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12 November 2015

NOTICE OF MEETING

A meeting of the **OBAN LORN & THE ISLES COMMUNITY PLANNING GROUP** will be held in **OBAN HIGH SCHOOL** on **THURSDAY, 19 NOVEMBER 2015** at **6:30 PM**, which you are requested to attend.

Douglas Hendry
Executive Director of Customer Services

BUSINESS

1. **WELCOME AND APOLOGIES**
2. **DECLARATIONS OF INTEREST**
3. **MINUTES**
 - (a) Oban, Lorn and the Isles Community Planning Group 27 August 2015 (Pages 1 - 6)
 - (b) Oban, Lorn and the Isles Community Safety Forum 28 August 2015 (for noting) (Pages 7 - 18)
 - (c) Minute of the Third Sector and Communities CPP Strategic Group held on 26th August 2015 (for noting) (Pages 19 - 22)
4. **STANDING ITEM: MANAGEMENT COMMITTEE UPDATE** (Pages 23 - 28)
Report by Community Planning Manager
5. **REVIEW OF SOA DELIVERY PLANS** (Pages 29 - 34)
Presentation by Community Planning Manager

6. **PLANNING OUR FUTURE - UPDATE BY ARGYLL AND BUTE COUNCIL** (Pages 35 - 58)
Copy of report submitted to Argyll and Bute Council on 22nd October 2015
7. **OUTCOME 2: WE HAVE INFRASTRUCTURE THAT SUPPORTS SUSTAINABLE GROWTH**
 - (a) Oban Communities Trust
Update by Oban Communities Trust
 - (b) Skatepark Locations
Update by Stakepark Group
8. **OUTCOME 6: PEOPLE LIVE IN SAFER AND STRONGER COMMUNITIES**
 - (a) Community Safety Partnership Strategic Plan (Pages 59 - 64)
Report by Community Safety Officer
9. **OUTCOME 4: CHILDREN AND YOUNG PEOPLE HAVE THE BEST POSSIBLE START**
 - (a) New Oban High School (Pages 65 - 68)
Report by Head of Facility Services
 - (b) North Argyll Youth Forum
Presentation by North Argyll Youth Forum
10. **OUTCOME 5: PEOPLE LIVE ACTIVE, HEALTHIER AND INDEPENDENT LIVES**
 - (a) Health and Social Care Integration Update (Standing Item) (Pages 69 - 86)
Report by Integration Project Manager
 - (b) Lorn and Oban Healthy Options - Potential Inclusion on SOA (Pages 87 - 90)
Report by Community Development Officer
 - (c) Alcohol and Drug Partnership (Pages 91 - 110)
Presentation by Alcohol and Drugs Partnership Co-ordinator
11. **PARTNER UPDATES**
Opportunity for verbal updates by Community Planning Partners.

**12. DATE OF NEXT MEETING - THURSDAY 18 FEBRUARY 2016 AT 2PM IN THE
CORRAN HALLS, OBAN**

Outcomes to be discussed: Annual Review of Outcomes

OBAN LORN & THE ISLES COMMUNITY PLANNING GROUP

Margaret Adams, Chair

Councillor Roddy McCuish, Vice Chair

Contact: Danielle Finlay, Senior Area Committee Assistant - 01631 567945

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**MINUTES of MEETING of OBAN LORN & THE ISLES COMMUNITY PLANNING GROUP held
in the MEETING ROOM 3, JOHN MURRAY BUILDING, SAMS, DUNBEG
on THURSDAY, 27 AUGUST 2015**

Present: Margaret Adams, Ardchattan Community Council (Chair)
Councillor Roddy McCuish Councillor Elaine Robertson
Councillor Neil MacIntyre Councillor Duncan MacIntyre

Attending: Shirley MacLeod, Argyll and Bute Council
Laura MacDonald, Argyll and Bute Council
Paul Ashworth, Argyll and Bute Council
Ishabel Bremner, Argyll and Bute Council
Jay Helbert, Argyll and Bute Council
Alex Taylor, Argyll and Bute Council
Alison Hardman, NHS Highland
Caroline Henderson, NHS Highland
Louise Lawson, Oban High School
Iona MacPhail, ACHA
Martin Hill, Scottish Fire and Rescue
Morag Goodfellow, HIE
Roy Clunie, Lorn & Healthy Options
Hugh MacLean, Lorn and Healthy Options
Duncan Martin, Oban Community Council
Bob Davies, Lismore Community Council
Rona Dougal, Argyll Voluntary Action
Maureen Evans, Youth Services Worker
Emily, Youth Forum
Naomi, Youth Forum

1. WELCOME AND APOLOGIES

Apologies were received from:-

Marri Malloy, Chair of Oban Community Council
Lana Stewart, Police Scotland
Eleanor MacKinnon, Health and Wellbeing Network
Kevin Baker, Argyll and Bute Council

2. DECLARATIONS OF INTEREST

There were no declarations of interest intimated.

3. MINUTES

(a) Oban, Lorn and the Isles Community Planning Group 21 May 2015

The Minute of the Oban, Lorn and the Isles Community Planning Group meeting of 21st May 2015 was approved as a correct record.

(b) **Oban, Lorn and the Isles Community Safety Forum 29 May 2015 (for noting)**

The Minute of the Oban, Lorn and the Isles Community Safety Forum of 29th May 2015 was noted.

4. MEMBERSHIP OF THE AREA COMMUNITY PLANNING GROUP

A report providing an update of the membership of the Oban, Lorn and the Isles Community Planning Group, was considered.

Decision

The Group noted the contents of the report.

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

5. STANDING ITEM: MANAGEMENT COMMITTEE UPDATE

The Area Governance Manager took the Group through a report which provided feedback on the discussions that took place at the Community Planning Partnership Management Committee on 17th June 2015.

Decision

The Group:

1. Noted the highlights of the CPP Management Committee meeting and agreed to distribute these further to community contacts and other local organisations; and
2. Noted the response set out in section 4 and requested that the Area Governance Manager, Shirley MacLeod, take any further comment to the CPP's Management Committee meeting on 30 September 2015.

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

6. STANDING ITEM - HEALTH AND SOCIAL CARE INTEGRATION (OUTCOME 5: PEOPLE LIVE ACTIVE, HEALTHIER AND INDEPENDENT LIVES)

A report providing the Area Community Planning Groups with a progress report on the action undertaken to establish the Argyll and Bute Health and Social Care partnership (HSCP) since its last meeting, was considered and further information was provided verbally by Caroline Henderson of NHS Highland.

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.

Decision

The Group noted the contents of the report and the information provided verbally.

(Ref: Report by Head of Strategic Planning and Performance, dated 27th August 2015, submitted).

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

(a) Health Improvement Team - Annual Report and General Update

The Senior Health Improvement Specialist took the Group through an annual report providing a breakdown of activity during 2014-2015.

Decision

The Group noted the contents of the report and the supporting report.

(Ref: Report by Senior Health Improvement Specialist dated 27th August 2015, submitted).

(b) ACHA - Annual Update

Iona MacPhail from ACHA took the Group through an annual update presentation which provided a statistical breakdown of housing stock, along with a list of service provision, ongoing initiatives for 2015/2016, ACHA's key priorities and examples of community work that ACHA have undertaken.

She spoke about the new builds and advised there are 40 new units at Catalina Avenue, Oban, 2 at Bonawe, 8 at Connel, 8 at Croft Avenue, Oban and 8 at Dalmally.

Iona also highlighted the work being undertaken by ACHA in relation to mitigating the effects of Welfare changes, she agreed to forward this for distribution to the wider CPG group.

Decision

The Group noted the information provided.

(Ref: Presentation by ACHA dated 27th August 2015, submitted).

(c) Lorn and Oban Healthy Options

Roy Clunie and Hugh MacLean of Lorn Healthy Options gave a presentation to the Group on the services which Lorn Healthy Options provides.

Decision

The Group noted the information provided and agreed that the possibility of including this project in the SOA: Local for OLI should be progressed.

(Ref: Presentation by Lorn and Healthy Options dated 27th August 2015, submitted).

8. OUTCOME 1: THE ECONOMY IS DIVERSE AND THRIVING

(a) Update on SOA Outcome 1 - Highlands and Islands Enterprise

An HIE representative took the Group through a report which provided an update on progress at an overall strategic level for the period to end July 2015 on Outcome 1: The economy is diverse and thriving.

Decision

The Group noted the report and agreed that it was essential that CalMac were included in the work of the Transport Connectivity study, Morag agreed to take this forward and provide update to the group.

(Ref: Report by Highlands and Islands Enterprise dated 27th August 2015, submitted).

The Economic Development Manager took the Oban, Lorn and the Isles Community Planning Group through a report updating them on Business Gateway support activity in the area during the first quarter of 2015/16.

She advised that the Business Gateway team has close links with Highlands and Islands Enterprise and Scottish Enterprise, working to identify businesses with significant growth potential.

She confirmed that support to existing businesses had been less than hoped for due to the delay in the provision of a suite of new services to be funded by the European Regional Development Fund through the Business Gateway Local Growth Accelerator Programme Strategic Intervention, but this was now being progressed.

Decision

The Group noted the contents of the report.

(Ref: Report by Economic Development Manager dated 27th August 2015, submitted).

(b) Oban as a University Town

Unfortunately there was no one present from Argyll College so this item has been deferred until the November meeting. Morag Goodfellow provided a short verbal update on progress as far as she knew it, this will be forwarded to the CPG group by email.

(c) Tourism Experience across Argyll and Bute

Unfortunately there was no one present from Visit Scotland/Argyll and the Isles Tourism Co-operative Ltd, so this item has been deferred until the November meeting.

(d) **Partnership Structures to Develop Culture and Heritage**

Apologies were intimated by Kevin Baker, Library Development Officer so therefore this item has been deferred until the November meeting.

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

(a) **Education Quality and Standards Report**

The Group gave consideration to a report highlighting the major achievements made within Education in relation to the actions outlined in the Education Action Plan for 2013/14. Discussion took place in relation to positive destinations and the Education Officer agreed to look into this and have the information distributed round the Group.

