



15 December 2010

A meeting of the **CPP MANAGEMENT COMMITTEE** will be held in the **OBAN FIRE STATION, OBAN** on **WEDNESDAY, 15 DECEMBER 2010** at **10:00 AM**.

AGENDA

- 1. WELCOME/APOLOGIES**
- 2. MINUTES OF THE PREVIOUS MANAGEMENT COMMITTEE MEETING HELD ON 3 NOVEMBER 2010**(Pages 1 - 8)
 - (a) MATTERS ARISING
- 3. EXECUTIVE SUB GROUP REPORT - JANE FOWLER - VERBAL**
- 4. CPP ADMINISTRATIVE BUDGET REPORT - LYNDA THOMSON/EILEEN WILSON**(Pages 9 - 10)
- 5. HUB INITIATIVE UPDATE REPORT - POSTPONED TO THE 2ND FEBRUARY 2011- NICK ALLEN**
- 6. REAP - MEMBERSHIP OF ARGYLL AND BUTE RENEWABLE ALLIANCE(ABRA) - AUDREY MARTIN - FOR INFORMATION**(Pages 11 - 14)
- 7. CPP ERDF RINGFENCED BUDGET UPDATE REPORT - ISHABEL BREMNER**(Pages 15 - 18)
- 8. COMMUNITY ENGAGEMENT**
 - (a) ARGYLL VOLUNTARY ACTION -COMMUNITY ENGAGEMENT- GLENN HERITAGE (Pages 19 - 34)
 - (b) COMMUNITY ENGAGEMENT - EILEEN WILSON - to follow
- 9. COMMUNITY PLANNING ACTION PLAN - EILEEN WILSON - TO FOLLOW**
- 10. PERFORMANCE MANAGEMENT UPDATE - STEPHEN COLLIGAN**(Pages 35 - 36)

- 11. ARGYLL AND BUTE COUNCIL BUDGET UPDATE - JANE FOWLER(Pages 37 - 42)**
- 12. THEMATIC GROUP FEEDBACK - THEME LEADS**
 - (a) ENVIRONMENT (Pages 43 - 44)
 - (b) SOCIAL AFFAIRS (Pages 45 - 46)
 - (c) ECONOMY (Pages 47 - 48)
- 13. LOCAL AREA COMMUNITY PLANNING GROUP FEEDBACK - SHIRLEY MACLEOD - ONE REPORT -TO FOLLOW(Pages 49 - 52)**
- 14. FORWARD TOGETHER - MARGARET FYFE - PRESENTATION(Pages 53 - 58)**
- 15. 2011 MEETING DATES(Pages 59 - 62)**
- 16. AOCB**
- 17. DATE OF NEXT MEETING 2ND FEBRUARY 2011**

**MINUTES of MEETING of ARGYLL AND BUTE
COMMUNITY PLANNING PARTNERSHIP MANAGEMENT COMMITTEE**

OBAN FIRE STATION 3RD NOVEMBER 2010

Present

Raymond Park	Strathclyde Police (Chair)
Jane Fowler	Argyll and Bute Council
Eileen Wilson	Argyll and Bute Council
Lynda Thomson	Argyll and Bute Council
Shirley MacLeod	Argyll and Bute Council
Stephen Colligan	Argyll and Bute Council
Donald MacDonald	Argyll and Bute Council
Bill Dundas	SERPID
Derek Leslie	N.H.S. Highland
Geoff Calvert	Strathclyde Fire and Rescue
David Penman	Strathclyde Fire and Rescue
Douglas Cowan	HIE
Peter Russell	Scottish Government
Neil Sturrock	Strathclyde Partnership for Transport
Glenn Heritage	Third Sector Partnership/ AVA

In attendance:

Jan Brown	Argyll and Bute Council
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Apologies:

Sally Loudon	Argyll and Bute Council
Cleland Sneddon	Argyll and Bute Council
Duncan MacIntyre	Argyll and Bute Council (Councillor)
Andrew Campbell	Scottish Natural Heritage
Gordon MacLennan	Strathclyde Partnership for Transport
Moria Paton	N.H.S. Highland

ITEM		ACTION
1.	<p>WELCOME</p> <p>Raymond Park welcomed everyone to the meeting and noted apologies. He also thanked the Fire Service for the use of Oban Fire Station.</p> <p>Jane Fowler noted that Argyll and Bute Council had brought forward most of the papers for the agenda and urged partners to contribute to driving forward the business of the Management Committee at future meetings.</p>	

<p>2.</p>	<p>MINUTES OF PREVIOUS MANAGEMENT COMMITTEE MEETING HELD ON 8 SEPTEMBER 2010</p> <p>The minute of the previous meeting was agreed as a true reflection.</p> <p>MATTERS ARISING</p> <p>Item 6 – The membership of the group is being established in consultation with the 3rd sector demonstration project board. A meeting is to be arranged as soon as possible.</p> <p>Item 7 – Contacts identified within other organisations and meetings being arranged by Jo Smith, Communications Manager, Argyll and Bute Council</p> <p>Item 15 – REAP sub group progressing planning of event. Paper will go to the next Thematic and Local Area Committees inviting questions from members to be put to the companies involved in the event in February.</p> <p>Item 16 – CPP Conference postponed till 2011</p> <p>All other matters covered in this Agenda</p>	
<p>3.</p>	<p>ARGYLL AND BUTE SINGLE OUTCOME AGREEMENT ANNUAL REPORT 2009/10 – JANE FOWLER – FOR DISCUSSION</p> <p>Stephen Colligan provided a summary of performance and highlighted challenges around the collection of data for SOA reports on progress. Stephen suggested that it would be useful to share organisations’ operating plans so that we can see what measures are being used across organisations and where we can make links from these to the SOA which will support us in preparing for the SOA review.</p> <p>The Management Committee acknowledged that although 11 out of 15 are showing as red overall, this is a result of the simple roll up mechanism and overall progress is good when looking at measures behind the main indicator. The Management Committee are positive about utilising the reporting process to highlight areas for improvement and agreed the roll up method and the use of red/green only with no tolerances.</p> <p>In reviewing performance, as demonstrated in the report, the Management Committee reaffirmed their commitment to providing as much relevant, useful and timely information as possible. Discussion followed regarding how best to ensure that this happens.</p> <p>Agreed:</p> <ul style="list-style-type: none"> • That performance exception reports will be provided to the 	

	<p>Management Committee on a quarterly basis, in line with the thematic group process.</p> <ul style="list-style-type: none"> • That we ensure that there are clear links developed between outcomes in thematic groups and the SOA, as reported at Management Committee. • Where there is no obvious ‘owner’ of an outcome on a thematic group scorecard the issue should be raised to the Management Committee to resolve. • Roll up of measures, as presented in report, are acceptable. • To ensure more efficient reporting of performance against measures. Stephen Colligan will lead work with partners to develop and refine the indicators. <p>Actions:</p> <ul style="list-style-type: none"> • Each organisation to provide Stephen with the name of their performance lead person whom Stephen will liaise with. • Stephen will contact leads to arrange meetings before next Management Committee. • Stephen to arrange a group meeting only if this would be of benefit to all. <p>The ongoing development and refining of performance information will enable the partnership to accurately reflect progress on SOA target outcomes, challenge performance and jointly identify areas of in need of joint action. This is particularly important during the forthcoming period of public sector financial challenge.</p>	
<p>4.</p>	<p>DIFFICULT CHOICES FOR DIFFICULT TIMES – JANE FOWLER - PRESENTATION</p> <p>Jane Fowler and Derek Leslie gave the presentation which has been made to the Bute and Cowal and the MAKI LAPGs. It is pnd Lomond and Oban Lorn and the Islands LACPGs at their forthcoming meetings. Argyll and Bute Strategic Management Team has also delivered the council element of the presentation to staff to make as many as possible aware of the financial challenges.</p> <p>The Management Committee noted the issues raised in the presentation and agreed that a joint approach to communication was particularly important during the budget setting period.</p>	<p>All Partners</p>
<p>5.</p>	<p>CPP BUDGET – JANE FOWLER/LYNDA THOMSON</p> <p>Members were reminded that an annual payment has been made by partners to contribute to the administrative costs of the partnership. Invoices have been issued for 2011/12 contribution. It was agreed that a breakdown of the budget would be circulated for consideration</p>	

	<p>and be brought back to the Management Committee in December. Peter has requested that the Management Committee look at the bigger picture of public sector budget in Argyll and Bute.</p> <p>Action Point: Lynda and Eileen to prepare a paper for discussion at the next Management Committee showing a breakdown of costs and proposals. Luette Roberts from the Alcohol and Drug Partnership and Eileen Wilson to look at incorporating Alcohol and Drug Partnership Budget into wider Partnership spend.</p>	<p>Lynda Thomson/ Eileen Wilson</p> <p>Eileen Wilson</p>
6	<p>EXECUTIVE SUB GOUP FEEDBACK SHARED SERVICES PAPER – JANE FOWLER</p> <p>Jane Fowler presented a paper detailing progress that is being made on shared services and the Executive sub group. The Management Committee discussed how the different options may affect their own organisations. It was considered that the Executive Sub group is well focused on the challenges facing the service areas. Peter Russell had agreed to attend the Sub Group</p>	
7. 7(a) and (b).	<p>LOCAL AREA COMMUNITY PLANNING GROUP FEEDBACK – SHIRLEY MACLEOD</p> <p>The Management Committee noted the progress in LACPGs taking forward the Community Engagement role and in delivering local outcomes contained in the Community Plan.</p> <p>BUTE AND COWAL AND MAKI FORWARD TOGETHER 2 EVENTS</p> <p>The Management Committee noted feedback and outcomes from the events. The model will be replicated in the other areas and a full report will come to the Management Committee in December including feedback on budget and service delivery priorities.</p> <p>The Management Committee noted that the MAKI event linked three different locations. VC connections were maintained throughout the day and although the voting sessions took longer than expected all delegates were able to take part.</p>	

8.	<p>THEMATIC GROUP FEEDBACK – GROUP LEADS</p> <p>There have been no new meeting of these groups since the last Management Committee meeting. All groups are continuing to move forward with the aims and goals identified at previous meetings.</p>	
9	<p>REVIEW OF THE CPP CONSITUTION/AGREEMENT</p> <p>This item was moved to the next Management Committee on the 15th December</p>	
10.	<p>VISIONS AND VALUES – JANE FOWLER</p> <p>The Visions and Values presentation has been discussed at all the Local Area Planning Groups and has received positive feedback. The Management Committee agreed asked to forward this to the Full Partnership. Derek Leslie pointed out the NHS has also recently renewed their values and that he would confirm if there was any conflict.</p> <p>Management Committee approved.</p> <p>Action Point: Vision and Values to be considered at the Full Partnership</p>	Jane Fowler
11.	<p>THIRD SECTOR INTERFACE FUNDING DELIVERY FRAMEWORK FINAL SUBMISSION – GLENN HERITAGE</p> <p>Glenn presented the report and gave background for information. A decision is expected 16/17 December and Glenn will report back at a later Management Committee</p>	Glenn Heritage
12.	<p>PUBLIC SECTOR EQUALITY DUTY – JANE FOWLER</p> <p>The Management Committee agreed to:</p> <ul style="list-style-type: none"> • Note the Councils response to the Public Sector Equality Duty consultation • Approve the proposed timescale for the development of corporate equality outcomes in line with new legislation • Identify opportunities for joint working with close liaison with 	

