teams to deal with over the next year.

Working with the local community and with other partners we aim to reduce the fear of crime and increase feelings of safety as well as increasing public satisfaction and confidence in the police. Working together we will build safer communities.

The Policing Plan sets out how we plan to deal with your priorities.

Local Priorities

You identified that the Policing Priorities for Kintyre and the Islands are as follows:

- 1. Antisocial Behaviour**
You told us that there were problems with public drinking, youth disorder, vandalism and graffiti.
- 2. Drug Use and Drug Dealing**
You told us that you were concerned with the levels of drug use and drug dealing in the community.
- 3. Assault and Violent Crime**
You told us that you were concerned with the levels of assaults and violent crime including incidents of domestic abuse.
- 4. Speeding Motorists**
You told us that speeding vehicles in and around Town

Centres and on the trunk roads that service the towns and villages are a problem.

We've listened to your concerns and you'll hopefully already have seen some improvements in Kintyre and the Islands.

Actions carried out to date.

- A change in our deployment plan has enabled us to ensure that the community benefits from an increase of officers on patrol at peak times.
- We have targeted the sale of alcohol to young people utilising initiatives such as the *Bottle Marking Scheme* to target where young people go to purchase alcohol.
- We continue to work in partnership with local licensees in Campbeltown and Tarbert to maintain Pub Watch schemes to tackle drink related disorder and violence.
- Joint visits have been conducted with Trading Standards to all knife retailers in the area to ensure such weapons are not sold to underage persons.
- We have, in partnership with the local housing departments, pursued Antisocial Behaviour Orders (ASBOs) and Acceptable Behaviour Notices (ABNs) against antisocial tenants and their families.
- We have conducted enforcement operations, targeting speeding motorists on routes identified by you.

- We have targeted and arrested those individuals actively involved in the sale and supply of controlled drugs and ensured asset confiscation is rigorously pursued.
- We have in partnership with the other agencies delivered Young Driver Training Programmes in the main towns of Lochgilphead and Campbeltown to educate young people and improve their driving skills. This program is currently being extended to Islay.
- We will be working with our local partners including the council and housing organisations to make long term, sustainable improvements to your area.
- We will carry out regular surveys in the community to gain further information about the issues which cause greatest concern.

In addition to this you can expect to see a number of other things happening in the next few weeks and months:

- We will carry out actions against householders to disrupt drug dealing and drug misuse.
- We will work in partnership with road policing to engineer longer term solutions to the perennial problem of road safety and speeding.
- We will continue to target and disrupt the sale of alcohol to young people and take action against off licenses that break the law.
- We will continue to expand the Pub Watch scheme to include other areas in an effort to reduce incidents of drink related disorder and violent crime.
- We will work in partnership with Women's Aid to address issues of domestic related violence.
- We will target the most prolific Domestic offenders in our community in order to protect their victims.

Useful Information.

South Kintyre Community Policing Team

This team covers the southern tip of the Kintyre peninsula up to Bellochantuy on the west coast and Saddell on the east coast. It includes Campbeltown and numerous small villages and hamlets including Southend, Machrihanish, Kilchenzie, Saddell and Bellochantuy

Contact Details

Campbeltown Police Office (open 24 hours)
Hazelburn, Campbeltown, PA28 6HA

Community Policing Team

Telephone number: 01586 862233

Group email address:

SouthKintyreCommunityPolicingTeam@strathclyde.pnn.police.uk

The group email is provided for you to contact your local Community Policing Team if you have a non-urgent, local crime or anti social behaviour problem.

This must not be used to report an ongoing crime or incident.

All emails will be responded to within 48 hours.

For more detailed information about your local Community Policing Team and other services provided by Strathclyde police please refer to the Force Website at www.strathclyde.police.uk

We are here to help

We will continue to keep in touch with you to keep you updated on the work being done to tackle the issues that are affecting you in your community.

- If you have any concerns or issues contact your local police station or your local community policing team whose contact details can be found on Strathclyde Force Website.
- Dial 999 for an emergency that requires urgent police attention.
- Call the 24 hour non emergency contact centre on 01586 862200.
- If you have information about crime in your area and you would rather not speak to the police, you can give information anonymously to CRIMESTOPPERS on 0800 555111
- Service Users who are deaf or have a hearing impairment can contact Strathclyde Police in an emergency or non emergency via our Minicom number which is (0141) 207 5758.