Decision

The Group:

1. Noted the continuing progress made in relation to Education within Argyll and Bute;
2. Noted the commitment of staff and the success and achievements of our children and young people; and
3. Requested that the Quality and Standards report for session 14/15 be presented to the February CPG meeting in order to ensure currency of information.

(Ref: Report by Head of Education dated 2nd July 2015, submitted).

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

(a) **Integrated Children's Services Plan**

The Group gave consideration to a report providing an update on the progress made in relation to Outcome 4 of the SOA. The report outlined the performance measures at the end of FQ4 of 2014/15 and the successes, key achievements and key issues in relation to Outcome 4 over the past year. Additional verbal information was provided to the group by Ms Lawson of Oban High School.

Decision:

1. The group agreed to note the progress made in the delivery of Outcome 4 over the past year; and
2. Note the planned review of the performance indicators set within Outcome 4 to develop increasingly meaningful performance indicators to measure performance for the year ahead.

(Ref: Report by Head of Education, dated 12 August 2015, submitted.)

11. DATE OF NEXT MEETING - THURSDAY 19TH NOVEMBER 2015 AT 6:30PM IN THE CORRAN HALLS, OBAN

A discussion was facilitated by the Area Governance Manager on items for inclusion on the Agenda for the Next Meeting under outcome 2 (We have infrastructure that supports sustainable growth) and Outcome 6 (People Live in safer and stronger communities).

It was noted that members of the group should contact the Area Governance Manager if they have any agenda items they would like added.

The Group noted that the next meeting of the Oban, Lorn and the Isles CPG will take place on Thursday 19th November 2015 at 6:30pm in Oban High School.

Decision

1. The Group noted the proposed outcomes; and
2. Agreed to hold the November meeting in Oban High School , with a focus on outcomes 2 and 6, and that the Community Development Officer will work proactively with the Youth Forum and other groups representing young people in the OLI area with a view to ensuring that they have the opportunity to include items of specific relevance to young people on the agenda and are supported to participate fully in the meeting itself, with a view to building a model for effective participation by young people in all future CPG meetings.

(Ref: Verbal update by the Area Governance Manager, dated 27th August 2015, submitted)

12. PARTNER UPDATES

The Group heard verbal updates from the following partners:

Scottish Fire and Rescue

Martin Hill advised the Group that Scottish Fire and Rescue will be featuring strongly in the discussion of outcome 6 at the November meeting where he will provide a full update.

Argyll Voluntary Action

The AVA representative advised the Group that Argyll and Bute now have a new third sector interface which became operational from the 1st August 2015.

She confirmed that they are now recruiting for a 3rd Sector Officer and there is a new board of trustees.

Rona suggested that there be less paperwork for the Community Planning Group meetings and more executive summaries as it would get more of a public involvement.

(Ref: Verbal update by Argyll Voluntary Action representative, dated 27th August 2015, submitted).

Argyll and Bute Council
Comhairle Earra Ghaidheal agus Bhoid

Customer Services
Executive Director: Douglas Hendry



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21 August 2015

NOTICE OF MEETING

A meeting of the **OBAN LORN & THE ISLES COMMUNITY SAFETY FORUM** will be held in **OBAN COMMUNITY FIRE STATION** on **FRIDAY, 28 AUGUST 2015** at **10:30 AM**, which you are requested to attend.

Douglas Hendry
Executive Director - Customer Services

BUSINESS

1. **APOLOGIES**
2. **MINUTES**
Oban, Lorn and the Isles Community Safety Forum – 29th May 2015 (Pages 1 - 10)
3. **PARTNER UPDATES**
 - (a) POLICE SCOTLAND
 - (b) SCOTTISH FIRE AND RESCUE
 - (c) ARGYLL AND BUTE COUNCIL
 - (d) NHS
 - (e) LOCHWATCH LOCH AWE
4. **AOCB**

OBAN, LORN AND THE ISLES COMMUNITY SAFETY FORUM

Contact: Karen Campbell, Area Governance Assistant - 01631 567855

**MINUTES of MEETING of OBAN LORN & THE ISLES COMMUNITY SAFETY FORUM held in
the CORRAN HALLS, OBAN
on FRIDAY, 29 MAY 2015**

Present: Councillor Roddy McCuish (Chair)

Attending: Keith Docherty, Police Scotland
Robert Cowper, Argyll and Bute Council
Cathcart Ironside, Scottish Fire and Rescue
Iain MacKinnon, Argyll and Bute Council
Murray Humphries, LochWatch Loch Awe
Walter Burton, Oban Rotary Club
Rita Campbell, Press and Journal

1. APOLOGIES

Apologies were received from:

Fiona Sharples, NHS
David Bleazard, Outside Edge
Fiona Scott, Argyll and Bute Council
June Graham, Argyll and Bute Council
Pamela Hoey, Argyll and Bute Council
Iona MacPhail, ACHA

2. MINUTES

The Minutes of the previous Oban, Lorn and the Isles Community Safety Forum held on 25th February 2015 were approved as a correct record.

3. PARTNER UPDATES

(a) POLICE SCOTLAND

Police are involved in up and coming events, Skerryvore 30th May all plans are in place, the July Tìree Music Festival planning is at advanced stages and talks with the organisers of the August Argyllshire Gathering in Oban have started.

Police have been dealing with two recent major incidents involving a light aircraft crash in Loch Etive and an accident at work incident on Mull, During investigations and dealing with both incidents resources were stretched. Additional police resources were brought in. Inspector Mark Stephen is attending a debrief today with regards to the plane crash.

The Inspector is keen to get the Rural Watch Scheme back up and running, this is progressing.

The police have their Summer Plan in place focusing on anti-social

behaviour, drug dealing, driving behaviour, their annual drink driving initiative starts today.

Crime

Crime figures compared to this time last year show a 100% detection of the supply of drugs, house breaking and vehicle crime is reduced, slight increase in anti-social behaviour and assault.

The new guidelines for Stop and Search commence on 1st June 2015.

(b) SCOTTISH FIRE AND RESCUE

With effect from 1st March 2015, the fire service has had 88 turnouts, 66 of which were false alarms. The Policy on False Alarms is being re-introduced across Argyll and Bute.

There has been attendance at 10 reportable fires and 4 road traffic collisions.

Leaflets on wildfires are being circulated in the area.

Talks are ongoing with the Ambulance Service with regards to sharing the Community Fire Station facility.

Cathcart Ironside advised that he had received the plans for the new high school from Building Control.

A discussion then took place regarding the high volume of traffic which now filters down Soroba Road and the impact it may have for the fire service and the ambulance service coming out of the station and heading down to town centre, especially between 4pm and 5pm.

Iain MacKinnon advised that although the flashing blue lights manage to get through the traffic it is the retained personnel that have the bigger problem getting to their emergency stations if called out, when traffic is nose to tail the length of Soroba Road.

(c) ARGYLL AND BUTE COUNCIL

Environmental Health

Iain MacKinnon advised that his team are stretched at the moment as there are 4 vacant posts within the department. Argyll and Bute Council are in very early discussions with Highland Council over working together as both areas are very similar with regards to working practices.

Civic Government Licences are due for renewal at the end of June, Houses of Multiple Occupation have now been removed from civic government legislation and have fallen under the remit of housing services, and this will entail environmental health carrying out joint

visits with the fire service to these establishments.

Skerryvore event is on at Mossfield Park-Saturday 30th May, environmental health have been working closely with the event operators, 5500 tickets have been sold with a further 500 available at the gate on the day. Traffic controls will be in place as of 29th May this, Mossfield Avenue will be closed off all of Saturday, where only residents will be allowed through. The event will finish at 11.30pm, bars and music finishing at 11pm.

The Tiree Music Festival plans are well underway, this involves a multi-agency approach.

The Lorn Event Safety Team is hoping to extend across Argyll and Bute with set standards and guidelines, this will involve a Strategic Team and an Operation Team, and a proposal has gone to the Community Planning Partnership for approval.

Animal Health and Welfare and Trading Standards work alongside Environmental Health. Trading Standards are working on a Trusted Builders Service initiative at the moment, where local builders who have the correct credentials will be given a Local Authority Logo to put on their vehicles so that the public know they are reputable and have had the proper checks.

Animal Health and Welfare work closely with the SSPCA and at the moment have an issue with imported rescue dogs, which have been brought to the country, although not through the proper channels, 2 dogs have been impounded and will remain impounded for up to 3 months.

Horses/Ponies will require passports/movement papers under EU Regulations and Scottish Regulations.

(d) NHS

No-one was in attendance from NHS.

(e) LOCHWATCH LOCH AWE

Murray Humphries from Lochwatch Loch Awe advised that the fishing season had started, however due to the cold weather there was no fish, so Loch very quiet.

Galeforce Marine had donated an inflatable dinghy to the Loch Watch Team.

Lochwatch recently had a naming ceremony for their boat, which was named after the late Councillor Donald MacDonald, who was one of the early members of Lochwatch and great supporter of all that Lochwatch was seeking to achieve. Mrs MacDonald and her family were in attendance at the naming ceremony.

4. AOCB

Robert Cowper, the Community Safety Officer, tabled a report detailing a proposal to restructure Community Safety Partnership working that integrates community safety with community planning structures. The proposal was developed with community safety partners and has been endorsed by the Community Planning Partnership.

Discussions took place regarding the new structure and it was agreed in principle. The chair requested that the Community Safety Report and diagram of the proposed structure are attached to the published minutes from today's Community Safety Forum meeting. Comments from partners should be forwarded to Robert Cowper whose contact details are noted in the report.

5. DATE OF NEXT MEETING

The next Oban, Lorn and the Isles Community Safety Forum will be held on Friday 28th August 2015 at 10.30am in Oban Community Fire Station.

