

**MINUTES of MEETING of ARGYLL AND BUTE COMMUNITY PLANNING PARTNERSHIP -  
MANAGEMENT COMMITTEE held in the COUNCIL CHAMBERS, KILMORY, LOCHGILPHEAD  
on FRIDAY, 25 APRIL 2014**

**Present:** Paul Connelly, Scottish Fire and Rescue Service (Chair)  
Councillor Ellen Morton Glenn Heritage, Argyll Voluntary Action  
Ishabel Bremner, Argyll and Bute Council Jane Jarvie, Argyll and Bute Council  
Douglas Cowan, HIE Donald MacVicar, Argyll and Bute Council  
Fraser Durie, Argyll College Gail McClymont, Police Scotland  
Jane Fowler, Argyll and Bute Council Diane McMillan, Argyll and Bute Council  
Elaine Garman, NHS Highland Samantha Quarton, Argyll and Bute  
Council  
Rona Gold, Argyll and Bute Council Cleland Sneddon, Argyll and Bute  
Council  
Donald Henderson, Scottish Government

**1. WELCOME AND APOLOGIES - PAUL CONNELLY**

Apologies received from  
Councillor Dick Walsh  
Barry McEwan Police Scotland  
Sally Loudon Argyll and Bute Council  
Andrew Campbell Scottish Natural Heritage  
Garry Fraser Scottish Ambulance Service

Introductions were made and Rona Gold, Community Planning Manager was welcomed to the Community Planning Partnership.

**2. MINUTE OF THE CPP MANAGEMENT COMMITTEE MEETING 19TH FEBRUARY 2014**

The minutes from the meeting of 19<sup>th</sup> February 2014 were agreed and proposed by Douglas Cowan, seconded by Donald MacVicar.

**3. ACTION TRACKER**

The Action Tracker was updated and approved. It was agreed that the Action Tracker would continue to be circulated in advance of the meeting and alongside the Minutes.

#### **4. OUTCOME 1: IN ARGYLL AND BUTE THE ECONOMY IS DIVERSE AND THRIVING**

##### **(a) FINAL DELIVERY PLAN FOR SIGN-OFF**

Douglas Cowan advised that he felt the Members Seminar was a positive and challenging event and that he had amended the Delivery Plan following this. Douglas suggested that it would be helpful to define what the population aspiration was in the SOA itself as this would benefit several outcomes and targets. Discussion ensued on whether sections of the population that required focus needed to be articulated or whether the aspiration could remain high-level.

#### **5. OUTCOME 2: WE HAVE INFRASTRUCTURE THAT SUPPORTS SUSTAINABLE GROWTH**

##### **(a) FINAL DELIVERY PLAN FOR SIGN-OFF**

Donald MacVicar gave an overview of the delivery plan. It was noted that there were still a few gaps however these should be filled over the next few days. It was suggested and agreed that SPT and Loch Lomond and the Trossachs National Park should be included as key partnerships. Samantha to update.

2.8 – Douglas Cowan felt that there was a wider issue here and it was agreed that he would speak to Fergus Murray further regarding this to determine a performance indicator and appropriate target.

2.1.2 – Elaine Garman queried whether the infrastructure action plan would include the transport of people for health. Donald MacVicar believed that the plan should cover all transport needs but that this would be checked.

#### **6. OUTCOME 3: EDUCATION, SKILLS AND TRAINING MAXIMISES OPPORTUNITIES FOR ALL**

##### **(a) FINAL DELIVERY PLAN FOR SIGN-OFF**

Cleland Sneddon gave an overview and description of the short term outcomes. Cleland advised of the partnership focus to transitions, the links to the work of early years in other outcomes and of the appropriate focus to the vulnerable with the responsibility being placed on the CPP in relation to these.

Glenn requested that the completion dates in 3.6.2 be reduced by one year. Samantha to adjust.

Douglas asked whether an action was required in relation to Regional Skills with Fraser keen for something specific to be included. It was agreed that Fraser would contact Morag Brown in relation to this.

**7. OUTCOME 4: IN ARGYLL AND BUTE CHILDREN AND YOUNG PEOPLE HAVE THE BEST POSSIBLE START**

**(a) FINAL DELIVERY PLAN FOR SIGN-OFF**

Elaine presented this on behalf of Pat Tyrrell and advised that it covered most of the Integrated Children's Plan and that there was some fine tuning required on some targets and timescales.

It was agreed that any further amendments should be submitted by 5.00 on Thursday 1<sup>st</sup> May.

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

**(a) FINAL DELIVERY PLAN FOR SIGN-OFF**

Elaine advised that there had been some consolidation of the timescales and targets and had submitted minor amendments to Samantha already. It was noted that there was a gap at 5.4.2 which Elaine would follow up.

**(b) ARGYLL AND BUTE ALCOHOL AND DRUGS PARTNERSHIP UPDATE REPORT - CLELAND SNEDDON**

Cleland updated the group on the work of the Alcohol and Drugs Partnership (ADP) and highlighted the successes of the partnership such as reduced waiting times and meeting 94% of the national target. He advised that there had been changes in governance structures and that they were currently developing an appropriate scorecard. Cleland also gave an overview of some of the challenges facing the ADP.