	<p>the CPP Equalities sub group</p> <ul style="list-style-type: none"> Continue to aim for equality in service design and delivery as a driver for improving services. <p>The Equalities sub group will take forward and develop Equality Outcomes.</p>	
13.	<p>CITIZENS' PANEL REFRESH</p> <p>The Management Committee noted the completed refresh, and approved the proposed November/December survey which focuses on the Council's Budget Considerations. The Management Team also approved a new survey to be carried out in February/March 2011 to include themes carried over from last time.</p> <p>Jane reinforced the opportunity that the Citizens' Panel presents to partners to gauge customer opinion and reminded partners that it is available to be used for focus groups.</p> <p>Agreed: November/December questionnaire to include the Difficult Choices, Difficult Times questions. Agreed: Next Spring Survey to include previously notified items, and any other questions from partners</p> <p>Action Point : Jane Fowler to proceed with Citizens' Panel Survey</p>	J Fowler
14.	<p>MEETING DATES 2011.</p> <p>The Management Team approved the proposed dates.</p> <p>Action Point: Members were asked to note the dates in their calendars.</p>	All
15.	<p>APPOINTMENT OF NEW CHAIR OF CPP MANAGEMENT COMMITTEE</p> <p>It was proposed that the handover be postponed until 23rd February 2011. Raymond Park will continue as Chairman until then. Derek Leslie will take over on that date. The Management Committee approved the recommendation</p>	

16.	AOCB Demonstration Summary Report The Report was circulated to the members for noting	
17.	NEXT MEETING – 15 DECEMBER 2010 AT OBAN FIRE STATION	

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Argyll and Bute Community Planning Partnership**Management Committee****Date: 15th December 2010**

CPP Administrative Budget

1. SUMMARY

- 1.1** The Community Planning Partnership manages an administrative budget for the core costs of running the CPP – including costs for the Community Planning Manager, citizen's panel and admin costs associated with running the main CPP meetings and associated activities.
- 1.2** In recent years, the CPP budget has been managed on the basis of reducing a surplus built up in previous years by not asking for any increase in partner contributions.
- 1.3** As some costs for Community Planning activities have been covered by other funding, only available up to March 2011, we are still in a position where we have a surplus.

2. RECOMMENDATIONS

- 2.1** That the CPP management committee consider how best to put this surplus to use in achieving the agreed community planning strategic, thematic and local outcomes.

3. BACKGROUND

- 3.1** The Argyll and Bute CPP is funded through contributions made by partners to cover the core costs of running the partnership.
- 3.2** Changes that have affected different partners have reduced CPP income. In particular partners who are no longer able to contribute to the core costs of the CPP.
- 3.3** A gap identified in 2009 was filled with £26,000 from the Fairer Scotland Fund (As agreed by the Management Committee in May 2009)
- 3.4** Local Area Community Planning Groups have delivered two rounds of local consultation events to take forward local community planning activities, to develop and consult on local community plans. Funding for these 'Forward Together' events was met through a combination of Fairer Scotland and WALT (Working and Learning Together) funding.
- 3.5** The strategic CPP Conference which was originally scheduled for November 2009 was postponed due to there being local events this has also led to the continuing surplus.
- 3.6** Other savings have been made in catering and venue hire.

4. CONCLUSION

- 4.1** The CPP is now in a position to consider how best to put this surplus to use.

For further information contact: Jane Fowler,
Head of Improvement and HR
Argyll and Bute Council
Kilmory
Lochgilphead
PA31 8RT
jane.fowler@argyll-bute.gov.uk

Telephone: 01546 604466

Argyll and Bute Community Planning Partnership**Management Committee**
Date: 15 December 2010

REAP – Terms of Reference for the Argyll and Bute Renewable Alliance

1. SUMMARY

- 1.1** The Renewable Energy Action Plan (REAP), which was approved by the CPP on the 16 June, was developed from a key action in the Argyll and Bute Community Plan 2009-2013 in order to facilitate a co-ordinated partnership approach to renewable development in Argyll and Bute. One of the key actions identified within the REAP to facilitate this co-ordinated approach was the setting up of the Argyll and Bute Renewable Alliance (ABRA).
- 1.2** In order to take this action forward it is firstly necessary to define clear terms of reference for ABRA. The attached paper details these and defines the purpose, objectives, membership and governance of the Alliance. The terms of reference have been drawn up in consultation with Highlands and Islands Enterprise as one of the key partners in the development of the REAP.

2. RECOMMENDATIONS

- 2.1** That the Management Committee note the proposed terms of reference for the Argyll and Bute Renewable Alliance as detailed in the attached paper.

3. BACKGROUND

- 3.1** As partners will be aware the renewables sector is increasingly being regarded as a key sector within Scotland and with the significant natural renewable resource offered within Argyll and Bute and the large scale off shore wind and marine renewable development proposals coming forward in our area, it has the potential to be a source of significant future sustainable economic growth for our businesses and communities. However, in order to achieve this outcome, there is a need for co-ordinated partner action at the local and national levels.
- 3.2** The REAP was developed to facilitate this co-ordinated partnership approach to secure the best outcomes for our area and our communities. The setting up of the Argyll and Bute Renewable

Alliance (ABRA) was identified as a key action to be taken forward upon approval of the REAP.

- 3.3** ABRA will bring together key partners to assist in the implementation of the REAP. The attached terms of reference define the purpose, objectives, membership and governance arrangements. The purpose and objectives of ABRA are not to duplicate work that is already going forward but to take a strategic approach to how we can best work together with key partners to achieve the best outcome for our area and communities. It is proposed that the first meeting of ABRA will take place early in the new year.

4. CONCLUSION

- 4.1** The Renewable Energy sector has the potential to fundamentally and positively transform the economy and communities of Argyll and Bute. However, in order to achieve this outcome, there is a need for co-ordinated partner action at the local and national levels. Key actions have been identified within the REAP which will facilitate this process. The setting up of the Argyll and Bute renewable Alliance is one of these key actions.

For further information contact: Audrey Martin, Argyll and Bute Council
Eileen Wilson , Community Planning
Manager

Telephone 01546 604180

Draft
Terms of Reference
Argyll and Bute Renewable Alliance (ABRA)

Purpose

The Argyll and Bute Renewable Alliance (ABRA) will bring together key partners to assist in the implementation of the Argyll and Bute Renewable Energy Action Plan (REAP).

Objectives

1. Act as a catalyst to promote the optimal development of the renewables industry across Argyll and Bute, especially in regard to marine/off shore wind and on shore wind renewable development.
2. Foster a partnership approach to securing local socio economic and community benefit for the communities across Argyll and Bute.
3. Develop the industry in Argyll and Bute in a manner that promotes sustainable economic development and recognises the need for co-existence with other economic activities, our environment and our communities.
4. Work with partners to secure capacity within the transmission network in order to unlock the future potential of our considerable renewable energy assets and provide confidence to investors.
5. Assist in the prioritisation and promotion of supporting physical and transport infrastructure investment to enable the growth of the renewable sector.

Membership and Administration

- The Alliance shall be administered by Argyll and Bute Council with the support of Highlands and Islands Enterprise. The Council shall be responsible for administrative support, liaising with the Chair regarding the agenda etc.
- The Alliance members will represent the key stakeholders involved in the marine/off shore wind and on shore wind industry.
- With the agreement of the Alliance, membership may be extended where it can be demonstrated that there is a clear link to the objectives of the Forum.
- Participants can be invited to attend the Alliance meetings where it is considered relevant to the topics under discussions.

It is proposed that the Leader of Argyll and Bute Council shall chair the meetings in the first instance. It is anticipated that the Chair shall be identified by the Members of ABRA on an annual basis.

- In order to facilitate co-ordination and focus, the membership of the Alliance will be initially kept to no more than 12 members. It is anticipated that the membership shall be made up from the following organisations:

Argyll and Bute Council
Highlands and Islands Enterprise
Scottish Government/Marine Scotland
Renewable developer representatives
Transmission operator representative (SSE)
Skills Development Scotland

The Community Planning Partnership members of ABRA will act as a conduit to the CPP Management Committee.

- A number of organisations shall receive copies of the Action Points and shall be invited to attend meetings as determined by the items on the Agenda e.g.

Argyll Renewable Communities
Community Energy Scotland
Scottish Natural Heritage
Scottish Enterprise
ALIEnergy
Argyll and Bute Energy forum
Crown Estate

Meetings

- The Alliance shall meet two/three times a year with the dates of the meetings being set in advance on an annual basis. Progress reports shall be submitted to the Community Planning Management Committee following agreement of the action points.
- The location of the meetings shall be agreed in advance by the Members and held during the day unless otherwise agreed by the Members.

Working arrangements

- Action points from each meeting shall be prepared, and following consultation with the Chair shall be circulated timeously to the Members. Following approval the Action Points shall be circulated to those detailed on the circulation list under Membership and Administration.

Review of Terms of Reference

- The Terms of Reference should be reviewed annually.

**Argyll and Bute Community Planning
Partnership Management Committee**



**Argyll and Bute Council
Development and Infrastructure Services**

15th December 2010

Argyll and Bute CPP European Funding Package – Progress Report

1. SUMMARY

- 1.1** The purpose of this report is to update the CPP Management Committee on progress with the projects in the CPP European Funding Package.

2. RECOMMENDATIONS

The CPP Management Committee is requested to note the contents of this report.

3. PROGRESS REPORT

- 3.1** There are currently six projects in total in the Argyll and Bute CPP European Funding Package, progress on each project is outlined below:

Tarbert Pier Upgrade

Following the submission of the Stage 2 application a number of ineligible costs were identified with the project. In addition, HIPP has deemed the project to be a transport project which means that the maximum intervention the project can receive is 25% of total eligible costs. It is important to note that Tarbert Harbour Authority will have to submit a new Stage 2 application to HIPP based on the revisions to the project and based on a grant intervention rate of 25%.

