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6 May 2015

A meeting of the **MID ARGYLL, KINTYRE AND THE ISLANDS COMMUNITY PLANNING GROUP** will be held in the **ROOM 2 WITHIN THE COMMUNITY CENTRE, STEWART ROAD, CAMPBELTOWN, PA28 6AT** on **WEDNESDAY, 13 MAY 2015** at **10:00 AM**.

Douglas Hendry
Executive Director - Customer Services

AGENDA

- 1. WELCOME AND APOLOGIES**
- 2. DECLARATIONS OF INTEREST**
- 3. MINUTES**
 - (a) Mid Argyll, Kintyre and the Islands Community Planning Group meeting held on 4 March 2015 (Pages 1 - 10)
 - (b) Mid Argyll Partnership (MAP) meeting held on 11 March 2015 (Pages 11 - 20)
 - (c) Kintyre Initiative Partnership (KIP) meeting held on 27 March 2015 (Pages 21 - 28)
 - (d) Ferry Sub-Group meeting held on 27 April 2015 (Pages 29 - 32)
- 4. MEMBERSHIP OF THE AREA COMMUNITY PLANNING GROUP**
Report by Area Governance Manager. (Pages 33 - 38)
- 5. STANDING ITEM: MANAGEMENT COMMITTEE UPDATE**
Report by Community Planning Manager (Pages 39 - 46)
- 6. THE KINTYRE LOCAL PARTNERSHIP SCHEME - TO FOLLOW**
Report by Community Development Officer



7. OUTCOME 3: EDUCATION, SKILLS AND TRAINING MAXIMISES OPPORTUNITIES FOR ALL

- (a) Community Learning and Development (CLD) Partnership
Report by Community Learning Manager (Pages 47 - 72)
- (b) Community Benefits
Report by Procurement and Commissioning Manager (Pages 73 - 78)
- (c) Raising Attainment and Achievement - TO FOLLOW
Report by Head of Education

8. OUTCOME 4: CHILDREN AND YOUNG PEOPLE HAVE THE BEST POSSIBLE START

- (a) Integrated Children's Service Plan
A report on the work around the Integrated Children's Services Plan will be submitted to the Area CPG meeting in August.

9. STANDING ITEM: HEALTH AND SOCIAL CARE INTEGRATION (OUTCOME 5: PEOPLE LIVE ACTIVE, HEALTHIER AND INDEPENDENT LIVES)
Report by Integration Project Manager. (Pages 79 - 84)

10. DATE OF NEXT MEETING - WEDNESDAY 12TH AUGUST 2015 AT 10.00AM IN THE CUSTOMER SERVICE POINT, BOWMORE, ISLE OF ISLAY
Discussion facilitated by the Area Governance Manager on items for inclusion on the Agenda for the next meeting.

Outcomes to be discussed:-

OUTCOME 1: THE ECONOMY IS DIVERSE AND THRIVING (Page 85 to 89)

OUTCOME 5: PEOPLE LIVE ACTIVE, HEALTHIER AND INDEPENDENT LIVES
(Pages 91 - 96)

**MINUTES of MEETING of MID ARGYLL, KINTYRE AND THE ISLANDS COMMUNITY
PLANNING GROUP held in the COUNCIL CHAMBERS, KILMORY, LOCHGILPHEAD
on WEDNESDAY, 4 MARCH 2015**

Present: Councillor Rory Colville (Chair)
Councillor John Armour Councillor Robin Currie
Councillor Donald MacMillan Councillor Sandy Taylor

Attending: Shona Barton, Area Committee Manager
Rona Gold, Community Planning Manager
Carol Keeley, Civil Contingencies Manager
Matt Mulderrig, Development Policy Manager
Antonia Baird, Community Development Officer
Chief Inspector Marlene Baillie, Police Scotland
Group Manager Andy McClure, Scottish Fire and Rescue
Alison McGrory, NHS Highland
Lorraine Paterson, NHS Highland
Andrew Wilson, Argyll and Isles Tourism Co-operative
Joanna Peebles, Scottish Water
Norma Ross, Mid Argyll Transport Volunteers
Margaret Wallace, 3rd Sector Interface
Linda Syed, Argyll Voluntary Action
Cathie Duncan, Campbeltown Community Council
Steve Byrne, Campbeltown Community Council
Iain Ritchie, North Kintyre Community Council
Glen Roberts, Islay Community Council (by VC to Servicepoint
Bowmore)

1. WELCOME AND APOLOGIES

The Chair welcomed everyone to the meeting.

Apologies for absence were intimated by:-

Councillor Anne Horn
Councillor Donald Kelly
Councillor John McAlpine
Councillor Douglas Philand
Janet Waterworth
Kate McAulay
Stuart Irvine
Ailsa Clark

2. DECLARATIONS OF INTEREST

There were no declarations of interest intimated.

3. MINUTES

(a) MID ARGYLL, KINTYRE AND THE ISLANDS COMMUNITY PLANNING GROUP MEETING HELD ON 3 DECEMBER 2014

The Minute of the meeting of the Mid Argyll, Kintyre and the Islands Community Planning Group held on 3 December 2014 was approved as a true record.

(b) MID ARGYLL PARTNERSHIP (MAP) MEETING HELD ON 10 DECEMBER 2014

The group agreed to note the Minute of the meeting of the Mid Argyll Partnership (MAP) held on 10 December 2014.

(c) KINTYRE INITIATIVE PARTNERSHIP (KIP) MEETING HELD ON 12 DECEMBER 2014

The group agreed to note the minute of the Kintyre Initiative Partnership (KIP) held on 12 December 2014.

(d) FERRY SUB-GROUP MEETING HELD ON 12 DECEMBER 2014

The group agreed to note the Minute of the Ferry Sub-group meeting held on 12 December 2014.

4. AREA COMMUNITY PLANNING GROUP REVIEW

(a) TERMS OF REFERENCE AND FUTURE WORKING

The group considered a report which outlined the progress of the development of the Area Community Planning Group (Area CPG) Terms of Reference (TOR) and future ways of working.

The Area Committee Manager provided an overview of the report, asking the Group to give consideration to the recommendations contained in the report. Councillor MacMillan, seconded by Steve Byrne moved that Councillor Colville be elected as Chair of the Area CPG. There being no further nominations, Councillor Colville accepted the nomination and then asked for nominations for the position of Vice-Chair. Councillor Colville seconded by Councillor Currie moved that Lorraine Paterson, NHS Highland be elected as Vice-Chair. There being no further nominations Ms Paterson accepted the nomination.

Discussion took place on the timing of the meetings given that they will now take place on a separate day to the Area Committee meetings. The Group were in agreement that future meetings should commence at 10 am.

Decision:

The group agreed:

1. To adopt the revised Terms of Reference submitted in the report;
2. To appoint Councillor Rory Colville as the Chair and Lorraine Paterson as the Vice Chair of the Mid Argyll, Kintyre and the

Islands CPG, and agreed that they take up these posts with effect 1st April 2015;

3. To the revised meeting schedule and dates submitted within the report, with all meetings commencing at 10am;
4. To incorporate a pre-agenda meeting into the administration process for the Area CPG; and
5. That these revised ways of working are undertaken on a trial basis for a period of one year, with a review on their effectiveness then being carried out by the Community Planning Partnership Management Committee, and the Council's Policy and Resources Committee.

(Ref: Report by Head of Community and Culture, dated 4 March 2015, submitted.)

(b) **REVISED MEMBERSHIP**

The group considered a report giving an update on the progress of agreed changes to the membership for the Area CPG. The report noted that the membership will continue to be reviewed on a regular basis by the Area CPG and that there is a provision for additional organisations to join the group at a later date to accommodate local circumstances.

General discussion was had in relation to taking forward the Single Outcome Agreement and the possibility of setting up a caucus of Community Council's, particularly from the islands.

Decision:

The group agreed:

1. The revised membership of the group as discussed at the December CPG meeting; and
2. That the revised membership is taken forward on a trial basis for a period of one year, with a review on its effectiveness then being carried out by the Community Planning Partnership Management Committee, and the Council's Policy and Resources Committee.

(Ref: Report by Head of Community and Culture, dated 4 March 2015, submitted.)

(c) **SOA LOCAL**

The group considered a report outlining the consultative and inclusive process of creating the Single Outcome Agreement (SOA) Local document and also how community initiatives can be incorporated into the SOA:Local.

The Community Planning Manager provided an overview of the report and highlighted that the information in the document was a result of the workshops which were held recently. Discussion took place on the communication of the information and the need for it to be in a readily accessible format.

Decision:

The group agreed to:

1. Approve the SOA:Local for Mid Argyll, Kintyre and the Islands, with the caveat that a robust communications plan is in place between the CPP and the CPG; and
2. Approve the criteria and process proposed for the inclusion of community initiatives into the SOA:Local.

(Ref: Report by the Area Governance Manager, dated 4 March 2015, submitted.)

(d) **SOA LOCAL: SUPPLEMENTARY INFORMATION**

The group considered a report containing additional information gathered at the SOA:Local workshop held in Kilmory on 14 January 2015, which is not contained within the existing plans but which may be considered to be of interest to the Area CPG for future reference and discussion.

Decision:

The group agreed to note the information on community delivered activities and opportunities for future development attached as an appendix to the report, and that these would be considered at future meetings of the group when discussing the relevant outcome.

(Ref: Report by the Community Planning Officer, dated 4 March 2015, submitted.)

5. REVISED COMMUNITY PLANNING STRUCTURE (ARGYLL AND BUTE)

The group gave consideration to an update by the Community Planning Manager. Ms Gold provided an overview of the structure in place for Community Planning in Argyll and Bute, this included looking at other structures in place across Scotland and highlighting the role of the Management Committee and the Partnership Board. Ms Gold also advised of the changes to Community Planning Partnership Board membership which will take place as a result of the introduction of the Community Empowerment Bill.

Decision:

The group noted the information provided.

6. HIGHLIGHTS FROM CPP MANAGEMENT COMMITTEE

(a) **CONSIDERATION OF OUTCOME 5 (PEOPLE LIVE ACTIVE, HEALTHIER AND INDEPENDENT LIVES)**

The group gave consideration to a report outlining the new position statement for physical activity for Argyll and Bute, including the 7 key target areas for action locally. Discussion took place in relation to the many opportunities offered in Argyll and Bute for physical activity both indoors and outdoors, and the role that the group could play in increasing physical activity levels locally.

The group heard from Alison McGrory who outlined the 7 key target areas for action. Ms McGrory also made reference to a short film which it was agreed would be circulated to members of the group.

Discussion took place on the work being undertaken by the Council to promote physical activity to employees including the Healthy Working Life's initiative. The group also highlighted the difficulties faced by rural village communities and those on low incomes in accessing organised activities. It was noted that there were initiatives in place such as the Health and Well-being Grants scheme which could help with promoting physical activity in localities.

Decision:

The group agreed to note the contents of the report.

(Ref: Report by the Health Improvement Principal, Argyll and Bute CHP, dated 4 March 2015, submitted.)

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

(a) CONSIDERATION OF SOA: LOCAL AND SUPPORTING INFORMATION

Prior to consideration of the following items, the group noted the supporting information which related to Outcome 2.

(b) SCOTTISH WATER UPDATE

The group were given a presentation by Joanna Peebles of Scottish Water. She outlined the role that Scottish Water plays within the local community and also the investments made within the Argyll and Bute area since 2002. Ms Peebles advised that a new Freephone number was now in operation 0800 0778 778. She also spoke of raw outflows and how they need to be removed by 2018.

Discussion took place on the programme for the next 5 years, with Ms Peebles highlighting that she would welcome input from local Elected Members. Information was also provided to Ms Peebles on areas which have regular flooding issues.

The Chair thanked Ms Peebles for the information provided.

(c) **COMMUNITY BROADBAND SCOTLAND**

The group considered a report outlining the Digital Scotland Superfast Broadband programme timescales.

Decision:

The group agreed to note the report.

(Ref: Report by Campbell Cameron, Community Broadband Scotland, submitted.)

(d) **COMMUNITY TRANSPORT**

The group were given a presentation by the Community Development Officer, who provided an overview of the community transport service in the MAKI area. Ms Baird spoke of the community vehicles within the area and also of which specific areas of geography that each covers. She advised on the funding arrangements for the service and explained the pricing structure. Ms Baird also highlighted the barriers and issues faced by users of community transport.

The group then considered a report by Mid Argyll Transport Volunteers (MATV), which outlined the background and membership of MATV; the usage and trends and funding sources. Mrs Ross from MATV spoke to the terms of the report and expressed their appreciation of the support provided by Argyll and Bute Council.

Discussion took place on the difficulties faces by MATV users in terms of having to pay for journeys in full and then use the claim back process.

The Chair thanked both Ms Baird and Mrs Ross for the information provided.

(Ref: Report by Mid Argyll Transport Volunteers, submitted)

(e) **LOCAL DEVELOPMENT PLAN ADOPTION & IMPLEMENTATION UPDATE**

The group gave consideration to a report which provided an update on the progress of the Argyll and Bute Local Development Plan (LDP) towards adoption and the potential for the CPG to become involved in the delivery of the plan. The group noted that the LDP is the statutory land use plan that promotes and guides future development across Argyll and Bute.

The group heard a presentation from the Development Policy Manager who provided further information on the role of the LDP, outlining the vision and it being strongly aligned with the SOA. It was

noted that the anticipated formal adoption of the LDP would be in March 2015. Mr Mulderrig highlighted some of the key points in the LDP and the key points which had come from the examination report.

Decision:

The group agreed to note the contents of the report and in particular the potential for future engagement related to the delivery aspects of the plan.

(Ref: Report by the Executive Director of Development and Infrastructure Services, dated 4 March 2015, submitted.)

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

(a) CONSIDERATION OF SOA: LOCAL AND SUPPORTING INFORMATION

Prior to consideration of the following items, the group noted the supporting information which related to Outcome 6.

Councillor John Armour left the meeting at 3.55 p.m.

(b) POLICE SCOTLAND

The group were given a verbal presentation by Chief Inspector Marlene Baillie who provided a brief overview of work in the MAKI area. She advised that in relation to domestic violence, incidents had reduced by 7% with a 265 reported as compared to 285 in the previous year with an 84% detection rate. Chief Inspector Baillie noted that the Police continued to work with partners such as Women's Aid and the Fiscal Service. In relation to crimes of a sexual nature the figures showed a reduction of 33% with 44 crimes reported as compared with 66 in the previous year with a 75% detection rate. It was noted that in terms of these crimes, they can be of a historical nature meaning that forensic evidence can be lost.

Chief Inspector Baillie advised that the Police had been working with Trading Standards in terms of bogus callers. She also highlighted that there had been a reduction in the number of house breakings in the area with a detection rate of 17%. She advised that the majority of these crimes were of an opportunist nature and that the Police continue to do joint work in this area and have regular crime breakers and road blocks.

In relation to Anti-Social Behaviour there had been no serious assaults since the last meeting with 2 previous crimes now being detected and giving a 100% detection rate. Crimes of disorder were also down by 15% and information was also provided on the shop a dealer campaign. Statistics in relation to road traffic collisions had also shown a decrease with a 75 % reduction in fatalities with none

involving children.

Chief Inspector Baillie advised that Inspector Julie McLeish would be moving to MAKI permanently as of 20th March 2015. She also advised the group on the current consultation relating to the proposed merger of K and L Division to form one larger Division. It was noted that there would be no change to the current command structure or to local policing arrangements but there may be some sharing of backroom functions.

Discussion took place on the consultation process and also in regard to the current speed limit consultation relating to the A83 between Ardrishaig and Tarbert. Chief Inspector Baillie advised that Police Scotland had provided information and statistics in response to the consultation.

The Chair thanked Chief Inspector Baillie for the information provided.

(c) **SCOTTISH FIRE AND RESCUE**

The group considered a verbal update by Group Manager Andy McClure, who updated the group in terms of activities relating to Scottish Fire and Rescue in the MAKI area. He advised that 60% of calls relate to automatic fire alarms and that the Service is keen to deduce these numbers. Road Traffic Collisions are still a concern and the Service works closely with the Police, the Road Safety Group and Schools to reinforce the road safety message.

Group Manager McClure highlighted that forest and hill fires area a concern in the drier months, but noted that work has been done to raise awareness with farmers/landowners to try and reduce the number of controlled burns which are carried out at night. He also provided an update in relation to the recruitment of retained firefighters, noting that the recruitment portal was now live. It was also noted that there was a possibility of establishing cadet units in Lochgilphead and on Islay.