ARGYLL AND BUTE COUNCIL
COMMUNITY GOVERNANCE
CUSTOMER SERVICES

Community Safety Partnership Working

1.0 Summary

1.1 This is a report on community safety partnership working in Argyll and Bute which has been prompted by a number of recent developments to strengthen community planning arrangements.

1.2 The vision and direction for Argyll and Bute over the next ten years is set out in the Community Plan and Single Outcome Agreement 2013 -23. Achieving this will require close collaboration between partners and strong strategic direction.

1.3 Outcome 6 of the Single Outcome Agreement has clear action and lines of responsibility for ensuring communities are safe, strong and resilient.

1.4 As a result of discussion involving key community safety partners, a new community safety partnership model has been identified to enhance strategic focus and deliver local action on community safety.

2.0 Recommendation

2.1 The Community Safety Forum endorses the proposal to restructure community safety partnership working in line with the 'Community Safety Tasking and Coordinating Partnership' model set out in this report.

3.0 Background

3.1 The five local Community Safety Forums have been extremely successful in making their local communities safe.

3.2 The current community safety partnership structure has been in place since c2000 and comprises five area based Community Safety Forums – Bute, Cowal, Helensburgh and Lomond, Oban Lorn and the Isles, Mid Argyll Kintyre and the Islands.

3.3 Thematic areas of responsibility for the Community Safety Forums are:
Tackling Disorder, Anti Social Behaviour and Violence
Personal safety of the young, elderly and other vulnerable groups
Safeguarding the natural and built environment from fire, vandalism, graffiti, littering and dog fouling
Road and Water Safety
Engaging with communities to make people safe

3.4 Anti Social Behaviour issues are dealt with on an area basis by multi agency groups that meet, approximately, bi monthly to address local complaints.

4.0 Details

4.1 There are six short term outcomes within Outcome 6 of the Single Outcome Agreement which extend across a number of thematic areas. These will be delivered through work undertaken by a number of partners including community safety partners. This will require strong strategic direction and a commitment from partners to work together closely and demonstrate, through evidence, their success.

4.2 Weaknesses exist within the current community safety partnership structure when assessing this within the context of SOA 6 requirements.

- a) The area based structure of five Community Safety forums ensures a strong focus on local issues but there is a degree of fragmentation which makes accountability for performance unclear.
- b) A lack of data hampers oversight, comparison and challenge.
- c) The meeting schedule of four meetings per year is insufficient to provide drive for community safety work streams.
- d) Partner attendance at some Community Safety forums has declined which impacts on collaboration.

4.3 An alternative community safety partnership structure has been identified which has been endorsed by the Community Planning Partnership Management Committee to deliver SOA Outcome 6. This model is set out in Appendix 1 'Community Safety Tasking and Coordinating Partnership'.

4.4 The Community Safety Tasking and Coordinating Partnership will meet on a six week basis to work plan, problem solve and evaluate performance. Data and evidence will be gathered and shared to inform delivery and assess performance.

4.5 The partnership will comprise representatives from community safety services and stakeholder agencies in line with SOA 6. A lead person will represent the partnership at Area Community Planning meetings within all council areas to engage and fully integrate community safety within area community planning structures.

4.6 An SOA Outcome 6 Lead Officers group will also be established. The aim of this group is to provide strategic leadership and integrate the Community Safety Tasking and Coordinating Partnership with other strategic partnerships and groups who share SOA Outcome 6 responsibilities.

4.7 Membership of the SOA Outcome 6 Lead Officers Group would comprise a lead officer representing the Community Safety Tasking and Coordinating Partnership as well as a lead from the following partnerships and groups:

Counter Terrorism CONTEST Group

Serious and Organised Crime Interventions Group

Argyll and Bute Local Resilience Partnership

Violence Against Women Partnership

Child Protection Committee

Argyll and Bute Road Safety Group

Argyll and Bute Alcohol and Drugs Partnership

Argyll and Bute Third Sector Partnership

4.8 The valuable contribution to community safety by interested groups, including Crime Prevention Panels and Neighbourhood Watch schemes, is recognised. Local groups will continue to influence and shape community safety through membership of Area Community Planning Groups and delivery of the Single Outcome Agreement Local. It is not expected these groups will routinely attend Community Safety Tasking and Coordination Partnership meetings, but their attendance would be sought on a planned basis within the yearly schedule of meetings.

4.9 Anti Social Behaviour multi agency groups will remain as area based groups to address complaints and retain local context for this work stream. They would also report to the Community Safety Tasking and Coordinating partnership.

5.0 CONCLUSION

5.1 This report acknowledges the role the community forums have played in making communities safer.

5.2 With work taking place to strengthen community planning the time is right to review the way in which community safety partnership working is structured and the effectiveness of this. When assessed within this context the current community safety partnership structure has identifiable weaknesses.

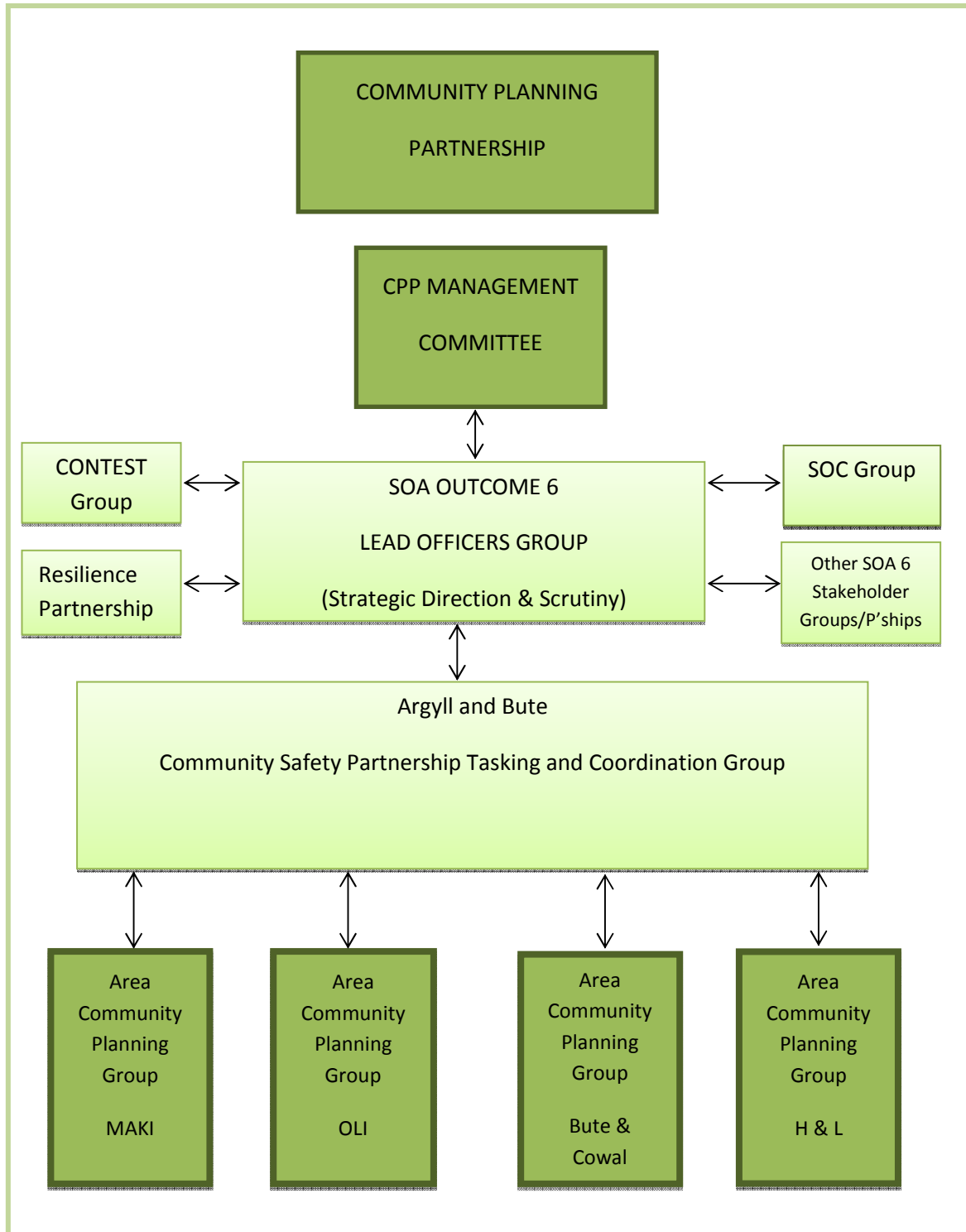
5.3 The model set out in this report would embed community safety partnership working within community planning and ensure greater coherence, collaboration and integration.

6.0 Implications

Strategic Implications	SOA Outcome 6
Resources	Existing resources partners have committed to deliver outcomes agreed within SOA Outcome 6.
Prevention	There is a risk that SOA Outcome 6 will not be fully achieved if community safety partnership working is not strengthened and better integrated.
Equalities	Contributes to equality outcomes identified in SOA outcome 6 to improve the safety of all groups and reduce outcome inequalities.