We will make every effort to respect confidentiality and will not call back or visit you without checking with you first.

**Ward 2 - Kintyre
and the Islands
Community
Policing Plan**

Ward 2 – Kintyre & the Islands Policing Plans.

We have again carried out a consultation exercise in your area to find out about local concerns and what you want your Community Policing Teams to deal with over the next year.

Working with the local community and with other partners we aim to reduce the fear of crime and increase feelings of safety as well as increasing public satisfaction and confidence in the police. Working together we will build safer communities.

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villages are a problem.

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- We will target the most prolific Domestic offenders in our community in order to protect their victims.
- We will be working with our local partners including the council

and housing organisations to make long term, sustainable improvements to your area.

- We will carry out regular surveys in the community to gain further information about the issues which cause greatest concern.

Useful Information.

Kintyre and the Isles Community Policing Team

This team covers the mid part of the Kintyre peninsula on the mainland and includes the isles of Islay, Jura and Gigha. The mainland towns and villages include Tarbert, Whitehouse, Skipness, Clachan, Taylinloan, Muasdale, Glenbarr and Carradale

Contact Details

Campbeltown Police Office (open 24 hours)
Hazelburn, Campbeltown, PA28 6HA

Community Policing Team

Telephone number: 01586 862222

Group email address:

KintyreandtheIslesCommunityPolicingTeam@strathclyde.pnn.police.uk

The group email is provided for you to contact your local Community Policing Team if you have a non-urgent, local crime or anti social behaviour problem.

This must not be used to report an ongoing crime or incident.

All emails will be responded to within 48 hours.

For more detailed information about your local Community Policing Team and other services provided by Strathclyde police please refer to the Force Website at www.strathclyde.police.uk

We are here to help

We will continue to keep in touch with you to keep you updated on the work being done to tackle the issues that are affecting you in your community.

- If you have any concerns or issues contact your local police station or your local community policing team whose contact details can be found on Strathclyde Force Website.
- Dial 999 for an emergency that requires urgent police attention.
- Call the 24 hour non emergency contact centre on 01586 862200.
- If you have information about crime in your area and you would rather not speak to the police, you can give information anonymously to CRIMESTOPPERS on 0800 555111
- Service Users who are deaf or have a hearing impairment can contact Strathclyde Police in an emergency or non emergency via our Minicom number which is (0141) 207 5758.

We will make every effort to respect confidentiality and will not call back or visit you without checking with you first.



STRATHCLYDE
POLICE

community | *policing*



Mid Argyll
.....

Community Policing Plan

2010/11

Mid Argyll Policing Plan.

We have again carried out a consultation exercise in Mid Argyll to find out about local concerns and what you want your Community Policing Teams to deal with over the next year.

Working with the local community and with other partners we aim to reduce the fear of crime and increase feelings of safety as well as increasing public satisfaction and confidence in the police. Working together we will build safer communities.

The Policing Plan sets out how we plan to deal with your priorities.

Local Priorities

You identified that the Policing Priorities for Mid Argyll were:

1. Drunk or Disorderly Behaviour

You told us that there were problems with public drinking, youth disorder and vandalism.

2. Drug Use and Drug Dealing

You told us that you were concerned with the levels of drug use and drug dealing in the community.

3. Speeding Motorists

You told us that speeding vehicles in and around town centres and on the trunk roads that service the towns and villages are a problem.

4. Assault and Violent Crime

You told us that you were concerned with the levels of assaults and violent crime including incidents of domestic abuse.

We've listened to your concerns and you'll hopefully already have seen some improvements in the Mid Argyll area.

Actions carried out to date.

