

**MINUTES of MEETING of ARGYLL AND BUTE COMMUNITY PLANNING PARTNERSHIP -  
MANAGEMENT COMMITTEE held in the COUNCIL CHAMBERS, KILMORY, LOCHGILPHEAD  
on TUESDAY, 19 AUGUST 2014**

**Present:** Paul Connelly, Scottish Fire and Rescue Service (Chair)  
Councillor Dick Walsh Glenn Heritage, Argyll Voluntary Action  
Christina West, NHS Jane Jarvie, Argyll and Bute Council  
Douglas Cowan, HIE Donald MacVicar, Argyll and Bute Council  
Fraser Durie, Argyll College Gary Stitt, Police Scotland  
Pippa Milne, Argyll and Bute Council Sally Loudon, 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 Lorna Elliott, Argyll and Bute Council  
Shirley McLeod, Argyll and Bute Council Stuart Green, Argyll and Bute Council  
Andrew Campbell, Scottish Natural Heritage

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

Apologies received from

Councillor Ellen Morton

Barry McEwan Police Scotland

Diane McMillan Argyll and Bute Council

Garry Fraser Scottish Ambulance Service

The Management Committee were made aware that Barry McEwan would be moving onto a new post within Police Scotland and that Helen Swann would be the new Divisional Commander. Councillor Dick Walsh spoke on behalf of Argyll and Bute Council and the people of Argyll and Bute, stating great appreciation of the work that Barry has done. Barry was a real driver behind the Single Outcome Agreement (SOA) and has left a legacy with the new Road Policing Unit.

**2. MINUTE OF THE CPP MANAGEMENT COMMITTEE MEETING 25TH APRIL 2014**

The minutes from the meeting of 25<sup>th</sup> April 2014 were agreed and proposed by Douglas Cowan, seconded by Donald MacVicar.

**3. ACTION TRACKER**

The Action Tracker was updated and approved. Douglas Cowan mentioned that his item was a work in progress and that all other outstanding items were marked as complete. Glenn advised the Management Committee that one partner within the Third Sector Partnership had been unable to provide figures for the budget reconciliation exercise.

**4. DELIVERY PLANS AND PERFORMANCE MONITORING**

(a) **Delivery Plan Monitoring Approach (report, Rona Gold)**

Rona Gold advised that there were over 300 indicators that made up the Delivery Plans and whilst it was the role of this Committee to scrutinise them, it was not practical to look at all 300 every meeting. Rona outlined the proposals within the paper to look at key high-level indicators each quarter plus two outcomes in detail, following a discussion with the outcome lead prior to the Management Committee to add qualitative information. It was also proposed to make future annual reports case-study based to make them more meaningful to the public.

Following discussion, the proposal was approved however all partners are asked to review the list of high-level indicators and feed back to Rona by Friday 5<sup>th</sup> September with proposals.

(b) **NRS' 2012-based population projections for Argyll and Bute (report, noting)**

The Management Committee noted the report and that the overall trend has not changed.

(c) **SOA Annual Report 2013-14 (report, noting)**

The Management Committee noted the report and agreed that the Annual Report be sent to the Scottish Government.

## 5. PUBLIC SECTOR REFORM

(a) **Update on the redesign of Community Justice (report, Cleland Sneddon)**

Cleland Sneddon gave an overview of the proposed changes to Community Justice with Community Planning Partnerships taking responsibility for this area from March 2016. There was discussion on how the CPP would link with the Health and Social Care Partnership on Community Justice and it was agreed that Louise Long, as Lead Officer, would provide reports to the Management Committee on this issue.

(b) **Report on Health and Social Care Integration (report, Cleland Sneddon)**

Cleland Sneddon updated the Management Committee on the progress made with the integration of Health and Social Care. It was noted that the post of Chief Officer was due to be advertised shortly and that an Integration Scheme was to be signed off by the Scottish Government by April 2015. Approximately 500 staff have attended the engagement events with an overwhelmingly positive response so far.

## 6. DELIVERING OUTCOMES

(a) **Delivery Structure and role of Outcome Lead (verbal, Barry McEwan)**

Paul Connelly updated the Management Committee on the proposed structure that he and Barry McEwan were using for Outcome 6 to see whether this would be a good model for others. Following discussion it was agreed that it was up to each outcome lead to have a structure that worked for them as long as the Management Committee had reassurance that the outcome lead had

full knowledge of their outcome delivery structure.

(b) **Other matters as identified below**

(c) **Outcome 1 - COSLA Strategic Migration Report (report, Rona Gold)**

Rona Gold advised the Management Committee of the Strategic Migration Partnership Policy Toolkit. It was agreed that if the Migration Matters Scotland project detailed in point 3.5 of the report was expanded, this Local Authority area would wish to be involved.

It was noted that VisitScotland create profiles of the types of people to best market areas to and that something similar may be required to get the right marketing strategy to attract migration.

(d) **Outcome 3 - Community Learning and Development Partnership 3-Year Strategy (verbal, Donald MacVicar)**

Donald MacVicar advised that the Community Learning and Development team is required to have a 3 year strategy in place by September 2015 and that this formed a significant part of Outcome 3. It was confirmed that there is a multi-agency sub-group looking at this and Donald advised of the associated timescales. Elaine Garman questioned whether there was currently public health input into the group as she would be keen for public health to be included.

(e) **Outcome 4 - Early Years Collaborative (report, noting)**

Cleland Sneddon updated the Management Committee of the actions of the Early Years Collaborative including the implementation of the Leadership Walk Rounds which commenced in April 2014. Cleland highlighted the work taking place as part of the Kintyre Family Pathway Pilot which has the potential to immeasurably improve the life chances of those involved. The Annual Conference taking place on the 8<sup>th</sup> September in Arrochar was also highlighted and all partners were invited to attend.