Report author - Robert Cowper, Community Safety Coordinator,
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Appendix 1 Community Safety Tasking and Coordinating Partnership for SOA 6 “People Live in Safer and Stronger Communities”



Lead Officers Group Comprises leads from – Argyll and Bute Community Safety Partnership, Argyll and Bute Resilience Partnership, Counter Terrorism CONTEST Group, Serious and Organised Crime Interventions Group, Violence Against Women Partnership, Alcohol and Drugs Partnership, Child Protection Committee, Argyll and Bute Third Sector Partnership, Argyll and Bute Road Safety Group

THIRD SECTOR AND COMMUNITIES CPP STRATEGIC GROUP

Minutes of meeting held at Kilmory, Lochgilphead
(with VC links to Service Point, Islay and Hill Street, Dunoon)
At 10.00am on Wednesday 26th August 2015

Present:

Argyll and Bute Council: Cllr Robin Currie (Chair), Arlene Cullum, Colin Fulcher, Rona Gold, Mary Louise Howat, Laura Macdonald, Judy Orr

NHS Highland: Alison Hardman, Alison McGrory

Argyll and Bute TSI: Alistair McLaren, Petra Pearce

Scottish Fire and Rescue: David Cowley

Living It Up: Elaine Booth

HIE: Kirsten Logue

ABCAB: Gillian McInnes

In attendance: Rebecca Stokes (minutes)

<p>1. Welcome and Apologies Cllr Currie welcomed everyone to the meeting. <i>Apologies:</i> Eileen Bellshaw, Anna Watkiss (Argyll and Bute Council); Glenn Heritage (Argyll and Bute TSI); Lana Stewart (Police Scotland); Ailsa Clark (ABSEN); Alison McCrossan (Scottish Health Council).</p>	
<p>2. Minutes of Meeting 26 May 2015 Minutes were agreed as accurate.</p>	
<p>3. Matters Arising <u>Item 13 – Integration of Health and Social Care and implications/opportunities for the Third Sector</u> Following the update at the last meeting, Stephen Whiston agreed to answer any subsequent questions to allow the production of a FAQ sheet to be circulated to those who attended. This is still to be received from Stephen but will be circulated once available.</p>	
<p>4. Partner Updates Partner updates were circulated prior to the meeting. Additional comments:</p> <p><u>Community Learning and Development</u> <i>Community Development:</i></p> <ul style="list-style-type: none"> • Scottish Older People’s Assembly - Applications have been submitted to the Health and Wellbeing Fund with the hope of taking the Assembly out to the islands. • Alliance for Action - Feedback from the first public meeting on 2nd September will be given at the next meeting. <p><i>Youth Services</i></p> <ul style="list-style-type: none"> • Argyll and Bute Awards – Partners were asked to contact Martin Turnbull, Youth Services Manager, if they think they should have received an invite to the Awards ceremony on 24th September. <p><i>Adult Learning and Literacies</i></p> <ul style="list-style-type: none"> • The autumn programme are now available – Partners were asked to contact Jeannie Holles, Adult Learning and Literacies Manager, if they would like a copy of the programme. <p>Rona to invite Martin and Jeannie to become members of the Third Sector and Communities group.</p> <p><u>Digital Infrastructure</u></p> <ul style="list-style-type: none"> • Broadband and mobile infrastructure are separate programmes. 	<p>RG</p> <p>RG</p>

<ul style="list-style-type: none"> • Only 50% of funding is coming to Highlands and Islands for 85% of premises in Argyll and Bute to get broadband coverage. • BT and Vodafone are coming together to improve coverage, but still in discussion. Pressure groups have been effective in getting a service in areas which were not originally in the plan. • It was agreed to invite Anna Watkiss to every meeting to give an update. <p><u>Social Enterprise Team</u></p> <ul style="list-style-type: none"> • Further funding will be sought with regards to the Argyll Coastal Waters/Argyll Sea Kayak trail. Funding has already been received from Coastal Communities Fund, LEADER, the Council, and Skills Development Scotland. • Friends of Hermitage Park Association – The second stage application to Heritage Lottery Fund Parks for People programme for a £3m project will be submitted 31st August 2015. The SET will be working with various partners on this project, which will start early 2016. • Heritage Strategy Consultation is currently live on the Council website. • Due to oversubscription for Investing in Ideas funding, partners were encouraged to direct people to Awards for All for funding. • Community Support webpage - Partners were encouraged to promote the Community Support pages on the Council website (www.argyll-bute.gov.uk/community-support). Judy explained that the Council website is currently under redesign, and the group agreed that it would be preferable to have a direct link to the Community Support pages from the Council homepage. Judy will take this forward and give an update at the next meeting. There was a discussion regarding the format and wording of the pages, including links to partner websites, and different sections dedicated to specific audiences. It was agreed to gather links to all partner websites to bring to the next meeting. <p><u>Technology Enabled Care/Living It Up</u></p> <ul style="list-style-type: none"> • ALISS (A Local Information System for Scotland) website - Any resource can be added to the ALISS directory. Elaine to circulate presentation regarding uploading resources, and an update will be given at the next meeting. • Florence “FLO” (Simple Telehealth) mobile phone texting system – Patients are referred to the system by their GP. The system is being promoted to both health professionals and patients alike. It was agreed that a presentation on the service be brought to next meeting. <p>The partner update from HIE and the Health and Wellbeing Partnership annual report were noted.</p>	<p>RG/AC</p> <p>JO</p> <p>RS/RG</p> <p>EB</p> <p>EB</p>
<p>5. CPP Update – Rona Gold</p> <p>The meeting of the Full Partnership was held on 25th August and received positive feedback. The Full Partnership consists of all partners that help deliver actions and outcomes from the SOA. The meeting is held on an annual basis and usually takes the form of a board meeting, but was held in a conference format this year. It included speakers from the Economic Forum, the Compelling Argyll and Bute study, and the Early Years Collaborative, and workshops on Co-production, Participatory Budgeting and the Community Empowerment Bill. Rona will circulate highlights from the meeting once available.</p> <p>Cllr Currie congratulated all involved in yesterday’s meeting.</p> <p>The CPP continues to support the area CPGs.</p> <p>The CPP helps brings all the current community plans together to work together in planning in local areas.</p>	<p>RG</p>

<p>6. Third Sector Interface Update – Petra Pearce AVA and IJCVS have merged into the Argyll and Bute TSI as of 1st August, and it is hoped that ABSEN will also join, with the aim of working together for better communication both in and outwith the TSI. It was agreed that a report on the aims and objectives of the TSI, as well as information on the involvement of local Third Sector Fora, be presented at the meeting. It was also agreed that reports from the TSI to the CPP Management Committee also be circulated to this group. The TSI is funded by a Service Level Agreement from the Community Development team, and support is sought from the TSI to work in partnership to support the Third Sector and Communities group.</p>	PP/GH
<p>7. BIG Lottery Fund – Judy Orr The BIG Lottery Fund has chosen Argyll and Bute (excluding Helensburgh and Lomond) as one of five areas to receive funding for Financial Inclusion with an allocation of £3.7m. A contract will be issued in January, with the proposed start date of March. A funding bid will be submitted to the Big Lottery Fund, seeking funding for delivering the project. ABAN and the TSI have issued their members with a questionnaire to gauge what involvement they would like in the project. Local involvement will help strengthen the funding bid, and partners were asked to contact Judy if they would like to be involved. The deadline is 4th September. It was agreed to keep this on agenda for next meeting, with minutes from the Welfare Reform Group (who are co-ordinating the project) circulated to this group.</p>	
<p>8. Training and Events – Rona Gold</p> <p>a. Community Renewables Seminar – This event was developed by Anna Watkiss and Audrey Martin, and will focus on understanding renewables and shared opportunities by taking communities through the process of delivering renewable energy projects. It takes place in Kilmory on 9th September and partners were asked to encourage people to attend. To book online, visit www.argyll-bute.gov.uk/forms/seminar-booking-form.</p> <p>b. Topic for the next event - The TSI is going to lead on the Training and Events subgroup, as well as on the next Third Sector and Communities event. Cllr Currie expressed interest in being on the subgroup. It was suggested that the event is based on funding, and could tie in with the launch of the LEADER programme (see Item 12). It was agreed to hold the event in February 2015 to allow more time for organisation. A draft agenda to be brought to next meeting.</p> <p>c. IT facilities and use of VC – The network currently does not have the capacity to allow a lot of sites to VC simultaneously, however it was also acknowledged that more support needs to be provided for community members using VC. The TSI to take this forward.</p>	GH/TSI GH/TSI
<p>9. Community Empowerment Bill – Laura Macdonald Laura gave a presentation on the Community Empowerment Bill (CEB). The CEB includes the following 10 National Outcomes: Asset Transfer Requests; Delegation Of Forestry Commissioner’s Functions; Community Planning; Allotments; Community Right To Buy Land; Community Right To Buy Abandoned, Neglected Or Detrimental Land; Football Clubs; Non-Domestic Rates; Common Good Property; Participation Requests. The Scottish Government must: Consult with communities and the Parliament on the National Outcomes; report biennially on the extent to which those outcomes</p>	

<p>have been achieved; consider socio-economic inequalities in determining the National Outcomes.</p> <p>Additional comments:</p> <ul style="list-style-type: none"> • As the Council currently have an asset transfer process, it will have to prove to be best value if it is to continue. • There are working groups within the Council and the CPP who are looking at the effect of the CEB in Argyll and Bute. • It is likely to be a year before the CEB comes in effect. 	
<p>10. Argyll and Bute Community Television – Alison McGrory www.argyllandbutecommunity.tv is a website that has been developed to host films of what is happening in Argyll and Bute. It has been funded by the Change Fund and provides an opportunity to raise awareness of partners' work to help to promote Argyll and Bute as a good place to live and work. Films can be submitted directly to the website or links can be provided to films on YouTube. It was suggested that the community 'topic' updates from this meeting could be filmed and posted on the website.</p>	
<p>11. Integrated Care Fund update – Alison Hardman Alison talked to written update. Additional comments:</p> <ul style="list-style-type: none"> • There is one round of funding every financial year. • Alison to provide update to be provided on successful applicants. 	AH
<p>12. AOCB LEADER Colin gave an update on the 2014-2020 LEADER programme. Applications are not being accepted at the moment as awaiting confirmation from the Scottish Government to commence the programme. Hoping this will be towards the end of the year. Update to be provided at next meeting.</p> <p>ABAN Gillian requested that ABAN to be an agenda item at the next meeting.</p> <p>ACPGs Following a request from Shirley MacLeod, it was agreed that the draft minutes from this group can be circulated to ACPGs.</p>	CF
<p>13. Date of next meeting 24 November 2015 – HIE, Lochgilphead at 10am</p>	

**Argyll and Bute Community Planning
Partnership**

**Oban, Lorn and the Isles
Area Community Planning Group**

19th November 2015

Agenda Item [for office use]



CPP Management Committee – update from meeting 30 September 2015

1. Purpose

1.1 The purpose of this paper is to inform members of the Area Community Planning Group of highlights from the CPP's Management Committee meeting on 30th September with particular emphasis on matters raised by Area Community Planning Groups.