- A change in our deployment plan has enabled us to ensure that the community benefits from an increase of officers on patrol at peak times.
- We have targeted underage drinking by ensuring there are high visibility foot patrols in areas that you have identified where this is a problem.
- We continue to work in partnership with local licensees in the Mid Argyll area, frequently visiting licensed premises with a view to deterring and detecting acts of drunken disorder and violence.
- Joint visits have been conducted with Trading Standards to all knife retailers in the area to ensure such weapons are not sold to underage persons.
- We have carried out enforcement operations, targeting speeding motorists on routes identified by you.
- You identified drug use and drug dealing as areas of concern. We have carried out large scale road checks to detect and deter drug couriers. This has included stopping service buses and using drug detection dogs.
- We have, in partnership with other agencies, delivered Young Driver Training Programmes in Lochgilphead

to educate young people and improve their driving skills.

In the coming months you can expect to see a number of other things happening:

- We will carry out operations against householders to disrupt drug dealing and drug misuse.
- We will work to engineer longer term solutions to the problem of road safety and speeding.
- We will continue to target underage drinking by deploying officers to patrol on foot in areas identified by you where this concerning issue occurs.
- We will work in partnership with Women's Aid to address issues of domestic violence.
- We will target the most prolific domestic offenders in our community in order to protect their victims.
- We will be working with our local partners including Argyll & Bute Council and housing organisations to make long term, sustainable improvements to your area.
- We will carry out regular surveys in the community to gain further information about the issues which cause greatest concern.



Useful information.

Mid Argyll

Community Policing Team

This team covers the central area of the Sub Division and includes Lochgilphead, Inveraray, Furnace, Minard, Kilmichael, Kilmartin Crinan, Cairnbaan, Tayvallich and Ardfern.

Contact Details

Lochgilphead Police Office
(open 24 hours)
Lochnell Street, Lochgilphead
PA31 8JJ

Community Policing Team

Telephone Number: 01546 702270

Group e-mail address

MidArgyllCommunityPolicingTeam@
strathclyde.pnn.police.uk

This group e-mail address is provided for you to contact your local Community Policing Team to discuss non-urgent local crime or antisocial behaviour problems. This should not be used to report a crime or incident.

All e-mails will be responded to within 48 hours.

For more detailed information about your local Community Policing Team and other services that Strathclyde Police provides, please refer to the Force website at

www.strathclyde.police.uk

We are here to help

We will continue to keep in touch with you to keep you updated on the ongoing work being done to tackle the issues that are affecting life for you and your community.

- If you have any concerns or issues you wish to discuss, contact Lochgilphead Police Office or your local Community Policing Team.
- Dial 999 for an emergency that requires urgent police attention.
- For non-emergency contact, call the 24-hour non-emergency contact centre on 01586 862200.
- If you have information about crime in your area and wish to provide it anonymously, call CRIMESTOPPERS on 0800 555 111.
- Service users who are deaf or have a hearing impairment can contact Strathclyde Police in an emergency or non-emergency via our Minicom number which is 0141 207 5758.

We respect your right to confidentiality and will not visit you without checking first.



community | policing

www.strathclyde.police.uk

**Argyll and Bute Community Planning
Partnership**

**LACPG: Mid Argyll Kintyre and the Islands
DATE: 1st September 2010**

argyll and bute
communityplanningpartnership



COMMUNITY ENGAGEMENT ACTION PLAN REVIEW AND UPDATE

1. SUMMARY

- 1.1** The Community Engagement Strategy provides CPP partners with a strategic approach to engaging communities of place and interest, in Argyll and Bute.
- 1.2** As the Council has restructured and Community Learning and Regeneration has undergone changes as a result of the Best Value Review the Action Plan for delivering on the Community Engagement Strategy has been reviewed and updated.

2. RECOMMENDATIONS

- 2.1** It is recommended that:
- The LACPG notes the contents of this report.
 - The LACPG acknowledges the progress made in delivering the Community Engagement Strategy.

3. BACKGROUND

- 3.1** The Community Engagement Strategy provides a framework to support communities to participate in shaping the services they use, and so contribute to better service provision and improved quality of life. It moves consultation to involvement. The objectives which flow from this include -:
- Developing systems and processes which allow communities to engage
 - Creating and communicating opportunities to engage
 - Maintaining structures and information to support engagement
 - Providing appropriate support to local people involved in the process
 - Establishing systems to review the quality of outcomes from engagement
- 3.2** The Community Engagement Strategy was agreed and adopted by CPP in May 2009.

