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26 November 2014

A meeting of the **MID ARGYLL, KINTYRE AND THE ISLANDS COMMUNITY PLANNING GROUP** will be held in the **COUNCIL CHAMBERS, KILMORY, LOCHGILPHEAD** on **WEDNESDAY, 3 DECEMBER 2014** at 2:00 PM.

Douglas Hendry
Executive Director - Customer Services

AGENDA

- 1. WELCOME AND APOLOGIES**
- 2. DECLARATIONS OF INTEREST**
- 3. MINUTE - MID ARGYLL, KINTYRE AND THE ISLANDS COMMUNITY PLANNING GROUP - 3 SEPTEMBER 2014**(Pages 1 - 8)
- 4. HIGHLIGHTS FROM THE CPP MANAGEMENT COMMITTEE**
Report by the Community Planning Manager. (Pages 9 - 10)
- 5. AREA GOVERNANCE REVIEW REPORT**
Report by Community Governance Manager. (Pages 11 - 12)
 - (a) Area Community Planning Group - Terms of Reference
Update by Community Governance Manager. (Pages 13 - 18)
 - (b) Area Community Planning Group Membership
Update by Community Governance Manager. (Pages 19 - 20)
- 6. SOA LOCAL DEVELOPMENT ACTION PLAN PHASE 2 UPDATE**
Update by Community Governance Manager. (Pages 21 - 40)
- 7. COMMUNITY COUNCIL BY ELECTIONS UPDATE**



Report by Area Governance Officer. (Pages 41 - 44)

8. OUTCOME 6. PEOPLE LIVE IN SAFER AND STRONGER COMMUNITIES

- (a) Police Scotland
- (b) Scottish Fire and Rescue
- (c) MAKI Community Safety Forum - Highlight/Exceptions Report
Report by Community Governance Manager. (Pages 45 - 46)

9. OUTCOME 1. IN ARGYLL AND BUTE THE ECONOMY IS DIVERSE AND THRIVING

- (a) Business Gateway Report
Report by Business Gateway Representative. (Pages 47 - 48)
- (b) Kintyre Initiative Partnership - Highlight/Exception Report
Report by Community Governance Manager. (Pages 49 - 50)

10. OUTCOME 2: WE HAVE INFRASTRUCTURE THAT SUPPORTS SUSTAINABLE GROWTH

- (a) Community Broadband Scotland
Presentation by Development Officer for Community Broadband Scotland.

11. OUTCOME 5. PEOPLE LIVE ACTIVE, HEALTHIER AND INDEPENDENT LIVES

- (a) NHS Highland
 - Mental Wellbeing
Report by Sam Campbell
 - MAKI Locality Update
Report by Kate MacAulay

(Pages 51 - 58)

- (b) Health and Social Care Integration
Report by Project Manager - Integration (Pages 59 - 62)

- (c) Argyll Voluntary Action

12. DATE OF FUTURE MEETINGS

Report by Area Governance Manager.

argyll and bute

communityplanningpartnership



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**MINUTES of MEETING of MID ARGYLL, KINTYRE AND THE ISLANDS COMMUNITY
PLANNING GROUP held in the COMMUNITY CENTRE, CAMPBELTOWN
on WEDNESDAY, 3 SEPTEMBER 2014**

Present: Councillor Rory Colville (Chair)
Councillor Robin Currie Councillor Donald MacMillan

Attending: Shirley MacLeod, Area Governance Manager
Rona Gold, Community Planning Manager
Lorna Elliott, Community Governance Manager
Tom Murphy, Streetscene Area Manager (via Lync)
Chief Inspector Marlene Baillie, Police Scotland
Donnie Cameron, NHS
Pat Dean, Argyll Voluntary Action
Steve Byrne, Campbeltown Community Council
Cathy Duncan, Campbeltown Community Council
Tina Jordan, ACUMEN
Stephen Duffy, ACUMEN
Tracy Chambers, Kintyre Link Club
Robert McNeill, Kintyre Link Club

1. APOLOGIES

Apologies for absence were intimated by:-

Councillor Anne Horn
Councillor Donald Kelly
Councillor John McAlpine
Councillor Dougie Philand
Councillor John Semple
Councillor Sandy Taylor
Margaret Wallace, Argyll Voluntary Action
Lorraine Paterson, NHS

2. DECLARATIONS OF INTEREST

There were no Declarations of Interest.

3. MINUTES

(a) MINUTE -MAKI CPG MEETING 4 JUNE 2014

The Minute of the meeting of Mid Argyll, Kintyre and the Islands Community Planning Group held on 4 June 2014 was approved as a true and correct record.

(b) **MID ARGYLL PARTNERSHIP (MAP) MEETING HELD ON 11 JUNE 2014**

The Minute of the meeting of the Mid Argyll Partnership (MAP) meeting held on 11 June 2014 was noted.

(c) **KINTYRE INITIATIVE WORKING GROUP (KIWG) MEETING HELD ON 27 JUNE 2014**

The Minute of the meeting of the Kintyre Initiative Group meeting held on 27 June 2014 was noted.

4. ACUMEN AND CAMPBELTOWN LINK CLUB

The group received a presentation from Stephen Duffy of Advancing Community Understanding of Mental and Emotional Needs (ACUMEN), which outlined the philosophy and framework which enable them to play a part in the development of mental health services across the Argyll and Clyde area. It highlighted the ways in which they support service users and carers alike and how they promote awareness of mental health issues by providing information to the general public at events with the aim of reducing the stigma associated with mental health issues.

A further presentation from the Kintyre Link Club was provided by Tracy Chambers and Robert McNeill. Mr McNeill advised that the local club is a mental health club run by members for members, which was founded in June 1999. Mr McNeill outlined the membership, aims, funding issues and the co-ordination of the club. He stressed that it was important for the club to receive the support of the local councillors and asked the group to be more aware of mental health issues and to assist on providing the relevant information to the general public as a way of also reducing the stigma association with mental health issues.

The Chair thanked both organisations for the informative presentations and requested that feedback is provided to the Community Planning Partnership (CPP) outlining the importance of retaining both ACUMEN and the Kintyre Link Club as it reduces long term costs on the NHS.

Decision:

The group agreed to note both presentations.

5. AREA GOVERNANCE REVIEW REPORT

The group considered a report which advised that the governance aspect of the Area Community Planning Groups was under review. It outlined that as part of the review the Terms of Reference were to be revised and also plans to incorporate a localised delivery methodology to take forward the development of localised SOA plans as part of the Single Outcome Agreement/Community Plan 2013-23.

(a) **AREA COMMUNITY PLANNING GROUP - TERMS OF REFERENCE**

The group considered a draft of the Area Community Planning Group's Terms of Reference with revisions.

Discussion was had in relation to the possibility of setting up a caucus of Community Council's, with the Area Governance Manager confirming that there is a caucus in the Bute and Cowal area, which works well with five out of the twelve members in regular attendance. She further advised that they proactively include items on the agenda for CPG meetings.

Mrs MacLeod outlined the significant restructuring of the Governance Team and advised that Lorna Elliott had recently been appointed as the Community Governance Manager and Melissa Stewart was currently working as the Community Council Local Liaison Officer, and through their roles both were working towards finding out what works best. She stressed that there was no "one size fits all" and that the possible partnership idea was still being looked into.

Further discussion was had in relation to budgets for training and travel for Community Council representatives on the group and also the need for the agenda of the CPG meetings to be constructive and meaningful where decisions are being made.

The Community Planning Manager explained that there would be no budgetary decision making powers available to the CPG as there were set budgets for the next financial year, she further advised that if there appeared to be a logic developing around budgetary powers, this would be investigated and addressed at a later date.

Decision:

The group agreed that the proposed Terms of Reference be adopted at the Community Planning Partnership Management Committee meeting on 31 October 2014.

(Reference: Report by Head of Community and Culture, dated 3rd September 2014, submitted.)

(b) **SOA LOCALISED DELIVERY**

The group considered a report outlining the reasons for the local Single Outcome Agreement plan, some identified known risks and the plan to mitigate the risks.

Discussion surrounding strategic movements of partners was had, with the Area Governance Manager confirming that the aim was for all partners to align budgets towards the Single Outcome Agreement, with the rationale being to work better together as partners.

Councillor Currie spoke of the layout of the agenda for meetings. He suggested that it may be useful to lay the agenda out in terms of wards. Both the Area Governance Manager and the Community Governance Manager agreed to look further into how island communities can be more involved. The Community Planning Manager advised that it would be possible to make the agenda more area based, however it would need to correspond with all outcomes of the Single Outcome Agreement.

The Area Governance Manager suggested that any further comments be fed back to the Community Governance Manager by the end of the month, with a view to all comments being collated to take back to the management committee on the 19 October 2014.

Decision:

The group agreed that the proposed method of development of the localised Single Outcome Agreement plans be taken forward.

(Reference: Report by Head of Community and Culture, dated 3 September 2014, submitted.)

6. OUTCOME 1. IN ARGYLL AND BUTE THE ECONOMY IS DIVERSE AND THRIVING

- (a) **HIGHLIGHT/EXCEPTION REPORT - MID ARGYLL PARTNERSHIP**
The group considered a report which updated on the main areas of work undertaken by the Mid Argyll Partnership (MAP).

Decision

The group noted the report.

- (b) **HIGHLIGHT/EXCEPTIONS REPORT - KINTYRE INITIATIVE PARTNERSHIP**

The group considered a report which updated on the main areas of work undertaken by the Kintyre Initiative Partnership (KIP).

Decision

The group noted the report.

7. OUTCOME 2: WE HAVE INFRASTRUCTURE THAT SUPPORTS SUSTAINABLE GROWTH

- (a) **COMMUNITY CONSULTATION ON SERVICE CHANGES WITHIN AMENITY SERVICES**

The group were give a verbal update from the Area Streetscene Manager, who outlined the savings from the 2011 Service Review,

and provided a summary of the savings for 2013/14 and 2014/15. Mr Murphy further outlined the services currently provided by Amenity Services and third sector opportunities.

Discussion was had regarding herbicide spraying in Campbeltown Cemetery, with Mr Murphy advising that a full consultation was had with various parties and that the paper was approved at a meeting of Argyll and Bute Council, where it was agreed that strimming edges annually and spraying twice a year was sufficient.

Again, further discussion surrounding ward specific areas was had, with Mr Murphy confirming that he was meeting with the Area Committee in October, but would be happy to meet again with Community Council's if requested.

Decision:

The group agreed to note the update.