The group agreed to the recommendations at 2.1 of the paper.

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

**(a) FINAL DELIVERY PLAN FOR SIGN-OFF**

Gail McClymont gave an update on the delivery plan for this outcome. It was noted that there were a few areas where targets were not complete, Donald MacVicar explained the reasons for the delay. It was agreed that Loch Lomond and the Trossachs National Park should be included as a key partnership here too. Samantha to update.

**(b) ARGYLL AND BUTE LOCAL POLICING PLAN 2014-2017**

Gail advised of the priorities within the Local Policing Plan and spoke of how it had gone to public consultation and strategic assessment. The Plan is currently out for comment and will be presented to the Performance Review and Scrutiny Committee at the end of May 2014. It was requested that any comments be sent straight to Barry McEwan's team.

Cleland also took the opportunity to praise the style and content of the recent Police Newsletter.

**(c) ARGYLL AND BUTE LOCAL FIRE PLAN 2014-2017**

Paul presented the Local Fire Plan which highlights the priorities in Argyll and Bute for Scottish Fire and Rescue Service. It was noted that the map was to be amended prior to going to the PRS committee in May.

Any comments to be submitted directly to Paul.

**10. SOA - UPDATE ON MINOR AMENDMENTS AND REFORMATTING**

Samantha gave a brief overview on the minor amendments to the formatting of the SOA and the inclusion of a contacts page. The changes were approved.

**11. SOA BUDGET ALIGNMENT - UPDATE FROM PARTNERS**

Donald MacVicar explained that the template was not working for Police, Fire and the NHS. He advised that Sally Loudon was going to ask other Chief Executives how budget alignment was being tackled in other Community Planning Partnerships. Paul gave an overview of the difficulties that had arisen due to the recent merge and how budgets could cover 2/3 local authorities however these issues should be resolved over time.

It was agreed that Glenn would undertake the budget alignment exercise for the Third Sector Partnership.

Donald MacVicar confirmed that budget alignment was a long-standing request from the Scottish Government and needed to be resolved.

**12. SCOTTISH FIRE AND RESCUE SERVICE - SELF-ASSESSMENT PILOT**

Paul gave an overview on the self-assessment pilot and explained that dates had not yet been set but SFRS were looking for people to approach. It was agreed that Paul would get dates to Rona and she would obtain names of three people from the council to participate.

**13. LOCAL AREA COMMUNITY PLANNING EVENTS - DETAILED UPDATE**

Donald MacVicar spoke of the key findings of the report which showed that employment was seen as the top priority for residents and that family connections / lifestyle were also important factors for people moving to the area. It was agreed that work of the CPP can influence lifestyle factors.

Douglas questioned whether the approach undertaken on community engagement was appropriate for future engagement.. It was agreed by all that it was a worthy exercise with many lessons learned and that alternative approaches would be considered for future to make best use of resources and increase participation.

#### **14. AREA BASED ECONOMIC DEVELOPMENT ACTION PLAN 2014-2018**

Ishabel Bremner advised that the Economic Development Action Plan's (EDAP) had gone through another period of consultation and had recently been signed off by the Area Committees and SMT as working documents for the next 3 years. Ishabel has mapped the SOA outcomes onto each EDAP to reflect alignments. It was agreed that Ishabel would come back to the Management Committee in approximately 6 months' time to update further on the work of delivering the EDAP's which would mirror the Area Committees.

The group agreed to the recommendations at 2.1 of the paper.

#### **15. POPULATION SUMMIT**

Jane Fowler updated everyone on the objectives of the Population Summit and gave an overview of the agenda with discussion following this. Jane confirmed that all CPP partners should receive a diary invite. As the Population Summit is imminent, it was suggested that any further ideas for participation and attendance should be given to Jane as soon as possible.

#### **16. COMMUNITY PLANNING PARTNERSHIP CONFERENCE**

Donald MacVicar spoke of the upcoming CPP conference due to take place in Edinburgh in June. It was confirmed that there were 5 places available to each CPP and that Barry and Paul would be attending as part of the WDC contingent. It was agreed that Donald MacVicar, Rona and Glenn would attend. Elaine Garman advised that she would see if anyone could attend from the NHS and the last place was likely to be taken by Sally Loudon.

#### **17. AOCB**

Donald MacVicar advised of the Policy Lead Briefing due to take place on the 14<sup>th</sup> May.

It was also agreed that the Short Term Outcome Leads would be contacted for data gathering and that Rona would be in touch with all Outcome Leads and Short Term Outcome Leads in due course to arrange meetings.

It was agreed that Jane Jarvie provide a communications options report for discussion at the next meeting.

#### **18. DATE OF NEXT MEETING - THURSDAY 31ST JULY 2014**

It was agreed that as many of the partners would not be able to attend in July due to the Commonwealth Games that this meeting be deferred until August.

The meeting has been arranged for Tuesday 19<sup>th</sup> August 2014 in the Council Chambers, Kilmory.