- 3.3** Community Engagement is the responsibility of all partners at both Thematic and Local Community Planning levels.

4. UPDATE

4.1 CPP-CE01 Community Planning structures and mechanisms are strengthened

Thematic and Local Area Community Planning Groups have been established. Core partners and local representatives participate at the appropriate level.

CPP-CE02 Communities are involved at a local level

Community consultation events have been held in all four administrative areas. 3rd Sector represented through Third Sector Partnership representative and links to local 3rd Sector Forums. Further events are being planned for late autumn to be followed by an Argyll and Bute wide event in November.

Community Development Workers will support community engagement activities at Local Area Community Planning Groups. Two are already in post and two more will be joining the team in early August.

As part of our involvement with the Scottish Governments' Better Community Engagement Project we are developing a learning programme to support and improve practice. The aim of the project is to build the capacity of practitioners, develop effective learning models and provide a firm evidence base for future development.

CPP-CE03 Individuals and groups have the capacity to engage in Community Planning

The CPP has established an Equality and Diversity sub-group which will review and develop, where appropriate, mechanisms for the engagement of specific equalities groups. Local Area Community Planning Groups also have a responsibility to engage hard to reach groups. Accessible resources are available through the Council and Argyll Communities websites.

Joint training opportunities are being developed and materials are being developed in partnership with the Better Community Engagement Project.

Support for community groups is available through Third Sector Partnership and local Community Development workers linked to Local Area Community Planning Groups.

CPP-CE04 Experience, knowledge, skills, resources and funding is coordinated

Community engagement activities are being mapped, recorded and evaluated. Consultation toolkits including guidance are available and we are in the process of developing a CPP consultation diary. Through the Demonstration Project (Harnessing the Potential of the 3rd Sector to Deliver Council Priorities) recommendations have been taken forward to coordinate funding and skills training. We continue to recognise value and celebrate volunteering through the annual Volunteer awards.

5. CONCLUSION

- 5.1** The CPP, at all levels, continues to be committed to engaging and involving communities and enabling communities to influence the decisions that are made.

For further information contact:

Eileen Wilson – Community Planning Manager
Chief Executive's Unit - Argyll and Bute Council
01436 658726

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Argyll and Bute Community Planning Partnership**LACPG: Mid Argyll, Kintyre and the Islands****Date: 1 Sept 2010**

Title: Local Area Partnership Agreement

1. REASON FOR REPORT

- 1.1 Local Area Community Planning Groups are required to establish Local Area Partnership Agreements.
- 1.2 This agreement will be between the agencies, organisations and communities represented at a local level through the Local Area Community Planning Groups and will form part of the Governance and Accountability Framework for the Argyll and Bute Community Planning Partnership. This agreement will not be a legal document but sets out a set of principles and working arrangements to which members of the Local Area Community Planning Groups are committed.

2. BACKGROUND

- 2.1 A Local Area Partnership Agreement is a voluntary partnership agreement between a community, the local authority and other service providers. It describes the service standards which local people expect from the local authority and other agencies, as well as commitments from service providers, local groups and residents themselves to help meet local community priorities.
- 2.3 A Local Area Partnership Agreement can give communities an opportunity for greater participation engagement with partners involved in making decisions. The Local Area Partnership Agreement allows local people a direct role in influencing local services, enabling them to become more active in their local communities to take on responsibilities themselves, so that they can actively contribute to improvements, rather than just being passive recipients.
- 2.4 Local Area Partnership Agreements are being developed through the Local Area Community Planning Groups with service providers, and the community, through community level organisations such as Community Councils and Voluntary Sector Fora.
- 2.5 The aim of Local Area Partnership Agreement is to enable residents to become involved in decisions at a local level – decisions that are often critical to their quality of life.

- 2.6 A Local Area partnership Agreement therefore, gives communities an opportunity for greater participation and genuine engagement with local authorities and other public sector bodies involved in making decisions. The Local Area Partnership Agreement allows local people a direct role in influencing local services, enabling them to become more active in their local communities to take on responsibilities themselves, so that they can actively contribute to improvements, rather than just being passive recipients.