(b) **SCOTTISH WATER**

As there was no representation, there was no update.

8. OUTCOME 5. PEOPLE LIVE ACTIVE, HEALTHIER AND INDEPENDENT LIVES

(a) **ARGYLL VOLUNTARY ACTION**

As apologies had been lodged by Margaret Wallace, the group noted that there would be no update.

9. OUTCOME 6. PEOPLE LIVE IN SAFER AND STRONGER COMMUNITIES

(a) **POLICE SCOTLAND**

The group considered a verbal update by Chief Inspector Marlene Baillie, who advised of the recent staffing changes within the area. She confirmed the appointment of Chief Inspector Helen Swann, who was due to take over from Superintendent Barry McEwan on 14 September 2014. She further advised of local postings in Carradale, Islay, Tarbert and Campbeltown.

Chief Inspector Baillie updated the group in relation to other issues such as domestic violence and house breaking, which she confirmed had high detection rates and a slight decrease in terms of comparisons between this year and last. She spoke in regards to road accidents, which she confirmed were on a par with last year, but advised that there was an enforcement, education and engineering strategy ongoing.

The Chair thanked Chief Inspector Baillie for the information provided.

(b) **SCOTTISH FIRE AND RESCUE**

The Area Governance Manager advised the group that she had recently been made aware of the retirement of Group Commander Eddie Renfrew on 29 August 2014. She advised that to date there had been no indication of a replacement for Mr Renfrew, but would take this matter forward to ensure future attendance from Scottish Fire and Rescue.

The Chair requested that a written note on the Colonsay House Fire be provided. Mrs MacLeod agreed to take this matter forward also.

(c) **HIGHLIGHT/EXCEPTIONS REPORT - MAKI COMMUNITY SAFETY FORUM**

The group considered a report providing updates on Community Safety Partnership issues which have taken place over the last few months.

Decision

The group agreed to note the report.

10. UPDATE - THIRD SECTOR PARTNERSHIP

Pat Dean of Argyll Voluntary Action addressed the group with regard to adding GIRFEC to future agendas. She advised that GIRFEC would like the following points considered by the group:

2 young people to attend CPG meetings;
2 agenda items for young people at CPG meetings; and
16 year olds to serve on Community Councils.

The Community Planning Manager advised that she was currently in discussion with Education regarding the points raised, she advised that her discussions included meeting dynamics. She also advised that it would require Disclosure checks being carried out. In regards to the issue of 16 year olds serving on Community Council's the Area Governance Manager advised that currently there is no provision for anyone under the age of 18 to serve on a Community Council.

Ms Dean agreed to advise Margaret Wallace to contact either Rona Gold or Lorna Elliot directly in regards to further discussions.

11. ISSUES RAISED BY COMMUNITY COUNCILS

There were no issues raised by Community Councils.

12. ANY OTHER COMPETENT BUSINESS

The Community Planning Manager advised the group that the Argyll and Bute Community Planning Partnership Management Committee met on 19 August 2014, where it was agreed that a summary of matters

discussed at the Management Committee be provided to the CPG to increase transparency and communication within the community planning structure. Ms Gold advised that she would forward the information to the Senior Area Committee Assistant to distribute to members by email.



These are the highlights from the Argyll and Bute Community Planning Partnership Management Committee meeting on the 31st October 2014. These highlights are for information purposes for Area Community Planning Groups and can be shared with the communities that members of the Area Community Planning Group represent.

Highlights of the CPP Management Committee meeting on 31st October 2014.

- It was agreed that the delivery plans of the Single Outcome Agreement are now not subject to further changes for a period of approximately 12 months to ensure stability.
- The Management Committee agreed that two out of the six outcomes that make up the SOA would be scrutinised at each Management Committee and that Outcome 2: We have infrastructure that supports sustainable growth and Outcome 6: People live in safer and stronger communities would be scrutinised in March 2015 with Outcome 3: Education, skills and training maximises opportunities for all and Outcome 4: Children and Young people have the best possible start being scrutinised in June 2015 before the Full Partnership meets to review all outcomes in August 2015. This timetable ensures that the progress of each outcome is monitored and scrutinised effectively by the Management Committee and will also enable any exceptions within other outcomes to be discussed when required.
- Machrihanish Airbase Community Company gave an interesting and informative presentation about the company and their plans for the future. It was suggested that the MAKI Area Community Planning Group may also wish to receive a similar presentation.
- Progress on Outcome 1: The economy is diverse and thriving, was monitored and scrutinised. It was positively noted that unemployment had reduced over the last 12 months with 170 more people now in work, and that overall business confidence remains steady.
- It was agreed that the Economic Summit held on 29th October was a positive event and the Argyll and Bute Sustainable Economic Forum will have close links with the CPP moving forward.
- Progress on Outcome 5: People live active, healthier and independent lives, was monitored and scrutinised. It was noted that the work to deliver the new Health and Social Care Partnership is now well underway with activity across 11 work streams. It was brought to partners' attention that those who deliver the Universal Support Delivered Locally (USDL) are seeking to broaden referrals from a wider range of Community Planning Partners, particularly to include registered local landlords, NHS and ABCAB.
- The key points of the Director of Public Health's Annual Report were discussed looking at Health and its correlation with the environment and in particular climate change. It was noted that a higher percentage of households within Highland and Argyll and Bute are described as "fuel poor" compared to Scotland as a whole.
- An update was given on the progress of Health and Social Integration and it was suggested that similar updates be presented to each Area Community Planning Group.

- The strategic Governance review of the CPP with refined role, remit and membership of groups was approved.
- The Terms of Reference for the Area Community Planning Groups which incorporated the requested changes made from the Groups were approved.
- Highlights from the Area Community Planning Groups were noted. Attendance of CPP partners at the Area Community Planning Groups was encouraged. Particular note was made of the ACUMEN group who presented to the MAKI Area Group on mental health issues and appreciated knowing of their work. Scottish Fire and Rescue commented that they may contact the ACUMEN group for potential partnership working.
- A plan for a Communications Strategy was approved with the approach of answering the question “what does community planning mean for me?”

Argyll and Bute Community Planning Partnership**Mid Argyll, Kintyre and the Islands Area Community Planning Group****3rd December 2014****Agenda Item [for office use]**



Area Community Planning Group Terms of Reference and Membership Review - update

1. Purpose

1.1 The purpose of this report is to give an update on the progress of the current Area Community Planning Group (Area CPG) Terms of Reference (TOR) and Membership Review

2. Recommendations

2.1 Area CPG members are requested to:

- Note that the review process is in its final stage and that the revised governance arrangements are expected to come into force during the March 15 round of meetings.
- Consider issuing invitations to join the Area CPG to all the organisations listed in the proposed initial membership list

3. Background

3.1 The Area CPG Governance arrangements have been under review since July 2014. This review process has now reached its final stage.

4. Detail

4.1 The draft TOR, including the comments made by the Area CPGs during the September round of meetings, was approved by the CPP Management Committee on the 31st of October 2014. A copy of the approved draft has been included as supplementary information.

4.2 The updated TOR will be considered by the Argyll & Bute Policy & Resources Committee on the 18th of December with a view to the revised governance arrangements coming into force during the March 15 round of meetings

4.3 In anticipation of this, it will be necessary to review the membership of the group to comply with the new criteria regarding membership.

4.5 A list of the proposed initial membership of the group has been included as supplementary information.

4.6 The organisations listed will need to be asked to nominate representatives to sit on the Area CPG.

4.7 It should be noted that membership will continue to be reviewed on a regular basis by the Area CPG and there is provision for additional organisations to join the group at a later date to accommodate local circumstances.

5. Conclusions

5.1 The review process is nearly complete and the final action the Area CPG needs to take is to invite the organisations listed in proposed initial membership list to nominate representatives to sit on the Area CPG

6.0 SOA Outcomes

Not applicable. The report relates to the administration of the Area CPG.

Name of Lead Officer

Donald MacVicar, Head of Community and Culture

For further information please contact:

Lorna Elliott, Community Governance Manager, Argyll & Bute Council

Tel 01631 567995

Supplementary Papers

- Proposed Initial Membership List
- Area Community Planning Groups draft terms of reference

Agenda Item XXXX) Area Community Planning Group - Terms of Reference**Argyll and Bute Community Planning Partnership****Terms of Reference: [insert name] Area Community Planning Group**

The [insert name] Area Community Planning Group is a sub group of the Argyll and Bute Community Planning Partnership

It is an unincorporated partnership of agencies and organisations with membership drawn from the public sector, third sector, private sector, community organisations and partnerships that have an interest in [insert name]

Purpose

Argyll & Bute is a large and diverse area. Communities inevitably have different issues even within the overall umbrella of a community plan for the whole area.

Area Community Planning Groups are the vehicle to ensure that there is effective community planning delivery at a local level by:

- Acting on behalf of the Full Community Planning Partnership via the Management Committee to oversee the implementation of Localised Delivery Plans which contribute to the delivery of the Single Outcome Agreement /Community Plan
- Acting on behalf of the community to ensure that local concerns and priorities are highlighted to the Full Community Planning Partnership via the Management Committee.

Role

The role of the [insert name] Area Community Planning Group is to:

- Oversee the implementation of the Localised Delivery Plan for [insert area name]
- Encourage effective working across community planning partners at an area level
- Act as a conduit to ensure that local priorities are met and local issues addressed

Remit

The [insert name] Area Community Planning Group has the authority to:

- contribute to the development of a Localised Delivery Plan for [insert name]
- monitor progress of the Localised Delivery Plan with regard to the agreed outcomes on what is being done within [insert name]
- provide the scrutiny role for the Full Community Planning Partnership within [insert area name]
- consider regular performance monitoring reports and provide information to the Argyll & Bute Community Planning Partnership Management Committee by submitting written reports . A nominated member may also attend a meeting with prior agreement from the chair to provide additional information should a specific issue of concern to the group be scheduled as an agenda item

- form short term working groups to undertake defined pieces of work as required by the group
- engage with communities within [insert area name] to understand their needs and requirements
- inform and consult on issues relating to Community Planning at an area level
- contribute to an annual report on progress on the agreed outcomes

Short Term Working Groups

Short Term Working Groups initiated by the [insert name] area Community Planning Group must:

- be approved at a meeting of the [insert name] Area Community Planning Group and its purpose recorded in the minute of the meeting
- have a named member of the [insert name] area Community Planning Group acting as lead officer for the group
- have a list of members of the group agreed at inception
- have a clear objective agreed at inception
- have a clear remit agreed at inception
- have a clear output agreed at inception
- have a clear start and end date agreed at inception
- have an appropriate source of administrative support identified and agreed at inception
- have an appropriate funding package identified at inception where relevant and a named member of the short term working group undertaking financial responsibility for the initiative
- provide regular reports of activity and progress to the [insert name] area Community Planning Group
- any changes to the above must be approved by the [insert name] Area Community Planning Group and recorded in the minute of the meeting

EQUAL OPPORTUNITIES

The [insert name] Area Community Planning Group will seek to ensure that promotion of equal opportunities is central to its on-going activities

Criteria for Membership

- Membership is drawn from public sector, third sector, private sector, community organisations and partnerships operating within the [insert area name] area.
- Membership is open to all organisations public sector, third sector, private sector, community organisations and partnerships operating within the [insert area name] area with an interest in at least one of the six outcome areas of activity identified in Argyll and Bute Community Planning Partnership's Single Outcome Agreement (SOA).
- Organisations can self-nominate, be invited to join or have a statutory obligation to participate.
- In order to ensure democratic accountability, the Chair and Vice Chair from the Argyll & Bute Council [insert area name] Area Committee and one other Elected Member from

an Argyll & Bute Council [insert area name] Area Committee Ward not already represented by the Chair or Vice Chair will sit as members of the group.