Therefore the profile for the Tarbert Pier Upgrade is now as follows:

Total Project Costs	£114,750.00
Grant Rate	25%
Grant Requested	£28,687.50

Therefore, in principle, there is currently an under-spend of circa £40,000 in the overall CPP European Funding Package which may potentially offer scope for the Jura Passenger Ferry to be included within the CPP European Funding Package (Please refer to paragraph 4.1 for more detail).

The Old School - Campbeltown

Led by the Kintyre Amenity Trust (KAT), the project is due to commence on site during February 2011. The Stage 1 application has been approved and the first draft of the Stage 2 has been reviewed by the European Team. The team would wish to conduct a final check on the Stage 2 application prior to its submission to HIPP. Confirmation of match funding is expected shortly.

The Atlantic Islands Centre – Luing

The Isle of Luing Community Trust is awaiting the outcome of the planning application for the proposed Atlantic Islands Centre. The planning decision is expected on 15th December 2010. The Trust has been in recent contact with the Council's European Team seeking advice on the European application process. As with all projects within the CPP European Funding Package the Council's European Team will provide assistance through the European application process.

The Town Hall - Campbeltown

The consultant team has completed an interim business case on possible sustainable future uses for the building. This included:

- extensive stakeholder consultation (including a community drop in event)
- a detailed needs analysis; and
- an option appraisal including an assessment of each option's viability – including the potential to attract external funding and a consideration of the technical and operational risks.

Two organisations have recently expressed an interest in taking over the responsibility for the building. Detailed discussions are now taking place involving both organisations and it is hoped that a delivery vehicle can be identified in the near future. It is anticipated that the development phase would commence thereafter.

The Court House – Campbeltown

An options appraisal has been completed that identified several viable uses. There is still a degree of uncertainty over ownership but steps are being taken to resolve this matter. Argyll and Bute Council is working with two separate organisations who have expressed an interest in acquiring ownership of the building with a view to carrying out a full refurbishment. It is anticipated that further

information will be available within the next month or two. This will be reported as appropriate to the CPP Management Committee.

HUBBUS

Submission of the application for the HUBBUS Employability project has been further delayed due to the change of Government at a UK level in May and is now effectively on hold until there is more clarity on the UK Government's new Work Programme. A further update will be provided to the CPP Management Committee in the next Progress Report.

4. POTENTIAL PROJECTS FOR INCLUSION IN THE CPP EUROPEAN FUNDING PACKAGE

- 4.1** The European Team is currently investigating the financial viability of the Jura Passenger ferry for potential inclusion in the CPP European Funding Package and will report back to the next CPP Management Committee meeting.

5. CONCLUSION

- 5.1** This report provides an update for the CPP Management Committee on the progress of the European Funding Package.

For further information contact: Ishabel Bremner
 Economic Development Manager
Telephone 01546 604375

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Community Planning Partnership**Management Committee****15th December 2010****Report on Community Engagement – Argyll Voluntary Action****Contexts**

These are the interim results from a LEADER funded project of participatory engagement undertaken by Argyll Voluntary Action from April 2010. Work has been undertaken targeted at the harder to reach groups and those who for a range of reasons would not participate in public meetings.

Thematic Feedback

To work constructively groups and individuals were encouraged to think about action relative to the topics they felt were important to them, rather than highlighting areas of concern in isolation. The broad headings were Community Life, Public Realm, Built Environment and Employment and Training.

What mattered: improved community spirit, local newsletters which gave positive image and better information on a range of public services and events. More litter bins, stricter enforcement of underage drinking, better street cleaning and height barriers to prevent overnight 'free' camping were perceived as low cost improvements. Fewer holiday homes and better standard b and b's which would support increased tourism.

Better care of property (domestic and commercial) as well as less development on the fringes of small communities were felt important. Suggested incentives (eg rate relief) to encourage small businesses or a voucher scheme to support local businesses were mooted as supporting economic development..

Employment/training suggestions included local businesses to engage with schools, affordable childcare, and outsourcing soft skills allowing schools to concentrate on academia.

Longer Term Actions: Within community life many people were realistic with support for fewer schools **if** those remaining were 'flagship' or centres of excellence which could encourage inward migration. Community resources were cited as better run by the community.

Traffic management continues to be an issue in Oban and Helensburgh although no one was sure how this would be addressed. Recycling opportunities, community garden initiatives and a transfer of park management to the community were also popular.

People did want their local community or town centre to be somewhere to be proud of which meant tackling vacant property, transferring assets and again less second and holiday homes.

They did not think that public sector learning opportunities were always what people wanted and different providers should be considered and could reduce costs.

Wind Farms. The split between support and negative comments were balanced with most people more concerned to be involved and engaged albeit with some specific questions.

Budget Consultation

Brief Summary (figures are from total of 169 possible responses)

Topic	Reduce/ do differently supported	Maintain/increase supported
Education	49	91
Roads and Transport	23	115
Planning	132	44
Culture and Sport	129	26
Social Care	91	29
Supporting People Services	35 (not fully understood)	27
Environmental Services	58	63

Some notable suggestions were made which included: reorganising bus travel on a hub and spoke model in partnership with community buses and reducing routes which were often empty. Operating some services only in term times was thought to be an option.

Having fewer but 'excellent' schools was a positive and could influence people to move into the area. A definite view not to compromise safety on the roads. Closing public toilets and 2 weekly refuse collections was acceptable and support for recycling was high.

Museums, libraries and swimming pools could all be passed to social enterprise or voluntary sector. Most people perceived Councils as having too many front line staff, duplicating services and being more expensive a service provider than alternatives.

People from OLI area would reduce or restrict CHORD. A lot of thought was given to funding of voluntary sector. Funds for specific projects were not, overall, seen as Council responsibility; instead people felt if the support was available funds could be raised elsewhere and a dialogue was needed on this subject. That there should be support for the most vulnerable of our society was clear – however, the Supporting People budget section was the least clearly understood and its correlation with social care confusing.

A number of people wanted to make it clear that the current situation if explained would mean that cuts or changes could be supported – 'give us credit for understanding the situation' .

Of the total number 109 would be willing to pay more council tax and 84 to pay more for some services. Given that some services were statutory people still felt Councils could move from providers to procuring authorities – but preferably to local organisations.

People First

Community Engagement

Interim Report

by

Argyll Voluntary Action

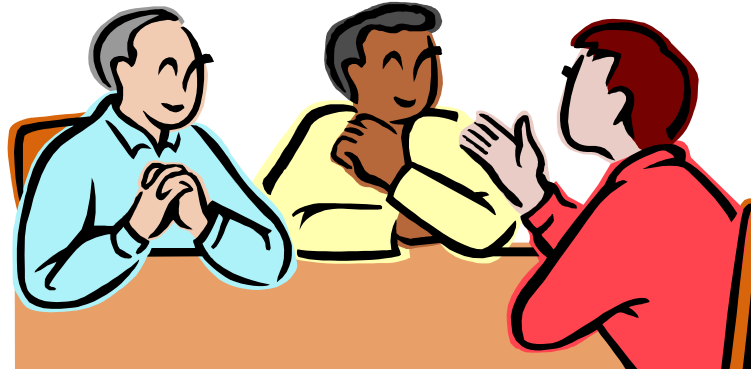


October 2010



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Background

This work has been funded by LEADER and delivered by Argyll Voluntary Action; commencing in Spring 2011 it has been designed to engage with and consult the harder to reach groups across Argyll and Bute. These are our people who would never attend a public meeting but are frequently the recipients of public services. As a consequence of rural isolation, lack of confidence, disability, social isolation and a range of possible reasons these are the groups of people whose voices are not heard and who previously have not had an available route to have their say in the planning and delivery of public services.

Through connections with frontline organisations and community interest groups across the sector there exists the opportunity to harness their potential and vastly improve the involvement of the hard to reach groups, the vulnerable, disadvantaged and marginalised groups.

Traditional means of involvement tend to favour the more vocal, mobile and confident members of communities. As a result the views of the recurring few who do engage in existing processes dominate, often at the expense of the more vulnerable and marginalised individuals who form the excluded majority; yet these are often the very people for whom many services are designed. It follows therefore that real participatory engagement is needed to ensure these voices are heard.

We have been careful within this work to concentrate efforts on people who have not engaged with Forward Together events or other consultations as far as we are able to ascertain.

In this way the equality concept is applied to community engagement to address the widest possible inclusion of a community whether of place, identity or interest.

The full report will be due and available towards the end of April 2011 but we have prepared these interim findings as a brief report to inform our partners within Argyll and Bute Council and to aid their dialogue with residents of the area prior to setting the forthcoming budgets and making what will inevitably be some difficult decisions on spending and savings with the council budget.

Methodologies

Local knowledge and links with the voluntary and community sector were widely used to inform the various methods to engage with a wider audience.

In many areas this led to smaller focus groups and an emphasis on 'participatory' engagement – the concept of taking the debate to people rather than asking them to come to the consulting agency. Through our voluntary sector links it was possible to identify some harder to reach and disadvantaged groups – these were approached and consultation made possible at a level and location best suited to the participants. This has taken Argyll Voluntary Action staff to meet at various fora, at people's homes with neighbours, at meetings held at cafes or schools and even on board a ferry. We have been invited by groups with specific interests, from bird-watching to mums and toddlers and groups with community of place as the common interest as well as those with a specific ability or disability.

We have used methods which include, simple consultation by vote and comment, world cafe style (on a small scale), questionnaires, future focus, community indicators.

For the purpose of this report we have collated all results into tables as a simple guide which we trust will help inform future planning of services.

Main Report – Local Issues

We are presenting the issues highlighted and actions which communities and people felt were important – the comments below may or may not relate directly to local plans but do reflect the issues raised and suggestions made from a total of 104 residents. In contrast to Forward Together smaller engagement enabled some suggestions to be made, some may be aspirational but others may well be achievable or link to the budget consultation.