Group Manager McClure advised the group of the availability of home fire safety visits which are carried out by firefighters and the Community Action Teams and asked that partners in the group make their organisations aware of these visits. He also highlighted the need for information sharing in relation to vulnerable persons, and asked that partners work together to identify those who may be at risk of accidental fires. The group agreed that contact information for the Community Action Teams would be provided to all group members.

Carol Keeley, Community Resilience Manager was also heard in relation to the work that she has undertaken in helping Community Councils to formulate their own Community Resilience Plans with 74% of Community Councils now having a Plan.

The Chair thanked Group Manager McClure for the information

provided.

9. STANDING ITEM - HEALTH AND SOCIAL CARE INTEGRATION

The group gave consideration to a progress report on the action undertaken to establish the Argyll and Bute Health and Social Care partnership (HSCP) since its last meeting. The reports outlined the completion of the Integration Scheme; the transition arrangements following the disestablishment of Argyll and Bute CHP; the commencement of the process to establish the Strategic Planning Group and the continuation of the staff communication and engagement and community events relating to integration for February 2015.

Decision:

The group agreed to note the contents of the report.

(Ref: Report by Programme Lead Integration, dated 4 March 2015, submitted.)

10. DATE OF NEXT MEETING

The next meeting of the Mid Argyll, Kintyre and the Islands CPG will take place on Wednesday 13 May 2015 at 10.00am, within the Community Centre, Stewart Road, Campbeltown.

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**MINUTES of MEETING of MID ARGYLL PARTNERSHIP held in the COUNCIL CHAMBERS,
KILMORY, LOCHGILPHEAD
on WEDNESDAY, 11 MARCH 2015**

Present: Councillor Sandy Taylor (Chair)

Councillor Donald MacMillan

Attending: Melissa Stewart, Area Governance Officer
Sybil Johnson, Senior Planning and Strategies Officer
Allan Brandie, Research and Development Officer
Kelly Ferns, Empty Homes Officer
Antonia Baird, Community Development Officer
Anna Watkiss, Development Officer
Rod Buchanan, ACHA
Ben Tustin, SEPA
Kerry Baxter, Fyne Homes
Tracey Shields, Fyne Homes
Sergeant David Ferguson, Police Scotland
Jeanette Laughton, Ardrishaig Community Council
Edward Laughton, Ardrishaig Community Council
John Woods, Ardrishaig Community Council
Lynda Syed, Furnace Community Council
Andrew Wilson, North Knapdale Community Council
Iain Ritchie, North Knapdale Community Council
David Kent, South Knapdale Community Council
Andrew Davies, Inverary Community Council
Betty Rhodick, Lochgilphead Community Council
Andy Bunton, Lochgilphead Community Council
Leonard McNeill, West Lochfyne Community Council

1. WELCOME AND APOLOGIES

The Chair welcomed everyone to the meeting and asked them to introduce themselves.

Apologies for absence were intimated on behalf of Councillor Robin Currie, Councillor Anne Horn, Councillor Douglas Philand, Jim Malcom, Dunadd Community Council and Mary Smyth, Craignish Community Council.

2. MINUTE OF MEETING HELD ON 10 DECEMBER 2014

The Minutes of the Mid Argyll Partnership held on 10 December 2014 were approved as a correct record.

3. MATTERS ARISING

The Chair informed the Partnership that he had contacted the relevant Officer regarding the issue of rats in Victoria Terrace, Ardrishaig. They had investigated and conducted a survey on the problem. If relevant, tenants would be contacted about the

findings.

Councillor Taylor reported that he had responded directly to Leonard MacNeil regarding his concerns about the repair and improvement of the Tullochgorm War Memorial would report on the Council's response at the next meeting of the West Lochfyne Community Council.

The Chair expressed his appreciation at the number of representatives attending the meeting. The Partnership provided an ideal opportunity for Community Councils to feed into Community Planning Partnerships and then into the Council.

It was hoped that by focussing the Agendas on each of the Single Outcome Agreement options, that this would give them the potential to bring local community aspirations into the planning process.

Decision

The Partnership noted the position.

4. PUBLIC CONSULTATIONS

Leonard McNeill expressed his dissatisfaction with the Council website when responding to consultations. He found the Scottish Police Service consultation particularly onerous, and commented on the volume of documentation which required to be read in relation to the consultation to be excessive. He suggested that a more "Plain English" approach should be taken when encouraging the public to engage in consultations.

He also informed the Partnership that he had put in a Freedom of Information request for figures of the number of public consultations there had been and the number of people who had responded to to these consultations.

In contrast, Edward Laughton considered the Councils website relating to the consultation on the Argyll and Bute Onshore Renewables as being too simplistic.

At this point, the Chair informed the Partnership that the Council website was an award winning design website and he was optimistic that a suitable compromise for presenting consultations on line could be reached.

Decision

The Partnership agreed that;

- (i) a report be brought to the next meeting of the Partnership which would outline how the Council consults with communities; and
- (ii) an officer from the Council's media team be invited to attend the next meeting of the Group to provide information about the Council's website policy.

5. MAKI SOA

The Partnership considered a report which was a record of additional information gathered through the SOA:Local workshop process which was not contained within

the local delivery plan.

Discussion took place on the workshops which had been held in November 2014 and February 2015. The Community Development Officer informed the Partnership that all outcomes from the meetings were recorded and were contained in the report under the local outcomes as aspirations of the community. The SOA was a live document and could be revised later in the year.

In response, there was some dissatisfaction expressed that community councils had not received an invitation to the February workshop, with comments made that communities had been denied the opportunity to contribute to the SOA as a result.

The Chair asked the Partnership to welcome the opportunity for communities to make links into the community planning process and focus at a more “local” rather than “strategic” level. He acknowledged that the November meeting had not been particularly well organised or attended and lessons had been learned from that. It was hoped that the Partnership could bring their ideas to the next workshop on how to make a difference within local communities and that this would get fed into the process.

The Partnership felt that due to the size of the SOA it was difficult to identify what sections actually applied to community councils.

Decision

The Partnership agreed that a workshop take place on the morning of 29 April 2015, with the Mid Argyll Partnership meeting taking place in the afternoon.

6. OUTCOME 2 - WE HAVE INFRASTRUCTURE THAT SUPPORTS SUSTAINABLE GROWTH

(a) STRATEGIC HOUSING

- (i) Feedback on Scottish Government response to Local Development Plan – Strategic Housing Need/Infrastructure

The Group welcomed Sybil Johnson, Senior Planning and Strategies Officer to the meeting who gave a presentation on;

- the Local Development Plan Adoption Process;
- the Development Plan;
- the Role of Development Plan;
- what the LDP aims to deliver;
- Challenges and Key Objectives;
- Strategy/Policies;
- Action Programme; and
- Community Planning Delivery of the LDP

The Development and Infrastructure Team was currently in the process of identifying funding and also key partners who could help ensure that a local development plan for Lochgilphead was a viable option. The amount of Government funding available for a plan would be identified

around April/May 2015, following which a Development and Infrastructure Officer could assist the local community to draw up an action programme to be put in place by May/June 2015.

The Partnership was of the opinion that local development of the Mid Argyll area had been “left behind” whilst many other communities in the rest of Argyll and Bute had benefited through the CHORD project.

The Chair thanked Sybil Johnson for her presentation.

Decision

The Partnership agreed to invite a representative from Craignish Community Council to their next meeting to provide information on how they developed their community plan and the legal procedures which required to be followed.

Councillor Donald MacMillan left the meeting at this point.

(ii) Strategic Housing Need Assessment

The Group welcomed Allan Brandie, Research & Development Officer to the meeting who gave a presentation on “An Introduction to the Housing Need & Demand Assessment (HNDA), Local Housing Strategy (LHS) & Strategic Housing Investment Plan (SHIP)”.

The Partnership was informed of;

- the requirements of The Housing (Scotland) Act 2001;
- the Strategic Process;
- the Housing Need & Demand Assessment (HNDA);
- the Strategic Vision;
- the Strategic Housing Investment Plan (SHIP); and
- key LHS/SHIP Resources

It was recognised that there was an ageing population in Argyll and Bute and extensive research had been undertaken to quantify and register the level of need and housing support types that may be required.

The focus was also on promoting population growth, and encouraging people to live and work in the area.

The Partnership thanked Allan Brandie for his presentation

Decision

The Partnership agreed that research data on the number of elderly householders in the Argyll and Bute area and potential solutions to the future provision of housing accommodation and care be brought to a future meeting and workshop session of the Partnership for discussion

(iii) Empty Homes Initiative

The Chair welcomed Kelly Ferns, Empty Homes Officer to the meeting who briefed the Partnership on empty homes and;

- the Empty Homes Strategy;
- the number of empty homes in Argyll and Bute
- action to bring homes back into use
- support for empty home owners; and
- reporting empty homes

The Partnership thanked Kelly Ferns for her presentation and noted that the Councils Empty Homes Plan had won two awards.

Decision

The Partnership noted the position.

At this point the Chair ruled and the Partnership agreed to vary the order of business and that Item 6 (d) Broadband on the Agenda be the next item to be discussed.

(b) BROADBAND

The Chair welcomed Anna Watkiss, Development Officer - Projects & Renewables to the meeting.

(i) Community Broadband Scotland

Anna Watkiss gave a summary of on-going broadband projects and the Economic Development Action Plan. This included;

- next generation broadband to communities within the Highlands and Islands area which would not benefit from the commercial rollout of fibre optic services;
- current building backhaul (spine) infrastructure;
- what this means for Mid Argyll;
- how the new fibre access network will be deployed;
- information on the Community Broadband Scotland initiative; and
- information on the availability of support to develop online skills.

Decision

The Partnership noted the position.

(ii) Presentation

Anna Watkiss updated the Partnership on “The Digital Scotland Superfast Broadband (DSSB) programme which was being delivered through two regional projects, these being Community Broadband Scotland and The Highlands and Islands project.

The Partnership thanked Anna Watkiss for her presentations.

Decision

The Partnership noted the update.

The Chair ruled and the Partnership agreed to adjourn the meeting.

The meeting re-convened in Committee Room 1, Kilmory, and Rod Buchannan, ACHA, Kerry Baxter and Tracy Shields, Fyne Homes, Andrew Wilson, North Knapdale Community Council, David Kent, South Knapdale Community Council, and Andrew Davies, Inverary Community Council did not return to the meeting.

(c) SCOTTISH WATER UPDATE

The Partnership considered a report which provided information on the role of Scottish Water in Argyll and Bute, investments and projects going forward.

Decision

The Partnership noted the position.

(d) SEPA UPDATE

The Partnership considered a report on the SEPA West Highland & Argyll Operations Team.

During discussion, Ben Tistan, SEPA confirmed that he was awaiting an update from Scottish Water regarding the problem with raw sewage at the pumping station in Ardrishaig. He also informed the Partnership that SEPA could be contacted on their 24 hour call line.

Decision

The Partnership noted the report.

(e) COMMUNITY TRANSPORTATION

A presentation by Antonia Baird, Community Learning and Development Officer and a report by Mid Argyll Transport Volunteers were considered.

The Partnership was informed that Community Transport was provided by a not for profit organisation, for people who had difficulty accessing mainstream public transport. Also, they were advised of;

- the evidence of need and benefits;
- mapping Community Transport in MAKI;
- the Red Cross transport service;
- funding; and
- barriers and issues

The Mid Argyll Transport Volunteers report provided a background to the group, its membership; usage; finance; and case studies.

Discussion took place on the lack of and also type of transport facilities in some rural communities, which was having a detrimental effect on the health of local residents as they were unable to access a number of services, including social meetings.

Decision

The Partnership agreed to invite Douglas Blades, Public Transport Officer to a future meeting to discuss “the availability of transport to serve our communities”.

7. OUTCOME 6 - PEOPLE LIVE IN SAFER AND STRONGER COMMUNITIES

(a) COMMUNITY SAFETY

Sergeant David Ferguson, Police Scotland informed the Partnership that the Policing Plan would be available on the Police Scotland website by the end of April 2015.

He outlined plans which had been put in place to reduce crime within the community. These included Road Safety; Shop A Dealer Scheme; warning against Bogus Workers; marine theft; and reacting to local intelligence in relation to persons carrying weapons.

The Partnership praised the Police for their informative updates at community council meetings.

Decision

The Partnership noted the position and that Inspector Julie McLeish would transfer from Oban to take up post in Lochgilphead on 23 March 2015.

At this point, the Chair invited John Woods, Ardrishaig Community Council to speak about his work with Community Action Mid Argyll (CAMA).

The Partnership was informed that CAMA was an organisation which aimed to reduce the harm caused by alcohol. Following its success in Lochgilphead and Ardrishaig it was expanded to all of Mid Argyll.

However, because of a change in Argyll and Bute’s addiction services the management of the fund meant that it was no longer possible to offer alcohol or drug counselling.

A consultation exercise had been about to be launched in Tarbert, similar to ones which had been carried out in other parts of Mid-Argyll, the information from which would contribute to the Council’s Licensing Policy (which was due to be renewed).

He would continue to look for funders, and would work for 6 months on a reduced salary. In the meantime, he was seeking assistance from community councils with the consultation exercise.

Decision

The Partnership agreed that John Woods contact each community council, and that he be invited to speak at their meetings about the work of CAMA and this in turn would assist with completing the consultation exercise.

8. THEMES FOR NEXT MEETING

It was noted that the themes for the next meeting would be; Outcome 3 – Education, Skills and Training to maximise opportunities for all, and Outcome 4 – Children and Young People have the best possible start.

Decision

The Partnership agreed;

- (a) to discuss Outcomes 3 and 4 at their respective community council meetings, and bring back to the next meeting of the partnership ideas which could benefit the local community; and
- (b) that Carol Keeley, Emergency Planning Officer a representative from Police Scotland come to a future meeting of the Group to discuss Community Safety and Community Resilience.

9. INVITATION TO NOMINATE A REPRESENTATIVE TO SIT ON MID ARGYLL, KINTYRE AND THE ISLANDS CPG

An invitation from the Mid Argyll, Kintyre and Islands Area CPG to the Mid Argyll Partnership to nominate a representative on their Group was considered.

Decision

The Partnership agreed to nominate the Chair of the Mid Argyll Partnership to be the nominated representative on the Mid Argyll, Kintyre and Islands Area CPG.

10. COMMUNITY

(a) Ardrishaig

Jeanette Laughton informed the Partnership that;

- (i) there had been an amicable resolution to for Ardrishaig Community Council and Scottish Canals to continue to work together;
- (ii) work was ongoing to regenerate Ardrishaig;
- (iii) they were still awaiting erection of the “30 mph” flashing signs;
- (iv) there was a new raised flower bed in Ardrishaig; and
- (v) there had been repairs to the windows in the former Ardrishaig Parish Church Hall and a new heating system had been installed.

(b) Furnace

Lynda Syed explained that;

- (i) they were seeking a 40 mile an hour speed limit;

- (ii) there had been repairs to the pavements;
- (iii) there were concerns about on-going coastal erosion;
- (iv) there were concerns about the recruitment of doctors for the GP Surgery, and this was being resolved through the appointment of 3 doctors in Lochgilphead who would help to cover the area by early summer;
- (v) discussions were being undertaken with West Lochfyne Community Council about windfarms; and
- (vi) a succesful "clubercise" evening had been held.

(c) Lochgilphead

Betty Rhodick informed the Partnership that an event was being held on 20 June 2015 for Armed Forces Day. If any veterans did not have their badge then they should contact her and complete a form. They would be presented with their badge on the day.

(d) West Lochfyne

Leonard McNeill informed the Partnership that information would be coming out in the press about windfarm and tidal schemes in the area.

11. DATE OF NEXT MEETING

Decision

The Partnership noted that the next MAP meeting would take place on 29 April 2015.

12. ANY OTHER BUSINESS

The Chair;

- (a) confirmed that he would issue a note to all Group Leaders to ask Elected Members to flag up to all community councils any meetings which would be of importance and relevance to them;
- (b) requested community councils to submit items to him which they wished to discuss at the next workshop; and
- (c) agreed that all presentations from this meeting be emailed to partners.

Decision

The Partnership noted the position.