- In order to ensure democratic accountability, community councils situated within the [insert area name] area will sit as a member of the group. Subject to local needs, this may be individual community councils, or by way of a caucus arrangement agreed by the community councils situated within the (insert area name) area, or alternatively one community council representing all of the community councils on a rotational basis. The community council undertaking this role will be nominated by the other community councils within the area on an annual basis or more frequently if agreed locally.
- In order to comply with legislation which governs community planning in Scotland, some organisations have a statutory obligation to participate in community planning. The organisation will nominate the most appropriate person within their organisation to sit as a member of the group.
- In order to reflect the needs of the community and range of activities covered by the Localised Delivery Plan, other organisations and partnerships operating within the local area are also able to sit as members of the group.
- In order to obtain a balanced representation of the above and to ensure a community focussed approach, a ratio of no more than 50% public sector membership should be maintained throughout the lifetime of the group.
- The representatives ought to be able to speak on behalf of their organisation and where appropriate commit funding and other resources to local partnership activity.
- Membership should reflect the needs of the community and can therefore change subject to approval by a simple majority vote of the other members of the group.

Role of Members

[Insert name] Area Community Planning Group members have the following responsibilities:

- To attend the scheduled [insert name] Area Community Planning Group meetings.
- Consistency in attendance by members is necessary to build momentum and progress the activities of the group. Members will be encouraged to appoint substitutes to attend meetings on their behalf if they are unable to attend.
- To communicate information relating to the [insert name] Area Community Planning Group with other members and officers within their own organisation and other organisations operating within the area of activity they represent.
- To communicate information relating to their organisations area of activity to other members of the [insert name] Area Community Planning Group at meetings.
- To raise community planning related issues (that is issues related to Argyll and Bute Community Planning Partnership's SOA) on behalf of the community at [insert name] Area Community Planning Group meetings.

- To contribute to the development, on-going monitoring and review of the [insert name] SOA Local Plan.
- To participate in short term working groups as required.

Meetings

Chair

- The Chair and Vice Chair of the [insert name] Area Community Planning Group will be elected by the members of the group and will be appointed for a period of two years.
- Nominations for the Chair and Vice Chair positions will be proposed and seconded by [insert name] Area Community Planning Group members. Each member will have one vote and a simple majority vote will determine the outcome of the election process.
- The elected Chair, or in their absence, the Vice-Chair shall preside over the meeting. If both are absent, partners will choose a member from the floor to preside.
- Members should respect the authority of the Chair who will decide matters of order, competency, relevancy and urgency.

Quorum

- The quorum for a meeting will be 5.
- If a quorum is not present within 10 minutes of the scheduled start of a meeting or if at any point after a meeting has commenced attendance falls below the quorum the meeting will be declared inquorate.
- If a quorum is not present, at the Chairperson's / Vice-Chairperson's discretion, the meeting shall proceed and any decisions taken will be homologated at the next meeting.
- For purposes of the quorum, participation of partners by video-conferencing or telephone conference links will be considered as present.

Frequency of Meetings

- The Area Community Planning Groups of the CPP will normally meet once each quarter (4 times each year).
- These meetings will normally be in March, June, September and December.
- Where business requires, further meetings can be called with agreement of the Chair subject to the required notice being given.

Conduct of Meetings

- Meetings of the [insert name] Area Community Planning Group will be held in public.
- Observers can only participate in discussion with the agreement of Chair.
- Members must declare any conflict of interests at the start of a meeting and take no part in the consideration of the relevant item.
- Observers wishing to participate in discussion must declare any interest in the subject under discussion.
- All meetings will be minuted and a minute made available through the Council's website and available from a link through the community planning partnership website.
- Meetings of the Area Community Planning Groups will be conducted in accordance with the lead partner's (Argyll & Bute Council) standing orders for meetings subject to any necessary changes as set out above (mutatis mutandis).

Decision making

- All members of the group have equal status

- Each member has one vote
- The Chair retains the casting vote
- All decisions must be clearly minuted with a brief summary of the discussion and reason for decision recorded as well as the outcome
- The minutes should clearly record who or whatever organisation is responsible for action
- Observers and persons attending the meeting in an advisory capacity may provide information but are not part of the decision making process and are not able to participate in a vote

Accountability

The [insert name] Area Community Planning Group is an integral part of Community Planning in Argyll & Bute and is accountable to the following bodies:

- Full Community Planning Partnership via the Management Committee
- Community within its local area
- Argyll & Bute Council as lead partner of Community Planning.

Support

The [insert name] Area Community Planning Group will be supported by:

- A Lead Officer, Argyll and Bute Council Community Governance Manager, to facilitate and promote the smooth operation of the group and work closely with group members to ensure a supportive structure, which responds to the needs of the members in addressing issues.
- Administrative support, organising meetings, taking minutes and associated administrative support will be provided by Argyll and Bute Council, Governance & Law.
- A Local Community Development Officer will have a key role, working in partnership with organisations in the support of community groups, organisations and individuals, particularly those who do not traditionally engage in community issues, to participate in local community planning.

Issue of Papers

- The agenda and papers for the [insert name] Area Community Planning Group will normally be issued 14 days prior to the date of the meeting.
- The Chair can agree to accept late papers.
- The draft Agenda detail will normally be circulated four weeks in advance to allow members to propose items for inclusion
- The agenda and papers will be published on the Argyll & Bute Community Planning Partnership website, the Argyll & Bute Council website and available from a link through the community planning partnership website.

Communications

The [insert name] Area Community Planning Group is an integral part of Community Planning in Argyll & Bute and will follow the guidance set out for Area Community Planning Groups within Argyll & Bute Community Planning Partnership's Communication Strategy.

Winding Up

The [insert name] Area Community Planning Group is a sub group of the Argyll and Bute Community Planning Partnership.

- If the Argyll & Bute Community Partnership is dissolved, the [insert name] Area Community Planning Group will cease to exist by default

- If a review of Argyll and Bute Community Planning Partnership delivery structure should recommend that Area Community Planning Groups should be dissolved to facilitate a new delivery structure, the decision whether or not to wind up the group will be made by the Argyll & Bute Community Planning Partnership following consultation with the Area Community Planning Groups and Argyll & Bute Council as lead partner for community planning within the area.
- Area Community Planning Group members may initiate a proposed wind up of the group by submitting a report outlining the reasons why it was felt the group was no longer required to the Management Committee in the first instance. The decision whether or not to wind up the group will be made by the Argyll & Bute Community Planning Partnership following consultation with Argyll & Bute Council as lead partner for community planning within the area

Approved and adopted at the [insert name] Area Community Planning Group meeting held on [insert date]

DRAFT

Mid Argyll, Kintyre and the Islands Area Community Planning Partnership Proposed Initial Membership

Member Organisation for voting purposes	Sector	Local Representative/ organisations sitting on the Area CPG	Main SOA Outcome area of activity
Argyll & Bute Council	Public	Area Committee Chair	All 6 Outcomes
		Area Committee Vice Chair	
		Elected Member	
Caucus Community Councils	Community	Drawn for the following Community Councils Southend, The Laggan, Campbeltown, WestKintyre, East Kintyre, Tarbert & Skipness, Gigha, IslayJura, Colonsay, South Knapdale, North Knapdale, Ardrishaig, Lochgilphead, West Lochfyne, Furnace, Inveraray, Dunadd, Craignish	All 6 Outcomes
Police Scotland	Public	Representative	Outcome 6
Scottish Fire & Rescue	Public	Representative	Outcome 6
NHS Highland	Public	Representative	Outcome 5
Highland & Islands Enterprise	Public	Representative	Outcome 1 & 2
Argyll Voluntary Action	Third Sector	Local Representative	Outcome 3,4,5,6
Registered Social Landlord	Third Sector	ACHA	Outcome 2
		Fyne Homes	
		West Highland Housing Association	
Kintyre Initiative Partnership	Third Sector	Representative	Outcome 1& 2
Mid Argyll Partnership	Third Sector	Representative	Outcome 1& 2
Islay & Jura CVS	Third Sector	Representative	Outcome 3,4,5,6
Argyll & Bute Social Enterprise Network	Third Sector	Representative	Outcome 1& 2
Health & Well Being Network	Third Sector	Network Kintyre	Outcome 5
		Network Islay	
		Network Mid Argyll	
Mid Argyll Chamber of Commerce	Private	Representative	Outcome 1& 2
Scottish Federation for Small Businesses	Private	Representative	Outcome 1& 2
Argyll & Isles Strategic Tourism Partnership	Private	Mid Argyll Development Agent	Outcome 1& 2
		Islay, Jura and Colonsay Development Agent	
		Kintyre and Gigha Development Agent	

Total Members 16 (100%) Public Sector 5 (31%) Third Sector 7 (44%) Private Sector 3 (19%) Community 1 (6%)

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Argyll and Bute Community Planning Partnership**Mid Argyll, Kintyre and the Islands Area Community Planning Group**Tuesday 2nd December 2104**Agenda Item [for office use]**

SOA Local Development Action Plan Phase 2 Update

1. Purpose

1.1 The purpose of the report is to update Area Community Planning Group members on progress relating to the development of the SOA Local: Mid Argyll, Kintyre and the Islands

2. Recommendations

The Area Community Planning Group is requested to:

2.1 note the findings of the focus group

2.2 consider nominating members to participate in the working group which will take forward the development of the SOA Local: Mid Argyll, Kintyre and the Islands

3. Background

3.1 Community Planning in Argyll and Bute needed to have a local focus. The Action Plan considered at the September Area CPG meeting set out the approach that is being taken to developing the SOA Local: Mid Argyll, Kintyre and the Islands

3.2 The Action Plan is split into phases

- Phase 1 – preparation
- Phase 2 – mapping existing activity
- Phase 3 – development

4. Detail

4.1 A focus group was held in Kilmory Council Chambers by Lochgilphead on 5th November 2014. It was attended by 19 people in Lochgilphead, including representatives from the private sector, the third sector and the Local Authority. In addition there were 3 participants in

Campbeltown and one in Islay who linked in by video-conference. Unfortunately, due to technical difficulties, these participants were unable to take part in the discussions.