3. COMMUNITY PLANNING - Community Plan / Thematic Plans / Local Plans

- 3.1 Once agreed the Local Area Partnership Agreements will ensure community and user input to the work and planning of services through the Argyll and Bute Community Planning Partnership. This initiative will contribute to National Outcome 11 in the Single Outcome Agreement; *“we have strong resilient communities where people take responsibility for their own actions and how they affect others”* and to National Outcome 15; *“our public services are high quality, continually improving, efficient and responsive to local people’s needs”*.
- 3.2 The Local Government Scotland Act 2003 requires that the Community Partnership engage with community bodies and organisations as part of the Community Planning Process. The Concordat between the Scottish Government and local authorities has led to the development of a more focussed approach in response to communities’ needs at a local level. Local Authorities and Community Planning Partnerships will be subjected to external scrutiny by Audit Scotland and HMIE on the following standards:
- Single Outcome Agreements.
 - National Standards for Community Engagement.
 - Scottish Community Empowerment Action Plan – Celebrating Success: Improving Change
- 3.3 The Argyll and Bute CPP Community Engagement Strategy and Action Plan gives further commitment from partners to demonstrate that communities can and do influence decisions being made.

4. LOCAL AREA PARTNERSHIP AGREEMENTS

- 4.1 There is no definitive model for Local Area Partnership Agreements. There are, however, some essential ingredients which differentiate them from other agreements or plans that may already exist in a local area. An effective local Agreement should:
- **Be an agreement between the local authority, its community planning partners, other service providers and the community**, rather than imposed from the top-down or a technical contract between service providers.
 - **Be based on both community priorities and needs identified by service providers**, making it unique to the local area.
 - **Identify and clarify the obligations of service providers, Community Planning**

Partners and organisations and residents, including service standards and any commitments taken on by the local community.

- **Give opportunities to tailor the provision of services locally**, by both modifying local statutory provision and clarifying any elements of delivery which have been devolved to other organisations.
- **Clarify the role of local councillors and strengthen their local profile.**
- **Complement existing local documents and feed into service plans and strategic Argyll and Bute wide documents**, rather than duplicating what is already available.
- **Empower local people, showing them how to get involved and in particular how they can hold services to account**, rather than just being a contact list or newsletter.
- **Be relevant to local people's understanding of an area or neighbourhood**, rather than covering large geographical areas.
- **Be a living documents in which priorities are set for a given period and then reviewed**
- **Be easy to read and written in plain English.**

4. RECOMMENDATION

- 4.1 It is recommended that Local Area Community Planning Groups members support the concept of the development of Local Community Partnership Agreements in Argyll and Bute between local residents and local service providers and approve the draft Partnership Agreement**

5. CONCLUSION

- 5.1 In order to progress the work of the CPP and the Local Area Community Planning Groups, it is recommended that the LACPG supports this initiative.**

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Mid Argyll Kintyre and the Islands Local Area Community Planning Group Partnership Agreement (Draft-Aug 2010)

1. Background

- 1.1. Community Planning is now a legal requirement because of the Local Government in Scotland Act 2003. This places responsibility on the key public sector agencies in Argyll and Bute to develop and implement the community planning process. Community Planning is about everyone, communities, the Council and its partners – working together to make their area a better place to live and improve local services.
- 1.2. This agreement is between the agencies, organisations and communities represented at a local level through the Local Area Community Planning Group and forms part of the Governance and Accountability Framework for the Argyll and Bute Community Planning Partnership. Through this agreement partners are committing to work together to deliver the Local Community Plan.
- 1.3. This agreement is not a legal document but sets out a set of principles and working arrangements to which members of the Local Area Community Planning Groups are committed.

2. Community Planning in Argyll and Bute

- 2.1. The Strategic Community Plan sets out a vision for the area that has been developed and agreed by a number of partners, including Argyll and Bute Council, Strathclyde Police, NHS Highland and Strathclyde Fire and Rescue. The Strategic Community Planning Partnership identifies four inter-related themes which are:
 - Economy
 - Environment
 - Social Affairs
 - Community Engagement
- 2.2. Complementing the strategic approach to community planning local structures have been developed to ensure that local needs are addressed and communities can have a voice within the community planning structure. There are four Local Area Community Planning Groups, one for each of the Council's administrative areas.
- 2.3. Local community planning enables individuals, organisations and communities to work together to influence the ways in which services are planned and strategic decisions are made.