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**MINUTES of MEETING of KINTYRE INITIATIVE PARTNERSHIP held in the ROOM 2, THE
COMMUNITY CENTRE, CAMPBELTOWN
on FRIDAY, 27 MARCH 2015**

Present: Councillor Rory Colville (Chair)

Councillor John Armour

Councillor Robin Currie

Attending: Melissa Stewart, Area Governance Officer, Argyll & Bute Council
Antonia Baird, Community Dev. Officer, Argyll & Bute Council
Donald Melville, Business Advisor, Argyll and Bute Council
James Lafferty, Project Officer, Argyll & Bute Council
Jane Mayo, The Picture House
Susan Paterson, KFCC, KPPF and Shopper-Aide
Ewen MacDonald, Muadale Holiday Park
Robin Nolan, Power to the People
John Bakes, Southend Community Council
Jim Martin, Campbeltown Community Council
Margaret Wallace, AVA
Ishbel MacKinnon, SKDT

1. APOLOGIES

Apologies were received from:-

Councillor Anne Horn
Councillor Donald Kelly
Jamie McGrigor MSP
Alan Reid MP
Campbell Fox, Campbeltown Sailing Club
Darlene Russell, Argyll College
Dhonna McCallum, Argyll College
Simon Richmond, CalMac
Neil Clapperton, Springbank Distillery
Harvard Davies, The Picture House
Margaret Pratt, West Kintyre Community Council

**2. MINUTE OF THE KINTYRE INITIATIVE PARTNERSHIP - 12
DECEMBER 2014**

The Minutes of the previous meeting held on 12th December 2014 were approved as a correct record.

3. MATTERS ARISING

The Area Governance Officer made reference to Argyll College item at page 4 item 6(f) and advised that no one has been in touch with the Amenity Services Manager regarding contact details for the part-time garden design course. The Area Governance Officer agreed to contact

the Amenity Services Manager to try and facilitate discussion with Darlene when he was next in Campbeltown.

4. APPOINTMENT OF REPRESENTATIVE TO FERRY SUB GROUP

A report updating the partnership that the resignation of Councillor John Semple created a vacancy on the Ferry Sub Group which must be filled by an Argyll and Bute Council Ward 1 Member and inviting them to make an appointment to that position, was considered.

Decision

The Partnership agreed to nominate Councillor John Armour to be Ward 1 elected Member on the Ferry Sub Group.

(Ref: Report by Area Governance Manager dated 27th March 2015, submitted).

Ewen MacDonald from Muadale Holiday Park raised a concern in regard to CalMac's ferry timetable. He advised that there has been no mention of the timetable being reviewed and therefore hopes that there will be a Ferry Sub Group meeting re-scheduled before 30th April to discuss this matter. The Area Governance Officer advised that CalMac had submitted their apologies for the Ferry Sub Group which was scheduled for 27th March and that they suggested that matters pertaining to the service considered at the Argyll Ferries Users Group instead. Jim Martin advised that he had been the KIP representative on the User Group and in four years had never once been invited to attend a meeting and that this was not therefore appropriate.

Decision

1. The group noted the information provided;
2. The Area Governance Officer agreed to look at possible dates for the rescheduled Ferry Sub Group meeting to take place before 30th April; and
3. The Area Governance Officer agreed to email Councillor Armour a copy of the Terms of Reference for the Ferry Sub Group.

5. NOMINATION FOR MAKI COMMUNITY PLANNING GROUP

An invitation from the Mid Argyll, Kintyre and Islands Area CPG to the Kintyre Initiative Partnership to nominate a representative on their Group was considered.

Decision

The Partnership agreed to nominate the Chair of the Kintyre Initiative Partnership to be the nominated representative on the Mid Argyll, Kintyre and Islands Area CPG.

6. MAKI COMMUNITY PLANNING GROUP - 4 MARCH AGENDA ITEM 4(C) SINGLE OUTCOME AGREEMENT LOCAL

(a) PRESENTATION FROM CAMPBELTOWN SAILING CLUB

Unfortunately there was no one present from Campbeltown Sailing Club for this item so therefore this item was deferred until the June meeting.

(b) PRESENTATION ON COMMUNITY WOODLANDS

Robin Nolan from Community Woodlands gave an update to the group, advising that the next Community Woodlands meeting is scheduled for Tuesday 31st March at 7pm in the Argyll Hotel. He advised that they have had a lot of support so far and ideas fed into them of what the woodland can be used for. He advised the Forestry Commission have suggested options for leasing and selling and going into partnership. While it was premature to seek inclusion in the SOA Local at this stage, it was agreed that either himself or Ed Tyler who was chair of the Core Group would come to the next meeting in June and feed into the process.

The group noted the information provided.

(c) PRESENTATION ON LANDSCAPE PARTNERSHIP SCHEME KINTYRE

The group received an update in regard to the Landscape Partnership Scheme which is a 5 year project funded by the Heritage Lottery Fund. Ishabel MacKinnon advised that they are currently in the process of a stage 1 application process.

The Group noted the information provided.

Decision

KIP agreed to recommend to the MAKI CPG that the Landscape Partnership Scheme Kintyre be included on the SOA Local and requested that Antonia Baird take this forward with SKDT in terms of reviewing and if appropriate, assisting them to meet required criteria previously endorsed by the MAKI CPG in advance of their next meeting on 13 May 2015.

7. BROADBAND IN THE KINTYRE AREA

James Lafferty spoke to a report on behalf of Anna Watkiss which updated the group on the current situation with broadband in the Kintyre area.

He advised the Council have an interest in the programme to deliver new broadband infrastructure as they link to the Single Outcome Agreement, Outcome 2 – We have infrastructure that supports sustainable growth and

the Economic Development Action Plan (EDAP) aim to prioritise and promote infrastructure investment essential for the area's growth (transport, grid, utilities, broadband, mobile phone coverage).. He advised the EDAP contains a specific target to deliver superfast broadband to 80-85% of the population by 2020.

James advised that within the Kintyre area the rollout of fibre optic, next generation broadband to communities is being delivered by the Highlands and Islands Project by BT and the estimated coverage across the Highlands and Islands area of Argyll when combined with commercial rollout is 83%. He confirmed the roll out of the next generation broadband service is currently expected between January-June 2016 for the Kintyre area.

The Chair gave an update on behalf of Margaret Pratt of West Kintyre Community Council, on the broadband position in Clachan and Whitehouse.

He advised that Whitehouse and Clachan were the 2 villages in West Kintyre that were originally excluded from the Superfast Broadband Rollout Project across Scotland. He advised both villages have old Exchange Activate exchanges only capable of giving 0.5mbs broadband connections (at best) both of which were already at capacity and unable to add either voice or broadband lines effectively stultifying growth within the villages. He advised that the 2 village Hall Committees have for many months worked together to try to change this situation. During this period we have held helpful meetings with HIE, Local Councillors, MP's, Robert Thorburn of BT and Colin Cook -Deputy Director, Digital Strategies & Programme Division, Scotland.

The Chair confirmed the situation as West Kintyre Community Council now understands is that Clachan will now get a "green box" which will serve parts of the village which in turn will free up lines etc in the old exchange for growth, however, as yet it was not know how many in the village of Clachan will be able to access the new superfast service and who may be excluded. It is understood that once installed all residents in Clachan will see some uplift in speeds dependant on how far from the green box or the exchange they are.

He advised that the situation in Whitehouse is different and advice had been that due to small size of village it would not be cost effective to include the exchange in the superfast rollout programme.

The Chair further advised on behalf of West Kintyre Community Council that during late November 2014 the exchange at Whitehouse effectively "fell over" for a period of three plus weeks, with businesses and residents being unable to access broadband services for the majority of this time. Following many complaints to BT we were eventually heard and the Executive Complaints Department looked into the troubles. Since then BT has installed some new equipment in the exchange (completed 2 weeks ago) which has removed the old exchange activate equipment and given the capability of adding many more lines. All current customers have been migrated onto the new equipment which, when fully tested and

completed, will be capable of giving the villagers up to 8mbs of broadband speed dependant on how near to the exchange they live. Currently it is still only capable of giving at best 0.5mbs. He confirmed that the village of Whitehouse is still excluded from the superfast programme but it was hoped that they should at some stage get at least up to this 8mbs promised. Plus now that the village has the capacity for new lines it is hoped this will help to sell house plots etc. and allow growth in the village.

He advised the Broadband Group did at one point explore the possibility of applying to "Community Broadband" to put in their own Community system, however, this was quickly ruled out when it was found that by going down this route you are effectively taken out of any future BT programmes. This coupled with the understanding that to get any Internet Service Provider to run it would need approximately 1000 customers to make it worth their while was it was felt a big ask for small communities.

The Chair also commented that Peninver and Saddell had been left out of the loop but would be working with Communities Broadband Scotland to find a solution which would be much welcomed.

The group noted the information provided.

8. AIRPORT BOOKLET ON PATIENT TRANSPORT

The group considered a leaflet providing information for patients from Highlands and Islands area travelling to and from hospitals within NHS Greater Glasgow and Clyde via Glasgow Airport.

Decision

The group noted the information provided and agreed that partners who wished to circulate this handy document should use the contact details on the leaflet to obtain further copies.

9. PARTNER UPDATES

(a) HIGHLANDS AND ISLANDS ENTERPRISE (HIE)

There was no update in respect of Highland and Islands Enterprise (HIE).

(b) BUSINESS GATEWAY

The partnership considered a status report from Donald Melville of Business Gateway, updating them on the action/project summary from December 2014 to February 2015. He advised that he ran a 'Meet the Adviser' (MTA) sessions in Campbeltown on 11th December (Open Day at Machrihanish Airbase), 7th January plus presentation to job centre plus staff on 27th February which were all very successful. He confirmed he also ran MTA sessions in Islay over two days on 27th and 28th January and delivered a Start Up workshop and a bookkeeping workshop on 4th and 5th March. He

advised that more workshops can be scheduled if there is a demand within Kintyre: Marketing Your Business, Build Your Own Business website, Improve your business website performance, Online Trading essentials, Customer Care, Get the most out of your people, becoming an Employer and Public Sector Procurement.

Donald advised he has currently scheduled fortnightly visits to Campbeltown to deliver MTA sessions, through to the end of July and clients have requested they would like to meet with him via the local office or the national enquiry centre. He still plans to visit Islay for two days every quarter, subject to demand.

He advised that the Business Gateway Plus growth grant has just closed and a new application for funding to continue has just been submitted where they expect to know the outcome of this bid in two or three months' time.

Donald gave an update to the partnership on the financial quarter 3 impact results for businesses in the Kintyre area.

The partnership noted the information provided although did have some concerns that the advice giving role only extended to those businesses with a turnover in excess of £70k per annum.

Councillor Currie left the meeting at this point.

(c) **THE PICTURE HOUSE**

The partnership were given a verbal update by Jane Mayo, advising of the Cultural Assembly group which is an Argyll and Bute wide initiative and vision to work together to celebrate and promote culture within our geographical boundaries. She advised the meetings are held across Argyll and Bute over the next few months and the next one is scheduled for Monday 30th March at 7:30pm in the Community Centre, Campbeltown.

Jane gave an update on Campbeltown Picture House. She advised the works will be underway soon and they have been successful with 12 major funders which include the Heritage Lottery Fund. The Chair advised that there is a paper going to the Area Committee in April regarding the Picture House. Jane reported that they have a co-option of 5 new Directors, of upcoming job opportunities and they will be moving into a new office very shortly.

She advised that they are planning to have an annual film festival in the Victoria Hall.

The group noted the information provided.

(d) **SOUTH KINTYRE DEVELOPMENT TRUST (SKDT)**

James Lafferty gave an update on behalf of South Kintyre Development Trust. He advised he works closely with the Board in

working with the Town Hall Project, Community Renewables, Landscape Partnership, Townscape etc. He advised that THI is due to finish this year and the outcome of the new car bid will be issued tomorrow which will be a 5 year run project if successful and advised this will be important for the town centre tenements.

Decision

The group noted the information provided and agreed to include Town Centre Regeneration on the agenda for future meetings

(e) ARGYLL COLLEGE

The group considered a report from Argyll College updating them on the two short full-time courses recently started in Campbeltown in NPA Constructions and Access to Health and Social Care. They were advised that the students have settled into the college life and are progressing well with their studies.

Argyll College are currently taking applications for full-time courses starting in September 2015. The list can be found on their website at www.argyll.uhi.ac.uk.

It was noted that the college continues to work closely with local organisations including Campbeltown Grammar School, Argyll and Bute Council, Woodland Resource Centre and local employers.

The group noted the information provided.

(f) KINTYRE WAY

The Chair updated the group on the celebration of the new closing route. He advised it leads into Campbeltown, down to the coast at Southend and finishes off at Machrihanish, totalling 100 miles. He confirmed this route will now take away the dangerous section which included walking on the main road.

The group noted the information provided.

(g) ARGYLL VOLUNTARY ACTION (AVA)

Margaret Wallace from Argyll Voluntary Action gave an update to the group. She advised that they are continuing to support Kintyre Food Bank which has provided parcels to over 100 people, including children since opening in October last year. She confirmed donations from the public have kept pace and the number of volunteers has increased.

She advised that Argyll Voluntary Action is delivering presentations on the Integration of Health and Social Care to Community Councils.

Margaret confirmed that Volunteer of the Year 2015 will take place at the Council Chamber, Kilmory, Lochgilphead on Wednesday 3rd June and nominations are welcome and can be made via application

form from the office, or online, with the closing date of Monday 20th April.

The Group noted the information provided.

10. AOCB

Susan Paterson provided a short update in respect of Shopper-Aide, she advised that they were awarded with the Social Enterprise of the Year Award. She also advised that they are currently fighting for funding keep things going.

She confirmed that the Dunaverty Hall has reopened and already has 3 bookings, 2 weddings and a school reunion.

Jim Martin intimated that he will be standing down from attending the KIP meetings as he feels the group has lost attendance from MP/MSPs and farmers etc from the private sector. He advised that formerly everyone would bring a new initiative to the meeting and feels this should be brought back. It was accepted that the direction of the group had been shaped partially by the need to feed into the MAKI CPG which was the direction of travel.

The Chair asked for an agenda item 'Future of KIP' to be added to the June agenda to discuss the future content of the meeting. The Chair agreed to discuss this with Council Officers before the next KIP meeting. The Chair advised that a new Chair and Vice Chair of the Kintyre Initiative Partnership will be elected at the next meeting in June.

11. DATE OF NEXT MEETING

The next meeting of the Kintyre Initiative Partnership will be held on Friday 26th June 2015 at 10am in the Community Centre, Campbeltown.

MINUTES of MEETING of CAMPBELTOWN FERRY SUB-GROUP held in the MARRIAGE ROOM, BURNETT BUILDING, CAMPBELTOWN on MONDAY, 27 APRIL 2015

Present: Councillor Anne Horn (Chair)

Councillor John Armour

Attending: Graeme Forrester, Area Committee Manager
James Lafferty, Project Officer, Economic Development
Ewen MacDonald, Explore Campbeltown

In the absence of a Chair, the Area Committee Manager invited those Members present to elect a Chair for the meeting.

Councillor Armour nominated Councillor Horn to Chair the meeting, this was seconded by Ewen MacDonald of Explore Campbeltown.

With no one being otherwise minded this became the decision of the group.

1. APOLOGIES

The Chair welcomed everyone to the meeting.

Apologies were intimated from:

Simon Richmond, Area Operations Manager, Calmac
Clive Hayward, Marines Operations Manager, Argyll and Bute Council

The Chair noted dissatisfaction that apologies had once again been received on behalf of Calmac.

2. MINUTE OF PREVIOUS MEETING - 12 DECEMBER 2014

The Minute of the Campbeltown Ferry Sub-group meeting held on 11 March 2015 was approved as a true record.

Matters Arising:-

Item 2 – Review of 2014 Season

The group expressed concern that the figures released in terms of discussions at the last meeting and also in the information provided to the Mid Argyll, Kintyre and the Islands Area Committee at their meeting on Wednesday 8 April 2015, were incorrect, and that the 2015 timetable may have been based on this information. Ewen MacDonald advised that he had received figures from the Calmac Website which had shown a 15% increase and was now considered to be in the top 3 of Calmac sales. The group requested that clarification be sought from Calmac in terms of the 2014 passenger usage numbers and circulated to the group.

Item 4 – Economic Survey Update

Members of the group advised that they had not had sight of a draft letter outlining key concerns to Calmac as agreed at the last meeting. The group expressed concern over the attendance at meetings and in particular that of Calmac and Transport Scotland.