4.2 The purpose of the focus group was to:

- Review the priorities and overall conclusions in the local Argyll & Bute: A Good Place to Live, Work and Play Report.
- Review the mapping of actions in the SOA Delivery Plan against the topics highlighted and discussed during the Community consultation events carried out in January/February 2014
- Consider ways to ensure that local community initiatives can link into the SOA Local

4.3 Due to technical difficulties in attempting to include Islay and Campbeltown in the focus group discussion by video-conference, at the start of the session, the group in Lochgilphead did not have time to review the priorities and overall conclusions in the local Argyll & Bute: A Good Place to Live, Work and Play Report and a further opportunity to comment by email on the draft report was made available to participants.

4.4 Discussions included cross-cutting themes such as:

- the need to increase IT skills by business owners (eg online booking systems), and to prevent social and financial exclusion;
- preventing lack of transport from being a barrier, eg moving from school to after school care, accessing extra-curricular activity and learning opportunities, particularly for children and young people,
- making more of the assets we have. The link between our environment and health was made and included a desire to make more of the safer, parallel cycle routes on the forest and other estates, and to increase the profile of the highly accessible routes at the Crinan Canal, Blarbuie etc.
- The attendees are interested to get the most from the schools estate, and link many requirements to training, sports and social activity and care for smaller children to them.
- Localisation of several services was considered to be important, and included the Fire Service and the Tourist offices.

4.4 A summary of findings relating to each of the highlighted topics can be found in the attached supplementary information, which formed the basis of the discussions at the focus group.

4.3 The information gathered will be used to inform the development of the SOA Local: Mid Argyll, Kintyre and the Islands.

4.4 Due to the technical difficulties at the beginning of the session, there was not time to consider ways to ensure that local community initiatives can link into the SOA Local. This will be taken forward during phase 3

4.4 Phase 2 of the action plan is now complete.

4.5 Phase 3 will take place during January and February 2015. It will be taken forward by a working group which will meet on the 14th of January 2015 to review the draft SOA Local: Mid Argyll, Kintyre and the Islands document and to further consider ways of including wider community initiatives into the SOA Local: Mid Argyll, Kintyre and the Islands

5. Conclusions

5.1 The work of the focus group provided valuable information which will be incorporated into the development of the SOA Local: Mid Argyll, Kintyre and the Islands.

5.2 Phase 3 will take forward the development of the SOA Local: Mid Argyll, Kintyre and the Islands.

5.3 The technical difficulties at the start of the session highlighted the challenges faced by the Area CPG with regards to inclusion and equalities of access.

6.0 SOA Outcomes

The report relates to all 6 SOA Outcomes

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Facilitated Workshop Outcome 1: The Economy is diverse and thriving					
Topic Highlighted	Short Term Outcome	Code	Action being taken forward regionally	What action is being taken forward in MAKI?	Where are the gaps?
Local control and community action plans as an economic development tool	To ensure our towns, villages and rural communities are economically dynamic, sustainable and connected building on their distinct opportunities	1.2.6	Deliver Community Account Management model to support sustainable growth and community empowerment.	<i>Tarbert and Skipness DT currently updating their community plan. . Kintyre CAP to be reviewed and considering community account management model.</i>	<i>Needs coordinated, as currently inconsistent, and needs support from HIE/Council</i>
		1.2.4	Prepare a plan to leverage inward investment opportunities at Machrihanish and Campbeltown.		<i>Include the industrial Estate in Lochgilphead. Which should also be in the EDAP.</i>
Barriers to small business development and the need for support and infrastructure	To achieve business growth and additional employment opportunities	1.1.2	Support an increase in international trade through more businesses trading internationally and businesses increasing international turnover.	<i>Fish/shellfish/whisky? Business support options including Just Enterprise, First Port and TSI support for Social Enterprise</i>	<i>Needs good connectivity.</i>
		1.1.4	Support Business Growth (including social enterprise) through HIE / SE account management and Business Gateway (BG)	<i>Agree support of HIE/SE: but increase awareness of what actions we can take., including Just</i>	<i>Need to encourage existing businesses to get quality standards to attract people</i>

Notes in italics are those taken from participants at focus group in Lochgilphead

Facilitated Workshop Outcome 1: The Economy is diverse and thriving					
Topic Highlighted	Short Term Outcome	Code	Action being taken forward regionally	What action is being taken forward in MAKI?	Where are the gaps?
				<i>Enterprise, First Port and TSI support for Social Enterprise</i>	
Employment with a particular focus on farming, tourism and income deprivation and access to jobs	To ensure we have a robust tourism sector with an extended season, a higher value proposition and increased turnover	1.6.1	Secure and maintain ongoing sustainability of the Argyll and Isles Tourism Co-Operative Ltd (AITC) to further develop the tourism value chain linked to the area's unique heritage, provenance and authenticity		<i>Re-establish the local tourist offices and particularly the importance of Lochgilphead as a tourist destination at the crossroads in MAKI.</i>
	To ensure that Argyll and Bute is recognised nationally and internationally as a location for marine education, research and business	1.4.1	Increase awareness of marine employment, education and business opportunities through engagement with SAMS and all local stakeholders		
	To ensure education and skills training opportunities are aligned to economic development opportunities within Argyll and Bute and nationally	3.2.1	Improve the alignment of education and training with business requirements and the economic opportunities in Argyll and Bute.	<i>Food and drink and food processing (from Campbeltown): job opportunities and link training to this</i>	<i>Need to look at what jobs and skills are required in each area, and link training and education to those areas: but what areas are we going to increase? highlight the need to: Raise awareness of enterprise and social enterprise through school curriculum</i>
			Encourage local apprenticeships and training programmes which align with the demands of the local job market.		<i>Focus on tourism/aquaculture for specific area. Also Care training. Alternative vocational</i>

Notes in italics are those taken from participants at focus group in Lochgilphead

Facilitated Workshop Outcome 1: The Economy is diverse and thriving					
Topic Highlighted	Short Term Outcome	Code	Action being taken forward regionally	What action is being taken forward in MAKI?	Where are the gaps?
					<i>training as against academic. Need parity of esteem between vocational and academic training. (Links to outcome 3). Barriers to local apprenticeships is risk of not having jobs, H&S, employment laws etc – solution: someone else to take this up on behalf of business? A&B Council as main employer should take on apprenticeships with young people (Argyll 100 initiative).</i>
	Our partners work together to ensure that we mitigate against the effects of poverty across Argyll and Bute	5.6.7	Adverse impacts of welfare reform are minimised		<i>We have to improve IT to include all of our communities.</i>
Land ownership, community buy outs and land release	To optimise our public assets to best facilitate economic growth	2.7.2	Develop policy framework which maximises economic benefits from our surplus land and building assets (pilot Bute)	Food industry being promoted well (Food from Argyll).	Issues of landowners getting more subsidies for set aside than for renting it out – yet there are young entrants who cannot access land. Is the land available put to its best use?
		2.8.1	To develop a marketing strategy to dispose of public sector surplus property and land		
		2.8.3	Ensure that there is sufficient business land available to develop.)		<i>No big hotel/conference centre: need land+ planning permission. Promote planning to help tourism inward investment et Travellodge Oban needed (3***</i>

Notes in italics are those taken from participants at focus group in Lochgilphead

Facilitated Workshop Outcome 1: The Economy is diverse and thriving					
Topic Highlighted	Short Term Outcome	Code	Action being taken forward regionally	What action is being taken forward in MAKI?	Where are the gaps?
					<i>and 30+ rooms needed Old buildings (hotels, etc) in need of refurbishment.</i>

No mention of housing – supplying housing to attract people to area.

Questions: what is meant by Community Account Management? What is AITe ?

How does the Wood Commission affect this in Argyll & Bute? (Council is undertaking work in this atm)

Facilitated Workshop Outcome 2: We have infrastructure that supports growth					
Topic Highlighted	Short Term Outcome	Code	Action being taken forward regionally	What action is being taken forward in MAKI?	Where are the gaps?
Transport issues were highlighted with a focus on the A83 and improved ferry services encouraging population and economic growth	The transport connectivity across Argyll and Bute is improved	2.1.2	To produce a Local Development Plan Action Programme with a focus on economic growth for Argyll and Bute covering essential services, connectivity including road, integrated transport, rail, ferries, ports, air, active travel, digital technology and grid. CHORD, TIF and Maritime Change Programme. .		Reduce haulage lorries on roads by using our ports Roads+condition+upscale.
Issues relating to renewable energy were raised including grid connection, visual impact and community owned project	The grid connectivity across Argyll and Bute is improved	2.3.1	Influencing the scale and the speed of the investment in the grid		
	To ensure we have a thriving, sustainable renewable energy sector with well-developed local supply chains and community benefits	1.5.1	Establish clear indicators for the use of community benefit funds, with a focus on technical skills training for the sector	. Mid Argyll Chamber of Commerce (HIE supported) project looking at community investment into	Community benefit should not be considered until a decision has been made on planning

Notes in italics are those taken from participants at focus group in Lochgilphead