3. Local Community Plan

- 3.1. The drafting of the Mid Argyll Kintyre and the Islands Local Community Plan began in November 2009. Various networks were set up for ensuring the creation of this Plan, including engagement with Argyll and Bute Council Services, Strathclyde Police, NHS Highland, Strathclyde Fire and Rescue, Community Councils and other statutory and voluntary services operating in this area. Additionally, the Plan has been informed by discussion and consultations with all statutory and voluntary service providers, agencies, organisations and groups. Ultimately the main source of local views has been the engagement of local people in the "Forward Together"

events, which were rolled out right across the area and have identified local concerns, issues and aspirations.

3.2. The Plan, therefore, summarises the views of local people and service providers and aims to set a framework for future needs led provision and the future development and dovetailing of services. Based on the outcomes of the consultation process the Plan will highlight priorities and actions under key outcomes. These currently are:

- *To be added following review of consultation feedback*

4. Area Information

4.1. Mid Argyll, Kintyre and the Islands

The total population of Mid Argyll, Kintyre and the Islands is 21,989. 10,827 (49%) are male; 11,162 (51%) are female (GROS' 2008 SAPEs). The demographic profile of Mid Argyll, Kintyre and the Islands is broadly in line with that for Argyll and Bute as a whole. In common with the rest of Argyll and Bute, there is a noticeable 'dent' in the young adult age cohorts, which are underrepresented in the area when compared to Scotland more generally. The main service centres in the area are Lochgilphead (population 2,300), Tarbert (1,340) and Campbeltown (population 4,840) (GROS 2008-based Settlement Estimates). *The GROS 2008-based Small Area Population Estimates and 2008-based Settlement Estimates are: © Crown copyright. Data supplied by General Register Office for Scotland.*

5. Membership

5.1. Each Local Area Community Planning Group has agreed core partners, these are:

- Strathclyde Police
- Strathclyde Fire and Rescue
- NHS Highland (AB CHP)
- Third Sector – representative of the Third Sector Interface
- Representation from Caucus of Community Councils
- Housing Associations
- Scottish Enterprise/HIE
- LLTNP (B and C and H/L)
- M.O.D. (H/L)

5.2. There are also a number of non-core partners, including:

- Job Centre +
- Skills Development Scotland
- Maritime and Coastguard Agency
- Initiative at the Edge
- HITran
- SPT
- Cal Mac
- Scottish Water
- SEPA
- SNH
- Crofters Commission

- Forestry Commission

5.3. Other partners will be linked in as appropriate to issues being progressed by the groups

5.4. The effective working of the group will require partners to effectively integrate their different contributions and deliver a multi agency approach to planning improved service delivery.

6. General Arrangements

- Dates for meetings will be agreed at the final meetings of each calendar year.
- The Chair can convene additional meetings at the request of four or more partners or if he/she considers there is good reason.
- Agendas and all related papers will be available on the Council website www.argyll-bute.gov.uk
- Items not on the agenda will only be considered if they are urgent and with the agreement of the chair and members of the LACPG present
- Meetings will be open to the public. The members of the LACPG can resolve to exclude the public if an item is deemed sensitive.
- Quorum - One quarter of the partners represented must be present for any decision making. If after ten minutes no quorum is achieved the meeting will be deemed inquorate and not take place.
- Minutes of meetings will be taken by a member of Council and will be made available on the Council's website www.argyll-bute.gov.uk
- Members of the CPP must declare any interest, financial or non-financial, if any contract is to be discussed

7. Support

7.1. Each Local Area Community Planning Group will be supported by:

- a) A Lead Officer, Argyll and Bute Council Area Customer Services Manager, to facilitate and promote the smooth operation of the LACPG. Working closely with group members to ensure a supportive structure, which responds to the needs of the members in addressing issues.
- b) Administrative support, organising meetings, taking minutes, etc will be provided by Argyll and Bute Council, Customer Services.
- c) A Local Community Development Officer will have a key role in the support of community groups, organisations and individuals, particularly those who do not traditionally engage in community issues, to participate in local community planning.