Community Life Issues	Actions perceived as short term/easily achievable/low cost	Longer Term Action
<p>That of an overall decline in community life and ‘balanced’ communities Sub – issues included:</p> <ul style="list-style-type: none"> • Decline overall in quality of local facilities and management(schools, leisure, retail) • Communities shrinking into isolated groups linked to • Ageing population and young people leaving the area • Few activities for young people • Antisocial behaviour and alcohol abuse 	<ul style="list-style-type: none"> • Change attitudes within and between communities and people work towards a caring, supportive, positive community and work in genuine partnership • Local newsletter or magazine which shows a positive image of the local community • Better information re health, community events and employment • Avoid public consultation overload – don’t expect the community to be able to deliver without support 	<ul style="list-style-type: none"> • Make schools the flagship schools which tackle antisocial behaviour, include local people in (oral) history lessons so pupils know and value their area • Tackle the aspiration of young people to leave the area, enable them to make staying a positive life choice due to a revival of the area • Fewer schools at primary level may enable those remaining to become centres of excellence – encourage families to migrate inwardly • Well managed community resources don’t have to be run and managed by Council – or even Health – let third sector take on buildings (with

	<ul style="list-style-type: none"> • Council needs to improve image – frontline workers do not always give a good impression • Stricter alcohol policy – 12 people disappointed at failure of minimum price level • 	<p>some security) and enable those buildings to multi-task; may want to keep a library but does not only have to be a library</p> <ul style="list-style-type: none"> • Council is not best placed to own and manage museums (although a lack of clarity over how many were council owned)
<p>Public Realm – streets and open spaces Ambition for an environment which reflects the unique and beautiful landscape around within the towns and communities Issues here included:</p> <ul style="list-style-type: none"> • Rubbish and dirty streets • Problems with traffic management • Neglect of play areas and green spaces within towns • Need for attractive place for tourists and to encourage inward migration – ‘ashamed’ of Campbeltown 	<ul style="list-style-type: none"> • More efficient street cleaning • Target litter – particularly at beauty spots and forestry areas – dangerous and tourists need educating, more litter bins • No overnight camping outside designated sites – height barriers • Encourage people to take care of properties • Reduce numbers of holiday homes – could a local tax be introduced to discourage? • Make guest house and b and b of better local standard – avoid poor image 	<ul style="list-style-type: none"> • Extension of number community gardens – pride in place • Encourage ‘grow your own’ campaign, link to health schemes • Set up social enterprises to manage open spaces and parks – community trusts • Police no parking areas and audit traffic management to improve shopping experience (Helensburgh and Oban) • More creative solutions for recycling, needs higher priority
<p>Built Environment</p> <ul style="list-style-type: none"> • Housing • Shops • Public buildings 	<ul style="list-style-type: none"> • Audit empty buildings and spaces – sell or let and improve • Work with RSL’s to improve look of housing in some town areas • Prevent overdevelopment around community fringes which impact on scale of community (eg Kilchrennan) 	<ul style="list-style-type: none"> • Audit of community buildings, many unattractive and no longer serve purpose; need to meet local needs, not an asset of expensive and or underused • Housing needs – make sure social housing is attractive if new build • Less second homes, holiday homes improves community and means more available housing

	<ul style="list-style-type: none"> • Encourage small shopkeepers find incentives to maintain smaller retail outlets eg first year rate discount, voucher scheme to support local shops? 	<ul style="list-style-type: none"> • Be flexible, vacant properties may be more attractive with change of use • Debate around need for more CCTV in towns – opinion equally divided • Attract more bigger name stores to main areas • Where there is no chamber of commerce encourage shopkeepers/traders forum
<p>Employment and Training issues</p> <ul style="list-style-type: none"> • Availability • Information • Appropriate • Opportunities 	<ul style="list-style-type: none"> • Encourage businesses from all sectors to speak to potential employees/school-leavers • Deal with issues locally based on local conditions and need • Affordable child care is needed • Employment needs to be diverse, too much is part-time or short term (seasonal) • Outsource education/training in soft skills and let schools concentrate on academia 	<ul style="list-style-type: none"> • Promote and develop a culture of learning • Holistic training needs not met by college courses available • Work with social enterprise to encourage local business allow small scale industrial estates to flourish • Ensure road links are maintained and viable to encourage wider trading • Ask people what they want before providing training – too many evening classes are not popular and expensive to run • Employment preferences to local (Argyll and Bute) residents – if legal.

Main Report - Wind Farms

These are results from a small sample (this work is ongoing) around the MAKI area as one likely to be impacted upon by current and future plans; it is therefore a snapshot of those living on the western fringes of the mainland. Many people had both negative and positive comments to make demonstrating the lack of clarity around this issue

Achnamara, Keillmore, Dunardry, Knapdale - 18 people

Comments for :	Comments against:
<p>Understand the need for economic investment Would support if majority of jobs linked to it were local Would support small scale development only Should bring some income to local communities Opportunity for businesses to support workers and families Needs to involve community from the beginning – Council loses credibility if seen as a done deal, but could be benefits for everyone. Will a hydrology consultant be used to advise? Can communities have sight of environmental impact assessment?</p>	<p>Effects on bird life – has this been evaluated Will have adverse effect on tourism – unattractive Transport and access (including for offshore) is a major concern – where does the electricity come ashore how does it get where it is needed? Onshore facilities will impact on cultural and heritage sites unless carefully managed What happens after the 25 year lifecycle Shadow flicker effect is disruptive to birds and causes light variation from considerable distance Negative affect to house prices What about noise/low frequency vibrations ?</p>

Total overall response – 7 support, 6 would not support, 5 would want further information/evidence.



Main Report - Budget Consultation

This was based on the difficult choices paper and therefore centred on the services as described. Generally, a very broad format was used with facility for suggestions. For many people this was a difficult to come to terms with and required significant explanation. The following results are from a total of 169 respondents.

Topic	Reduce Services/ Do differently	Maintain/increase services	Suggestions and comments
Education	No – 87 yes - 49	Yes – 91	<ul style="list-style-type: none"> • There are primary schools which could close, with careful handling • Important to keep standard of education • Too many poor quality teachers, can this be addressed? • Should not compromise our young people’s education • Bus transport cheaper than keeping building for few pupils • Many parents would not support any school closure • A school should be excellent – if not, what is the point? • A good business manager should be able to manage more than one school, are heads up to the task? • Reduce community learning or development staff – other options from colleges and voluntary sector do job better, then transfer buildings • Give one school each area to voluntary organisations and operate evening classes and day classes – then no need for Council to own or manage • Fewer schools which achieve great results will be more attractive – introduce competition

Roads and Transport	No – 101 yes 23	Yes – 115	<ul style="list-style-type: none"> • Poor roads cost lives must maintain eg gritting in winter • Good roads helps attract business and inward migration • Some bus routes are empty most of day • Don't understand link between council, public transport and bus and ferry companies – why does council pay? (12 comments of this nature) • Should not compromise on safety and everyone needs to use road travel • Condition of roads is dangerous • Some buses only needed in term times – restrict operation times
Planning	Yes – 132 no - 19	Yes - 44	<ul style="list-style-type: none"> • OLI – ditch or restrict CHORD (27 of 38) • Most people not affected if planning application takes longer • Simplify planning process • Refuse more building application • Reduce number of officers • MAKI, H & L, C & Bute need CHORD • Doesn't save very much money • Some savings on all CHORD projects (56)
Culture and Sport	Yes – 129 no - 36	Yes – 26	<ul style="list-style-type: none"> • Take village halls out of council ownership and give to communities • Museums and libraries should operate in voluntary sector, communities, do this very differently • Could restrict hours initially • Outsourcing a better solution • Allow for flexible use • Some play parks could be adopted by neighbourhood / community groups • Input of voluntary sector not appreciated/recognised – give opportunity to demonstrate what can be done • Already precedents of better way to run these

			<ul style="list-style-type: none"> • Swimming pools can raise funds if run by social enterprise • Why does council give so much money to Atlantis leisure – review how this operates • Mid Argyll pool raising mostly own funds – if it can be more sustainable so can others • Council should support all these services • Council needs to fund support for third sector to run services not the service; can be found elsewhere • Don't want to lose libraries • Need swimming pools to expand and give young people something to do • Could playfields be run by clubs that use them or community groups • Play areas need investment, important for young families
Social Care	Yes (do differently) – 91 no - 43	Yes – 29	<ul style="list-style-type: none"> • Must look after elderly people • Voluntary sector very good at this • Council gives good service but is not efficient • How can this work without Health services being affected • Cannot fail the most vulnerable • Outsourcing won't work if all staff are TUPE'd across - too expensive for anyone to take on • Staff benefits mean council created a problem to try change things • Work with Health and voluntary sector to find solutions • Need the services but council always most expensive provision • Some services duplicate what voluntary sector does • Will need funding – difficult to raise funds if it is a statutory provision – is it? • Charge people who can afford it more for services • Outsourcing residential care will mean closures if private sector – inflexible

			<ul style="list-style-type: none"> • Decide what is statutory and stop what else is provided (4) • Does not need manager for every care home – in private sector managed centrally. • Council wages too high at higher grades
Supporting People Services	67 people said they did not really understand how this was different and what it paid for. 35 yes to reducing	Yes – 27	<ul style="list-style-type: none"> • Unsure what this is about – 70 comments similar to this • If is about homeless people then find different way • Use the housing associations • Housing team is too big in Rothesay • Does this money come from government and have to be spent this way • Older people should be supported
Environmental Services	Yes -58 do differently No - 48	Yes – 63	<ul style="list-style-type: none"> • Where are all the public toilets? • Audit public toilets for use and close if necessary • Lots of council have two weekly bins and some alternate with recycling bins and waste • Need to encourage lot more recycling • Link with tackling climate change • Sounds cynical but cemetery charges are relatively cheap and unavoidable so could be increased • Some recycling could be social enterprise • Keep weekly bins for business premises and cafes to avoid problems • Make people aware of saving planet and recycling • Tourists use hotels and restaurants so don't need public toilets • Introduce small charge at recycling centres for n109 on recycled rubbish • But need heavy fine for flytipping

General Comments

•Council should become procuring authority not main provider. •Council has too many staff too well paid and not working hard (35) •People will accept changes if there is reason and if service quality is there •Council cannot expect communities and voluntary sector to do things for nothing but can be more efficient and save costs • 109 people willing to pay more council tax • 84 people willing to pay more for some services •Council should stop using outside consultants who must be expensive •too many frontline staff not fully employed (not busy) •its council who need to think differently stop being protectionist •must ensure the most frail and vulnerable are cared for •have community buses on very rural routes linking to the main providers at ‘central’ points eg the towns and nearby, or trunk road intersections; needs to be joined up – very lively discussion with 18 people – centred on a hub and spoke model

Brief Summary (figures are from total of 169 possible responses)

Topic	Reduce/ do differently supported	Maintain/increase supported
Education	49	91
Roads and Transport	23	115
Planning	132	44
Culture and Sport	129	26
Social Care	91	29
Supporting People Services	35 (not fully understood)	27
Environmental Services	58	63

In Conclusion

The purpose of producing this interim report is twofold: in line with the project aims to improve the involvement of the hard to reach groups, those who may be vulnerable, marginalised or disadvantaged and who would not for many reasons take part in a public consultation meeting; secondly and in relation to this interim report, to help inform the budgetary considerations of partners within Community Planning.