Facilitated Workshop Outcome 2: We have infrastructure that supports growth					
Topic Highlighted	Short Term Outcome	Code	Action being taken forward regionally	What action is being taken forward in MAKI?	Where are the gaps?
				renewables and investment plans..	
		1.5.2	Influence delivery of Islay Tidal Array through infrastructure, inward investment, supply chain, employment and training		
		1.5.3	Support the development of the local energy supply chain		
Broadband the slow roll out has an impact on small business growth and inbound mobility	The digital connectivity across Argyll and Bute is improved	2.2.1	Deliver the roll out of high speed next generation broadband		training programmes for local businesses – eg v.few do online accomm. Booking. Do we need to focus on businesses only?
Mobile Phone signal is poor in many areas hindering small business growth and inbound mobility	The digital connectivity across Argyll and Bute is improved	2.2.2	Work with key agencies to improve coverage and quality of mobile phone signal		Phone signal etc big issue for tourism as Apps etc need it, and tourism businesses need to offer online booking. Where it is not working it has a very negative impact.
Housing needs including affordability, location, size of property, second home ownership and lack of land for self-building were raised	To ensure that housing supports future economic success and a growing population	2.4.1	To preserve and expand the supply of good quality housing units across all tenures to enable population growth		. Build homes where there is projected increase in population. Issue in Craignish, Whitehouse etc as Housing (Home Argyll) form does not list them.
		2.4.1	To preserve and expand the supply of good quality housing units across all tenures to enable population growth		
		2.4.3	Increase the supply of (affordable) housing development opportunities within Argyll and Bute-MAKI. Informed by local housing needs and possible local industry in that local area	Note that 100 new affordable homes are due to be built on Islay	

Notes in italics are those taken from participants at focus group in Lochgilphead

Facilitated Workshop Outcome 2: We have infrastructure that supports growth					
Topic Highlighted	Short Term Outcome	Code	Action being taken forward regionally	What action is being taken forward in MAKI?	Where are the gaps?
			ie locality specific knowledge.	(TBC). Note that Jura Landowner working with council to build homes.	
		2.4.4	Ensure the development planning process supports the development of housing in Argyll and Bute.		Be wary of dismissing 2 nd homes - use shops and pay council tax – Tیره would die without them. Issue is local affordable housing and keeping it affordable.
	People are empowered to maintain their independence and are an integral part of their local communities	5.1.6	Maintain a new build social housing programme including housing for varying needs to enable people to live more independently.	Local Letting Initiatives (eg Craignish) should be expanded further in area.)	

GAPS:

Lack of local connectivity with local transport deters people from moving to A&B. Cant visit other areas for restaurants and shops – impacts on local economy.

Notes in italics are those taken from participants at focus group in Lochgilphead

Facilitated Workshop Outcome 3: Education, skills and training maximises opportunities for all					
Topic Highlighted	Short Term Outcome	Code	Action being taken forward regionally	What action is being taken forward in MAKI?	Where are the gaps?
Lack of opportunities to take forward lifelong learning with lack of local provision and poor broadband connections being highlighted as barriers.	To ensure education and skills training opportunities are aligned to economic development opportunities within Argyll and Bute and nationally	3.6.4	Provide the opportunity for adults for adults to participate in certificated courses across Argyll and Bute.	<i>Pilot with Council and DWP to connect to schools so that communities can access (Judy Orr from council leading on this). Ensure parity of esteem between academic and vocational qualifications</i>	<i>Including adults in school classes has benefits including better work ethic from adults and stimulation and lessening of isolation for older people. . UHI courses are ideal but the interactive element depends on broadband.</i>
		3.6.7	Improve the learning and skills needs of people seeking a pathway to employment, education or training	<i>Employability fund – Job Centre and SDS.</i>	

Notes in italics are those taken from participants at focus group in Lochgilphead

Facilitated Workshop Outcome 3: Education, skills and training maximises opportunities for all					
Topic Highlighted	Short Term Outcome	Code	Action being taken forward regionally	What action is being taken forward in MAKI?	Where are the gaps?
		3.6.6	Support adults to access learning opportunities and progression so that they gain skills and confidence with a particular focus on digital literacy		
	The digital connectivity across Argyll and Bute is improved	2.2.1	Deliver the roll out of high speed next generation broadband		
Skills and training needs including appropriate training provision of locally important sectors such as forest, husbandry, fish farming, tourism, support for those returning to work, work experience, apprenticeships and the use of online resources	To ensure education and skills training opportunities are aligned to economic development opportunities within Argyll and Bute and nationally	3.2.1	Improve the alignment of education and training with business requirements and the economic opportunities in Argyll and Bute –	<i>this to focus on the Campbeltown/Lochgilphead/Tarbert and Islay Campuses.</i>	<i>there is some really effective work going on in Western Isles, where they now deliver a range of vocational courses, such as boat building and tweed, as well as in partnership with Cal Mac nautical studies, based on economic development skills growth areas and areas of employment opportunity within the local economy</i>
		3.2.2	Increase the number of opportunities for work placements for Senior Phase pupils		
		3.2.3	Provide new and existing SMEs in Argyll with the opportunity to access business skills workshops to help them develop		
		3.2.7	Develop a curriculum for Argyll College which is responsive to local needs		
		3.2.4	Encourage local apprenticeships and training programmes which align with the demands of the local job market.		<i>Young people need better options for lifelong learning and education that doesn't depend on going to cities.</i>

Notes in italics are those taken from participants at focus group in Lochgilphead

Facilitated Workshop Outcome 3: Education, skills and training maximises opportunities for all					
Topic Highlighted	Short Term Outcome	Code	Action being taken forward regionally	What action is being taken forward in MAKI?	Where are the gaps?
		3.2.5	Increase the number of targeted recruitment and training Community Benefits (e.g. apprenticeships, jobs, leadership training etc).		<i>Existing community activities and their activists both provide and support qualificaitons – eg local volunteer who archives the local papers gets a research qualification.</i>

GAPS:

No mention of UHI, as a provider – not just Argyll College.

No mention of Gaelic, which is priority for MAKI.

Argyll College could provide more evening classes and use local schools.

Ensure public transport provision enables young people and students to access educational skills and training.

Get more out of our schools estate by turning them into Community Schools and using them in evenings for adult education

Facilitated Workshop Outcome 4: children and young people have the best possible start					
Topic Highlighted	Short Term Outcome	Code	Action being taken forward regionally	What action is being taken forward in MAKI?	Where are the gaps?
Childcare and the lack of after school care			.		<i>There are issues around the cost of childcare and the removal of barriers to re-entering the workforce. Argyll and Bute Council should support families. Transport is a barrier here, with some afterschools picking kids up and others not. After school clubs should be on school premises. Where there is demand in rural</i>

Notes in italics are those taken from participants at focus group in Lochgilphead

Facilitated Workshop Outcome 4: children and young people have the best possible start					
Topic Highlighted	Short Term Outcome	Code	Action being taken forward regionally	What action is being taken forward in MAKI?	Where are the gaps?
					<p><i>areas, they cannot overcome the costs of meeting Care Commission standards, and third sec provision needs support with this. The private sector is cheaper because it is unregulated. End of school and start of after-school must match in time and accessibility. After school suffers from its voluntary nature and provision can be tenuous – Lochgilphead and Campbeltown have both lost services.</i></p> <p><i>Transport to and from childcare and after school needs to be safe and appropriate – all the buses are in use by the schools at that time. Support and manage the recruitment of childminders as solution for rural areas.</i></p> <p><i>The cost/availability of childcare/after school care during holidays is a barrier. It is preferable that wages for parents improves so that the quality and availability of childcare can be maintained.</i></p> <p><i>Promoting the services to be registered with the Child Inspectorate</i></p>
Access to extracurricular activities	To enhance the contribution of our communities to school curricula	3.3.2	Promote opportunities in all our schools for members of the community to contribute to pupil learning	<i>Latest HMIE inspection rated Tarbert as “excellent” in community</i>	<i>Transport is a big barrier for equitable participation in extra-curricular activities. Students get free bus passes to attend school, but if they stay behind to</i>

Notes in italics are those taken from participants at focus group in Lochgilphead

Facilitated Workshop Outcome 4: children and young people have the best possible start					
Topic Highlighted	Short Term Outcome	Code	Action being taken forward regionally	What action is being taken forward in MAKI?	Where are the gaps?
				<i>participation in school.</i>	<i>participate they then have to pay to get home. This also applies if they have to use after school care. Also enhance contribution of schools to community curricula – see outcome 3 – community schools</i>
	To promote volunteering opportunities to young people within Argyll and Bute	3.4.2	Deliver Involvement Training Programme to develop young people's leadership and participation skills.		
		3.4.3	Increase the number of young people engaged in volunteering.		<i>Identify funding and support to develop Young Firefighters brigades in MAKI – particularly Islay. Each school is different and they need autonomy to decide how to support volunteering among their students and their communities. Look at Escape After school club in Dunoon.</i>

Outcome 5: People live active, healthier and independent lives					
Topic Highlighted	Short Term Outcome	Code	Action being taken forward regionally	What action is being taken forward in MAKI?	Where are the gaps?
Healthier lives and issues around lack of activities, obesity and isolation were discussed	People are empowered to maintain their independence and	5.1.1	Continue to shift the balance of care from institutional to community based settings		

Notes in italics are those taken from participants at focus group in Lochgilphead

Outcome 5: People live active, healthier and independent lives

Topic Highlighted	Short Term Outcome	Code	Action being taken forward regionally	What action is being taken forward in MAKI?	Where are the gaps?
	are an integral part of their local communities	5.1.2	Promote and develop care and support at home that contributes to preventing avoidable admissions to hospital or residential care.	<i>Integrated Care teams work well.</i>	<i>Care has to be as close as possible to people's homes.</i>
		5.1.7	Carers are identified, supported and enabled to fulfill their roles		<i>Conditions for care staff must be considered, particularly that of not being paid when travelling from one client to another.</i>
	Individuals are more physically active	5.2.1	Work in partnership to tackle obesity and diabetes		<i>There is no reference to local produce and healthy eating work in relation to obesity issue. Should there not be an outcome to promote healthy eating via education and community activities</i>
		5.2.2	Improve access and develop more opportunities for people to participate in physical exercise / activity	<i>Already being done: Active Schools, transport for swimming for schools.</i>	<i>Promote existing activities from birth to old age. Better pricing for sports and leisure centres.</i>
		5.2.3	Increase accessibility to outdoor environments / green spaces	<i>Got good Forest schools/nurseries. Do more with what we've got eg Crinan Canal towpath. . Currently progressing: Tarbert outdoor</i>	<i>Improve cyclepaths (a) along A83/Loch Fyne corridor or (b) promoting Forestry Commission/Argyll Estates existing parallel paths. This to improve health and also increase cycling tourism. Make better use of the cycling network. Promote the following</i>

Outcome 5: People live active, healthier and independent lives					
Topic Highlighted	Short Term Outcome	Code	Action being taken forward regionally	What action is being taken forward in MAKI?	Where are the gaps?
				<i>gym.</i>	<i>accessible forestry routes: Blarbuie, Cairnbaan, Barnaluasgan and Crinan Canal</i>
	Mental health and wellbeing is improved	5.4.1	Promote and build social networks to improve mental health		<i>– do not leave out social isolation due to rurality and physical barriers.</i>
Access to health services focussing on the rural nature of the area	People are empowered to maintain their independence and are an integral part of their local communities	5.1.1	Continue to shift the balance of care from institutional to community based settings	<i>Health and Wellbeing Networks are “asset-mapping” to increase awareness of local opportunities.</i>	<i>Return more health care to MAKI. More awareness of H&I travel scheme. Better appointment coordination from urban centres. Increased use of e-health/tele-health for consultations. Serious implications for choices for SDS in rural areas</i>
	The transport connectivity across Argyll and Bute is improved	2.1.2	To produce a Local Development Plan Action Programme with a focus on economic growth for Argyll and Bute covering essential services, connectivity including road, integrated transport, rail, ferries, ports, air, active travel, digital technology and grid. CHORD, TIF and Maritime Change Programme.		