Members agreed to send a list of their key issues to the Project Officer who would in turn forward to the Area Committee Manager. The Area Committee Manager agreed to draft a letter to Calmac, Transport Scotland and the Transport Minister, which is to incorporate the list of key issues.

Item 5 – Preparation of the 2015 Service

Members of the group noted that there had been no feedback in terms of discussions between the Marine Operations Manager and the Council's Head of Economic Development. The Project Officer agreed to take this matter up with the Head of Economic Development and feed back to the group.

3. APPOINTMENT OF CHAIR/VICE CHAIR

Members of the Group were asked to nominate and agree the Chair and Vice Chair for the Group.

Councillor Armour nominated Councillor Horn as Chair, this was seconded by James Lafferty.

Councillor Horn requested that the appointment of Vice Chair take place at the next meeting of the group, with a view to more Members being in attendance.

With no one being otherwise minded this became the decision of the group.

4. 2015 TIMETABLE

Members noted that the 2015 timetable starts on 30 April 2015.

General discussions were had in relation to discussions with the Transport Minister following the commencement of the first year of the pilot service. Members noted that the then Transport Minister, Keith Brown, had been very positive about giving a fourth year to the pilot as the first year had been very rushed.

Members noted disappointment at the lack of communication and consideration that the group had received during the timetable agreement for all years of the pilot with both Councillor Armour and Mr MacDonald advising of several letters written to Calmac and Scottish Ministers asking to be consulted on the timetable, however the timetable was published with no consultation.

Further discussion took place in respect of the statistics from the local survey carried out at the end of the second year, with Members noting that 99% of people in the local area had been aware of the service.

Members discussed the possibility of inviting the current Transport Minister to the next meeting of the group to discuss key issues as identified by the group; and also the possibility of tying the service into other services within the area and being added to the "Island Hop Scotch" programme.

5. WORK PLAN

The group agreed that going forward it was necessary to ensure that the group have some stability. They suggested that as a starting point, there was a need to look at the current membership list and ensure that the appropriate persons were being invited to attend meetings. The Senior Area Committee Assistant agreed to ensure that the contacts list was up-to-date in terms of contact details for the group.

Members requested that an invite be extended to the current Transport Minister, Derek Mackay to attend the next meeting of the group. The Senior Area Committee Assistant agreed to draft this and forward to the Chair for approval.

Ewen MacDonald agreed to take the matter of advertising for the Service forward with Ranald Watson.

6. FUTURE MEETING DATES

The group agreed that the next meeting of the Campbeltown Ferry Sub-group would take place on Friday 26th June 2015 at 1.00pm within Room 2 of the Kintyre Community Education Centre, Stewart Road, Campbeltown.

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Argyll and Bute Community Planning Partnership**Mid Argyll, Kintyre and the Islands Area Community Planning Group****13 May 2015**

Agenda Item

Area Community Planning Group Membership

1. Purpose

- 1.1 This report provides an update on the membership of the Mid Argyll, Kintyre and the Islands (MAKI) Area Community Planning Group.

2. Recommendations

- 2.1 The Area Community Planning Group is asked to note the contents of the report.

3. Background

- 3.1 A review of the Area CPG Governance arrangements began in July 2014, with the outcome being reported and agreed by the CPG at the meeting held on 4 March 2015.
- 3.2 The review also looked at the membership of the Area CPG, and at the March meeting, members were provided with an indicative list of members. It was also noted that the membership list would remain under review, but would be updated with regard to the newly agreed Terms of Reference.

4. Detail

- 4.1 The attached Appendix provides the most up to date list of members of the MAKI Area CPG. Invitations were sent out to groups, organisations and individuals asking them if they wished to be part of the Area CPG. This list reflects the responses to date, but will be updated if required.
- 4.2 In line with the revised Terms of Reference, it should be noted that each organisation represented on the CPG has one vote, and that it has been agreed that all Community Councils in the MAKI area can attend the meetings but in terms of voting there would be one vote allocated per ward.

5. Conclusions

- 5.1 This report provides an update on the membership of the MAKI Community Planning Group and includes as an Appendix an up to date list of the current membership.

6. SOA Outcomes

Not applicable. This 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:-

Shona Barton, Area Committee Manager, Argyll and Bute Council

Tel: 01436 657605

e-mail: shona.barton@argyll-bute.gov.uk

Supplementary Papers

Appendix 1 – MAKI Area Community Planning Group membership list

Organisation	Named representative (if applicable)	Type
Argyll and Bute Council	Councillor Rory Colville (Chair)	Public
	Councillor Donald MacMillan	Public
	Councillor Robin Currie	Public
Police Scotland	Marlene Baillie	Public
Scottish Fire and Rescue	Andy McLure	Public
NHS Highland	Lorraine Paterson (Vice-Chair)	Public
ACHA	Yvonne Litster	Public
Community Councils	Southend Community Council	Community
	The Laggan Community Council	Community
	Campbeltown Community Council	Community
	Gigha Community Council	Community
	West Kintyre Community Council	Community
	East Kintyre Community Council	Community
	Tarbert and Skipness Community Council	Community

Organisation	Named representative (if applicable)	Type
	South Knapdale Community Council	Community
	Ardishaig Community Council	Community
	Lochgilphead Community Council	Community
	West Loch Fyne Community Council	Community
	Furnace Community Council	Community
	Inveraray Community Council	Community
	Dunadd Community Council	Community
	Craignish Community Council	Community
	Islay Community Council	Community
	Jura Community Council	Community
	Colonsay Community Council	Community
	North Knapdale Community Council	Community
Mid Argyll Chamber of Commerce	Alison Hay	Private
Health and Wellbeing Network	Eleanor Sloan	Third Sector

Organisation	Named representative (if applicable)	Type
Argyll and the Isles Strategic Tourism Partnership	Carron Tobin	Public
Mid Argyll Partnership (MAP)	Chair of Group	Public
Kintyre Initiative Partnership (KIP)	Chair of Group	

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Argyll and Bute Community Planning Partnership**Mid Argyll, Kintyre and the Islands Area Community Planning Group****13 May 2015****Agenda Item 5**



CPP Management Committee – update from meeting 27 March 2015

1. Purpose

- 1.1 The purpose of this paper is to inform members of the Area Community Planning Group of the discussion at the CPP's Management Committee on 27th March on matters raised at Area Committee Planning Group meetings in March 2015.

2. Recommendations

- 2.1 Area Community Planning Group members are recommended to note the response set out in section 4 and request that the Area Governance Manager, Shirley MacLeod, take any further comment to the CPP's Management Committee meeting on 17 June 2015.

3. Background

- 3.1 There are four Area Community Planning Groups (ACPGs), one in each of the council's four administrative areas. Following a recent review of governance arrangements there was agreement at their March meetings that the meeting dates for 2015/16 would correspond with the meetings of the CPP Management Committee to allow a better flow of communication. It was also agreed that the agendas would be focussed on the same Single Outcome Agreement (SOA) Outcomes of the previous and upcoming CPP Management Committee. Thus each Area Community Planning Groups agendas will consider four of the six SOA outcomes at each of its meetings.
- 3.2 At the March meetings of the Area Community Planning Groups there were a number of issues highlighted which were then considered by the Management Committee at its meeting on 27 March 2015. The paper containing matters raised by ACPGs is attached.

4. Detail

4.1 In relation to the main points raised by ACPGs the Management Committee agreed to:

- 1) Distribute the Scottish Fire and Rescue referral contact details to appropriate persons in partner organisations.
- 2) Advise and support ACPGs to communicate the SOA:Local to local communities.
- 3) Recommend an approach to involve ACPGs in consultations.
- 4) Outline what the CPP can do to support more broadband and mobile connectivity.

4.2 Relevant officers have been assigned to these actions and more information will come to the August meetings in relation to 2) - 3).

4.3 In relation to the discussion on point 4), Highlands and Islands Enterprise and the Council agreed to look into how the CPP could support broadband and mobile connectivity issues further taking consideration of matters such as use of purchasing power and the role of the Economic Forum. It was also suggested that there may be a role for Area Community Planning Groups to help promote the uptake of broadband and mobile infrastructure in local areas.

4.4 At the ACPG meeting of Oban, Lorn and the Isles there was a suggestion that Chairs from the ACPGs be on the CPP Management Committee. The Management Committee agreed that there needs to be continuity of the existing governance to allow the CPP's new membership to bed down with a review in 12 months, as set out in the recently agreed governance arrangements.

5. Conclusions

5.1 This paper provides a response by the CPP Management Committee to key matters highlighted by Area Community Planning Groups at their meetings in March 2015. Members of the ACPG are asked to note the main issues raised and that these have been responded to with further information on how ACPGs can be involved in consultations and how they can be supported to communicate the SOA:Local coming to meetings in August.

6. SOA Outcomes

6.1 This paper is related to Outcome 2 and Outcome 6

Name of Lead Officer

Rona Gold, Community Planning Manager, Argyll and Bute Council
Tel: 01436 658 862

For further information please contact:

Shirley MacLeod, Area Governance Manager, Argyll and Bute Council
Tel: 01369 707 134

Management Committee

Date: 27 March 2015

Public/ Private: Public



Area Community Planning Groups

1.0 Purpose

This paper presents key matters arising at the Area Community Planning Group meetings in March 2015 for consideration by the CPP Management Committee.

2.0 Recommendations

- The Management Committee is asked to note the Highlights and Key Issues detailed at 4.0 and 4.1.
- The Management Committee should action an appropriate response to the points raised in 4.2 which are to:
 - Distribute Scottish Fire and Rescue contact details to prevent vulnerable people becoming victims of house fires.
 - Advise and support ACPGs to communicate the SOA:Local to local communities.
 - Recommend an approach to involve ACPGs in consultations.
 - Outline what the CPP can do to support more broadband and mobile connectivity.

3.0 Background

There are four Area Community Planning Groups, one in each of the council's administrative areas (Oban Lorn & the Isles, Mid Argyll, Kintyre & Islay, Helensburgh & Lomond and Bute & Cowal.)

Area Community Planning Groups meet quarterly to discuss issues of importance at a local level relevant to the delivery of the Single Outcome Agreement (SOA). The March meetings focussed on Outcome 2 and Outcome 6. There were also cross linkages with all other SOA outcomes especially Outcome 5 concerned with healthier and active lives.

4.0 Highlights

The following were noted highlights from each of the meetings:

OLI

- Group members provided details of walking and cycling opportunities in the Oban area which may be beneficial to health and wellbeing.
- Police Scotland provided information on drug detections and house searches and confirmed that the 'Shop a Dealer' scheme has benefitted Police intelligence.
- Scottish Fire and Rescue updated the Group on the Spring Season Action Plan aimed at tackling grass and woodland fires.

MAKI

- Community Transport presentation highlighted the benefits of community transport, the current situation with community transport and issues in MAKI which include costs of MIDAS training, requirement to pay up front and claim in arrears.
- Fire and Rescue highlighted that the recruitment portal has opened looking for retained officers and that there were hopes of extending the cadet programme across MAKI to include Lochgilphead and Islay.

H&L

- It was noted that in terms of the SOA:Local, Scottish Enterprise would be a key partner taking on the areas which are allocated to HIE in the other areas. The group were advised that they were now a member of the Partnership and it was noted at the meeting that contribution from SE to the Area CPG meetings would be beneficial.
- Scottish Fire and Rescue asked that they be informed of any upgrades to water infrastructure and of any mains fractures and that this is done via their control centre.
- Police Scotland highlighted the success of an application for funding from the Safer Communities Fund to help create a playpark in Cove. Information was also provided on the midnight soccer league which recently restarted in the Helensburgh area with upwards of 50 youths taking part. It was noted that this was a joint initiative with a number of partners including health who utilise the Police mobile unit as a drop in facility.

B&C

- The election of chair will be decided at the next meeting due to weather conditions limiting attendance on 3/3/15.
- Scottish Fire and Rescue advised of an intention to create further interagency working by asking health visitors to raise fire safety concerns on a patient's behalf.

4.1 Key issues

The following key issues were raised:

OLI

- The group were of the view that it would be appropriate for the Chairs of ACPGs to sit on the CPP Management Committee.
- Members of the group raised mobile and broadband connectivity issues in particular within the Kilmelford area and more information was sought.

MAKI

- Would like to be able to better communicate the SOA Local and the work of the Group at a local level to communities.
- It would be good for the CPP to input to Scottish Water's future programme of planned projects in A&B, and for ACPG's to be involved in consideration of consultation responses to all relevant consultations.

H&L

- Members of the group asked that consideration be given to including more representation from the local business community with a suggestion that the local Chamber of Commerce be asked to participate.
- Scottish Fire and Rescue asked that they be informed of any upgrades to water infrastructure and of any mains fractures and that this is done via their control centre.

B&C

- Chair and vice-chair to be elected at later meeting.

Relevant to all were:

- Scottish Fire and Rescue are keen to promote that if any partner in health, social care housing or other identifies a vulnerable person to alert the appropriate Fire and Rescue contact for their area so that they can undertake a fire safety visit to prevent the risk of death from fire.
- Health and Wellbeing grant promoted to support issues that ACPG group members were highlighting such as small rural communities difficulty to access health services and affordability of health services.
- Scottish Water advised of their new Freephone number 0800 0778 778 and that they had been working to reduce the time it takes for developers to get permits for water connections, this would hopefully speed up the planning process.

4.2 Further action

Further action is required from the Management Committee in relation to:

- Advising Area Community Planning Groups on communications and supporting communications on SOA to local communities.
- Distributing Scottish Fire and Rescue contacts to all relevant persons in order that vulnerable persons in Argyll and Bute are identified to the Fire and Rescue Service for a home fire safety visit.
- Recommending an approach to involve ACPGs in consultations.
- Advising what it can do to support better broadband and mobile connectivity.

5.0 Implications

Strategic Implications	The March Area Community Planning Group meetings focussed on Outcome 2 and Outcome 6. There are also cross linkages with all other SOA outcomes especially Outcome 5, Health and Wellbeing.
Consultations, Previous considerations	No prior circulation of this report. ACPGs were advised during meeting of key points which would be raised in this highlight report with CPP.
Resources	<p>Helensburgh and Lomond – there is a request for a resource from SE to join ACPG meetings.</p> <p>Scottish Fire and Rescue ask for partners to contact them when dealing with any vulnerable persons in need of home fire safety visit.</p> <p>Resource will need to be considered for the request to support communication of ACPGs and SOA:Local, to local communities.</p>
Prevention	Scottish Fire and Rescue raise prevention within their request of partners in this report.
Equalities	The request for SE to attend Helensburgh and Lomond ACPGs provides an equality of input on economic matters for Helensburgh and Lomond.

Shirley MacLeod, Area Governance Manager, Shirley.macleod@argyll-bute.gov.uk

References

Scottish Fire and Rescue Service referral contact for vulnerable people

Should you wish to highlight any vulnerable people you identify in Argyll and Bute area for a home fire safety visit, please pass the details to:

W.EWDABHFSVReferrals@firescotland.gov.uk

Argyll and Bute Community Planning Partnership**Mid Argyll, Kintyre and Islay Area Community Planning Group**

1. Purpose

- 1.1** The purpose of this report is threefold:
- to inform Area Community Planning Group members about the responsibilities laid on the Community Planning Partnership (CPP) by the the 'Strategic Guidance for Community Planning Partnerships: Community Learning and Development (CLD)' (2012), and the associated legislation laid on the Education Authority;
 - to bring to their attention the progress of work carried out in response to these responsibilities by the Argyll and Bute Strategic CLD Partnership, with particular reference to the innovative web-based CLD Plan format that has been adopted; and
 - to gather any comments or feedback about the developing strategic CLD Plan with regard to the Group's geographic area

2. Recommendations

- 2.1** Area Community Planning Group members are invited to note the contents of this report
- 2.2** Area Community Planning Group members are invited to give feedback regarding the developing strategic CLD Plan, its fitness for purpose and any known key gaps in community learning provision relating to their geographic area.