2. Recommendations

2.1 Area Community Planning Group members are recommended to:

- Note the response set out in section 4.2 to issues raised by Area Community Planning Groups.
- Request that the Area Governance Manager, Shirley MacLeod, take any further comment to the CPP's Management Committee meeting on 18th December 2015.
- Distribute the attached highlights of the CPP Full Partnership meeting to interested and relevant persons and community groups.

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 2015 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.

3.2 At its meeting on 30 September 2015 the CPP Management Committee considered a report by the Area Governance Manager which presented highlights of discussions from each of the four Area Community Planning Groups and raised issues for consideration by the CPP Management Committee.

4. Detail

4.1 Area Community Planning Groups raised issues on the following points:

- Attendance at meetings.
- Presentation of information in reports to Community Planning Groups.
- Scheduling of two Area Community Planning Groups on the same day.
- Communicating and advertising meetings.
- How CPGs and local communities can become involved in influencing the Strategic Housing Investment Plan

4.2 The CPP Management Committee made the following commitments and actions:

- Grant Manders (Police Scotland, chair of CPP) asked CPP members to ensure that their organisations send their members to area community planning groups and that attendees stay for the duration of area community planning group meetings.
- Shirley MacLeod to introduce an executive summary part to the reports of Area Community Planning Groups to be piloted for a 12 month period.
- Shirley MacLeod to review the scheduling of the Bute and Cowal and Helensburgh and Lomond area community planning groups in March 2016.
- Rona Gold, Shirley MacLeod and Jane Jarvie to have a discussion on available resources to promote communication of meeting dates. Police Scotland offered to contribute to communications on meetings through their access to twitter.
- Shirley MacLeod to speak with Donald MacVicar on how CPGs and local communities can become involved in influencing the Strategic Housing Investment Plan.

4.3 The CPP also has a forum called the Full Partnership which meets annually. It met on 25th August 2015 in Machrihanish Airbase to reflect on progress and issues relevant to Community Planning in Argyll and Bute. Area Community Planning Group chairs and vice chairs were invited. Highlights of this meeting are attached for information.

5. Conclusions

5.1 This paper provides a response by the CPP Management Committee to key matters highlighted by Area Community Planning Groups. Members of the ACPG are asked to note the main issues

raised and that these have been responded to. Further issues and comments are welcome for the CPP Management Committee to consider at its meeting in December 2016. The highlights of the CPP Full Partnership meeting are attached for information and wider distribution.

6. SOA Outcomes

- 6.1 This paper is related to the working of Area Community Planning Groups which has an impact on all outcomes, as these are considered throughout the year at meetings.

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

Attachment:

CPP Full Partnership meeting, 25th August, highlights.

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These are the highlights from the Argyll and Bute Community Planning Partnership (CPP) Full Partnership meeting on the 25th August 2015 at Machrihanish Airbase. These are for information purposes for Area Community Planning Groups and partner organisations to distribute freely.



- The Full Partnership complements the quarterly meetings of the Management Committee and Area Community Planning Groups to share best practice from the past year and set direction for the year ahead.
- The Full Partnership has not met for a couple of years. This is due to a review of CPP governance arrangements to refresh and improve our Community Planning Partnership and the recruitment of posts to implement this.
- The CPP Terms of Reference specifies that members of the Full Partnership are representatives of organisations and partnerships involved in the delivery of the Argyll and Bute's Single Outcome Agreement. These predominately come from those organisations named within the membership of the CPP's Management Committee, Chief Officers Group, Area Community Planning Groups and Single Outcome Agreement Delivery Plans.
- The meeting was held in a conference format rather than a board style to increase number of attendees, allow opportunity for networking and allow people to find out about matters relevant to their area of interest/ work.
- 92 delegates attended from a wide range of partner organisations.
- Councillor Dick Walsh, Council Leader and Chair of the Full Partnership opened the meeting and informed delegates that community planning is all about having ambition, and sharing and developing this in our communities. It was emphasised that for Argyll and Bute, our main ambition is to grow our population and our economy and that everyone has a part to play in this.
- Marco Biagi MSP for Local Government and Community Empowerment gave the key note address which focused on working together to make services work and how the four P's (prevention, partnership, people and performance) plus place and participation were the bedrock of all we should do. He also emphasised the importance of working with communities, involving them from the start of any change project.
- Nicholas Ferguson, CBE, Chair of the Economic Forum gave a brief overview of the Economic Forum and highlighted areas for opportunity in tourism and leisure, food production and employment and skills. He felt that affordable housing, mobile infrastructure and transport links were key barriers to growth.

- John Kelly from EKOS presented the findings of the Compelling Argyll and Bute study. The study engaged with community groups, organisations and over 400 businesses across Argyll and Bute. Findings revealed key constraints prohibiting growth across the area. A working group is taking these findings forward.
- Stuart Robertson, Director of Digital Highlands and Islands at Highlands and Islands Enterprise spoke on the roll-out of superfast fibre broadband to the area and how 85% of premises within Argyll and Bute should have access to it by the end of 2017. The current timetable for rollout within the area was also highlighted.
- Kathleen Johnston, Patricia Renfrew, Catriona Dreghorn, Ruth Reid and Dorothy Clark from NHS Highland and Argyll and Bute Council informed delegates of the work of the Early Years Collaborative and how Social Work, Education and Health departments all work together to ensure that children and young people in the Kintyre area have the best possible start.
- The breakout session on Co-production learnt the meaning of co-production (working in equal partnership with others to deliver services), how to co-produce services and looked at existing examples. Participants were asked to consider how co-production can enhance what they already did.
- Alan Budge from PB Partners gave an introduction to Participatory Budgeting, its context to the Community Empowerment Act and the different ways it could work – through mainstream budgets or grants. Participatory Budgeting enables communities to influence how part of a public budget is spent. The Community Planning team are working with PB Partners to look at how Participatory Budgeting could work in Argyll and Bute.
- ACT on the Single Outcome Agreement was led by Julie Young and Douglas Grierson from Argyll and the Isles Coast and Countryside Trust (AICCT). Participants learnt about various projects that AICCT were working on including ACT Argyll, tackling Rhododendrons, Secret Coast trails and Long Distance routes.
- The Dementia Friends break out session looked at the facts and myths surrounding dementia and encouraged participants to be more patient when speaking to people with dementia.
- Alasdair McKinlay from the Scottish Government presented a breakout session on the Community Empowerment Act. Participants received an overview over what was in the Community Empowerment Act and the expectations placed on Community Planning Partners. The Act will become law in 2016.
- Participants in the Health and Social Care Integration breakout session learnt about the plans in place to form a fully integrated board by the 1st April 2016. Lorraine Paterson outlined the management structure and participants learnt about the proposed strategic plan and locality plans.

If you have any queries on these highlights please contact: cppadmin@argyll-bute.gov.uk



SOA Delivery Plans

Review 2015/16

Delivery Plans

6 outcomes – 6 delivery plans

- 1. Economy**
- 2. Infrastructure – roads, digital, housing**
- 3. Education, skills, training**
- 4. Children and young people**
- 5. Active, healthy**
- 6. Safe, Strong**

Monitoring

- **Outcome Leads – cross partners**
- **Quarterly reports**
- **Identified key contacts and data suppliers**
- **Extracted local actions to form SOA:LOCALS.**
- **350 + actions**

Reviewing Delivery Plans

- **Consider information from the SOA:Local discussions**
- **Make sure the SOA is focussed on partnership actions**

Three steps

- **Consider all the information and meet with outcome leads (Nov – Jan)**
- **Update Area Community Planning Groups (Jan-Feb)**
- **Produce new delivery plans and review SOA:Locals (from April)**

Important

- **Required to:**
 - Report annually
 - Show detail on progress – figures, good data.
 - Prioritise to reduce inequalities and increase prevention.

**ARGYLL AND BUTE COUNCIL
CUSTOMER SERVICES**

**COUNCIL
22 OCTOBER 2015**

PLANNING OUR FUTURE - PUBLIC CONSULTATION

1.0 EXECUTIVE SUMMARY

- 1.1 In order to support the Council in progressing ideas for making savings to the right decisions for Argyll and Bute, the Council will carry out a public consultation exercise as part of planning our future.
- 1.2 The consultation will seek the views of our communities on savings options and suggestions for innovation, efficiencies and income growth.
- 1.3 This report sets out for comment the proposed public consultation.

2. RECOMMENDATIONS

- 2.1 That Council approves the public consultation.

ARGYLL AND BUTE COUNCIL

Council

CUSTOMER SERVICES

22 October 2015

PLANNING OUR FUTURE – PUBLIC CONSULTATION

1.0 SUMMARY

- 1.1 Argyll and Bute Council aims to work with as well as for the people of Argyll and Bute.
- 1.2 The Council will therefore carry out a public consultation exercise as part of our planning our future process.
- 1.3 The consultation will seek the views of our communities on options for making savings, so that their views contribute to taking ideas to the right choices for Argyll and Bute.
- 1.4 It will also ask for community suggestions on innovation, efficiencies and income growth.
- 1.5 This report sets out the proposed public consultation.

2.0 RECOMMENDATIONS

- 2.1 That Council approves the public consultation approach set out in Appendix 1.

3.0 DETAIL

- 3.1 With its funding set to fall considerably in future years, the Council has no choice but to make choices about its future service delivery.
- 3.2 The Council will continue to be a major provider of services, and a key employer in Argyll and Bute. However change will happen to what it does and how it works.
- 3.3 The views of our communities are sought on the wide range of options identified for making savings primarily over the next two years, in addition to inviting suggestions for transforming how it works and for growing income to support service delivery in future years.
- 3.4 The consultation explains the context for change having to happen and invites respondents to assess all options on the basis of 'strongly agree', 'agree', 'neutral', 'disagree' or 'strongly disagree'.
- 3.5 The consultation provides:

- the list of savings options identified, value of savings to be achieved and information on the ideas.
- the opportunity for people to assess only the options of importance to them; assess all options, and/or indicate which of these overall approaches they prefer to making savings - transformation, growing income, reducing, stopping services.
- Savings are highlighted by colour as general categories of work, and listed alphabetically within the four overall approaches.