Outcome 6: People live in safer and stronger communities

Topic Highlighted	Short Term Outcome	Code	Action being taken forward regionally	What action is being taken forward in MAKI?	Where are the gaps?
Recruitment issues with Retained Fire Fighters in some parts of the area was discussed	To enhance the contribution of our communities to school curricula	3.3.3	Promote opportunities for young people to access vocational learning through emergency services and uniformed services programmes .		<i>Young firefighters brigade should be established on Islay and in Mid Argyll. Training for retained firefighters needs to be local to support recruitment Due to increased call-outs for fire alarm systems going off, working people are more wary of volunteering for duty and desire to see proactive support from statutory agencies as employers where emergency services are finding it hard to recruit. Increased localisation of recruitment and service. and retention</i>
	To provide the skills needed for our residents to progress in their working and learning lives enabling them to contribute effectively to our communities	3.6.4	Provide the opportunity for adults for adults to participate in certificated courses across Argyll and Bute.		<i>More courses from Argyll College.</i>

Notes in italics are those taken from participants at focus group in Lochgilphead

Outcome 6: People live in safer and stronger communities					
Topic Highlighted	Short Term Outcome	Code	Action being taken forward regionally	What action is being taken forward in MAKI?	Where are the gaps?
The important of partnership working and continued support to the Third Sector was raised	To ensure we have a robust tourism sector with an extended season, a higher value proposition and increased turnover	1.6.2	Create partnership structures with the capacity and desire to develop the culture and heritage sector to maximise the unique opportunities provided by the unique culture and heritage of the area. (why is this here?)		
	To maximise the economic impact of the public sector	1.8.4	Optimise local benefits through public sector procurement process through continued usage of supplier development programme, utilising community benefit clauses where appropriate		
	To optimise our public assets to best facilitate economic growth	2.8.2	Ensure that the opportunities of co-location with partner agencies are considered in the preparation of every strategic change capital business case		
	Children and young people are valued and supported to be the best they can be	4.4.1	Partner agencies provide more creative and positive local opportunities for training and employment for young people		
Community cohesion with a focus on people with disabilities	Stronger, resilient and more involved communities	6.6.1	Work in partnership and support Community Councils to develop community emergency plans.	<i>Community emergency plans now 70% developed – follow up with</i>	<i>Community emergency plans now 70% developed – follow up with exercise to test their readiness.</i>

Notes in italics are those taken from participants at focus group in Lochgilphead

Outcome 6: People live in safer and stronger communities					
Topic Highlighted	Short Term Outcome	Code	Action being taken forward regionally	What action is being taken forward in MAKI?	Where are the gaps?
				<i>exercise to test their readiness.</i>	
	Children and young people are valued and supported to be the best they can be	4.4.3	Ensure that all children and young people with Autistic Spectrum Disorder are able to access a clear pathway for assessment and support across the partnership		

GAPS:

Young driver programmes to help keep young people safe on the roads – subsidise courses and promote.

Large lorries causing hold ups and causing risk-taking behaviours – restrict to certain times?

Notes in italics are those taken from participants at focus group in Lochgilphead

ARGYLL AND BUTE COUNCIL**MID ARGYLL, KINTYRE & THE ISLANDS
AREA CPG****CUSTOMER SERVICES****3 DECEMBER 2014**

ANNUAL COMMUNITY COUNCIL BY-ELECTION

1.0 EXECUTIVE SUMMARY

- 1.1 This report provides an update for partners to note on the membership of community councils in Mid Argyll, Kintyre and the Islands following the annual community council by-elections.
- 1.2 The 2014 annual by-election has resulted in an increase in membership of 11 community councils, it has increased the number of community councils with 100% membership from 3 (pre-election) to 5 (post-election) and managed to fill 55.8% of the vacancies advertised. Only one community council which opted into the by-election did not manage to increase membership.
- 1.3 The Council has undertaken to provide an annual by-election for community councils to increase their membership levels and formalise any co-option undertaken at an AGM by the community councils.

ARGYLL AND BUTE COUNCIL

Mid Argyll, Kintyre & the Islands CPG

CUSTOMER SERVICES

3 DECEMBER 2014

COMMUNITY COUNCIL ANNUAL BY-ELECTION

2.0 INTRODUCTION

2.1 At present there are 18 established community councils in the Mid Argyll, Kintyre & the Islands Area. Each of those 18 community councils were offered opportunity to opt into the 2014 annual community council by-election process in effort to strengthen their membership or otherwise to allow any co-opted members the opportunity to put themselves forward as a candidate in the election. North Knapdale, who have been without community council representation for some time, were also included in the by-election process in effort to establish a community council to represent this area.

2.2 This report provides partners with information about the annual by-election process and the impact that this has had on membership of community councils.

3.0 RECOMMENDATIONS

3.1 That the Mid Argyll, Kintyre & the Islands Area Community Planning Group note that the 2014 annual by-election has taken place and as a result 29 new community councillors have been elected to 11 different community councils in the area.

4.0 DETAIL

4.1 17 community councils were offered the opportunity to participate in the 2014 annual by-election. North Knapdale (who do not yet have a community council) were automatically included in the process. Of those 17, 3 indicated that they had no vacancies to advertise, 3 did not respond to the offer, 1 declined to participate and 10 opted in to the process seeking to fill a total of 44 vacancies.

4.2 The nomination process commenced on 9 October and concluded on 27 October. A total of 29 valid nominations were received and were in respect of the following community councils:

Southend – 2 candidates for 2 vacancies
West Kintyre – 1 candidate for 2 vacancies
Tarbert & Skipness – 5 candidates for 8 vacancies
Islay – 3 candidates for 6 vacancies
Jura – 3 candidates for 3 vacancies
Colonsay – 2 candidates for 4 vacancies
North Knapdale – 4 candidates for 8 vacancies

Ardrishaig – 1 candidate for 3 vacancies
Lochgilphead – 5 candidates for 7 vacancies
Inveraray – 2 candidates for 3 vacancies
Dunadd – 1 candidate for 5 vacancies
West Lochfyne – 0 candidates for 1 vacancy

- 4.3 From the detail above it can be noted that there will be 11 uncontested elections and with North Knapdale achieving the required 50% of candidates required to establish a community council, will, from 27 November have a community council in place. The Returning Officer is currently taking forward arrangements to call an inaugural meeting of the North Knapdale Community Council to formally constitute the community council.

5.0 CONCLUSION

- 5.1 A total of 29 candidates will be elected to serve on 11 different community councils at 11am on 27 November 2014.
- 5.2 The 2014 by-election has been successful in that it has increased membership in all but 1 of the councils participating in the by-election, it has filled a total of 55.8% of the vacancies advertised (when North Knapdale's 8 vacancies are taken into account) and has increased the number of community councils with 100% membership from 3 to 5.

6.0 IMPLICATIONS

- 6.1 Policy – None, the holding of annual by-elections are consistent with policy
- 6.2 Financial – There is an expense associated with running annual by-elections, particularly when contests arise and this will inevitably put pressure on the election budget.
- 6.3 Legal – None, annual by-elections are required to comply with the Scheme for Establishment of Community Councils.
- 6.4 HR – None, while this creates additional pressure on staff in terms of increased workload, the staffing resource is contained to existing postholders.
- 6.5 Equalities – In accordance with existing election franchise, nominations are only accepted from those over 18 who are resident within the community council boundary. This accords with election rules.
- 6.6 Risk – Contested elections do increase pressure on annual budgets
- 6.7 Customer Service – Elections are advertised on the website, in local papers and community councils also promote within their own area. Nominees can lodge nomination papers at their local service points, by post or by email therefore there should be at no disadvantage due to remoteness.

Executive Director of Customer Services

Policy Lead – Councillor Robin Currie, Community & Culture, and Strategic Housing

13 November 2014

For further information contact: Melissa Stewart, Area Governance Officer,
Kilmory, Lochgilphead – Tel. No. 01546 604331

Argyll and Bute Community Planning Partnership**Mid Argyll, Kintyre and the Islands Area Community Planning Group****3rd December 2014****Agenda Item [for office use]**



Mid Argyll, Kintyre and the Islands Community Safety Forum Update

1. Purpose

The purpose of this update is to provide Area Community Planning Group members with bullet point highlights of matters discussed at the Mid Argyll, Kintyre and the Islands Community Safety Forum meeting held on the 4th of November 2014

2. Key Points

- The Road Safety Officer gave an update on the work of the Road Safety Unit in respect of education, training and publicity outlining work going on in pre-school, primary and secondary schools.
- The Road Safety Officer also intimated that there will be changes to the drink drive legislation on the 5th of December where the drink drive limit is lowering from 80mg of alcohol in 100ml of blood to 50mg of alcohol in 100ml of blood.
- The Trading Standards Officer provided an update on various initiatives, such as “Door Stop Sales” and advised that leaflets were currently available from the Council’s Customer Service Centres and local Police Offices. She also spoke of the ‘call-blockers’ initiative and advised that the device can be supplied free of charge to vulnerable people through a referral system
- The RNLI advised that there was no planned de-watering of the Crinan Canal at this time
- Scottish Fire and Rescue service outlined various initiatives being run by the Fire Service, including the Autumn plan which targeted the Bonfire season and the PR campaign ‘Join Scotland’s Fight Against Fire’
- Police Scotland spoke of the Christmas Road Safety Campaign and a publicity campaign relating to domestic rapes and stalking offences which would also be aired over the festive season
- Kintyre Crime Prevention Panel gave an update on the successful launch of the Seasonal Beer Mat Campaign which highlights the dangers of drinking and driving and

advised that East Kintyre Windfarm Trust had been approached regarding funding for domestic abuse alarms

3. Further Information

The minutes of the meeting can be found at the following link
<http://www.argyll-bute.gov.uk/moderngov/ieListDocuments.aspx?CId=399&MId=6370&Ver=4>

Date of next meeting –to be confirmed

4.0 SOA Outcomes

Outcome 6: Safer and Stronger Communities

Chair

Cllr Horn

Anne.horn@argyll-bute.gov.uk

For further information please contact:

Robert Cowper, Anti-social Behaviour Coordinator

Tel 01436658831

Argyll and Bute Community Planning Partnership**Mid Argyll, Kintyre and the Islands Area Community Planning Group****3rd December 2014**

Business Gateway

1. Purpose

Information on Funding sources

2. Recommendations

Read over information and take leaflets for reference.