This report does not therefore cover the entirety of the project nor take account of developing actions arising from our activities. However, it does present a snapshot of views. Whilst many of the comments are not dissimilar to those heard at Forward Together events 1 and 2 we do believe that there is some evidence to support that this alternative approach – more personal and engaging on equal terms across a number of communities – has given a rather more balanced view than might be apparent from public consultation events; this particularly was evident relating to education and social care. Both these topics can tend toward the emotive but our findings do indicate a level of support for some of the difficult decisions which need to be taken. Moreover, the time allowed and scope for individual input gives scope for suggestions to emerge.

Overall, there was concern for *quality* of services, be that school education or health and social care. Given the opportunity for engaged discussion did, we believe, allow for consideration of alternatives and for a realistic consideration of the possible scenarios presented. Also reflected is the growing appreciation of the wider economic situation and this drives an acknowledgement that each of us needs to take some responsibility and accept some change.

The project is funded until the end of March 2011 and a full and comprehensive report covering all aspects will then be produced. Argyll Voluntary Action wishes to acknowledge and thank Argyll and the Islands LEADER for making this first phase project possible.

**Argyll and Bute Community Planning
Partnership**

**Management Committee
15th December 2010**



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** The CPP Management Committee agreed to the establishment of a CPP Community Engagement Sub-Group to review and update the Community Engagement Action Plan.

2. RECOMMENDATIONS

- 2.1** It is recommended that the Management Committee:
- notes the contents of this report.
 - acknowledges the progress made in delivering the Community Engagement Strategy.
 - agrees that the Community Engagement Sub-Group should now review the Community Engagement Strategy and develop, in partnership, a new action plan.

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.

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. Existing mechanisms are being mapped through Local Area Community Planning structures and the Strategy has been Equality Impact assessed. Communication and engagement training materials for Local Area Community Planning Groups will be available from March 2011 as part of the Better Community Engagement toolkit.

All other actions under CPP-CE01 have been completed.

CPP-CE02 Communities are involved at a local level

Two rounds of 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. Community Development Workers are supporting community engagement activities at Local Area Community Planning Groups.

Actions relating to the Scottish Governments' Better Community Engagement Project will be completed by March 2011 when the Better Community Engagement LACPG Toolkit is produced. A draft will be presented in January 2011.

Local Forward Together events have taken place in place of conference to develop local plans and comment on Budget.

All other actions under CPP-CE02 have been completed.

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

The CPP Equality and Diversity sub-group is reviewing and developing, where appropriate, mechanisms for the engagement of specific equalities groups. It is essential that this group works closely with the new Community Engagement Sub-Group. Accessible resources are available through the Council and Argyll Communities websites and joint training opportunities and materials are being developed in partnership with the Better Community Engagement Project.

There is a Youth Participation event planned for June 2011.

Support to young people to attend and participate in the Scottish Youth parliament is ongoing.

All other actions under CPP-CE03 have been completed.

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

Community engagement activities are being mapped, recorded and evaluated. We are now using the VOiCE Software to help plan, conduct and evaluate engagement activities. Consultation toolkits including guidance are available and the CPP consultation diary has been designed and is currently being populated. 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.






All actions under CPP-CE04 have been completed.






5. CONCLUSION



- 5.1** The Community Engagement Strategy and Action Plan should now be reviewed and a revised Strategy and Action Plan developed by the Community Engagement Sub-group for consideration in 2011.



For further information contact:





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





Ref	Outcome	Actions to achieve outcome	Success measures	Key dates	Lead	Source of the outcome	Risks	Funded by	Progress	Status	
CPP-CE01a	Community Planning structures and mechanisms are strengthened	Establish Thematic Groups and Local Area Planning Groups	Groups established with community engagement clearly highlighted in their remit	June 2009 (First meet August 2009)	ABC, Corporate Services	ABC 12c IP11 National CPP04	SR 09 – failure to progress community planning partnership	Departmental budgets	Groups are all established. Community engagement remit clearly highlighted	 green	
CPP-CE01b		Map existing Community Engagement mechanisms LACPGs/Thematic Groups record partner engagement mechanisms	Existing mechanisms are known and information is shared.	May 2010				ABC, CC, ACSMs	Departmental budgets/FSF	Community engagement mechanisms have been identified and reported to LACPGs and Thematic Groups.	 green
			Community Engagement elements in Service Plans	Nov 2010						All service plans have community engagement element.	 green
			Website has consultation/engagement diary							Consultation Diary has been developed and is available on website.	 green
			LACPGs and Thematic Groups have up to date list of partner engagement mechanisms							Partners have reported on existing mechanisms. LACPG and	 green




Ref	Outcome	Actions to achieve outcome	Success measures	Key dates	Lead	Source of the outcome	Risks	Funded by	Progress	Status
									thematic groups have access to engagement/consultation diary.	
CPP-CE01c		Develop a Communications strategy (including Community Engagement)	A CPP Communications Strategy is developed which includes Community Engagement	June 2010 Sept/Oct 2010	ABC, Comms/Improve ment and OD			Departmental budgets	CPP Communications strategy has been developed for budget consultation which includes strong community engagement element.	 green
			Better Community Engagement Project developing training materials on communication					Better Community Engagement	BCE toolkit will be available from March 2011.	 red
CPP-CE01d		Undertake Equality Impact Assessment for Community Engagement Strategy	Impact assessment undertaken	June 2009	ABC, P&S			Departmental budgets	Equality Impact Assessment has been completed	 green
CPP-CE02a	Communities are involved at a local level	find out which subjects communities are most interested in	Communities have agreed local priorities	June 2010	ABC, Customer Services	CPP04	CPP-R14-Demographic /Societal changes which increase	Departmental budgets/Leader/FSF	Local Community Plans now in place after 2 rounds of consultation.	 green
CPP-CE02b		Find out the best methods for	Appropriate methods are identified for all levels of	Sept 2010	ABC, Customer			Departmental budgets/FSF	Better Community Engagement	 red


Ref	Outcome	Actions to achieve outcome	Success measures	Key dates	Lead	Source of the outcome	Risks	Funded by	Progress	Status
		involvement	involvement	Spring 2011	Services		demand for services beyond existing/planned budget levels		Project is underway and toolkit in draft. Will be available March 2011	
CPP-CE02c		Extend capacity building work with communities	Communities have the capacity to engage effectively	ongoing	ABC, Customer Services and CC		CPP-R15 – Changes to Scottish Government policy which increase demand for services beyond existing/planned budget levels SR 09 – failure to progress community planning partnership	Departmental budgets/FSF/WA LT	3 rd sector partnership is operational. Capacity building is coordinated and training and support is available and publicised through the argyll communities website. All areas have access to a council Community Development Officer	 green on track
CPP-CE02d		Encourage all organisations to evaluate the way they engage with communities	CPP partners and other organisations have evaluated their community engagement processes	ongoing	ABC, Community Services and I&HR		SR 14 – failure to implement the SOA	Departmental budgets/FSF/WA LT	ABC evaluated service community engagement through annual service review process. Improvement plans in place. Partners have reported evaluation to	 green on track

Ref	Outcome	Actions to achieve outcome	Success measures	Key dates	Lead	Source of the outcome	Risks	Funded by	Progress	Status
									community engagement sub group.	
CPP-CE02e		CPP partners identify staff, time, resources, training and funds to support engagement processes	Resources are identified and committed to support community engagement at all levels	August 2009				Departmental budgets/FSF	Partners with statutory responsibility for community engagement have identified resources and are committed to supporting community engagement at all levels	 green
CPP-CE02f		Deliver CPP Annual Conference in partnership with 3 rd Sector and other CPP partners	Conference has taken place, evaluated and actions taken forward	Nov 2010	ABC, ACSMs, CC			Departmental budgets/Leader/FSF	Local Forward Together events have taken place in place of conference as a more appropriate way to develop local plans and comment on Budget. Rescheduled full partnership conference to 2011.	 green

Ref	Outcome	Actions to achieve outcome	Success measures	Key dates	Lead	Source of the outcome	Risks	Funded by	Progress	Status
CPP-CEO3a	Individuals and groups have the capacity to engage in Community Planning	Review and develop , where appropriate, mechanisms for engagement with specific equalities groups	Existing forums/groups assessed to determine if representative of identified equalities groups <ul style="list-style-type: none"> • People with disabilities • LGBT (lesbian, Gay, Bisexual and Transgender) • BME (Black and minority ethnic) 	June 2010	ABC, CC	CPP04	CPP-R14- Demographic /Societal changes which increase demand for services beyond existing/planned budget levels CPP-R15 – Changes to Scottish Government policy which increase demand for services beyond existing/ planned budget levels SR 09 – failure to progress community planning partnership SR 14 – failure to implement the SOA	Departmental budgets/ Leader/FSF	CPP Equality and Diversity Group established. Assessment still to take place.	 red
CPP-CEO3b		Engage Young People in the community planning process	More young people engaged with Young Scot/Dialogue Youth.	June 2010	ABC, Leisure and Youth Services			Departmental budgets	Increase in numbers of young people uptaking Young Scot card. Increase in numbers of website portal hits	 green
			Annual Youth Participation event held	June 2010	ABC, Leisure and Youth Services			Departmental budgets	Event planned for June 2011	 red
			Young people supported to attend and participate at Scottish Youth Parliament	ongoing	ABC, Leisure and Youth Services			Departmental budgets	young people attend the youth parliament on a regular basis	 green on track

Ref	Outcome	Actions to achieve outcome	Success measures	Key dates	Lead	Source of the outcome	Risks	Funded by	Progress	Status
CPP-CE03c		Provide joint training for CPP partners	A training programme is developed across the CPP	March 2010	ABC, Customer Services and Community Services	CPP04	SR 09 – failure to progress community planning partnership	Departmental budgets Leader/FSF	Training diary developed by TSP. Training events are being publicised through 3 rd Sector website (Argyll Communities. Org).	 green
		Training materials developed to support training programme	March 2010	ABC, CC	Departmental budgets Leader/FSF			Range of materials from partners now available through Argyll Communities website.	 green	
CPP-CE03d		Include Community Engagement courses within partners corporate training programmes	All corporate training programmes include Community Engagement element	March 2010	ABC, P&S			Departmental budgets	Resources being developed through Better Community Engagement project and will be included following review of partner training materials.	 red
CPP-CE03e		Improve the availability of support to community groups to enable them to participate effectively	Support for community groups is available at all levels	April 2010	3 rd Sector Interface	Departmental budgets Leader/FSF	3 rd Sector funded to support community groups and volunteers. SLA agreed on level of support delivered. 3 rd Sector website (Argyll	 green		