9. Local Area Action Plan

9.1. The H&L/MAKI/OLI/B&C LACPG will contribute to the production of a local Action Plan, setting out actions agreed by the LACPG and the CPP to address identified needs in the area over a specific period of time.

9.2. The process of identifying needs will involve consultation with local people in the LACPG area, as well as information provided by CPP partners and Thematic Groups. The Plan will be finalised following dialogue with the CPP partner

- representatives and link directly to the strategic themes of the Community Planning.
- 9.3. Local partners or groups will be identified as having lead responsibility to progress actions within the Plan. Where no appropriate group exists the LACPG can agree to form an action group to ensure an agreed action is progressed.
 - 9.4. Clearly defined targets and timescales will be agreed to ensure that the progress of the plan can be monitored and reviewed.

10. Roles and Responsibilities of partner organisations, agencies and community representatives

- 10.1. 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.
- 10.2. **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

11. Monitoring and Evaluation

- 11.1. The Mid Argyll, Kintyre and the Islands Local Action Plan is a result of local people and community planning partners working together. Therefore, the monitoring and evaluation of the plan will involve both officers and the community.
- 11.2. Already communities across Mid Argyll, Kintyre and the Islands have shown a willingness to take on this role and see the benefits in continuing the joint working arrangements along with Local Officers, Elected Members and other voluntary and statutory organisations operating in the Mid Argyll, Kintyre and the Islands area.
- 11.3. It is also recognised that local elected members will play a central role in assessing progress made. This will provide an ongoing learning process for all those involved.
- 11.4. The Plan will reflect the aims of the Argyll and Bute Community Planning Partnership but will significantly identify issues raised at a local level. This should inform decisions on future actions, but also result in highlighting the growth in confidence, skills and capacity of individuals, organisations and the wider community.
- 11.5. Simple reporting arrangements will be adopted to enable agencies and services to make links with their own mechanisms.

12. Review Cycle

- 12.1. This Agreement will be reviewed annually

**Argyll and Bute Community Planning
Partnership**

**Mid Argyll, Kintyre and the Islands Local
Area Community Planning Group**

Date: 01 September 2010

Title: Consultation Diary

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1. SUMMARY

- 1.1** The CPP Community Engagement Strategy and Action Plan was approved in June 2009. The Action Plan details 4 main outcomes and a number of actions to achieve those outcomes. One of the actions is to gather and record engagement activities of all partners at all levels.
- 1.2** As part of this a pro forma has been developed to begin the process of gathering information about any planned, current or recent consultation
- 1.3** The information will be gathered at a local level and collated to give an overall picture of consultation activity. Information will also be collated at an Argyll and Bute level and made available to all partners.

2. CONSULTATION DIARY

- 2.1** Consultation describes the many ways that we in Argyll and Bute use to help people know about our services and activities, to give them a voice in what we do, and to get involved in community action and decision making. Through our local community planning groups we will
 - keep a diary covering recent, current and future consultation exercises;
 - work closely with community organisations, voluntary groups and forums;
 - encourage individuals, groups and communities to help us plan how we deliver services in local areas and across Argyll and Bute; and
 - work to strengthen local communities by encouraging people to participate.

We encourage all our partners and all our services to consult widely and to work in partnership where appropriate.

2. RECOMMENDATIONS

- 2.1** That the LACPG agrees the proposed format for gathering and sharing information.

- 2.2 That partners use the form to gather information and return any completed forms to their local LACPG contact within the time agreed.
- 2.3 That information be collated and made available to all partners
- 2.4 That 'Consultation Diary Update' be an agenda item at every second LACPG (four monthly)

For further information contact: Alison Younger, Area Manager, Customer Services

Telephone 01546604558

CONSULTATION DIARY ENTRY

If you are organising a consultation, please fill in this form, either electronically or on paper, then email or post the completed form to your local LACPG contact. (Details for LACPG contacts are given at the bottom of this form.)

Please complete a separate form for each consultation exercise.

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.	

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)			

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

Service points / community centres

Other

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

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 your local LACPG contact (details below).

LACPG contacts

[DETAILS NEED INSERTING]