3. Background

One of Business Gateway's tasks is to signpost clients towards potential funding routes.

4. Detail

There are leaflets on two relatively new sources of loan funding, plus our existing Business Growth Grant for future reference. The main purpose of this is to bring this to the attention of a wider audience and let folk know that it is available when they are speaking to businesses. Any enquiries can come to us initially to discuss in more detail.

West of Scotland Loan Fund - <http://www.wslf.co.uk/>

Loan administered by Developing Strathclyde Limited(DSL) (<http://www.dsl-businessfinance.co.uk/>) and now available throughout the Argyll & Bute area which was previously excluded. DSL provide loans of up to £100,000 and are available at a current interest rate of 5%. Security may be required. Some sectors are excluded.

Start Up Loan - <http://www.startupfinancescotland.co.uk/>

UK wide programme of loan support for new businesses. Rolled out now across Scotland having been trialled in England. The business must have been trading for less than 12 months and have a viable business proposal, which indicates that the business is capable of repaying any loan. The loan is unsecured (£1,000 - £25,000) with a current interest rate of 6%. The applicant must pass an initial credit check.

Business Gateway Plus Growth Grant - <http://www.argyll-bute.gov.uk/business-gateway-plus>

Grant of up to 50% (max £3,000) available to support businesses with growth plans. New businesses must have been trading for at least 3 months and be able to demonstrate anticipated Turnover of £70k in the first 18 months of trading. For existing businesses an annual turnover of £70K is required. In both cases, the grant must be allied to a project which will further increase the business's turnover.

5. Conclusions

Name of Lead Officer

Donald Melville Business Adviser, Business Gateway

Tel 01546 604 555

For further information please contact:

Sam Ford, Business Gateway

Tel 01546 604 555

Argyll and Bute Community Planning Partnership**Mid Argyll, Kintyre and the Islands Area Community Planning Group****3rd December 2014****Agenda Item [for office use]**



Kintyre Initiative Partnership Update

1. Purpose

The purpose of this update is to provide Area Community Planning Group members with bullet point highlights of matters discussed at the Kintyre Initiative Partnership meeting held on the 31st of October 2014

2. Key Points

- The group received a presentation from the Argyll and the Isles Tourism Partnership. Carron Tobin, Development Manager for Argyll and Isles Tourism Co-operative (AITC) gave background information and details of the recent marketing and brand development activities of the organisation. She introduced Iain Johnston, who has been employed as one of the 7 Development Agents for 2014 across Argyll and the Isles. She advised that Iain's job was to provide a resource for capacity building within the tourism sector in Kintyre over the winter.
- The group considered a presentation outlining the MacMillan Cancer Information and Support Service. It offers access to quality information on all aspects of being affected by cancer and is based in the welcoming and accessible environment of a library. There are four core partners; Argyll and Bute Council, Argyll Voluntary Action, MacMillan Cancer Support and NHS Highland, as well as the partnership working with community groups, national and local charities and businesses.
- The Chair thanked Ms Henderson for her informative presentation and requested that she bring the presentation to a future meeting of the Mid Argyll, Kintyre and the Islands Community Planning Group.
- The next Campbeltown Ferry Sub Group meeting was scheduled for the 12th of December 2014

3. Further Information

The minute of the meeting can be found at the following link
<http://www.argyll-bute.gov.uk/moderngov/ieListMeetings.aspx?CId=398&Year=0>

Date of next meeting 12th December 2014

4.0 SOA Outcomes

Outcome 1 - in Argyll and Bute the economy is diverse and thriving
Outcome 5 - people live active, healthier and independent lives

Chair

Cllr Rory Colville

Rory.colville@argyll-bute.gov.uk

For further information please contact:

Lorna Elliott, Community Governance Manager, Argyll & Bute Council

Tel 01631 567995

Community Planning Group Paper

Submitted 21st November 2014

Mental Wellbeing in Argyll and Bute

1 BACKGROUND AND SUMMARY

- 1.1 This paper will give a general update regarding local and National mental health and wellbeing issues.
- 1.2 The current local mental health and wellbeing strategic framework is due to come to a conclusion in December. Progress to date on the current local strategic framework has been collated and an extension of this strategic framework was agreed by the Programme Board in August 2014. The supplement is now available to download and will conclude in December 2016. Currently the National Mental Health Strategy is due to finish in 2015 and we expect the new National Strategy to be published in 2016. This explains why we have added a supplement to the current local strategy in order to bring it in line with the release of the new National Strategy. In the meantime, partners should make themselves aware of the content of the local strategy and undertake, monitor and report any actions which contribute to achieving the outcomes within the framework.
- 1.3 A scoping exercise to identify the availability of mental health and wellbeing training provision in Argyll and Bute has been undertaken. Subsequent streams of work have been established to focus in on how training could be provided, delivered and financed in the future. Partners should take note of the difficulties and get involved in finding solutions.

2 RECOMMENDATION

- 2.1
 - 1 Partners are encouraged to read the current Strategic Framework for Mental Wellbeing in Argyll and Bute and the additional supplement (which will be available on NHS Highlands website in Dec 2014), and undertake activities which contribute to achieving the outcomes stated in these documents.
 - 2 Partners should recognise the importance of mental wellbeing in the Single Outcome Agreement and how support to build healthy communities results in healthy people. Every one of us has mental wellbeing and a wide range of stakeholders have a contribution to make in improving it.
 - 3 Partners are encouraged to recognise the impact of preventative approaches in mental wellbeing.
 - 4 Partners should recognise the value of training as a means of supporting staff and communities to prevent mental ill health and support wellbeing. They can support training availability and delivery by providing financial support to partners and staff and by working together to share resources which will enable training to be delivered regularly, locally and cheaply.

3 DETAIL

3.1 **Strategic Framework for Mental Health and Wellbeing in Argyll and Bute 2012-14**

The local strategy was written in response to a request by the Mental Health Redesign Implementation Group in 2011. At that time the new National Strategy (Mental Health Strategy for Scotland 2012-15) was in development and the previous Policy and Action Plan Towards a Mentally Flourishing Scotland (TAMFS) had come to the end of its period.

3.2 Sam Campbell the Health Improvement Specialist was tasked with leading on this work and pulled together a small working group of partners to develop the local strategy. For various reasons this piece of work fell off the agenda of the Modernisations Operational Meetings. A significant amount of work has taken place under all five of the adult and later life related areas. There are still opportunities for activities to take place in support of improved mental health and wellbeing with partners support and the supplement to the current strategy will be available on the NHS Highland website in December.

Extending the life of the current strategy will allow work to take place to implement activities within the strategy and provide a stable framework to work towards in a period of transition from the current National Strategy to the next and further as we move towards integration of the Council and NHS. Some amendments will be required as for example, the Choose Life Project funding may not be continued which would result in section 5 'Reducing Suicide and Self Harm' activities being allocated to other partners to take forward.

3.3 "People with mental illnesses represent nearly one half of all the health-related suffering in this country. Within the NHS they represent the greatest areas of unmet need both among adults and children." (How mental health loses out in the NHS. A report by The Centre for Economic Performance's Mental Health Policy Group, June 2012).

Significant evidence shows that mental health influences a broad range of outcomes for individuals and communities (Mental Health, Resilience and Inequalities. Friedli 2010). Mental health problems have increasingly been shown to precede, and be important in the recovery from, physical health problems. For example, the Whitehall Study showed that emotional health, especially negative affect – a general tendency to report 'distress, discomfort, dissatisfaction, and feelings of hopelessness' – predicts the onset of heart disease and poorer recovery from infarcts independently of other risk factors. (1)

Psychological distress is also a risk factor for stroke. (2) For people with a diagnosis of severe mental illness such as depression, the risk of physical illness is high: 46% of people with a mental health problem have a long-term physical health problem such as coronary heart disease or COPD. (3)

Mental illness also increases the risk of cancer, (4) musculoskeletal problems like back pain (5) and psychosomatic problems like irritable bowel

(6) and possibly a range of other diseases. (7) Death rates are also higher in people with mental illness compared to people without mental illness, especially deaths from cardiovascular, respiratory and infectious diseases. (8).

It has been estimated that the Social and economic cost of mental health problems in Scotland amounts to £8.6 billion – 9% of Scotland’s Gross Domestic Product. (Audit Scotland, 2009). Research indicates that in times of economic hardship people’s mental health and wellbeing suffers and suicide rates increase. (NHS Health Scotland, 2011).

“The evidenced ‘poverty-ill health-poverty cycle makes clear that over the individual life-course, poverty is associated with higher prevalence of mental health issues, addictions and early onset of chronic disease as well as impaired early years development and reduced educational attainment. These factors significantly compromise both entry into and sustained participation in the labour market, thus perpetuating the susceptibility to poverty over the life-course and for potentially the next generation”. (The rise of in-work poverty and the changing nature of poverty and work in Scotland: what are the implications for population health? Glasgow Centre for Population Health, Oct 2013).

Community Development for Health Improvement

Mental health is a strategic priority in the Joint Health Improvement Plan and is taken forward in Argyll and Bute in a number of ways, in many cases utilising an assets based approach to community development. This approach is taken forward by the seven Health and Wellbeing Networks who deliver activities which contribute to healthy communities.