3.6 It is proposed to carry out the consultation exercise using methods that have proven most useful to citizens in previous budget consultation exercises, including:

- website/social media questionnaire
- Citizens' Panel survey
- Reaching younger people through our Youth Services
- Working with our Third Sector Interface partners to reach people who would not normally proactively respond to a survey
- Printed questionnaires in libraries and customer service points

3.7 An additional step is also planned to help ensure a balanced and representative response: focus groups will be carried out across the area seeking qualitative feedback on options.

3.8 The consultation will be promoted in different ways including:

- On-line (via the website and social media channels)
- Advertising in local media
- Email distribution to our community planning partners and community councils
- The Council's weekly news round up

3.9 Findings will be collated and presented to a Special Policy and Resources Committee in January 2016.

4.0 CONCLUSION

4.1 The overall aim of the consultation approach is to maximise the likelihood of public involvement by providing opportunities for different levels of involvement.

5.0 IMPLICATIONS

5.1 Policy: Consultation findings will support service choice decisions.

5.2 Financial: costs are allowed for in the Communications/Strategic Finance budgets.

5.3 Legal : none

5.4 HR :Change will be managed within all relevant HR policies and procedures.

5.5 Equalities: The consultation will be available in different formats

- 5.6 Risk: The approach proposed is designed to encourage feedback at whatever level people are comfortable with, while also ensuring full and balanced responses.
- 5.7 Customer Service: Providing feedback on actions taken following consultation will support future citizens' involvement.

Douglas Hendry
Executive Director, Customer Services

Further information:

Jane Jarvie, Communications Manager, tel: 01546 604323

Appendix 1: Proposed content of consultation

Appendix 1: Proposed consultation content

Planning our Future – Public consultation

From ideas to the right decisions for Argyll and Bute

Please tell us what matters to you

The consultation is set out so that you can give whatever level of response suits you.

- Section 1: Key aims in transforming the work of the Council – do you agree with them?
- Section 2: Savings categories and options: as change must happen, with which options would you least and most agree?
- Section 3: Innovation: we'd like to hear your views on transforming our work to make savings and grow income.
- Section 4: Next steps – the service choice process.

Welcome from Councillor Dick Walsh, Leader of Argyll and Bute Council:

“We would like to do all that our communities want their Council to do for them, but drastically reduced funding means that this just is not possible.

We need to make choices about the work we do. We need to identify what is most important now, and for our future prosperity. We need to decide how we can make best use of the resources we have.

We would like to make these choices with you, which is what this consultation is about.

The consultation sets out a wide range of ideas for how we might make the savings we must, primarily over the next two years.

The Council has worked hard to find ways in which to transform how we do things and to preserve as many services and jobs as possible. We will continue to be a major employer and we will continue to support all aspects of our communities' lives.

However reduced funding will mean change for us all. We would ask you therefore to take time please to answer this consultation.

Work with us in progressing from ideas to the right decisions for Argyll and Bute. Thank you.”

Facts and Figures

- The Council provides a huge range of services.
- 80% of a council's funding comes from the Scottish Government.
- Over the next five years our funding is expected to be reduced significantly. Budget estimates show that we will have to bridge a funding gap of between £21.7 and £26 million.
- This means a savings target of around £9 million in both 2016/17 and 2017/18 with further savings in future years.
- The Council has already delivered savings of £32 million over the past six years; and recently agreed a further £1 million that can be made without impact on policy, number of jobs or communities.
- While making savings, we must also continue investing in building a prosperous future for Argyll and Bute.

Section 1: Key aims in transforming the work of the Council		
Invest in the future	Funding for services is connected to the size of the population. We need to attract people and businesses to the area to create prosperity, and to secure funding for future council services.	<p>Do you agree with these as key aims:</p> <p>Yes</p> <p>No</p> <p>If no, please comment</p>
Support our communities now by: <ul style="list-style-type: none"> - Protecting jobs - Provide help most important now 	Employment supports individuals, their families and their local economy. All our services are desirable, we must preserve those most important now.	

Section 2 (a): Categories of savings

We would like to know your views on which services are most important to you now and to building prosperity for our future.

Categories of options			Please indicate below which of these overall categories you most support.
Transform	Grow council income	Reduce and retain	Stop to save
Innovation, doing things differently, achieving efficiencies – these can lessen impact of reduced funding.	Increasing charges reduces savings to be made and protects services	Reducing services could avoid losing services and achieve savings	We deliver a huge range of services; reduced funding does not allow all to continue

Section 2(b) – savings options

- To ensure choice, there are more options identified here than we need to take
- Options are wide ranging and include potentially reducing our workforce of 5,000+ by 306 posts (FTE *) through redundancy and 125 by transfer to a new organisation.
- To support our employees the Council has invited interest in voluntary redundancy to create opportunities for posts at risk.

(*) FTE (full time equivalent) - one FTE refers to hours that make up one full time job; full time hours may be split into part time jobs.

How options are listed

Options are listed alphabetically by area of work, in the four categories above. The colours below help you find particular categories of work.

- Pink: Community and Culture – sports, leisure, libraries, museums, community planning
- Purple: Customer/council support services – customer service points, registrars, internal council support services
- Orange: Development and Planning – economic development, planning and regulatory services
- Yellow: Education services
- Blue: Housing services
- Black: Roads and Amenity – refuse collection, recycling, street cleaning, roads and environmental services
- Grey: Social work/care services

Please assess options based on: 1 = strongly agree, 2 = agree, 3= neutral, 4= disagree, 5 = strongly disagree.

		Transformation			
		Innovation, doing things differently, achieving efficiencies			
1	2	3	4	5	
Area of work	Option	Comment	Saving £000		
Community Development and Community Planning	Reduce cost of combined community development and community planning teams.	1.7 fewer FTEs Less staff attendance at meetings.	71		
	Introduce consistent management arrangements for our four main community centres.	By changing the current arrangements with Centre Councils, the Council could deliver a consistent approach to pricing across the area.	45		
Creditors	Reduce postage, stationery, and printing costs	Increase email correspondence and electronic transfer (BACS) transactions.	13		
Customer Service Centres	Tiree Service Point service – deliver through contract with voluntary sector	This is in place in Jura and Colonsay. 0.5 fewer posts.	19		
	20% savings on postage, printing and stationery in all service points	Communicate by email rather than post.	10		
Facility services	Develop a Council catering service for events, functions etc	Build on the ad hoc special catering service already provided.	40		
	Spend to save: water utility savings	No significant impact on current service	100		
	Spend to save: energy use savings	No significant impact on current service	25		
	Increase heating efficiency through use of biomass boilers	Minor disruption at point when boilers are installed.	12		
	Reduce costs of Estates Section, through use of external service providers	1.4 fewer FTEs required Increased opportunities for external providers.	50		
	Improve use of fleet (transport) resources between council teams	1 fewer FTE required Consider external partnership working.	16		
Housing	Transfer of strategy staff costs to Strategic Housing Fund.	Subsidy for 5 fewer new houses available.	137		

Improvement and HR	Redesign delivery of personal safety training for employees.	1 fewer FTE required Develop on-line/face to face training	38					
	Redesign the Health and Safety Advisory Team, and develop on-line support	1.5 fewer FTE required. Increase on line support. Prioritise higher risk service areas.	81					
	Combine Improvement and Organisational Development, and Human Resources teams to create a single service	12.2 fewer FTEs required This would provide council services with a 'one stop shop' for support on people management and improvement.	511					
Information Technology	Replace broadband circuits to offices and schools with cheaper, lower bandwidth alternatives	Bandwith requirements will be matched to level of use.	139					
Leisure and libraries	Create Charitable Leisure Trust, bringing together Council owned community halls, libraries, swimming pools and fitness facilities.	This would reduce council jobs; posts would transfer to the new organisation. Experience of other councils would be drawn on in establishing an effective Trust.	700					
Planning and Regulatory Services	Reduce business support costs by efficiency savings provided by staff reductions.	1 fewer FTE to provide business support.	20					
	Reduce central administration costs by improved processes and systems.	1 fewer FTE to provide support.	16					
Revenues and benefits	Reduction in postage, printing and stationery costs	Stop providing pre-paid envelopes; increase correspondence by email	23					
	Council tax e-billing /landlords portals – replace external contract.	In-house solution to be developed; if unavailable withdraw the service	50					
	Retrieve cost of administering the double charge Council Tax from the income raised.	Double charge council tax applies to empty homes.	80					
	Benefit advisor posts –reduce to match expected reduction in caseload.	2 fewer FTEs. Introduction of Universal Credit is expected to reduce caseload.	48					
Roads and Amenity Services	Move to a 3 weekly collection for general waste (green bin), continue fortnightly	7 fewer FTEs New shift pattern to make better use of	548					

	recycling collections using double shift patterns.	fewer vehicles.						
	Energy Reduction Lighting programme	Use new lighting units that would reduce maintenance and energy costs.	150					
Social Work/Care Services	Social Work is the Council's second highest area of spend after Education. In 2014/15 we spent £55.4 million on these services. Proposed savings are for 4%-6%.	Social work/care services will join with health services as the Health and Social Care Partnership from April 2016. Identifying and delivering savings will be progressed by the Partnership.	£2.25m - £3.37m					
Strategic Finance	Review staffing of the team	7 fewer FTEs Training on-going to develop team skills, self-service routes for managers.	259					