3. Background

- 3.1** Community Learning and Development (CLD) is a term that encompasses 'learning' in its widest possible sense, for all age groups and at any level, including early years, non-formal school education, youth work, college and community-based learning and development. The term also embraces a type of approach to the delivery of learning – person-centred, needs-led, holistic and informal. (See Appendix 1).
- 3.2** In 2012, the Scottish Government published the 'Strategic Guidance for Community Planning Partnerships: Community Learning and Development (CLD)', in order to strengthen the basis of CLD so that it is 'delivered as a consistent central element of public services in Scotland ... and will be based on a continuing dialogue with key stakeholders'. (See Appendix 2)
- 3.3** Legislation to support the Guidance was issued to Education Authorities

in 2013. One of the requirements of the legislation is to publish, no later than 1 September 2015, a 3-year CLD Plan. (See Appendix 3)

3.4 In 2013, a new CPP sub-group, the 'Argyll and Bute Strategic CLD Partnership' was formed to take forward the CLD Strategic Guidance, and develop the required CLD Plan. A web-based format has been developed for the Plan (www.cldplanning.com) that will, when published, be very readily accessible to the public and to partners, and, by incorporating a 'feedback' facility, will help enable dialogue with communities.

3.5 In order to develop a meaningful CLD Plan, a cyclical process has been developed of information gathering and consultation (see Appendix 4). The presentation of this report to Area CP Groups at this time is intended to form a part of that process.

4. Detail

4.1 The CLD Strategic Guidance (2012) lays responsibilities on CPPs regarding its implementation; these responsibilities are supported by legislation laid on the Education Authority, in the form of the Scottish Statutory Instrument (SSI): 'The Requirements for Community Learning and Development (Scotland) Regulations 2013'

4.2 The CLD Strategic Guidance is designed to:

- Strengthen CLD provision, and use of the CLD approach, at a time of public service reform. The policy focus is therefore on Curriculum for Excellence, GIRFEC, the Community Empowerment Bill, and other public service reform priorities.
- Ensure that communities, particularly those who are disadvantaged, have access to the CLD support they need to empower them, individually and collectively, to make positive changes in their lives and in their communities, through learning; and
- Improve partnership working and synergies at, and between, all levels, through better information about needs in the community

4.3 The CLD Strategic Guidance sets out a number of responsibilities that are linked to the National Performance Framework objectives. Those intended for CPPs are as follows:

- 'Ensure that systematic assessments of community needs and strengths provide the basis for SOAs and service strategies and plans;
- 'Ensure this assessment is based on engagement and continued dialogue with communities, utilising CLD expertise, as well as on analysis of other data;

- 'Ensure SOAs have a clear focus on prevention and community empowerment as the foundation of reformed public services and utilise CLD provision and methods for these purposes; and
- 'Review current partnership arrangements for planning, monitoring and evaluating CLD and ensure that they are fit for the purposes set out in the Guidance.'

4.4 The legislative duties laid on the Education Authority include a requirement to publish a 3 year Plan - no later than 1st September in 2015 (and each third year after that) - which details how provision will be coordinated, the actions that will be taken to address need, and any needs (gaps in provision) that cannot be addressed within the time-scale of the Plan.

4.5 In order to ensure these duties are met, it is proposed that the needs assessment, consultation, planning and monitoring requirements are brought together in a cyclical process that involves both key CPP players and communities. A flow chart of the process is attached in Appendix 4. The chart shows the progression from identification of needs at community level (from CPP Community Consultations 2014, HMI Reviews, and partner and target group consultations), the responses (in terms of inputting of actions) by the CLD Partnership, through to consultations with the Area Community Planning Groups, the CPP Management Committee, SOA Outcome Leads and, finally, the CPP Conference.

4.6 A CPP sub group – a short-life working group of key learning providers - was brought together in Sept 2013 to scope the implementation of the Guidance. This group has now formed the Argyll and Bute CLD Partnership, and includes representation from: Argyll College; Argyll and Bute Council (Adult Learning and Literacies Service, Community Development Team, Libraries, Education Services, and Youth Services); Argyll Voluntary Action; Skills Development Scotland; Fire Scotland; Police Scotland; NHS; and JobCentre Plus.

4.7 The CLD Partnership has already made significant contributions to Outcome 3 ('Education, skills and training maximize opportunities for all') of the Single Outcome Agreement (SOA) Delivery Plan, and plays a key role in supporting the implementation of the Guidance and the production of the CLD Plan.

4.8 The Partnership has already interrogated a number of sources to gather evidence of need, including the CPP consultations from 2014 'Argyll and Bute – A Good Place to Live, Work and Play?', and stated areas for improvement from recent HMI reports. The raw data from these sources has been collated and grouped into themes. There are also some comments from Area Community Planning Groups (from initial SOA Local discussions) that have already been included in the table of identified needs - it is hoped that these will be added to over time, as the Plan is intended to be a 'live' document.

4.9

Partner representatives from the Strategic CLD Partnership have formed relevant groupings to scrutinise the themed needs, and together have developed priority new actions to address the needs as necessary. These actions are currently being entered into the Plan. The Partnership's intention is that new actions will be limited in number, but based on high level information, agreed and coordinated in a partnership approach, and with realistic targets and time-scales. The Plan will also reference the most relevant actions from the SOA, so as to give a more rounded picture of the CLD activity in the area.

- 4.10** The CLD Plan takes the form of an innovative web-based Action Plan (www.cldplanning.com) that will, when published, be very readily accessible to the public and to partners, and, by incorporating a 'feedback' facility, will enable dialogue with communities. The Plan has 'public' pages, on which the published plans will appear; none of the plans have been published as yet, because the cycle of consultation is currently incomplete. However, the draft plans can be viewed in the 'closed' pages, by logging in with a username and password; all CLD Partnership members are 'users'. An overview of current unpublished plans is given in Appendix 5.

5. Conclusions

- 5.1** The cyclical process of identification of learning needs through consultation with communities and data-sharing by partners, followed by prioritisation and actions generated in partnership to address any gaps, should help promote optimal targeting of provision. This process, together with the web-based format of the resulting CLD Plan, which requires that actions are very clearly and consistently laid out and offers an accessibility and capacity for dialogue with communities, should ensure that the basic duties and responsibilities of the Strategic Guidance for CLD, and its associated legislation, are fulfilled.

Name of Lead Officer

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APPENDICES

Appendix 1 The Policy Context For CLD in Scotland; The Outcomes of CLD in Scotland

Appendix 2 Strategic Guidance for Community Planning Partnerships: Community Learning and Development (CLD) (2012)

Appendix 3 Scottish Statutory Instrument (SSI): 'The Requirements for Community Learning and Development (Scotland) Regulations 2013'

Appendix 4 Flow Chart of Planning Development and Implementation Cycle: Argyll and Bute Strategic CLD Partnership Plan

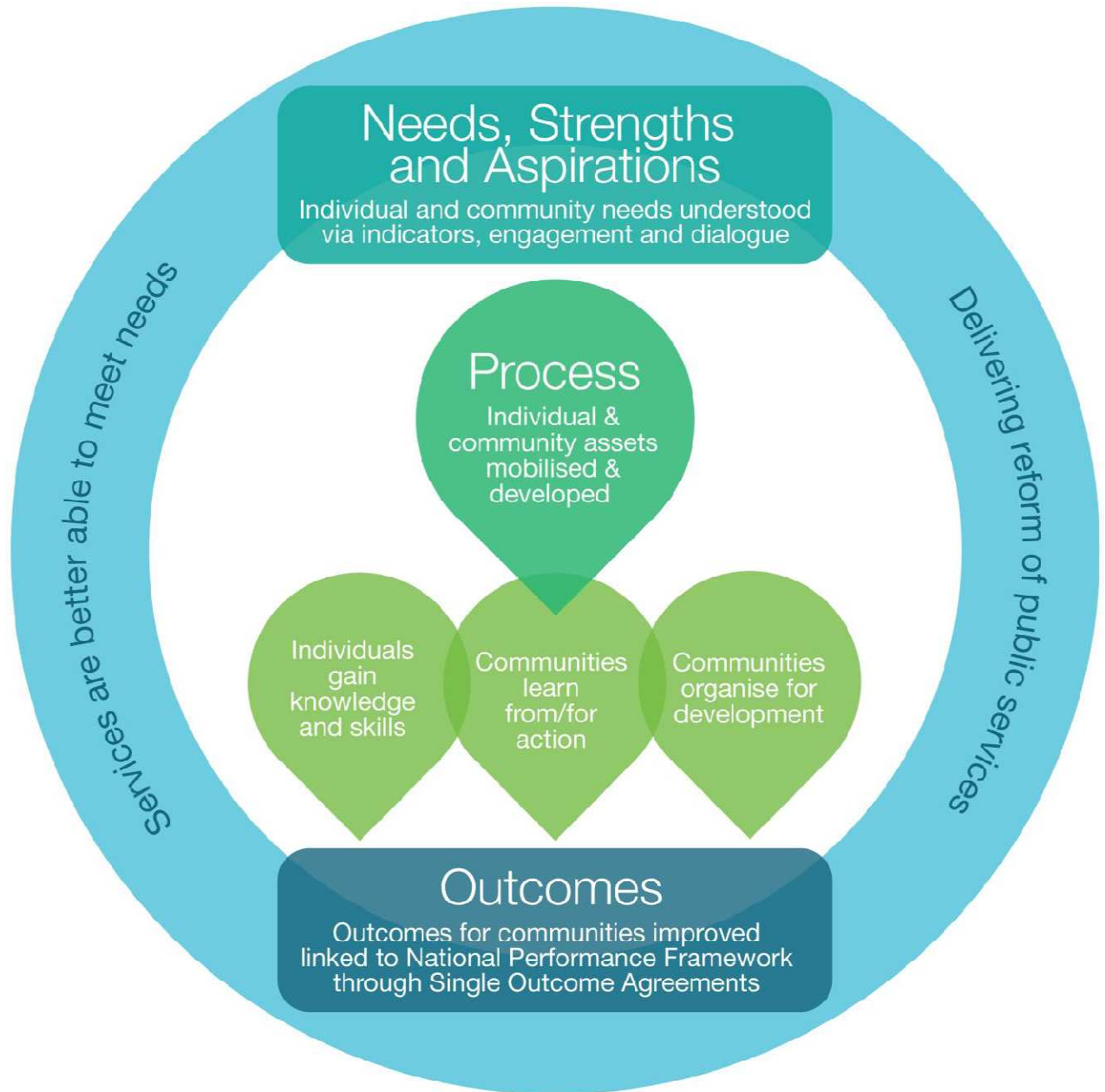
Appendix 5 Overview of plans currently in developing website

Appendix 1

The Policy Context For CLD in Scotland



The Outcomes of CLD in Scotland



Appendix 2

**Strategic Guidance for Community
Planning Partnerships:
Community Learning and
Development**

COMMUNITY LEARNING AND DEVELOPMENT: STRATEGIC GUIDANCE FOR COMMUNITY PLANNING PARTNERSHIPS

EXECUTIVE SUMMARY

This guidance comes against the backdrop of the most ambitious set of reforms to post-16 learning ever undertaken in Scotland. The Government is pursuing those changes with three clear objectives in mind: to align the system more purposefully with our ambitions for jobs and growth; to improve people's life chances; and to ensure the sustainability of our system in a time of inescapable pressures on public spending.

Community learning and development (CLD) is an integral part of this story. It already plays a central part in ensuring individuals, families and communities across Scotland reach their potential through lifelong learning, mutual self-help and community organisation - and that the available support and opportunities are community-led, built around people's aspirations.

This strategic guidance clarifies our expectations of Community Planning Partnerships (CPPs), within the broad framework of public service reform, and in line with the Review of Community Planning and Single Outcome Agreements (SOAs). We expect local authorities to provide clear leadership and direction, and to drive the action needed to ensure we maximise the contribution of CLD partners in the reform of public services.

It is important to be clear about the purpose of CLD. We see it as empowering people, individually and collectively, **to make positive changes in their lives and in their communities, through learning**. This guidance outlines the action necessary to maximise CLD's impact, resulting in better alignment of services and optimal use of resources.

The Government's National Performance Framework sets out the strategic objectives for all public services, including those delivering CLD. CLD's specific focus should be:

1. Improved life chances for people of all ages, through learning, personal development and active citizenship;

2. Stronger, more resilient, supportive, influential and inclusive communities.

The implementation of this guidance must be led by CPPs, with support from Government bodies such as Education Scotland and with national and local Third Sector partners. It should form an integral part of public service reform, ensuring that Community Planning provides the vehicle to deliver better outcomes in partnership with communities.

Using an evidence based approach; reducing outcome gaps between areas; jointly prioritising outcomes; and strengthening community engagement and participation are the principles which will shape work on community planning and SOAs. This will, in turn, improve partnership working, including CLD partners, in delivering SOAs.

Evidence from a range of sources, and in particular from the inspection of learning communities, demonstrates the powerful impact of CLD on the lives of learners and communities. To secure yet further improvement, we need now to strengthen the coordination between the full range of providers, and communities themselves.

Our communities face major challenges from the wider economic outlook, falling public expenditure and our changing demographics. But Scotland cannot afford the potential consequences of high levels of youth unemployment, the decline of vulnerable communities and the challenges faced by an increasingly elderly population. This is why it is essential we build resilient communities and release the talents of people (particularly those of our young people) across Scotland. That is what this guidance aims to do.

1. CONTEXT

1.1 In this guidance, the Scottish Government is renewing its commitment to Community Learning and Development (CLD). This matters because building a learning culture is central to the well-being, resilience and dynamism of our communities - and, ultimately, in achieving our purpose

To focus government and public services on creating a more successful country, with opportunities for all of Scotland to flourish, through increasing sustainable economic growth.

1.2 The Government's response to the *Commission on the Future of Public Service Delivery* sets out a vision of how Scotland's public services need to change:

*'We will empower local communities and local service providers to work together to develop practical solutions that make best use of all the resources available. The focus of public spending and action **must build on the assets and potential of the individual, the family and the community** rather than being dictated by organisational structures and boundaries. Public services must work harder **to involve people** everywhere in the redesign and reshaping of their activities.'*¹

1.3 In our 2011 proposals for reforming post-16 learning, *Putting Learners at the Centre*, we made clear our wish to work with partners in strengthening the strategic approach to CLD in Scotland. The result is this refreshed guidance for local Community Planning Partnerships (CPPs), community planning partners more generally, and other national stakeholders.

1.4 CLD is an essential means of delivering Scottish Government priorities, in particular Curriculum for Excellence, GIRFEC and the Government's social policy frameworks for combating poverty, tackling health inequalities and prioritising early years. Annex A illustrates the current Government priorities of particular relevance.

1.5 We have developed this guidance through talking to a wide range of interested and expert stakeholders. It builds on recent progress and forms the starting point for a process of implementation, learning and improvement, that - crucially - focuses on outcomes for learners and communities.

¹ Renewing Scotland's Public Services, Scottish Government, 2011

2. THE PURPOSE OF CLD, AND THE OUTCOMES WE EXPECT

2.1 CLD should empower people, individually and collectively, **to make positive changes in their lives and their communities, through learning.** The principles that underpin practice are:

Empowerment - increasing the ability of individuals and groups to influence matters affecting them and their communities;

Participation - supporting people to take part in decision-making;

Inclusion, equality of opportunity and anti-discrimination - recognising some people need additional support to overcome the barriers they face;

Self-determination - supporting the right of people to make their own choices; and

Partnership - ensuring resources, varied skills and capabilities are used effectively.

The purpose and principles are embodied in the competences and ethics for CLD practice as set out by the CLD Standards Council for Scotland. ²

2.2 Our current guidance (*Working and Learning Together, 2004*) outlined CLD priorities as (i) achievement through learning for adults; (ii) achievement through learning for young people; and (iii) achievement through community capacity building. These priorities provided a clear focus for CLD, but we were told in our recent discussion phase, they sometimes led to artificial boundaries for practice between age groups and between work with individuals and groups.

2.3 The Government's National Performance Framework sets out the strategic objectives for all public services, including those delivering CLD (see Annex B). Within this, CLD's specific focus should be:

- **improved life chances for people of all ages, including young people in particular, through learning, personal development and active citizenship**
- **stronger, more resilient, supportive, influential and inclusive communities.**

2.4 CLD helps to develop the resilience and ambition needed to combat the effects of economic factors which cause deprivation and inequality. It ensures that barriers to achieving better life chances are identified, understood and overcome and that communities are full partners in delivering practical and policy solutions.

3. EFFECTIVE DELIVERY

3.1 This guidance sets out the principles within which CPPs should co-ordinate planning of CLD provision, setting out specific priorities. By clearly defining roles and responsibilities, it provides a basis on which community planning partners should work together to make best use of available resources.