Ref	Outcome	Actions to achieve outcome	Success measures	Key dates	Lead	Source of the outcome	Risks	Funded by	Progress	Status
									Communities. Org) provides support mechanism, toolkits and materials. Community Development team service Plan agreed. Regular reports to Community Planning	
CPP-CE03f		Set up a Community Engagement Tool Kit which includes information on locally available resources, expertise, funding , etc.	Community Consultation Tool Kit developed	April 2010	ABC, P&S, CC			Departmental budgets Leader/FSF	3 rd Sector website (Argyll Communities. Org) contains toolkits and is available to all partners and communities.	 green
CPP-CE04a	Experience, knowledge, skills, resources and funding is coordinated	Ensure Community Consultation Tool Kit is accessible to all through CPP and other appropriate websites	Community Engagement Tool Kit is easily accessible through a number of appropriate websites	April 2010	ABC, P&S, CC	CPP04	SR 09 – failure to progress community planning partnership	Departmental budgets	3 rd Sector website (Argyll Communities. Org) contains toolkits and is available to all partners and communities. Resources also available through council website.	 green
CPP-		Improve recording	Community Engagement	Nov	ABC,			Departmental	Events held,	

Ref	Outcome	Actions to achieve outcome	Success measures	Key dates	Lead	Source of the outcome	Risks	Funded by	Progress	Status
CE04b		of community engagement activities	activities are recorded and evaluated	2010	LACPG (Customer Services)			budgets Leader/FSF	recorded and evaluated. VOiCE software has been piloted.	green
CPP-CE04c		Champion successful initiatives of volunteers, communities and service providers	Successful initiatives are communicated widely and recognised at Volunteer Awards	June 2010	ABC, CC			Departmental budgets Leader/FSF	Progressing as planned. Awards took place successfully June 2010.	 green on track

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**Argyll and Bute Community Planning
Partnership****Management Committee
15th December 2010**

CPP Action Plan - Update

1. SUMMARY

- 1.1 The CPP Action Plan was agreed at Management Committee on the 18th of March 2009. This report briefly outlines progress made against each of the outcomes. The Action Plan is attached at Appendix 1.

2. RECOMMENDATIONS

- 2.1 That partners note that the majority of agreed actions have been completed.
2.2 That the Management Committee agree to draft a further CPP Action Plan

3. UPDATE**3.1 CPP01 - Partners engaged and resources committed to new structure**

Revised governance structures are now in place. Partnership agreements have been developed and approved at all levels. Key strategic partnerships have been identified through Thematic Groups and a Highlight and Exception reporting process has been agreed.

3.2 CPP02 - Partners working together on agreed SOA and Community Plan priorities

SOA 2009-12 agreed with Scottish Government in August 2009. Community Plan 2009-13 approved October 2009. Thematic groups are now in place with agreed partner participation and priorities identified.

3.3 CPP03 - Performance monitored, measured and reviewed

Scorecards are now in place for SOA, Community Plan and Thematic Groups. Local scorecards are now under development following community consultation and engagement. Partnership agreements are in place at all levels. Partners have access to Pyramid. Regular performance review takes place at the Management Committee and is reported to the Full Partnership. Exception reporting is being adopted at all levels of the partnership. A performance sub group has been developed to review and refine indicators.

3.4 CPP04 - Communities effectively engaged in the CPP and able to influence priorities

Community Engagement Strategy was approved at CPP in June 2009. The Community Engagement Action Plan is complete as far as possible and a community engagement sub group has been established. All local community planning group support posts have now been filled. Two rounds of Forward Together community consultation events have taken place. The CPP Conference will now take place in 2011, after the election. A further round of Forward Together Events will take place in autumn 2011.
















3.5 CPP 05 - Development of new interface arrangements between 3rd Sector and the CPP










The Third Sector Interface was agreed at CPP in March this year. The interface is a forum for coordination and planning of support services to the third sector in Argyll and Bute.

For further information contact: Eileen Wilson, Community Planning Manager
Eileen.wilson@argyll-bute.gov.uk

Telephone 01436 658726

CPP Action Plan

Ref	Outcome	Actions to achieve outcome	Success measures	Key dates	Status	Update December 2010	
CPP01a	Partners engaged and resources committed to new structure	Implement new structure to all appropriate groups/committees	Revised governance structure developed	June 2009	 green	COMPLETE	
			Partnership agreement adopted by Thematic Groups	June 10	 green	COMPLETE	
			Partnership agreement adopted by Local Area Community Planning Groups	Sept 10	 green	COMPLETE	
CPP01b	Partners engaged and resources committed to new structure	Thematic group leads to identify key strategic partnerships	Key strategic partnerships identified by Thematic Groups	Dec 09	 green	COMPLETE	
CPP01c		Develop partnership agreement at all levels	Partnership agreements in place at all levels	March 2010	 green	COMPLETE	
CPP02a	Partners working together on agreed SOA and Community Plan priorities	Form time limited working group to develop new community plan	Group established with links to key stakeholders	Apr 2009	 green	COMPLETE	
			Draft plan produced	July 2009	 green	COMPLETE	
Thematic groups review and comment on draft plan		Community Plan has targets/measurements agreed in principle by Thematic Groups	Aug 2009	 green	COMPLETE		
Revised Community Plan presented to Management Committee		Draft Community Plan agreed by all partners for consultation	Sept 2009	 green	COMPLETE		
Present Community Plan for wider consultation		Community Plan approved	Sept 2009	 green	COMPLETE		
Design and publish final community plan		Community Plan published	Sept 2009	 green	COMPLETE		
CPP03		Performance monitored, measured and reviewed	Implement PPMF for all levels of community planning – top level, strategic partnerships, thematic groups and local area planning groups	Performance scorecard in place for the Single Outcome Agreement	June 2009	 green	COMPLETE with partner access.
				Performance scorecard in place for Community Plan	Oct 2009	 green	COMPLETE
	Performance scorecards in place for key strategic partnerships			March 2010	 green	COMPLETE.	
	Performance scorecards in place for Thematic Groups			March 2010	 green	COMPLETE	

Ref	Outcome	Actions to achieve outcome	Success measures	Key dates	Status	Update December 2010
			Performance scorecards in place for Local Area Community Planning Groups	March 2010	 red	Local Community Plans agreed Nov 2010. Scorecards now being developed.
			CPP risk register agreed	June 2009	 green	COMPLETE (reviewed at MC)
CPP04a	Communities effectively engaged in the CPP and able to influence priorities	Implementation of community engagement strategy	Strategy and action plan approved by Council	April 2009	 green	COMPLETE
			Strategy and action plan approved by CPP	June 2009	 green	COMPLETE
CPP04b		Evaluate and advertise temporary Community Engagement Co-ordinator post	Community Engagement Co-ordinator in post	May 2009		Community Engagement Sub-group has been established.
CPP04c		Access funding for temporary Local Community Planning Support Workers	Local Community Planning Support Workers in post	July 2009	 green	COMPLETE
CPP04d		Form time limited working group to take forward conference planning including consultation on Community Plan, 3 rd Sector Interface, FAB and Demonstration Project recommendations	Joint conference delivered with substantial community participation	Sept 2009	 red	DELAYED – agreed to hold conference in spring/summer 2011. Forward Together events have been more appropriate during 2010.
CPP04e		Four events piloted for local community consultation	Events delivered and evaluated	April 2010	 green	COMPLETE
CPP05a	3 rd Sector represented and influencing CPP decision making processes	Development of new interface arrangements between 3 rd Sector and the CPP	Third sector support organisations agree draft proposals for interface arrangements	Sept 2009	 green	COMPLETE
CPP05b			Agreed interface arrangement in place	April 2010	 green	COMPLETE

**Argyll and Bute Community Planning
Partnership**

**Management Committee
15th December 2010**



Single Outcome Agreement Annual Report 2009/10

1 INTRODUCTION

- 1.1 This report provides the Community Planning Partnership (CPP) with an update on the progress made on reviewing the performance indicators in the Single Outcome Agreement (SOA).
- 1.2 At the Management Committee held on 3rd November 2010, partners were asked to identify and provide the name of their performance lead person for the Council to liaise with.

2 RECOMMENDATION

- 2.1 It is recommended that the Management Committee note :
1. initial discussions with partners have been held
 2. partners have been asked to identify additional measures which can be incorporated into the SOA
 3. a further update with more detail will be presented to the Management Committee at the meeting in February

3 DETAIL

- 3.1 The Council has been in contact to arrange meetings with Highlands and Islands Enterprise, NHS Highland (Argyll and Bute CHP), Strathclyde Police and Strathclyde Fire and Rescue with a view to arranging meetings to review performance measures monitored by partners which could be incorporated into the current SOA and for inclusion in future SOA's.

A meeting was held with Douglas Cowan, Highlands and Islands Enterprise on Wednesday 1st December. The aim of the meeting was to demonstrate Pyramid, and to identify any additional measures monitored by HIE which could be referenced into Pyramid as a related success measure for national outcomes. It is accepted that HIE monitor the performance indicators in their current Operating Plan although this will be reviewed for the forthcoming financial year.

A meeting was arranged with Strathclyde Fire and Rescue for Thursday 2nd December to view their performance management system and to review any additional measures related to the national outcomes which should be recorded by the CPP. Presently, Strathclyde Fire and Rescue do not have any performance indicators in the SOA although it is acknowledged that data is available at a ward level which specifically relates to national outcomes. This has potential benefits for capturing data at a local community planning level.

Strathclyde Fire and Rescue will provide performance indicators which can be split down at ward level for possible inclusion in the SOA and Area Community Plans.

Argyll and Bute CHP have been contacted with regards to arranging a meeting. The exception reports that are produced for the CHP have been requested and these will be aggregated and then forwarded to the council. Argyll and Bute CHP will contact the Council regarding a meeting date to view their internal performance management system and to review additional measures.

Strathclyde Police have been contacted with regards to their key performance indicators and targets. Strathclyde Police are at the start of the process of reviewing their key performance indicators. Strathclyde Police expect to complete this process by mid to late February. A proposed meeting to be held in the middle of January may be more appropriate once the key measures and targets have been identified.

4 CONCLUSION

- 4.1 Meetings have been held with some partners to establish whether there are additional performance indicators/success measures that are recorded that can be referenced into the SOA as related success measures that contribute towards performance against national outcomes. Partners have been asked to provide a list of success measures and data, if possible, following the meetings that have been held.

For further information please contact:

Jane Fowler
Head of Improvement and HR
Argyll and Bute Council
01546 604466

**Argyll and Bute Community Planning
Partnership****Management Committee
15th December 2010**

Argyll and Bute Council Budget Update

1. SUMMARY

- 1.1** Argyll and Bute Council began consultation on its 2011/12 budget in August 2010. The council is facing a projected budget shortfall of between £9m and £13m. A presentation on the budget has been made to community planning partners and communities at community planning events. This paper informs partners on the council's more detailed proposals for budget savings.