Grow council income								
Increasing charges reduces savings to be made and protects services								
Area of work	Option	Comment	Saving £000	1	2	3	4	5
Economic Development	Reduce subsidies to freight operators at Campbeltown	Phased withdrawal of subsidy. From 55% to 33% to 18% to standard rates from 2018/19.	58					
	Increase piers and harbours berthing charges	Charges (for commercial shipping) depend on gross registered tonnage.	37					
Education	Increase fees for non statutory music tuition by 50%. Fees cover lessons throughout the August to June school session.	£150.80 per August–June session to rise to £226.20 for one pupil/one instrument. Cost for a sibling/another instrument to rise from £135.80 to £203.70.	50					
Planning and Regulatory Services	Introduce charging, of developer or property owner, for statutory street numbering	In place in other council areas. £75 to name/number or rename first property and sliding scale for additional properties e.g. £210 for 10 properties and £710 for 50, plus £150 for each new street name	10					
	Introduce charging for pre-application advice for major and locally significant planning applications.	In place in other council areas. Flat fee approx.£1,000 for major applications; maximum of approx. £800 for locally significant.	10					
	Introduce charges for Phase 1 Habitat Surveys	£600 per survey.	3					
	Increase charges to businesses for inspection and certification of food export certificates	Already in place in other council areas. £17 per certificate.	12					
	Increase income from private landlord registration scheme	Targeted enforcement work on unregistered private landlords	8					
Revenues and Benefits	Apply landlord penalties	This would apply to landlords providing tenant information late making it difficult	64					

		to collect council tax.					
Roads and Amenity Services	Increase burial charges by 20% plus inflation	From £488.65 to £604 (burial) From £507.95 to £627.83 (cremation)	79				
	Increase cremation charges by 20% plus inflation	These costs below average in 9 comparative local authority areas	59				
	Charge for, or remove services, for Cowal Games	This covers temporary toilets, event support, litter collection, staffing etc	30				
	Increase parking charges	80p to £1; Introduce to Mull car parks; Year round charging	150				
	Recover full cost for event banners and other activities associated with events.	Recover costs from this non-core council activity, or do not provide the support.	15				

Reduce and retain								
Reducing services could avoid losing services and achieve savings								
Area of work	Option	Comment	Saving £000	1	2	3	4	5
Adult learning and literacies	Reduce Adult Learning and Literacies service	3.4 fewer FTEs Reduction in classes, courses and other learning support and materials.	104					
	Reduce spend by 50% on adult learning and literacies resources and tutors.		29					
Arts and festivals	Reduce grants to major events and festivals by 20%	Funding/grants to continue to be available but to lesser amount.	37					
	Reduce arts development budget		10					
Community Development and Community Planning	Reduce third sector grant funding by 10%		14					
Customer Service Centres and Registration	Reduce service point opening hours to 30 hours a week. Stop taking council tax payments in servicepoints, promoting alternative options (direct debit, online, Paypoint)	3.5 fewer servicepoint staff, 2 fewer telephony staff, one fewer systems support staff, and (2018/19) one fewer in management structure	207					
	Rothesay service point – reduce opening hours further to 17.5 hours per week	0.5 FTEs removed This service point has the lowest volume of customer face to face contact.	20					
	Reduce property maintenance costs - remove small repairs budget at Jura and Colonsay service points	Small repairs would not be done in these properties. Requirements to date have been minimal.	4					
Governance and Law	Reduce area committee/governance functions with reduced support for Elected Members.	9.8 fewer FTEs required Options include fewer area and central committee meetings, no support for partnership/community planning meetings, increased 'self service' support for elected members.	301					
Housing	Reduce funding to energy and mediation	For example – 50 cases were referred for	41					

	advise services where there are other funding opportunities or reduced service demand.	mediation in 2014/15 compared to 75 the previous year.						
	Reduce funding by 25% for domestic abuse outreach support	Funding to continue to be available but reduced amount	40					
	Reduce funding for tenancy support contracts		191					
	Reduce funding for Rent Deposit Scheme, and service user involvement.	Service user consultation to be carried out by in-house staff; funding reduced in line with demand over past 2 years.	14					
	Reduce budget for Housing IT, strategy development and staff training.	Majority of Strategy work done in 2014/15.	51					
	Reduce staffing costs	1 less FTE; impact on capacity for partnership work, and promotion of housing information.	45					
Education	Reduce the disability access budget (for adaptations in education centres)	The level of demand has meant that this budget has been underspent previously.	20					
	Reduce home and hospital tuition (25%)	Reduced in line with past demand	3					
	Reduce Quality Improvement Team materials (60%)	Reduced opportunities for equipment loans and staff training.	15					
	Reduce specialist equipment budget (20%)	The level of demand has meant that this budget has been underspent previously	7					
	Reduce Repairs Outside Contractor costs for Special Education HQ by 39%	Use risk based approach to property maintenance.	7					
	Reduce Additional Support Needs (ASN) assistants by 45%	72 fewer FTEs Deliver efficiencies and match resources to greatest assessed need.	1,370					
	Reduce Creative Arts in Schools Team by 20%	0.2 FTE reduction Reduction in range of programmes for pupils.	5					
	Reduce instrumental instructors by 20%	2.6 fewer FTEs Impact on choice of instruments available	99					

	Reduce level of support available to the Council and providers of Early Learning and Childcare	6 fewer FTEs 40% reduction in council pre-5 resource budgets.	553					
	Withdraw 3% annual increase in payments to Early Learning and Childcare commissioned providers	Continue to commission providers to meet requirement for 600 hours of early learning for 3 and 4 year olds but remove annual increase.	82					
	Reduce Central Support Staff	4 fewer FTEs Reduced administrative support.	78					
	Reduce central PE facilities budget by 50%	Reduce options for example to hire venues for PE.	60					
	Reduce janitorial cover budget by 20%	Cover continues to be available but reduced.	16					
	Reduce central repairs budget by 20%	Prioritise repair work required. .	159					
	Reduce clothing grant budget by 30%	Demand has been less than the budget previously allocated	39					
	Reduce Classroom Assistants by 20% - primary schools	8 fewer FTEs across all 79 primary schools. Resources matched to greatest assessed need.	137					
	Reduce Classroom Assistants by 20% - secondary	6.6 fewer FTEs across all 10 secondary schools. Resources matched to greatest assessed need.	110					
	Reduce clerical assistants(20%) - primary	13 fewer FTEs Prioritise support provided.	217					
	Reduce clerical assistants (20%)-secondary	6.2 fewer FTEs Prioritise support provided.	108					
	Reduce pupil support assistants (20%) primary	3 fewer FTEs 111 fewer hours per year across 30 primary schools. Resources matched to greatest assessed need.	62					
	Reduce janitor costs by 20% - primary	8.6 fewer FTEs Prioritise service provided.	153					
	Reduce janitor costs by 20% - secondary	2 fewer FTES Prioritise service provided.	39					

	Reduce supply teacher costs (20%)– primary	Cover to continue to be available but to a reduced level.	98					
	Reduce supply teacher costs (20%) – secondary		75					
	Reduce grounds maintenance by 20% - primary	Work to be prioritised.	12					
	Reduce grounds maintenance by 20% - secondary		8					
	Reduce (devolved) budgets for individual schools by 20% - primary	These budgets are supplementary to the central education budget.	85					
	Reduce (devolved) budgets for individual schools by 20% - secondary	Expenditure to be prioritised.	105					
	Reduce school technician costs	6 fewer FTEs: reduced support for delivery of technical, ICT and science.	170					
	Reduce Educational Psychology Services budget by 7%	0.6 fewer FTEs. Reduced visits to schools.	37					
	Reduce budget for residential schools (outside the area) by 7%	Young people cared for outside the area reduced by 53% over last 5 years.	74					
Facility Services	Reduce by 14.5% central repairs budget by removing planned maintenance for schools, libraries and social work premises	3 fewer FTEs Maintenance to be prioritised.	164					
	Reduce by 8% central repairs budget by removing planned maintenance for shared offices from 2016/17	1 fewer FTE Maintenance to be prioritised.	46					
	Reduce by 22% shared office central repairs budget from 2017/18	Maintenance to be prioritised.	118					
	One off 25% reduction in bus stop/shelter budget in 2016/17 only	Prioritise/reduce bus shelters and stops built or replaced in 2016/2017.	16					
Housing	Reduce Housing budget for Rent Deposit Scheme, and cost of Housing service user involvement	Service user consultation to be carried out by in-house staff	14					
	Reduce Housing budget for IT and Strategy	Limit survey and research work possible.	51					

	development, and training.							
	Reduce Staffing costs	1 fewer FTE. Reduced capacity to participate in partnership and promotion work.	45					
Libraries	Reduce Library management costs	1 less FTE Reduced capacity to deliver library service	40					
Planning and Regulatory	Reduce Development Management team – validation and registration of planning applications	1 fewer FTE Longer time to register planning applications.	30					
	Remodel Planning enforcement team	1 fewer FTE (vacant post) Increase in response time to complaints about planning breaches	42					
	Remodel Access Team	2 fewer FTE (one post currently vacant, one potentially from 2018) Focus on statutory duties only	50					
	Remove vacant Regulatory Services alternative enforcement post	0.6 post removed. This post has been vacant for 18 months.	17					
	Reduce the debt counselling service	1 fewer FTE Focus on complex cases affecting most vulnerable people	36					
	Review Development Policy Team	Staff reduction equivalent to £50,000. Ability to deliver Local Development Plan and so support jobs, housing and the environment reduced.	50					
Roads and Amenity Services (R&A)	Close 43 public conveniences that cannot be run without cost to the Council	7.6 fewer FTEs These are located across Argyll and Bute	140					
	Reduce hedge maintenance from 2/3 to 1 cut per year	0.9 fewer FTEs Hedges to be maintained in winter only	18					
	Reduce to one grass cut per year / stop grass cuts	1 fewer FTE One cut in October/November; allow some areas to grow wild.	21					
	Reduce Environmental Warden Team	4.5 fewer FTEs Reduced enforcement /monitoring of litter, pest control, dog	113					

		fouling, commercial waste etc					
	Reduce Street Sweeping frequency (50%)	4.5 fewer FTEs Streets maintained to reduced standards	79				
	Reduce maintenance- R&A property (25%)	Prioritise dangerous/urgent work	64				
	Reduce maintenance of depots (25%)		26				
	Additional reduction in staffing across the Roads and Amenities service	Approx. 8 fewer FTEs Impact on areas' visual appearance	167				
	Reduce coastal and flooding work budgets	1.8 fewer FTEs Priorities for coastal protection and flooding work to be set	81				
	Reduce bridge assessment budget	0.2 fewer FTEs Prioritise most vulnerable structures	13				
	Reduce central administration costs through improvements to process and systems, and a reduction in training budget	1 fewer FTEs Source alternative training options (eg e-learning).	64				
	Reduce budget for road works / bridge maintenance	3 fewer FTEs Work to be prioritised.	164				
	Street lighting – increase planned repairs on an area basis, reduce reactive repairs	0.5 fewer FTEs Longer response time for lighting repairs.	49				
	3 weekly general waste, bi-weekly co-mingled uplift by internal resource for Islay.	This is in line with other local areas	17				
	Remove vacant posts in Waste Management service	2 fewer (vacant) FTEs Roads and Amenity service to be restructured	54				
	Further reduce road operations costs (from 2017)	Up to 5 fewer FTEs Savings to be sought across range of service activities.	140				
	Further reduce central support team (from 2017)	2 fewer FTEs Reduced level of administrative support	60				