(f) **Outcome 4 - Mental Health in Children and Young People (report and presentation Elaine Garman)**

Elaine Garman gave a presentation on Children and Young People Mental Health Indicators. The links with the Single Outcome Agreement were noted as were the indicators where Argyll and Bute is comparably worse than the rest of Scotland. It was agreed by all that a partnership approach was required to address the complexity of all the issues. It was agreed that someone from the Education Service be invited to a future Management Committee meeting to show what was happening in schools with regards to literacy and health and wellbeing.

Pippa Milne commented that we needed to look at how we engage with young people and families with young children to better understand their needs.

(g) **Outcome 5 - NHS Health Scotland's online resource for CPP's - working to reduce health inequalities (noting)**

The email and accompanying flyer was noted and will be circulated to all members of the Management Committee following this meeting.

**7. NATIONAL COMMUNITY PLANNING GROUP - (NOTING AND DISCUSSING RESPONSE, DONALD MACVICAR)**

Donald MacVicar advised the Management Committee on who the members were of the National Community Planning Group and their remit. It was agreed that Rona would ask the National Community Planning Group if there was any assistance on joint resourcing approaches.

**8. COMMUNITY PLANNING SUPPORT TEAM**

(a) **Work Priorities and Governance (report, Rona Gold)**

Rona updated the Management Committee on the conversations she had had since coming into post with outcome leads to meet needs of partners and allow the team to best work for the partnership. The report outlined the governance approach which will be brought back in October for sign-off by the Management Committee. Rona outlined the key areas of work for the team and the Management Committee confirmed they were happy with this direction.

(b) **Area Community Planning (report, Shirley MacLeod)**

Shirley MacLeod presented the report and outlined the key proposed changes to the Terms of Reference for the Area Community Planning Groups and the proposed approach to localising the Single Outcome Agreement with the aim to have Local SOA plans in place for April 2015.

The group agreed that the paper go to the September Area Community Planning Group meetings and a report be brought back to the Management Committee in October with an update.

**9. REQUESTS FOR MEMBERSHIP TO MANAGEMENT COMMITTEE (VERBAL, CHAIR)**

Paul Connelly verbally updated the Management Committee of requests that had come from partners wanting to join the Management Committee. Paul advised that this would be looked at as part of the ongoing governance review and would be brought back in October.

**10. POLICY AND LEGISLATION**

(a) **Community Empowerment (Scotland) Bill (verbal, Rona Gold)**

Rona gave a brief overview of the Community Empowerment (Scotland) Bill that is currently going through consultation with the Scottish Government. It was agreed that a user-friendly version of the Bill be circulated to partners and that a presentation on the potential implications to the Community Planning Partnership be brought to the October meeting.

- (b) **Update from Scottish Government (verbal, Donald Henderson)**  
Donald Henderson advised that the Scottish Government would be in purdah from Friday 22<sup>nd</sup> August until after the referendum.

## 11. **BEST PRACTICE (REPORT, DONALD MACVICAR)**

Donald MacVicar presented the report which was duly noted by the Management Committee.

- (a) **Feedback from CPP Conference Changing Lives, 5th June 2014**
- (b) **Audit Scotland reports from other LA's**

## 12. **COMMUNICATION**

### (a) **Communication Priorities**

Jane Jarvie advised the Management Committee of the range of items that could be communicated as a partnership but that there needed to be consistency in shared messages and best ways to engage. The group approved the formation of a short-life working group to look at this in more detail and it was agreed that all partners would nominate a representative from their organisation to attend this.

### (b) **Distributing the discussion and outcome of meetings, (verbal, Rona Gold)**

In order to forge better communication links with the Area Community Planning Groups, Rona proposed providing the groups with highlights, in bullet form, of Management Committee meetings and vice versa. The group agreed that this was a good idea for the purpose of information sharing at this stage and expectations may need to be managed.

## 13. **AOCB**

### (a) **Development Day, Sally Loudon**

Sally Loudon proposed holding a Development Day for the Management Committee to allow detailed discussion on some of the issues that the Community Planning Partnership was facing. It was agreed that a draft agenda for this be brought to the October meeting.

### (b) **Scottish Rural Parliament pre-event invitation, Glenn Heritage**

Glenn advised the group of the "Argyll Speaks" event being held in Oban in September. She confirmed that this was a non-political event looking at rural and remote communities to highlight issues and discuss successes as a means of feeding into the Scottish Rural Parliament in November. All partners are welcome to attend.

### (c) **Third Sector Interface, Glenn Heritage**

Glenn updated the Management Committee of the current challenges facing

the Third Sector Interface.

(d) **What Works Scotland**

Rona updated the Management Committee on who “What Works Scotland” was and their remit. She advised that they were keen to work with local authorities and provide academic support in key areas. It was suggested that population and immigration, rural deprivation and economic development were key areas. Rona advised that there were tight timescales to apply to What Works Scotland and it was agreed that all partners would feedback to Rona as soon as possible on suitable areas further to those suggested.

(e) **Electric vehicles**

Rona advised the Management Committee that a free fleet analysis was available to partners with the intention of looking at where electric vehicles could be deployed. The practicalities of electric vehicles in Argyll and Bute was discussed and it was noted that the charging infrastructure was a major barrier currently to the use of electric vehicles. Fraser Durie and Pippa Milne both expressed an interest and it was agreed that the CPP would look at this further subject to interest from partners.

**14. DATE OF NEXT MEETING - FRIDAY 31 OCTOBER 2014, 10AM KILMORY**

It was confirmed that the date of the next meeting will be Friday 31<sup>st</sup> October, 10.00 in Kilmory