3.4 Mental Health Training Provision on Argyll and Bute

Mental health awareness can form part of a preventative approach to improving mental health and wellbeing in Argyll and Bute as awareness can result in early intervention, which in turn can reduce the likelihood of people going into crisis. Utilising a preventative approach has considerable support. “A cycle of deprivation and low aspiration has been allowed to persist because preventative measures have not been prioritised. It is estimated that as much as 40 per cent of all spending on public services is accounted for by interventions that could have been avoided by prioritising a preventative approach.” (Commission on the Future Delivery of Public Services, Christie 2011).

Both the Scottish Government and Health Scotland promote a preventative approach to Mental Health Policy in Scotland in response to the evidence base. “A small improvement in population wide levels of wellbeing will reduce the prevalence of mental illness, as well as bringing the benefits associated with positive mental health” (Mental Health, Resilience and Inequalities. Friedli 2010).

3.5 Areas of concern identified by the scoping project covered issues such as places on training available, booked and then not used; significant staff

changes resulting in a lack of trainers being available resulting in reduced availability of many courses. There are gaps in the types of courses available to some groups such as young people and dementia training. Finally, funding for Choose Life is under review with the current funding stream due to finish in March 2015. Discontinuation of this will result and all suicide prevention training ceasing from March 2015.

These issues will have a significant impact upon staff in the NHS, Council and Third sector as some of this training is mandatory for NHS and Council staff. Tightening budgets put availability and delivery of training at risk. For example, courses such as Scotland's Mental Health First Aid are predominantly utilised by the Third Sector with 50% of places going to Third Sector Staff. This course is currently funded entirely by NHS Highlands Public Health budget. Information gathered by the Third Sector work stream identified issues for Voluntary Organisations in funding training courses for staff as most funders including Argyll and Bute Council do not fund training costs within Service Level Agreements thus, making it difficult for organisations to finance their staffs continual professional development and could result in staff lacking important skills and knowledge to support mental health and wellbeing in the communities they work with.

4 CONCLUSION

- 4.1 Partners are encouraged to undertake actions and activities identified in the Strategic Framework for Mental Wellbeing in Argyll and Bute and familiarise themselves with the supplement which will be available in December 2014.
- 4.2 As part of a preventative measure to improve mental health and wellbeing in Argyll and Bute it is important that training is available to people and staff living and working in the area. This outcome is specified within the current local Mental Health Strategy, the National Mental Health Strategy and the current Single Outcome Agreement (5.4.2-5.4.4) and should be made explicit in Local Area Plans. Ongoing work by Sam Campbell will help to inform the 'best buys' with regards to mental health and wellbeing training courses.

For further information please contact:

Sam Campbell

Senior Health Improvement Specialist – Mental Health

01436 655076

ATTACHMENTS

Strategic Framework for Mental Wellbeing in Argyll and Bute 2012-2014.

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MAKI Locality Update for Community Planning Group – December 2014
Report by Lorraine Paterson, Locality Manager – MAKI

Background and Summary

This paper updates on issues previously reported at MAKI CPG meetings and highlights recent locality developments/issues.

Report

Kintyre

- A series of public consultation meetings have taken place across Kintyre to engage public in proposed changes to GP services, RCOP and changes in ECCT. These will continue into December.
- There has been no interest expressed in the vacant GP post in KMG.
- The vacant ECCT team lead post has been advertised internally with one application. Interviews will take place at the same time as interviews for inpatient services SCN post. Currently a member of staff is acting as team leader on a fixed term contract.
- The SCN post for inpatient services becomes vacant at the end of December. This was advertised internally with no interest expressed and has now gone external. So far there has been two informal expressions of interest and applications are expected.
- Extended community nursing team is now working to 22.00 x 7 days per week.

Islay & Jura

- From 1 November 2014, the two Islay principal GPs will be running all three Islay practices. Recruitment of two additional GPs to replace the recently retire GPs, Rhinns GP, Dr Grace Gibson and Drs Chris Abell and Sandy Taylor who job-shared one position across the three practices. Alan Beresford has been appointed Business Development Manager and is working to integrate the three practices in a gradual manner.
- Islay Hospital buildings have been reviewed by a multidisciplinary group with public representation and the optimal site to be agreed for the location of a Macmillan end of life care room and relatives' overnight room. Proposals are being considered for further development to improve the space, provision and configuration of the hospital and at the feasibility of including dental facilities in the hospital.
- Workforce development continues with more patients being able to stay for treatment on the island as a result of improved clinical skills
- Work to develop use of telemedicine is continuing to prevent unnecessary travel for patients to the mainland, by replacing some face to face consultations as appropriate with videoconference consultations.
- Recent engagement with the community continues with PPF to be held during November and December in all four satellite areas of Islay and Jura

Mid Argyll

- CHP Senior Manager and members of the Reshaping Care of Older people implementation Group attended Community Council meetings in Inveraray, Tarbert & Skipness and Ardrishaig in November to consult on the Strategic Vision around Living Well in Argyll & Bute We have delivered the questionnaire booklet and encouraged the communities to consider their needs and to highlight them using this tool. The consultation has been extended until the end of January 2015. The Community

Councils have welcomed the presentation and question/answer opportunities at these meetings and we will be attending the other local Community Councils in December

- We have closed Cara Ward in MACHICC on an interim basis due to staffing pressures. The staff and patients have moved to adjacent wards and are now settled. This situation remains under constant review.
- We had an announced Healthcare Inspection of MACHICC in July. The Inspectors have provided a report which was made public on 12 September 2014. The report has provided NHS Highland (MACHICC) with 4 recommendations and 4 requirements. All of which MACHICC has fully met and a response will be provided with evidence to the Health Environment Inspectorate
- Mid Argyll Diabetes Group is growing from strength to strength providing excellent resources, support and networking opportunities for members with input from Pat Tyrrell, Lead Nurse A&B CHP
- The recruitment process for remote and rural GP's continues with National Adverts on TV and Poster campaign on buses. The Lochgilphead Medical Practice has had some interest and have undertaken some initial informal discussions with potential candidates.

Management Committee**Date: 31 October 2014****Agenda Item: 6a**

Integration of Health & Social Care

1.0 Purpose

Argyll and Bute Council and NHS Highland are actively planning for the implementation of new arrangements to meet statutory duties and responsibilities that will shape the future delivery of Health and Social Care in Argyll and Bute as outlined within the Public Bodies (Joint Working) (Scotland) Act 2014. This legislation places a duty on Local Authorities and NHS Boards to develop defined arrangements for the integration of Health and Social Care services in their area.

This report provides an update on a previous report submitted on 19th August 2014 to CPP Management Committee.

2.0 Recommendations

CPP Management Committee is asked to note the following issues;

- The Interviews for the post of Chief Officer are took place on 7th and 8th of October 2014. An appointment is imminent.
- 470 staff attended information sessions across Argyll and Bute to find out more about our plans to create a new Health and Social Care Partnership in Argyll and Bute. Sessions were delivered in Cowal, Bute, Helensburgh, Mid Argyll, Kintyre, Oban, Coll, Islay, Tiree and Mull. The feedback from the staff in relation to the sessions was positive. Further sessions are planned for staff in December 2014.
- Engagement and Involvement sessions are currently being finalised in partnership with the Scottish Health Council to have local conversations with small groups of people in localities who have an interest in health and social care during November and December. Sessions are also being planned with staff involved in re-shaping care for older people during the same period to larger audiences across localities.
- A new joint staff partnership forum involving management and Trade Union reps from both NHS and Council is now established. This forum will provide an appropriate setting to discuss issues relating to integration during 2014/15.

- A national Integration Scheme has been devised by Government and Partnerships across Scotland are advised to use the draft Scheme to ensure compliance with the requirements of the Regulations. The Scheme needs to be submitted to Scottish Government by Mid-February 2014.
- The Shadow Integration Board met for the first time on 10th September to oversee the recruitment of the Chief Officer post and start to ensure the work of the Programme Board and joint project team produces the outputs required to set up the new partnership arrangements.
- The Shadow Integration Board will not have any legal powers until the 1st April 2015 which is in line with the regulations and guidance associated with the Act. Councillor Dougie Philand was appointed Chair and Robin Creelman was appointed Vic-Chair of the Shadow Integration Board on the 10th September 2014.
- It has been agreed by the Shadow Board that the four current administrative areas of Cowal and Bute, Helensburgh and Lomond, Mid-Argyll and Kintyre and Oban Lorn and the Isles are the designated Localities in terms of the requirements of the legislation.

3.0 Background

The Integration Programme Board have been meeting regularly to oversee the work of a joint project team charged with taking forward the preparatory work to deliver the new Health and Social Care Partnership. The project team are currently working on 11 work streams covering specific areas which include HR, Finance, Performance, Quality, Operations, OD, Property, Commissioning, IT, Communication and Support Services.

4.0 Detail

The scope of services to be delegated to the new Health and Social Care Partnership was endorsed by the Council and NHS Highland at their respective meetings in June 2014.

The move towards the creation of the new Health and Social Care Partnership is making good progress as work continues on the submission of our draft Integration Scheme to the Scottish Government by Mid-February 2015. Once approved the Integration Scheme will describe the strategic and operational framework within the body corporate delivery model which meets the statutory requirements of the Public Bodies (Joint Working) (Scotland) Act 2014. The Shadow Board will then be granted the power to form the new Integration Joint Board which will have the legal powers to oversee the strategic and operational duties and responsibilities of the new Health and Social Care Partnership.

5.0 Conclusions

Argyll and Bute Council and NHS Highland are working towards the implementation of a new Health and Social Care Partnership which will deliver improved outcomes and more integrated services for people across Argyll and Bute by the 1st April 2015.

The Partnership needs to meet new duties and responsibilities as detailed in the Public Bodies (Joint Working) (Scotland) Act 2014 Regulations and Guidance. The new Health and Care Partnership will develop its links with the CPP and build effective joint working arrangements which ensure delivery of improved outcomes for people across Argyll and Bute.

6.0 Implications

Strategic Implications	SHORT TERM OUTCOME 5.5 We have accessible high quality services which improve quality of life and wellbeing.
Consultations	A full programme of staff and community engagement is being finalised to meet statutory requirements of the legislation.
Resources	The budget for the new Health and Social care partnership is currently being assessed and agreed. It is expected to be in excess of over £200million.
Prevention	Yes. The growing older population and on-going health inequalities can only be tackled by the integration of budgets to agree on strategic and operational priorities during the next 20/30 years.
Equalities	This will ensure access to a range of health and social care support is available to people living in Argyll and Bute.

Allen Stevenson
Joint Project Manager-Integration
Lead Officer – Outcome 5

For more information contact: Allen Stevenson
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