3.2 CLD is a coherent and distinctive set of practices, defined by clearly identified competences; it is delivered in diverse settings and sectors, by practitioners with a wide variety of job titles, working with people of all ages. We must link all this together effectively if we are to achieve the impact that we seek.

² See the CLD Standards Council for Scotland website

3.3 CPPs should ensure CLD has a core role in delivering identified outcomes for communities. This will depend on maximising the contribution of the following partners:

- services in local authorities and government bodies with an identified CLD remit, and in voluntary sector organisations publicly funded for this purpose. These services should be closely aligned with education, culture, sport, leisure and library services and should use the resulting synergies to deliver agreed outcomes;
- those - often in the voluntary sector - in settings such as community health, housing, social enterprise, anti-poverty work, equalities or sustainable development;
- other public service organisations such as colleges and universities, the NHS and Skills Development Scotland;
- local communities or communities of interest, for example ethnic minorities or people with disabilities, concerned with shaping CLD services in order to deliver the outcomes that are important to them.

3.4 All these partners should aim to deliver CLD outcomes through:

- community development (building the capacity of communities to meet their own needs, engaging with and influencing decision makers);
- youth work, family learning and other early intervention work with children, young people and families;
- community-based adult learning, including adult literacies and English for speakers of other languages (ESOL);
- volunteer development;
- learning for vulnerable and disadvantaged groups in the community, for example, people with disabilities, care leavers or offenders;
- learning support and guidance in the community.

3.5 Local strategies for CLD should maximise the synergies between all these roles, across sectors; to do this, CPPs should consider if they are delivering the core activities of CLD through a sufficiently joined-up approach.

4. IMPROVING OUTCOMES FOR COMMUNITIES

*'Communities have high expectations of public services and have a key role to play in helping to shape and coproduce better outcomes within their communities. If community planning partnerships are to unlock that potential, their foundations must be built on a strong understanding of their communities, and provide genuine opportunities to consult, engage and involve them. CPPs must be able to engage closely with the needs and aspirations of their communities, within the context of local and national democratic control...'*³

³ Review of Community Planning and SOAs: Statement of Ambition, 2012

4.1 The foundation of CLD delivery is an assessment - in partnership with learners and communities - of needs, strengths and opportunities. This clearly aligns with the Government's response to the Commission on the Future Delivery of Public Services, which sets out the approach to public sector reform as built on four *pillars*:

- a decisive shift towards prevention
- greater integration of public services at local level
- enhanced workforce development and effective leadership
- a sharp focus on improving performance through greater transparency, innovation and use of digital technology.

Prevention

4.2 A focus on prevention is a long standing feature of CLD practice. CLD practitioners prioritise preventative measures, work to reduce inequality and target the underlying causes of inter-generational deprivation and low aspiration.

4.3 Working with communities to realise and build on their own strengths or assets is at the core of the CLD delivery model. We want everyone involved in delivering CLD to emphasise this primary role. Activities must be designed with individuals and communities as active partners, in ways that focus on reducing the longer term need for input by public services - including CLD.

4.4 Public service planners and decision-makers will want to prevent problems from emerging and increase the opportunities for individuals, families and communities to shape their own lives. To this end they should make full use of CLD's ability to:

- build an in-depth understanding of people's needs, strengths and aspirations through sustained dialogue;
- identify issues and solutions at an early stage;
- identify barriers to participation and strategies for overcoming these;
- mobilise and support direct participation in planning and service design; and
- enable community organisations to develop their infrastructure.

Effective partnerships: services and communities

4.5 The growing diversity of CLD provision coupled with the increase in partnership working to deliver a wide variety of programmes, services and initiatives means CLD activities and approaches now have a role in many partnerships.

4.6 Partnership working is already embedded in how CLD is delivered, but, as part of our drive for reformed public services, we need it to be deepened further, widened and more closely focused on outcomes.

- First, we want providers to go further in involving learners and communities as active partners in planning and delivering CLD, and to strengthen their focus on helping communities to influence, shape and co-produce services more generally.⁷
- Second, we want to see partnerships that plan and deliver CLD include the full range of relevant partners. This means each local authority should have a clearly defined framework for planning and delivering CLD, through partnership, as a key element of its reformed public services.

- Third, partnership working to deliver CLD outcomes should provide the basis for delivering key priorities such as:
 - securing agreements to ensure effective links between learning in the community and college-based learning;
 - joined-up working to deliver better outcomes for children and young people through Curriculum for Excellence, including family learning;
 - more clearly focused and integrated support for communities to build their own capacity;
 - engaging fully in delivering shared outcomes with national and local Third Sector organisations, including culture and sport;
 - developing stronger links with Community Justice Authorities and community safety partnerships;
 - further development of CLD's role in local employability partnership work.

Finally, we want CLD practitioners and managers to build on the role they already play in helping other public service providers to engage effectively with service users and communities. The delivery of the three Change Funds, for Older People, Offenders and Early Years, should provide opportunities to use CLD expertise, making best use of existing resources.

Workforce development and effective leadership

4.7 At national level, CLD policy and related legislation are being developed in response to changing needs. We ask that workforce development keeps pace with these and supports their implementation.

4.8 The national CLD CPD Strategy and the *i-develop framework* provide the focus for developing a learning culture across the sector. The CLD Competences provide a common framework for practice, underpinned by a code of ethics.

4.9 Education Scotland, in partnership with the CLD Standards Council, will work with others to support CLD providers to build partnerships that continue to develop the CLD workforce. We welcome the joining-up of CPD partnerships across local authority and professional boundaries, for example the joint CPD programmes in the North Alliance and Glasgow Life.

4.10 We want to see an integrated approach to all stages of professional learning. A core of highly skilled practitioners will remain essential to achieving the impact we expect from CLD, and we recognise the need to consider further the future of pre-service training in that context.

4.11 Clearly, effective leadership is crucial to CLD delivering its role and impact. Further work to develop the skills, understanding and confidence for leadership at all levels within the CLD workforce should be a key focus for CPD.

Improving performance, innovation and sharing good practice

4.12 Effective self-evaluation by groups, services and partnerships is essential to improving performance and delivering better outcomes for learners and communities. Education Scotland will provide public accountability through inspection, challenge and support to local authorities and partnerships. In addition, CPPs should ensure that CLD providers are part of the planning and reporting process supporting Single Outcome Agreements, paying particular attention to local indicators.

4.13 In this context, CLD providers have developed a range of management information systems to support performance management and improvement. The information and evidence these produce is strong in relation to individual projects – but need more development in relation to wider programmes and outcomes at partnership level.

4.14 Valuable work has been done to quantify the impact of CLD and to identify savings it can help deliver for other areas of public investment. We will work with partners to build on this and develop the best unified, flexible framework possible for self-evaluation, performance management and measurement of impact, to meet local needs and improve understanding at national level.

4.15 We will work with partners to support CLD providers in driving forward the modernisation of their own services, using self-evaluation as a tool for continuous improvement.

5. IMPLEMENTATION AND SUPPORT

5.1 The implementation of this guidance provides the impetus for CLD to be delivered as a consistent, central element of public services in Scotland and will be based on a continuing dialogue with key stakeholders.

5.2 Throughout this guidance, we have laid out what we expect from community planning partners, with local authorities providing clear leadership and direction. We have also asked Education Scotland to develop an implementation framework, ensuring its own programmes of policy implementation, inspection, self-evaluation and practice support provide the necessary challenge in order to secure change.

5.3 This approach will achieve greater consistency in the provision and practice of CLD across Scotland, continuing to foster local flexibility in establishing priorities and delivering services, whilst improving outcomes. The implementation process should ensure that:

- the core purpose of CLD is closely aligned with developments in post-16 education reform and community empowerment policy;
- CLD services will help to deliver the new partnership with communities envisaged by the Christie Commission reforms;
- the roles of all partners are clarified both within core services and wider CLD landscape;
- local authorities will be supported to audit the need for CLD, in line with the proposed duty in forthcoming legislation.

5.4 We recognise that the current financial climate means, while there is increasing demand for CLD intervention and expertise, there is limited current scope for additional investment. We hope that Community Planning partners approach this challenge by focusing on prevention and seeking to innovate in their use of existing resources, including Change and Regeneration funding.

5.5 Specifically, we see the following responsibilities as being necessary.

We expect CPPs to:

- Ensure that systematic assessments of community needs and strengths provide the basis for SOAs and service strategies and plans.
- Ensure this assessment is based on engagement and continued dialogue with communities, utilising CLD expertise, as well as on analysis of other data.
- Ensure SOAs have a clear focus on prevention and community empowerment as the foundation of reformed public services and utilise CLD provision and methods for these purposes.
- Review current partnership arrangements for planning, monitoring and evaluating CLD and ensure that they are fit for the purposes set out in this Guidance.

Education Scotland will:

- Raise awareness of the opportunities, challenges and responsibilities outlined above.
- Ensure its own CLD activities have a clear focus on implementing this Strategic Guidance and build and maintain a national overview of the impact of CLD. This will include:
 - policy implementation;
 - practice development;
 - support and challenge to local authorities and their partners;
 - support for self-evaluation; and
 - evaluation and scrutiny including inspection.
- Promote the national CPD strategy and the *i-develop* framework.
- Promote high standards of practice underpinning CLD.
- Contribute to delivering the implementation framework and subsequent action plans.
- Highlight to Scottish Government any issues arising relating to workforce development.

Education Scotland, working with key national partners, will:

- Establish an implementation framework, ensuring that issues identified in this Guidance are addressed and that existing and proposed strategic developments in the broad CLD field are integrated with this implementation process e.g. ALIS 2020
- Ensure learning from the implementation process is shared by local and national partners, and informs its continuing development.
- Keep under review the progress in implementing this Guidance and report to Scottish Government annually or with specific issues.
- Support the CLD Standards Council to become an independent registration body for practitioners.

We expect the CLD Standards Council for Scotland to:

- Establish a registration system for practitioners delivering and active in CLD practice.
- Deliver a professional approvals structure for qualifications, courses and development opportunities for everyone involved in CLD.
- Develop and establish a model of supported induction.
- Convene a CLD employer group for Scotland and explore options around workforce, including links with UK wide work on National Occupational Standards.

The Scottish Government will:

- Explore legislative powers for CLD and communicate progress with partners.
- We will pursue improving the involvement of colleges in community planning as part of implementation of the recent SG/COSLA review.
- Examine the need to consider further the future of pre-service training.
- Continue to involve CLD stakeholders in its post-16 Education Reform Programme.
- Continue to promote the benefits of CLD methods across a wide range of policy areas.
- Support Third Sector national organisations through the distribution of core funding.
- Fund the SCQF Partnership to allow it to support and credit rate CLD courses.
- Continue with plans to refresh the current youth work strategy, *Moving Forward*, in partnership with national youth work organisations.
- Work with the Improvement Service and Education Scotland to develop improved indicators for the impact of CLD work as part of the on-going Local Outcome Indicator Project which supports CPPs in Scotland.
- Commission Education Scotland to provide an evaluative report on the impact of the guidance, based on inspection evidence and any other thematic evaluative activity.

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The Scottish Government

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Edinburgh

EH1 3DG

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APPENDIX 3

SCOTTISH STATUTORY INSTRUMENTS

2013 No.

EDUCATION

The Requirements for Community Learning and Development
(Scotland) Regulations 2013

Made - - - -

Laid before the Scottish Parliament

Coming into force - - 1st September 2013

The Scottish Ministers make the following Regulations in exercise of the powers conferred by section 2 of the Education (Scotland) Act 1980(a) and all other powers enabling them to do so.

Citation, commencement and interpretation

1. (1) These Regulations may be cited as the Requirements for Community Learning and Development (Scotland) Regulations 2013 and come into force on 1st September 2013.
(2) In these Regulations—
 - “community learning and development” includes programmes of learning and activities designed with individuals and groups to promote the educational and social development of those individuals and groups; and
 - “target individuals and groups” means those individuals and groups, within the area of the education authority, that the education authority considers are most likely to benefit from the provision of community learning and development.
2. An education authority is required to initiate and, having done so, to maintain and facilitate a process by which community learning and development secured within the area of the education authority is secured in a way that—
 - (a) identifies target individuals and groups;
 - (b) has regard to the needs of those target individuals and groups for that community learning and development;
 - (c) assesses the degree to which those needs are already being met; and
 - (d) identifies barriers to the adequate and efficient provision of that community learning and development.
3. In exercise of the requirement in regulation 2, the education authority is to consult with—
 - (a) persons appearing to the education authority to be representative of the target individuals and groups; and

(a) 1980 (c.44). Section 2 was amended by the Education (Scotland) Act 1996 (c.43), Schedule 6 and the Self-Governing Schools etc. (Scotland) Act 1989 (c.39), section 69. The functions of the Secretary of State were transferred to the Scottish Ministers by virtue of section 53 of the Scotland Act 1998 (c.46).

(b) persons appearing to the education authority to be representative of bodies providing community learning and development within the area of the education authority.

4.—(1) An education authority is required to publish a 3 year plan containing the information specified in paragraph (2) no later than 1st September in—

- (a) 2015; and
- (b) each third year after that.

(2) The plan must specify—

- (a) how the education authority will co-ordinate its provision of community learning and development with other bodies that provide community learning and development within the area of the education authority;
- (b) what action the education authority will take to provide community learning and development over the reference period of the plan;
- (c) what action other bodies intend to take to provide community learning and development within the area of the education authority over the reference period of the plan;
- (d) any needs for community learning and development that will not be met within the reference period of the plan.

(3) Before publishing a plan, the education authority must consult—

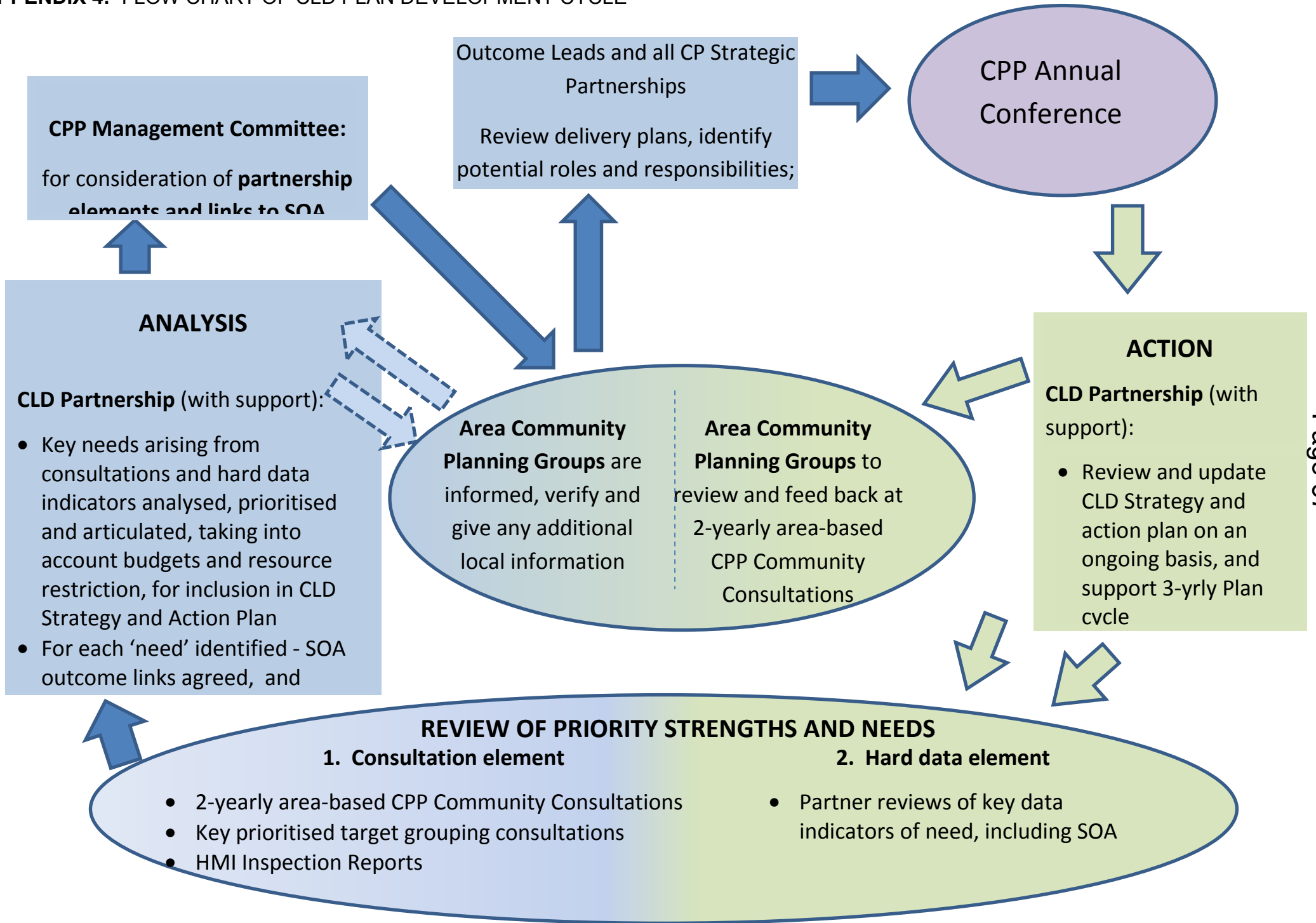
- (a) persons appearing to the education authority to be representative of the target individuals and groups for community learning and development;
- (b) persons appearing to the education authority to be representative of bodies providing community learning and development within the area of the education authority; and
- (c) such other persons as the education authority thinks fit.