2 RECOMMENDATIONS

- 2.1** Partners note the council's detailed proposals for budget cuts in 2011/12.
- 2.2** Partners engage with the council on the proposals, highlighting areas of potential impact
- 2.3** Partners who are in a position to cascade and communicate information to associated partnerships and communities on the budget proposals support the council in this consultation exercise by informing and directing people to appropriate channels for feedback.

3. DETAIL

- 3.1** The council has been gathering views on the general budget consultation since August. This has included a number of public presentations, press releases and community planning meetings. The views gathered during this process will be collated and presented to the public and partners as part of the consultation process.
- 3.2** During the summer, the council has been undertaking reviews on 9 service areas. This is in addition to the schools estate, older peoples' services and learning disability service consultation. The service areas being reviewed are:
- Children and Families
 - Leisure services
 - Catering, Cleaning and Janitorial
 - School and public transport
 - Economic development
 - Governance and Law
 - Roads Operations
 - Waste Management

- Regulatory services

- 3.3** The service reviews have looked at alternative methods of delivery, reorganisation of services and proposals to reduce expenditure by 15%. Information on the proposals is contained in Appendix 1.
- 3.4** Services have carried out consultation on the proposals with stakeholders during the review period. Some service reviews do not have external customers and their stakeholders are internal to the council. These are therefore not included in the public consultation process
- 3.5** Information will be made available to the public through adverts in the press, on the council's website, in libraries and public buildings. The council would welcome support from partners who have networks that can cascade the consultation information to communities. The council appreciates that there is a short timescale to carry out this last phase of budget consultation, but there is a tight window between an indication of the budget from Scottish Government and council's funding proposals being presented for elected members' consideration. However, the more communities and groups that are aware of the consultation, the better informed the council will be when it makes decisions on the budget in February.

For further information contact: Jane Fowler, Head of Improvement and HR, Argyll and Bute Council
jane.fowler@argyll-bute.gov.uk

Telephone 01546 604466

SERVICE REVIEW PREFERRED OPTIONS

PREFERRED OPTION	AMOUNT £
Children and Families	
Reorganisation of Fusions/GIRFEC	268,807
Restructuring of children's units	387,587
Reorganisation and restructuring of grant processes	90,534
Leisure	
Transfer halls to community trusts	122,492
Closure of Cardross Library	19,194
Closure of Rosneath Library	12,815
Closure of Tarbert Library	11,320
Non-provision of Lorn Mobile	32,826
Reduction to Annual SLAs	15,000
Roads Operations	
Reduced level of maintenance service and associated reduction in operational staff	500,000
Discontinue winter street lighting scouting	5,000
Waste Management	
Either residual waste transfer from Islands (Islay & Mull) for treatment/disposal, or a pre-treatment process on the Islands to recover recycle and reduce the mass of waste sent to landfill	0
Improved recycling performance and productivity from 3rd Sector Community recycling Partners.	£21,037
Introduction of alternate weekly commingled waste collection to all households in the PPP area to target paper, card, dense plastics and metals on an "Opt Out" basis. Residual waste will move to alternate weekly to accommodate the commingled collection.	£611,373

SERVICE REVIEW PREFERRED OPTIONS

PREFERRED OPTION	AMOUNT £
Separate collection of commercial waste in the PPP area.	0
Procurement of new contract for treatment / disposal of residual waste in Helensburgh and Lomond by 2012.	£86,112
Potential introduction of segregated food waste collections in the islands and PPP area and separate collections of glass in the PPP area.	0
Economic Development	
Reduction of funding to third parties including Visit Scotland	118,500
Regulatory Services	
Reducing scope for duplication in debt counselling	32,537
Improving levels of cost recovery within Regulatory Services	3,000
Catering, Cleaning and Janitorial	
Combine and centralise usage of schools during holiday periods	0
Withdraw from provision of Steward and Cleaning services to Community Centres	194,000
Reduce the specification of cleaning service in schools to produce a 20% reduction in staff hours	155,150
Reduce the specification of cleaning service in offices to produce a 20% reduction in staff hours	77,661
Reduce the food cost of the primary meal	16,767
Remove the free fruit offered to Primary 1 & 2 pupils (Fruit will continue to be offered at lunch time as part of the school meal provision)	49,000

SERVICE REVIEW PREFERRED OPTIONS

PREFERRED OPTION	AMOUNT £
Increase price of primary school meal by 15p per day	23,136
Increase price of secondary school meal by 15p per day	17,814
School and Public Transport	
Reduction to local transport and community grants, whilst retaining an element of both	526,440
Review of procurement process	819,820
Total	4,217,922

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**Argyll and Bute Community Planning
Partnership**

Management Committee
Date: 15th December 2010

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Environment Thematic Group Update Report

1. SUMMARY

1.1 This report summarises activity undertaken by the Environment Thematic Group.

2. RECOMMENDATIONS

2.1 That the Management Committee note the current activity of the Environment Thematic Group

3. BACKGROUND

3.1 A key part of the current work programme is to develop the scorecard for the thematic group and agree on the groups priorities. To facilitate this a number of presentations has been scheduled from key partners e.g. SNH, SEPA, Argyll and Bute Council, RPD. The first of these, from the Forestry Commission, was very informative and stimulated good discussion about local priorities, measurements and key performance indicators which will help inform the scorecard development.

3.2 Given that many environmental indicators do not change from quarter to quarter some care will need to be taken over the scorecard to ensure that indicators are meaningful, and can capture both short term, and much longer term performance.

3.3 Beyond scorecard monitoring time is being taken to prepare a forward work programme for the thematic group and this will include future items on the revised Biodiversity Strategy, Review of Agricultural Forum and Carbon and Waste reduction.

3.4 Highlight/ Exception reports have been requested from a number of strategic partnerships. At the November meeting reports were received from:

- Argyll and Bute Biodiversity Partnership
- REJIG
- GRAB Trust Ltd
- Greenlight Environmental Ltd
- Kintyre Recycling Ltd

The Partnership should note a general theme in terms of 'challenges' arising from the recycling groups who all highlighted concerns over the impact of any reduction in Service Level Agreements on their activity.

4. CONCLUSION

- 4.1** Further work is required to identify key performance indicators for the scorecard, however considerable progress has been made in the group beginning to define its priorities and understanding of meaningful measures.

For further information contact: Andrew Campbell, SNH

Telephone 01546 60

Argyll and Bute Community Planning Partnership**Management Committee**
Date: 15th December 2010argyll and bute
communityplanningpartnership

Social Affairs Thematic Group Update

1. SUMMARY

- 1.1** The fifth Social Affairs Thematic CPP Group meeting was held on 8th November 2010.

2. RECOMMENDATIONS

- 2.1** Note the content of this report.

3. BACKGROUND

- 3.1** The group received a presentation on education attainment in Argyll and Bute and on the national tests undertaken by pupils aged 5-14 years. Information was also provided in regard to the new examination system which will be introduced in 2013.
- 3.2** The group received a presentation, and noted a report, from NHS Highland in regard to the Integrated Resource Framework (IRF) for health and community care, the purpose of which is to enable partners in NHS Scotland and Local Authorities to be clearer about the cost and quality implications of local decision-making about health and social care. It was noted that the target for IRF 'going live' is April 2011.
- 3.3** Consideration was given to a report providing background information regarding the proposed off-shore wind and marine renewable developments in Argyll and Bute and it was noted that a consultation event is being organised for the end of February 2011.
- 3.4** The group noted a highlight and exception report in regard to the work of the Highland Improvement Planning and Performance Group (HIPPPAG).

- 3.6** The group considered a report identifying the need for Third Sector representation on the Argyll and Bute Adult Protection Committee. It was agreed to refer the report to the Third Sector Partnership for consideration with a view to a nomination being made.

Kenneth Macdonald
Area Manager – Customer
Services

Telephone 01631 567902

**Argyll and Bute Community Planning
Partnership**

**Management Committee
15 December 2010**

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Economy Thematic Group Update

1. SUMMARY

- 1.1** This report summarises the continued progress made by the Economy Thematic Group in implementing actions in the Community Plan and in developing a scorecard and work programme

2. RECOMMENDATIONS

- 2.1** That the Management Committee notes the progress made to date

3. BACKGROUND meeting held 23 November 2010

- 3.1** A paper from Fergus Younger was tabled on the activities of the Argyll Food Producers Group including an update on the Argyll and the Isles website which will be launched over the winter.
- 3.2** David Adams-McGillp Regional Director of Visit Scotland gave a presentation on Destination Organisations across Argyll and advised that there will now be an opportunity for them to feed in to the Argyll and the Isles Strategic Tourism Partnership.
- 3.3** Following a presentation by Sharita Padaruth of the Prince's Scottish Youth Business Trust it was agreed that the Thematic Group would be provided with a report on the number of businesses supported which are still trading after 3 years
- 3.4** It was agreed that the Community Planning Manager will incorporate suggestions made by the Thematic Group relating to the Renewable Energy Consultation Event to be held on 9 March 2011
- 3.5** It was noted that a Service Delivery Agreement is now in place between Argyll and Bute Council and Skills Development Scotland. An update on progress to be made to Thematic Group in May 2011
- 3.6** The Thematic Group Partnership agreement was finalised.
- 3.7** The future work programme for the Group including items for the agenda at the next meeting on 23 February was agreed.

- 3.8 It was agreed that a review of the Scorecard was needed and a revised version would be brought to the next meeting in February.

4. CONCLUSION

- 4.1 The Economy Thematic Group continues to make progress in developing and implementing the actions in the Community Plan. Concern about membership of the group and representation at meetings remains an outstanding issue.

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

Telephone 01546 605402

Argyll and Bute Community Planning Partnership**Management Committee**
Date: 15th December 2010argyll and bute
communityplanningpartnership

Update Report on Local Area Community Planning Groups

1. SUMMARY

- 1.1** This report summarises progress which Local Area Community Planning Groups are making in developing action plans and Scorecards, and in fulfilling their Community Engagement role, as they progress to becoming key partnership groups for areas to plan and monitor aims and objectives for local communities.

2. RECOMMENDATIONS

- 2.1** That the Management Committee note the progress which the Local Area Community Planning Groups are making in taking forward their Community Engagement role, and in delivering local outcomes contained within their respective Community Plans.

3. BACKGROUND

- 3.1** Local Area Community Planning Groups have made good progress in establishing themselves, in focussing on regular meeting cycles, and on ensuring that all relevant partners attend meetings and events.
- 3.2** At the November cycle of meetings a Partnership Agreement which outlines keys aims and responsibilities for partners in each of the groups was considered and agreed. Work is now ongoing in identifying all local partnership groups and developing reporting mechanisms for them via Highlight and Exception reporting, which will ensure that local partnerships are connected to the LACPG at the most appropriate level, are committed by agreement to delivering on the agreed aims and outcomes for the area, and have a mechanism whereby they are able to report to the group on progress, or otherwise, in such delivery without having to attend multiple meetings. It is anticipated that in progressing this work some rationalisation of existing partnerships is likely.
- 3.3** The groups also considered items relating to their role in progressing effective community engagement, and each agreed to adopt the suggested Consultation Diary as one method of taking forward this work.
- 3.4** All of the Local Groups now have in place draft Community Plans for their area, which have been developed in consultation with key partners, and, specifically, are a key outcome of the first Forward Together events which were held in each area in Spring/Summer

this year.