Authorised to sign by the Scottish Ministers

St Andrew's House,
Edinburgh

2013

APPENDIX 4: FLOW CHART OF CLD PLAN DEVELOPMENT CYCLE



APPENDIX 5

WEB-BASED CLD PLAN: NEW (UNPUBLISHED) PROJECTS DEVELOPING TO ADDRESS IDENTIFIED GAPS:

Ref *	Title	Identified Need	Partner involvement	Key actions:
cppc14-34	Improving access to learning	Improved access to course provision	Argyll College, Libraries, ABCAdult Learning Service	<ul style="list-style-type: none"> • Better partner understanding of provision and signposting • Optimal use of venues by partners • Improved support to remove barriers to individuals accessing courses
cppc14-36	Volunteer Recruitment	This problem is universal across the Third Sector. Anxieties on fear of litigation. Identifying and matching volunteers and voluntary opportunities/groups	Argyll Voluntary Action, ABC Community Development Team	<ul style="list-style-type: none"> • Increase and retain the number of volunteers across all community-led initiatives • Reduce the perception of fear of litigation, especially when volunteering with vulnerable individuals • Ensure that volunteers feel valued • Promote the mental health and wellbeing benefits of volunteering
cppc14-37	Youth Engagement	Increase and improve the links between Youth Forums and the Council	ABC Education, Youth Services	<ul style="list-style-type: none"> • Increase and improve the links between Youth Forums and the Council
cppc14-25	Employability and childcare	Lack of childcare has been identified as a barrier to finding and sustaining employment across Argyll and Bute	ABC Education, Youth Services	<ul style="list-style-type: none"> • Increased access to childcare for adults wishing to return to work
ab-1 TRIAL FOR ILLUSTRATION	Preparation for Universal Credit: Digital Skills	Rapid increase of reliance on digital communication, in particular the introduction of Universal Credit	DWP, ABC Adult Learning Service, IT Services	<ul style="list-style-type: none"> • Increased access to IT learning opportunities for adults in rural areas

*Reference key: example: 'cppc14-34' refers to the CPP Consultations report 'Argyll and Bute – a good place to live, work and play?' 2014, p 34.

SOA OUTCOMES REFERENCED INTO THE PLAN:

From Outcome 1

1.8.3 To optimise public sector employment and training opportunities including work experience, apprenticeships, graduate placements, research etc.

From Outcome 3

3.1.2 Develop a wider range of qualifications for the Senior Phase to support schools and pupils with course options that reflect local labour market employment opportunities and opportunities for progression to further study.

3.2.2 Increase the number of planned work placements for Senior Phase pupils.

3.4.1 Increase the number of young people engaged in youth forums/ CPP decision making process

3.4.3 Increase the number of young people engaged in volunteering.

3.6.2 Develop the Argyll Young entrepreneurs website to support young entrepreneurs.

3.6.3 Increase the capacity of community groups.

3.6.4 Provide the opportunity for adults to participate in certificated courses across Argyll and Bute.

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.

3.6.7 Improve the learning and skills needs of people seeking a pathway to employment, education or training.

3.6.8 Provide opportunities for older people to be involved in community projects.

From Outcome 4

4.3.5 Work together to offer all children and young people a wide range of educational experiences which challenge and support appropriately, developing the whole child.

From Outcome 5

5.6.3 Reducing inequalities through employment/employability.

From Outcome 6

6.6.5 Communities are empowered through peer, social and third sector communities to work and play together and to have a voice which is heard.

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ARGYLL AND BUTE COUNCIL**Mid Argyll, Kintyre and the Islands
Community Planning Group****Procurement and Commissioning
Team****13 May 2015**

Update on Community Benefits Clauses – Mid Argyll, Kintyre and the Islands

1.0 EXECUTIVE SUMMARY

The purpose of this report is to provide an update to the Mid Argyll, Kintyre and the Islands Community Planning Group of the progress made to date with Community Benefits Clauses (CBCs) within contracts relevant to the Mid Argyll, Kintyre and the Islands area.

Two contracts currently have ongoing CBCs relevant to Mid Argyll, Kintyre and the Islands and four contracts currently have CBCs that are still to be progressed, that are relevant to Mid Argyll, Kintyre and the Islands.

Due to the longer term nature of some contracts which include CBCs, which is expected due to their higher values, a number of the community benefits expected to materialise may not occur until the later stages of the contracts. Ongoing contract management will enable this to be monitored and reported on.

ARGYLL AND BUTE COUNCIL
**Mid Argyll, Kintyre and the Islands
Community Planning Group**
**Procurement and Commissioning
Team**
13 May 2015

Update on Community Benefits Clauses – Mid Argyll, Kintyre and the Islands

2.0 INTRODUCTION

2.1 The use of Community Benefit Clauses (CBCs) in appropriate tenders provides a method of including social, environmental and economic matters in contracts for the supply of goods, services or works that do not conventionally have these requirements as defined or measured outcomes.

3.0 RECOMMENDATIONS

3.1 That the Mid Argyll, Kintyre and the Islands Community Planning Group note the contents of this report.

4.0 DETAIL
4.1 The use of Community Benefits Clauses within Council Contracts

CBCs are included within Council contracts with estimated values over £350,000.00. Records are now kept on all tenders over £350,000.00 in value, and if CBCs are not to be included then a justification must be provided.

4.2 Ongoing Community Benefits Clauses

There are currently two contracts in place which have ongoing CBCs relevant to Mid Argyll, Kintyre and the Islands:

Contract	Outcome of CBC	Area
PV Panel Installation Education Properties (Non-NPDO)	To date one school has had a contractor-led presentation to raise awareness of the benefits of solar panels, the others should be completed soon.	OLI; MAKI; H&L

Provision of Addiction Recovery Services	<p>Addaction have commenced a men's group in Dunoon that their staff will facilitate in the short term. Within the next few months it is their intention to train any members of the group who would like to become peer facilitators with the view that this group will become a fully peer led recovery group. They are in the process of identifying some women who may also be interested in establishing a group. Addaction's intention is to provide people in recovery with the skills and tools to kick start peer led recovery movements throughout Argyll and Bute.</p> <p>Addaction are in the process of recruiting for Senior Practitioners and Project workers throughout Argyll and Bute. All of their jobs have been advertised utilising the local press so as to attract experiences and skilled individuals who live in Argyll and Bute to be part of their new team.</p> <p>Addaction have made a commitment to utilise the supplies and services of as many local agencies as possible and where practical. They utilise local trades people and purchase goods from local suppliers.</p>	ALL
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4.2 Planned Community Benefits Clauses

There are currently four contracts in place which included a CBC which is still to be progressed relevant to Mid Argyll, Kintyre and the Islands:

Contract	Update on CBC	Area
General Maintenance Term Contract - Kintyre	Purchasing Officer to discuss the outcomes at next Contract Management Meeting. None known at present (April 2015)	MAKI
General Maintenance Term Contract - Mid-Argyll	Purchasing Officer to discuss the outcomes at next Contract Management Meeting. None known at present (April 2015)	MAKI

Fresh Meat and Fresh Fish	<p>From successful supplier: We recently worked with a local school to highlight the skills and techniques needed to be local butcher. Showing them the different jobs available to them in their own community. They were invited to come and have a guided tour in the shop and Whinpark, providing them with literature of the process of farm to plate. We regularly run competitions through the schools and nurseries to encourage children to come into the shop and talk to the staff.</p> <p>We have advertised through the local high school for workplace experiences and job opportunities that might be arising in the establishment. Having a good relationship with the careers adviser has helped spread the word of mouth about the apprentice position that has just been secured.</p>	MAKI
CHORD Campbeltown Berthing Facility Tender	The Council used the Client-Based Approach to CBCs for this procurement.	MAKI

5.0 CONCLUSION

- 5.1 The Procurement Team together with the Employability Team will continue to offer support and guidance by providing direction and assistance in the identification, evaluation, capture, monitoring and reporting of Community Benefit Clauses throughout the life of a contract. This will require minimum effort from the procurement areas while offering a maximum impact from the contract.
- 5.2 It should be noted that due to the longer term nature of some contracts which contain CBCs, which is expected due to their higher values, some community benefits expected to materialise may not occur until the later stages of the contracts. Purchasing Officers will ensure that appropriate monitoring arrangements are in place to monitor the Community Benefits element of contracts.

6.0 IMPLICATIONS

- 6.1 Policy – None at present
- 6.2 Financial – None at present
- 6.3 Legal – None at present
- 6.4 HR – None at present
- 6.5 Equalities – None at present

6.6 Risk – None at present

6.7 Customer Service – None at present

Executive Director of Customer Services

Policy Lead – Councillor Dick Walsh

30 April 2015

For further information contact: Elaine Appleby, Purchasing Officer –
Elaine.appleby@argyll-bute.gov.uk, 01369 708594

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ARGYLL AND BUTE HEALTH AND SOCIAL CARE PARTNERSHIP – UPDATE**The Group is asked to:**

- **Note** submission to Scottish Government of the Argyll and Bute HSCP Integration Scheme.
- **Note** the interim arrangements to be implemented in both the council and NHS until April 2016
- **Note** the establishment of the Strategic Planning Group

1 Background and Summary

The purpose of this paper is to provide Community Planning Group with a progress report on the action undertaken to establish the Argyll and Bute Health and Social Care partnership (HSCP) since its last meeting.

NHS highland and Argyll Bute Council in April 2014 meeting endorsed the integration model as “Body Corporate” for the Argyll and Bute Health and Social Care partnership and confirmed the scope of service inclusion in June 2014.

2 Argyll and Bute HSCP Establishment Update**2.1 Integration Scheme**

Argyll and Bute’s Integration Scheme was completed and submitted to the Scottish Government in March 2015, the Integration Scheme will now be approved by the Cabinet Secretary and set before Parliament for the statutory 28 day period.

The expectation is that we will receive full approval by the end of May 2015, to proceed with the formal constitution of our Integration Joint Board (IJB). Full authority and resources will not be delegated to the IJB until the Strategic Plan for Argyll and Bute is completed and adopted, the planned date for this is April 1st 2016.

2.2 Interim Arrangements until April 2016

Following the issuing of Scottish Government guidance on the disestablishment of CHPs as at 31st March 2015, interim arrangements have been put in place until the resources can be legally delegated to the Argyll and Bute HSCP Integrated Joint Board (IJB). This is dependent upon the production and approval of the Argyll and Bute HSCP strategic plan (see section 2.3)

NHS Highland, having considered the risks, and to meet the clinical and care governance and financial accountability requirements, will put in place Argyll and Bute Health Governance Committee will be established as a new subcommittee of the Board.

The Argyll and Bute council has confirmed the transition arrangements will be through its existing Community Services Committee.

The end of these transition arrangements must be by the 31st March 2016 as dictated by statute or sooner once resources can be legally delegated to the Argyll and Bute HSCP Integrated Joint Board (IJB).

2.3 Argyll and Bute Integration Joint Board

The Argyll and Bute HSCP Integration Joint Board (once legally constituted) will assume responsibility for the following:

- Production of the Argyll and Bute HSCP Strategic Plan
- Oversight of the integration transition arrangements regarding:
 - Health and Care Governance (Quality and Safety)
 - Health and Social Care Workforce and partnership arrangements
 - Financial Governance
 - Organisational Development
 - Patient and Carer engagement and involvement arrangements

The IJB therefore has no responsibility at this time for day to day operational services.

Argyll and Bute Integration Joint Board required membership has been established as prescribed in the legislation as set out in the Public Bodies (Joint Working) (Scotland) Act 2014 which is as follows:

Designation	Source
Chief Officer Health and Social Care	Through appointment
Chief Social Work Officer	Through appointment
4x Board Members, NHS Highland	Agreed by NHS Highland Board
4 x elected members, Argyll & Bute Council	Agreed by Argyll and Bute Council
Independent sector representative	Through Scottish Care or Community Care providers
Third sector representative	Through Third Sector Interface
Registered Nurse	Through appointment
Registered medical practitioner who is not a GP	Through appointment
Registered General Practitioner	Through appointment
Trades Union representatives to represent staff in each organisation	Through Partnership Forum
2 x Public Representatives	Through application and interview process
Carer Representative	Through application and interview process
Finance/ Section 95 Officer	Through appointment
Other members as agreed by the voting members of the IJB	Through application and interview process
In attendance:	
Integration Programme Lead	Through appointment
Minute taker	Through appointment
Other stakeholders/Officers co-opted	As required

2.4 Strategic Planning Group

The Scottish Government has now issued the final guidance in relation to 3 year strategic plans and shadow IJBs are now being asked to enact this and confirm their programme for producing their plans. The table below outlines the timetable for this:

Production of Strategic Plan- Indicative timetable;

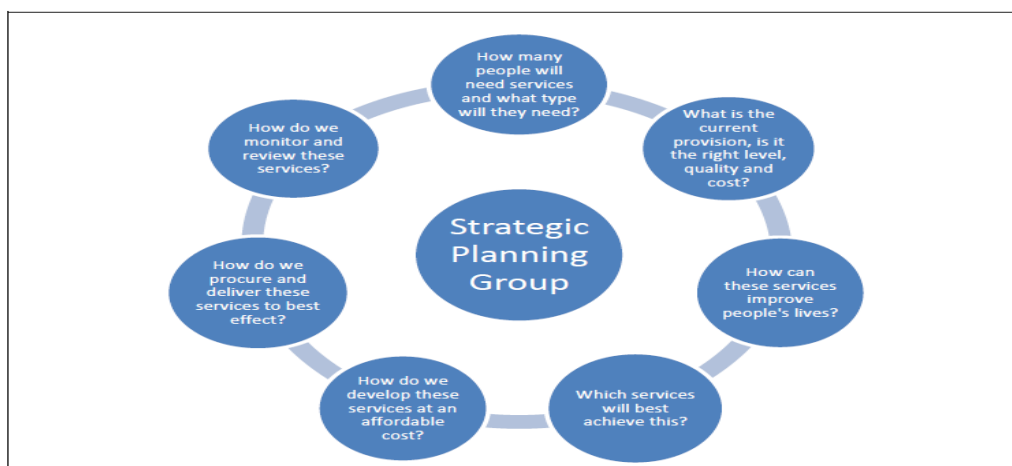
Item	Task	Time Scale
1	Establish Strategic Planning Group- Membership, ToR, Governance	Jan/Feb 15
2	Prepare proposals about matters the strategic plan should contain	End of Mar 15
3	Consult the Strategic planning group on proposals	End of April 15
4	Produce first draft of plan for SPG consideration	End of June 15
5	Consult the Strategic planning group first draft	End of July 15
6	Prepare second draft of Strategic Plan	End of August 15
	Consult the Strategic Planning Group and wider stakeholders on Strategic plan (3 months)	End of November 15
7	Prepare final strategic plan	End of December 15
8	A&B HSCP approved by IJB and SGHD go live date agreed, delegated responsibility passed to IJB	Feb 2016
9	A&B HSCP Go Live	April 2016

The strategic planning group (Appendix 1 outlines its membership from the guidance) has been established, with the first meeting in March 2015 and monthly meetings planned thereafter. We have support from the Joint Improvement Team (JIT), with an identified JIT Associate working closely with the strategic planning group to provide advice and guidance.