- 3.6** In October/November, Forward Together 2 seminars were held in each LACPG area. A report detailing these events, and outcomes from them, is the subject of a separate report to the Management Committee.
- 3.7** The key task which is now in front of the Local Area Community Planning Groups is to cross reference the outcomes from Forward Together 2 to the current Area Community Plans, and to make whatever amendments may be required following that cross matching process, in order to ensure that the Community Plan which is taken forward from April 2011 is realistic and achievable in light of the current public sector budget situation. The plans are currently being revised in light of this community engagement work, and will be considered initially at the January meetings of the Groups, in the expectation that a finalised plan will be agreed at the meetings due to be held in March 2011. At the same time, the draft Scorecards which are currently in place will be amended to reflect any changes in the Plans, and to enable effective capturing of data on local performance which is able to be provided by partners. Additionally, a report on performance on outcomes and performance indicators which are in the draft Plans and Scorecards for this year will be collated and considered at the March cycle of LACPG meetings. This pulling together of performance related work by the groups will enable updates to be considered by the financial year end, and provide a clear work programme of scrutiny and performance management for the LACPG's to take forward in the coming year.
- 3.5** In August, the Bute and Cowal Local Area Community Planning Group considered a report outlining the potential for young people to be more involved in local community planning, and agreed that this work should be progressed. Bute and Cowal Local Community Planning Group will therefore pilot a process for young people to entirely plan, lead and facilitate one of it's meetings, which will be the meeting scheduled to take place in January 2011. The Council's Youth Services Manager will be the lead officer in this, and the process will be evaluated with a view to having such a meeting on an annual basis, and in each of the LACPG areas.

4. CONCLUSION

- 4.1** Local Area Community Planning Groups have made good progress in taking forward their Community Engagement role, and in developing action plans and scorecards to monitor progress in delivery of local service priorities. The key tasks outlined above will ensure that they complete tasks in relation to effective integration of partnerships and finalising Community Plans, and have in place robust performance management arrangements to ensure they can carry out their scrutiny role effectively from 1st April 2011. It is anticipated that an update on all of this work, together with agreed Local Community Plans and Scorecards, will be submitted for approval to the meeting of the Management Committee due to be held on 6th April 2011.

For further information contact: Shirley MacLeod, Area Manager,
Customer Services

Telephone 01369 707130

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Argyll and Bute Community Planning Partnership**15th December 2010**

Forward Together 2

1. SUMMARY

- 1.1** This report, alongside a presentation to be given to the Management Committee at its meeting on 15 December, highlights the process of community engagement carried out with Local Area Community Planning Groups (LACPGs), and considers the information and ideas gathered from participants.

2. RECOMMENDATIONS

- 2.1** That the Management Committee notes the content of the report.
- 2.2** That the Management Committee agrees to consider appropriate subject matter for the 2011 Forward Together Events at its meeting on 8th June 2011.

3. BACKGROUND

- 3.1** The Argyll & Bute Community Planning Partnership committed to holding two community consultation events in each of the administrative areas in 2010-2011 as part of their commitment to community engagement. The first of these Forward Together events consulted with community members, groups and organisations to identify issues which would influence the Local Area Community Action Plans. These events were held between March and June 2010.
- 3.2** The second round of events was scheduled for October – November 2010 with dates agreed for each area by the LACPGs:
- Bute & Cowal 23rd October at Rothesay Academy, Bute
 - Mid Argyll, Kintyre and the Islands 30th October at Kilmory, Lochgilphead and by video conference in Islay and Jura
 - Helensburgh and Lomond 13th November at Hermitage Primary School, Helensburgh
 - Oban, Lorn and the Isles 20th November at Oban High School and by video conference in Coll and Tiree

4. DETAIL

4.1 Aims

The Forward Together 2 event aims were:

- To communicate and consult on the public sector budget situation including Argyll and Bute Council's budget.
- To encourage continued community engagement and extend the involvement of local communities in the activities of the Local Area Community Planning Group.
- To consult with and obtain the views of the community on the proposed Local Area Community Planning Group priorities as a basis for the development of the Local Area Community Plan.

4.2 Attendance and Partner Involvement

Attendance at the four events is detailed below, showing a breakdown of community representation and agency representation. Video conferencing was used in MAKI and OLI to enable island communities to participate.

	B&C	MAKI	H&L	OLI
Community representatives	31	40	23	31
Agency / Partner representatives	16	22	19	14

These events were CPP events at local area level, and it was important to involve LACPG partners both in the planning of the event and on the day itself.

At each event NHS Highland was in attendance to present on the budget. SNH, Strathclyde Police, Strathclyde Fire and Rescue Service and Third Sector Partnership played active roles in all of the events, introducing, leading and facilitating different elements in the four areas.

4.3 Programme

The programme for the MAKI event is attached (Appendix 1), and all events followed a very similar format. The two main topics for discussion were (1) Public Sector Budget, and (2) Local Area Community Action Plans

4.3.1 Public Sector Budget

A representative from Argyll & Bute Council's Strategic Management Team and from NHS Highland presented on the public sector budget. This was followed by workshops, where ideas were gathered on services:

- What we should stop doing

- What we should do less of
- What we should continue to do the same
- What we should do more of
- What we should do differently

The information from the Forward Together events is being collated with the other budget consultation feedback and will be incorporated in the final consultation report. All feedback from all sources on the budget is being fed into the decision making process and will inform decision making by the council on its budget in February.

4.3.2 Local Area Community Action Plans

The second workshop of the day considered the Local Area Community Action Plans and highlighted how these plans had been influenced by participants at the first Forward Together event.

An analysis of the information gathered will be part of a presentation.

5. CONCLUSION

- 5.1** Forward Together 2 gave communities the opportunity to give their views and influence decisions, both on budget matters and on the Local Area Community Action Plans. The information gathered will be disseminated to LACPGs to use in their local communities.

For further information contact:
Margaret Fyfe
Community Development Manager
Argyll and Bute Council

Telephone 01369 703214

Appendix 1

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

“Forward Together 2 – Gach Ceum Comhla 2”

Saturday 30th October 2010

Conference Aims

- To encourage continued community engagement and extend the involvement of local communities in the activities of the Local Area Community Planning Group.
- To communicate and consult on the public sector budget situation, including Argyll and Bute Council’s budget.
- To consult with, and obtain the views of, the community on the proposed Local Area Community Planning Group priorities as a basis for the development of the Local Area Community Plan. This is an ongoing commitment of the Community Planning Partnership (CPP) to our communities.

Venue

Council Chamber, Argyll and Bute Council HQ, Kilmory Industrial Estate, Lochgilhead. PA31 8RT, and by Video Conference to Servicepoints in Bowmore (Islay), Craighouse (Jura) and Scalasaig (Colonsay).

Programme

10.00 – 10.30 Registration and Coffee

10.30 – 10.40 Welcome

10.40 – 11.00 Keynote speakers

a) Feedback from Forward Together 1 Conference

b) Public Sector Budget – “Difficult Choices for Difficult Times”

Overview of budget situation by a member of Argyll and Bute Council’s senior management team to include, where possible, information on other public sector budgets.

Coffee available to take to workshops.

11.00 – 12.00 Discussion on public sector budget situation (Workshops). *Groups asked to consider key, high level priorities for the public sector and where communities can contribute in future.*

12.00-12.45 “Making a Difference in Difficult Times” (Workshops) Area Plan –

Each group asked to consider Action Plan priorities identified from Forward Together 1. The Action Plan must contain actions that are realistic and can be resourced.

12.45 – 13.10 “Difficult Times, Positive Actions” – 3 x 5 minutes showcasing good practice locally. *Three community groups talk about how they are meeting the outcomes of the Area Community Plan.*

13.10 – 14.00 Lunch

14.00 – 14.25 “Difficult Times, Positive Actions” – 3 x 5 minutes showcasing good practice locally. *As above*

14.25 – 15.00 PowerPoint Voting on:

Voting on priorities for budget

Voting on priorities for Area Action Plan

PLUS Evaluation of event

15.00 Depart

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**Argyll and Bute Community Planning
Partnership**

**Management Committee
Date: 2nd December 2010**

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Proposed Meeting Dates 2011

Full Partnership Proposed Dates:

- | | |
|--|--|
| Wednesday 9 th March 2011 | – Council Chamber Kilmory Lochgilphead |
| Wednesday 29 th June 2011 | – Council Chamber , Kilmory,
Lochgilphead |
| Wednesday 30 th November 2011 | – Council Chamber Kilmory,
Lochgilphead |

Management Committee Proposed Dates:

- | | |
|--|-------------------------------------|
| Wednesday 2 nd February 2011 | – Members Room Kilmory Lochgilphead |
| Wednesday 13 th April 2011 | – SNH Building Oban |
| Wednesday 8 th June 2011 | – SNH Building Lochgilphead |
| Wednesday 24 th August 2011 | – to be arranged |
| Wednesday 19 th October 2011 | – to be arranged |
| Wednesday 14 th December 2011 | – to be arranged |

LACPG Meeting Dates:

Mid Argyll, Kintyre and the Islands

Wednesday 5th January 2011
Wednesday 2nd March 2011
Wednesday 4th May 2011
Wednesday 7th September 2011
Wednesday 2nd November 2011

Bute and Cowal

Tuesday 11th January 2011
Tuesday 1st March 2011
Tuesday 10th May 2011
Tuesday 6th September 2011
Tuesday 1th November 2011

Helensburgh

Tuesday 18th January 2011
Tuesday 15th March 2011
Tuesday 17th May 2011
Tuesday 20th September 2011
Tuesday 22nd November 2011

Oban

Wednesday 12th January 2011
Wednesday 9th March 2011
Wednesday 11th May 2011
Wednesday 14th September 2011
Wednesday 16th November 2011

Thematic Groups

Environment: Thursday 24th February 2011
Thursday 26th May 2011
Thursday 25th August 2011
Thursday 17th November 2011
Thursday 23rd February 2012

Economic: Wednesday 23rd February 2011
Wednesday 25th May 2011
Wednesday 31st August 2011
Thursday 29th November 2011
Thursday 29th February 2011

Social Affairs: Monday 14th February 2011
Monday 9th May 2011
Monday 22nd August 2011
Monday 7th November 2011
Monday 13th February 2012