The National Steering Group for Strategic Commissioning has suggested that a good plan should be based around the established strategic commissioning cycle:

- Identify the total resources available across health and social care for each care group and for carers and relate this information to the needs of local populations set out in the Joint Strategic Needs Assessment (JSNA)
- Agree desired outcomes and link investment to them
- Assure sound clinical and care governance is embedded
- Is future looking and uses a coherent approach to selecting and prioritising investment and disinvestment decisions
- Reflect closely the needs and plans articulated at locality level

Figure 10 commissioning cycle



2.5 Staff and Public Engagement

The series of public and staff engagement events held in December, January and February informed staff and the public about the Integration Scheme and elicited considerable feedback, much of which will relate to the strategic plan.

Supporting the Communications and Engagement process a dedicated Integration programme website has now been set up hosted by Argyll Voluntary Action and this can be found at <http://www.healthytogetherargyllandbute.org.uk/>

Monthly newsletters, with recent developments and updates are distributed to approximately 3,500 households in Argyll and Bute, as well as to a list of significant organisations.

3 Contribution to Objectives

This is a significant area of policy development for both the Council and NHS Highland as it is a legislative requirement which both partners will need to comply with fully.

4 Governance Implications

4.1 Corporate Governance

The new Partnership will be established by a statute agreement. In particular the governance and accountability arrangements will impact on the current arrangements and standing orders of both partners and is detailed in the Integration Scheme.

4.2 Financial

The revenue and capital budgets of the specified council and NHS services will form part of an integrated budget for the new Health and Social Care Partnership to manage.

4.3 Staff Governance

The body corporate model of integration being adopted will mean, the majority of staff contract arrangements will be unaffected however there will be substantial changes to the operational and strategic management arrangements for all staff.

Staff are integral to the success of the new Health and Social Care partnership and significant effort is being made to ensure staff are fully involved and engaged in the process

There are implications for a variety of staff roles and responsibilities, notably management and support services. Some of this is a continuum of the work already underway but others are also opportunities as identified by the Christie report regarding rationalisation, redesign and review of service as a consequence of integration of health and social care. There are also opportunities for staff co-location and professional and team development.

Organisational Change Policy and a jointly agreed staff protocol will underpin the approach to be taken, supported by workforce planning and development strategies.

4.4 Planning for Fairness:

EQIA scoping exercise will be undertaken if required once the service model and its operational arrangements have been identified. Once again lessons learned from North Highland partnership process will be applied.

4.5 Risk

The process of integration introduces a large number of risks for the partners. The project is reviewing and updating its formal risk register:

- Governance
- Finance and Resources
- Performance Management and Quality
- Human Resources
- Integrated IT
- Engagement and Communications
- Organisational Development
- Equity
- Programme and timescale

4.6 Clinical and Care Governance

There are a number of implications including clarification over pathways, roles and accountabilities in the new organisation which will require to be detailed and implemented through the course of the integration programme.

Notwithstanding this the integration model will be required to be safe, effective and evidence-based. There will be a need to build significant clinical engagement and consensus across the localities in the partnership catchment area.

5 Engagement and Communication

This major service change will require the Partnership to put in place a comprehensive public involvement and engagement process in establishing the new arrangements for PFPI in the partnership.

The intention of the communication and engagement approach is to focus on Person Centred Care and outcomes demonstrating how services will improve by integration. This will be the core of both public and staff engagement and consultation.

A comprehensive communication and engagement plan has been developed and is a discrete project work stream with members drawn from staff, the public and management, supported by SGHD. Designated funding for communication and engagement has been identified.

Policy Leads Councillor Dougie Philand / Councillor Mary Jean Devon
Chief Officer Argyll and Bute HSCP Christina West
Executive Director Community Services Cleland Sneddon

For further information contact:
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Appendix 1 – Argyll and Bute HSCP Strategic Planning Group Prescribed Membership

Integration Authorities are obliged to establish a Strategic Planning Group for the area covered by their Integration Scheme for the purposes of preparing the strategic plan for that area. The group must involve members nominated by the Local Authority or the Health Board, or both. In effect, this provides for the partners who prepared the Integration Scheme, and are party to the integrated arrangements, to be involved in the development of the strategic plan.

In addition, the Integration Authority is required to involve a range of relevant stakeholders. These groups must include representatives of groups prescribed by the Scottish Ministers in regulations as having an interest.

The table below identifies the initial membership for the Strategic Planning Group.

Representative	Other
Chief Officer HSCP	1
At least 1 member of NHS Highland Board	1
At least 1 Elected member of Argyll and Bute Council	1
Health Professionals (GP, Consultant RGH & MH, AHP, Nurse)	10
Social Care Professionals	10
Users of Health and Social Care	2
Carers of users of Health and Social Care	2
Commercial providers of health care	0
Non-commercial providers of health care	1
Commercial providers of Social care	1
Non-commercial providers of Social care	1
Non-commercial providers of Social housing	1
Third sector bodies within the Local Authority carrying out activities related to health or social care	1
Locality Representatives *	4
Representative of NHSGG&C *	1
Total	39

*** Note**

The policy statement issued in December 2014 made provision for representatives for localities and neighbouring Boards to be represented. The views of localities must be taken into account with the Integration Authority required to identify the most appropriate person to represent each locality on the Strategic Planning Group. Local flexibility is allowed, so that an individual can represent more than one locality.

As NHS Highland main provider for secondary care services is NHSGG&C a representative is also identified for the group.

Outcome 1: The economy is diverse and thriving

This outcome focuses on business growth, sustainability and start up. Tourism, marine science, renewables, digital economy and food and drink are the key sectors which will be developed through this outcome

The key strategies and plans supporting the delivery of this outcome at an Argyll & Bute level include: Argyll and Bute Local Housing Strategy; Argyll and Bute Skills Pipeline Argyll and Bute Youth Employment Activity Plan; Argyll Voluntary Action Strategic Plan; CHORD / CARS programme; TIF programme; Economic Development Action Plan; Scottish Government Economic Strategy; Highlands and Islands Enterprise Operating Plan; Local Development Plan; Opportunities for All Development Plan; Renewable Energy Action Plan; Roads Asset Management and Maintenance Strategy; Scottish Enterprise Operating Plan; Scottish Ferries Plan; Strategic Housing Investment Plan 2013-18; Strategic Infrastructure Plan (proposed)

The following strategic partnerships are supporting the delivery of this outcome: Argyll and Bute Renewables Alliance; Argyll and the Isles Strategic Tourism Partnership; Argyll and Bute Employability Partnership; Third Sector and Communities Strategic Partnership.

Main areas of focus for Mid Argyll, Kintyre and the Islands included within this outcome:

- To achieve business growth and additional employment opportunities
- To ensure our towns, villages and rural communities are economically dynamic, sustainable and connected building on their distinct opportunities
- To create the right environment where more people choose to live, work, visit and invest in Argyll and Bute
- To ensure we have a thriving, sustainable renewable energy sector with well-developed local supply chains and community benefits
- To ensure we have a robust tourism sector with an extended season, a higher value proposition and increased turnover
- To create an environment where levels of entrepreneurship are increased

Outcome 1: The economy is diverse and thriving

SOA Code	SOA Delivery Plan Action	Activity on the Ground	Timescale
1.1.2	Support an increase in international trade through more businesses trading internationally and businesses increasing international turnover	£1.3M pa estimated increase in International Sales across Argyll & Bute as a result of approvals this year.	Ongoing
1.1.4	Support Business Growth (including social enterprise) through HIE / SE account management and Business Gateway (BG)	64 organisations account managed across Argyll & Bute, 6 of which were referrals from BG	Ongoing
1.1.7	Ensure businesses are ready to take advantage of the opportunities offered by improved Broadband speeds	New courses to be run by Business Gateway and/or Highlands & Islands Enterprise in a number of areas across Argyll and Bute	On-going support throughout 2015 - 2017
1.2.4	Prepare a plan to leverage inward investment opportunities at Machrihanish and Campbeltown	A masterplan has been completed and 2 proposition documents for potential investments have also been prepared.	Ongoing
1.2.6	Deliver Community Account Management model to support sustainable growth and community empowerment	6 CAM Action Plans in place across Argyll & Bute.	Ongoing
1.4.1	Increase awareness of marine employment, education and business opportunities through engagement with SAMS and all local stakeholders	A number of leads are still being pursued following attendance at Aquaculture UK. A report on the Argyll marine economy is to be commissioned.	Ongoing
1.5.2	Influence delivery of Islay Tidal Array through infrastructure, inward investment, supply chain, employment and training	HIE staff facilitated a visit to key Argyll sites and introductions to potential marine contractors with the Developer	Ongoing
1.5.3	Support the development of the local energy supply chain	3 events have been attended to increase the profile of Argyll & Bute and provide	Ongoing

		opportunities to local suppliers.	
1.6.1	Secure and maintain ongoing sustainability of the Argyll and Isles Tourism Co-Operatove Ltd (AITC) to further develop the tourism value chain linked to the area's unique heritage, provenance and authenticity	Local destination management groups have received support to engage support staff.	Ongoing
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.	<i>No information at February 2015</i>	
1.6.3	Support the delivery of high quality tourism experiences across Argyll and Bute	14 account managed tourism sector organisations across Argyll & Bute.	Ongoing
1.6.4	Build upon the local food and drink offering	15 account managed Food & Drink sector organisations across Argyll & Bute.	Ongoing
1.7.1	To provide support business starts in each of the four council administrative areas.	Business Gateway Advisors will provide support and advice to business starts ups within the area	On-going Business Gateway support throughout 2015 - 2017
1.8.3	To optimise public sector employment and training opportunities including work experience, apprenticeships, graduate placements, research etc	10 current Graduate Placements across Argyll & Bute.	Ongoing
		A study is being commissioned to identify increased opportunities for public sector employment. This is a direct SOA action	March 2015
1.8.4	Optimise local benefits through public sector procurement process through continued usage of supplier development programme, utilising community benefit clauses where appropriate	Campbeltown Old Quay Wall Replacement: BAM Nuttall confirmed that they have engaged local suppliers and employed local workforce (60% of contract workforce) and provided a	Ongoing

		<p>school talk in Castlehill Primary School on 23/24th June, all in line with their submission. In addition they have registered the site with Considerate Construction.</p>	
		<p>PV Panel Installation Education Properties (Non-NPDO): Contractor-led presentations within the relevant schools after completion of the works involved in this contract, to raise awareness of the benefits of Solar PV Panels</p>	<p>TBA – Presentations to start from January 2015</p>
		<p>Provision of Addiction Recovery Services: the Council would wish to see the contractor(s) for the Provision of Addiction Recovery Services, provide where appropriate, young person engagement. Under this contract, the Council would expect to work with the successful contractor(s) to organise contractor-led presentations within the Argyll and Bute schools to raise awareness of addiction to alcohol and drugs.</p>	<p>Ongoing</p>
		<p>Supply and Delivery of Fresh Meat: We recently worked with a local school to highlight the skills and techniques needed to be a local butcher, showing them the different jobs available to them in their own community. They were invited to come and have a guided tour in the shop and Whinpark, providing them with literature of the process of farm to plate. We regularly run competitions through the schools and nurseries to encourage children to come into the shop and talk to the staff. We have advertised through the local high school for workplace experiences and job</p>	<p>Ongoing</p>

		opportunities that might be arising in the establishment. Having a good relationship with the careers adviser helped with the apprentice position that has just been secured.	
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Outcome 5: People live active, healthier and independent lives

This outcome focuses on narrowing the gap in health inequalities by providing opportunities for everyone to be physically active and energetic members of their communities. People are enabled to live independently, with meaning and purpose, within their own community and are empowered to lead the healthiest lives possible. Healthier choices are made regarding alcohol and drugs and people are enabled to recover from substance misuse. Mental health improvement strategies are promoted by the CPP to reduce health inequalities.

The key strategies and plans supporting the delivery of this outcome at an Argyll & Bute level include: Health and Wellbeing Partnership Joint Health Improvement Plan, Mental Health Modernisation and Strategic Framework for Mental Health and Well-being, Reshaping Care for Older People, A&B Integrated Children's Services Plan, Local Housing Strategy, NHS Highland Health Inequalities Action Plan.

The following strategic partnerships are supporting the delivery of this outcome; Argyll and Bute Advice Network, Argyll and Bute Against Domestic Abuse and Violence Against Women Partnership, Argyll and Bute Community Health Partnership, Argyll and Bute Health and Social Care Partnership, Argyll and Bute Local Access Forum, Argyll and Bute Strategic Housing Forum, Third Sector and Communities CPP Sub-group, Health and Wellbeing Partnership.

Main areas of focus for Mid Argyll, Kintyre and the Islands included within this outcome:

- People are empowered to maintain their independence and are an integral part of their local communities
- Individuals are more physically active
- Mental Health and well-being is improved
- Our partners work together to ensure that we mitigate against the effects of poverty across Argyll and Bute

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Short Term Outcome:			
SOA Code	SOA Delivery Plan Action	Activity on the Ground	Timescale
5.1.1	Continue to shift the balance of care from institutional to community based settings	<i>No information provided as at February 2015</i>	
5.1.6	Maintain a new build social housing programme including housing for varying needs to enable people to live more independently	12 units for social rent at Inveraray.	2015
		8 units for social rent in Tarbert (& assessing need for additional phase beyond this).	March 2015.
		6 units for social rent at Ardfern.	Feb. 2015
		18 units for social rent at Imeraval, Islay.	2016
		2 units for social rent in Tayvallich.	2015/16.
		A second phase of the development at Bowmore with 10 social rented units.	2015/16
		Progress a new build unit on Gigha	To be confirmed.
	Explore potential for new developments at Port Charlotte, Islay; Carradale; Jura; Lochgilphead; and Colonsay.	To be confirmed.	
5.1.7	Carers are identified, supported and enabled to fulfill their roles	<i>No information provided as at February 2015</i>	
5.2.1	Work in partnership to tackle obesity and diabetes	<i>No information provided as at February 2015</i>	
5.2.2	Improve access and develop more opportunities for people to participate in physical exercise / activity	Continued funding and development of the Active Schools Program	Ongoing until 2019
		Re – Launch ArgyllActive program in Mid Argyll	March 2015
		Continue to support the Campbeltown community sports HUB initiative	March 2015 (dependant on Sportscotland funding)

		Develop the current fitness class program to increase the type of exercise classes on offer in Mid Argyll: <ul style="list-style-type: none"> • Over 60's 	April 2015
		Assist with the development of an improved athletics area at the Mid Argyll Joint campus	TBC 2015
		Review and update facility charges to improve facility accessibility for concessions and families	April 2015
		Continue to support the SLA arrangements with NGB's for: <ul style="list-style-type: none"> • Football - SFA • Shinty – Camanachd Association • Rugby – SRU 	Ongoing
		Introduction of the a new leisure IT system at Mid Argyll Sports Centre which will greatly improve: <ul style="list-style-type: none"> • The customer journey – booking online etc. • Measuring usage • Reporting Key Performance Indicators 	Feb 2015 (Phase 1)
5.2.3	Increase accessibility to outdoor environments / green spaces	Develop an online library of simple walking route guides, combined with linkages to pre-existing guides available from other agencies such that a single point of comprehensive information will exist.	Phase 1 to populate the library with route guides. Stage 2 to develop the web based delivery of the library. Anticipated

			timescale 2 years and then ongoing maintenance.
5.4.1	Promote and build social networks to improve mental health	Social groups are supported eg. Lunch Bunch monthly Community Lunch	Ongoing
		Flying Craft Squad – work with Care Homes and Sheltered Housing	To be re-established February/March 2015
		Establish Men’s Shed as community asset	
		Work in partnership with other organisations and groups with a common aim	During 2015-16
		South Kintyre Seniors Forum has grown from single figures to over 50 in 2014. Groups use the opportunity to socialise, arrange activities and organise meetings out with the forum. Anticipate 75 Forum members in 2015.	Ongoing
		The introduction of the Happy Bus project has both addressed social isolation and allowed older people another means to access existing opportunities.	The happy bus operates weekly, with additional use as and when. The funding for the project will be exhausted by March and subsequent funding opportunities are being assessed.

		Provision of STEPS courses	February 2015
		Maintaining links with LINK clubs in Campbeltown and Islay	
		To run fortnightly drop in craft sessions to maintain links with past STEPS candidates	
5.6.7	Adverse impacts of welfare reform are minimised	Support local Food Bank and refer clients to agencies who can provide additional support.	

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