Stop to save								
We deliver a huge range of services; reduced funding does not allow all to continue.								
Area of work	Option	Comment	Saving £000	1	2	3	4	5
Culture and libraries	Withdraw mobile library service	3.5 FTEs removed The service travels to remote mainland communities, Islay and Mull.	137					
	Offer Campbeltown Museum for community ownership.	If no interest from the community, close the Museum	37					
Education	Withdraw services that the Council is not required to provide for children under 5	8 FTEs removed Withdraw community childminding service	382					
	Remove Attendance Officer posts	4 FTEs removed Loss of support for schools in following up on pupil absences.	68					
	Remove management development and training budget – primary schools	Reduced opportunity for professional development of teaching staff	49					
	Remove management development and training budget – secondary schools		37					
	Remove school librarians in secondary schools	10 FTEs removed Reduction in library resource for pupils	319					
	Stop paying for lunches for lunchtime supervision staff – primary	Staff volunteer for supervision	12					
	Stop paying for lunches for lunchtime supervision staff – secondary		12					
	Withdraw Early Years third sector grants and services	Impact on families who receive services through this funding across the area.	183					
	Remove Early Years Change Fund		90					
	Remove budget for external support in modern language education	Foreign language training to be provided through the Scottish Government	36					

		Languages 1+2 budget					
	Remove subsidy payments to community swimming pools	Subsidy currently paid to swimming pools in Mid Argyll and Islay.	15				
	Remove central budget for additional ASN assistant cover (eg in-service days)	Use existing resources	80				
Facility Services	Remove out-of-hours property emergency line cover	Repairs to be reported Monday to Friday between 9am and 5pm.	9				
	Remove discretionary community transport grant funding	Support no longer available to community transport groups.	93				
Planning and Regulatory	Remove aerial photography provided by Ordnance Survey	Council still able to provide a similar service.	5				
	Remove general budget for local development plan consultation events	Increase on-line consultation	5				
	Remove software/licences used for local development plan consultation	Internal software solutions to be developed	24				
	Remove budget for footpath maintenance and signage works	Reduce activity to core duties –statutory access rights/of way, and up-to-date Core Path Plan.	5				
	Remove footpath survey software and Local Access Forum support budget	Use alternative ways of surveying, and supporting the Forum.	4				
	Remove specialist legal expenses budget for resolving access disputes	Draw on internal legal advice if it is required.	8				
	Remove direct funding to advice agencies	This funding supports general advice organisations.	55				
	Revenues and benefits	End (discretionary) non-domestic rates relief for charitable bodies.	This will vary between 20% and 100% depending on charitable status.	90			
Roads and Amenities	Removal of hanging baskets	1.5 FTEs removed. Reduce visual appeal.	30				
	Replace annual bedding displays with grass areas	1.6 FTEs removed. Reduce visual appeal.	33				
	Remove rose and shrub beds, return to grass	3.4 FTEs removed. Reduce visual appeal.	70				

	Removal of Christmas lights	Free up staff for lighting maintenance	100					
	Remove all school crossing patrollers	13.5 FTEs removed. This is not a core function of a council.	200					
	Remove food waste collections in Helensburgh area	4 FTEs removed Helensburgh is the only area in Argyll and Bute designated (Scottish Govt/Zero Waste Scotland) for food waste collections.	76					
	Remove subsidies to Tobermory Harbour Association	Subsidy to be removed on a phased basis.	8					
Strategic Finance	Review size of team further.	3 FTEs removed Service provided to Council would reduce	120					

Section 3: Transforming for the future: we'd like to hear your ideas on how we could transform what we do, make savings or grow our income.

As indicated in many of the options listed, the Council has taken steps to find ways in which we can transform how we work and reduce the impact of savings on employees or communities, by making efficiencies or growing our income.

This focus on innovation will continue in order to support the Council and our work in the short and longer term. As part of this we invite your views on the questions below.

Transformation for the future – innovation, savings and growth		
Question	Comment	Yes / No
Would you support the Council sharing the delivery of services with other organisations as a way to make savings?		
Would you support an increase in council tax?		
What would you recommend for making savings or generating income for the Council?		
Other comments		

Thank you for letting us know your views and sharing your ideas. Information will be available on how answers to the consultation have contributed to decisions made, after the budget setting meeting scheduled for February 2016.

Section 4 - From ideas to decisions – the service choice process.

We have:

- Considered what we as a council are required to do and what is additional
- Set targets for savings options that ensure the council can balance its budget
- Identified more options than needed so that we can reach final decisions with the views of our employees and communities.

We are:

- Asking you to tell us what matters most now and for future prosperity
- Speaking with our employees and trade unions about their views
- Developing ideas for innovation that could reduce the need for savings over time.
- Raising with the Scottish Government the need for additional local government funding for Argyll and Bute. Argyll and Bute benefits from having both rural and island communities. In fact we have the highest number of inhabited islands of any Scottish local authority. This brings with it financial challenges in delivering services and support.

We will:

- Gather the views of our communities and employees
- Develop decisions bearing in mind those views and assessments of impact of options.
- Make decisions, after the Council's government funding allocation is confirmed, at a budget meeting scheduled for February 2016.

If you would like this document in another language or format, or if you require the services of an interpreter, please contact us.

Ma tha sibh ag iarraidh an sgrìobhainn seo ann an cànan no riochd eile, no ma tha sibh a' feumachdainn seirbheis eadar, feuch gun leig sibh fios thugainn.

Argyll and Bute Council, Kilmory, Lochgilphead PA31 8RT
Telephone: 01546 604437 Fax: 01546 604349

Argyll and Bute Community Planning Partnership

Oban, Lorn and the Isles Area Community Planning Group



Report on the Community Safety Partnership

1. Purpose

The purpose of this report is to inform members of the Oban, Lorn and the Isles Area Community Planning Group on progress towards establishing a new community safety partnership structure and the rationale for this undertaking.

2. Recommendations

The Area Community Planning Group notes the content of this report

3. Background

Community Safety partners, individually and jointly, have a strong record in making Argyll and Bute a safe place to live.

The Community Safety Partnership is responsible for delivering the priorities of the Community Safety strategy which, in turn, makes a key contribution to SOA 6 outcomes to ensure communities are safe, strong and resilient.

The prevailing partnership structure for community safety was established in c2000 and consisted of five local area Community Safety Forums each meeting four times in the financial year.

4. Detail

Certain short term outcomes within Outcome 6 rest with the Argyll and Bute Community Safety Partnership. Community Safety Partnership priorities are:

- Tackling Disorder and Anti Social Behaviour
- Safeguarding Personal Safety of the Young, Elderly and other Vulnerable groups
- Protecting the Natural and Built Environment from Fire, Vandalism, Graffiti, Littering and Dog Fouling
- Road and Water Safety
- Engaging with residents to build safer communities

Also within Outcome 6 there are outcomes where other partnerships have lead responsibility but the cross cutting nature of these require close collaboration between partnerships including the Community Safety Partnership.

In the early part of 2014 lead partners within the Community Safety Forum evaluated the existing community safety partnership structure. This was carried out to assess proficiency of the Forums to deliver on all of the responsibilities within SOA 6. Weaknesses identified were:

- Having 5 local forums provides a strong focus on local issues but resulted in a degree of fragmentation making accountability for performance unclear
- Data was limited which hampered oversight, comparison and challenge
- The meeting schedule of four meetings per year is insufficient to provide drive for community safety work streams
- Declining attendance at forum meetings impacted on opportunities for collaboration and joint planning

Under the direction of the SOA Outcome 6 lead from Police Scotland a new community safety partnership model was proposed. Reports were made to Argyll and Bute Council Senior Management Team (March 2015), Community Planning Partnership Management Committee (March 2015) and all five Area Community Safety Forums (May to September 2015).

A diagram of the new structure is attached as Appendix 1 'Community Safety Tasking and Coordinating Partnership'.

The partnership met for the first time in July 2015 and a second meeting was held in September 2015. Roles and responsibilities have been agreed and the partnership chairperson (Police Scotland Area Commander) and vice chairperson elected.

Police Scotland will fulfil the role of lead Community Safety Partnership representative at Local Area Community Planning Community Planning Group meetings.

The Community Safety Tasking and Coordinating Partnership will work plan, problem solve and evaluate performance. Data and evidence will be gathered to inform delivery and assess performance against SOA 6 outcomes.

5. Conclusions

Community Safety partnership working has a strong record of success in Argyll and Bute.

The prevailing partnership structure remained largely unchanged from around 2000 until the middle of this year.

The new Community Safety Partnership aligns community safety within

the community planning framework which will sharpen scrutiny and accountability and, in turn, drive forward community safety work streams and action for SOA 6 outcomes.

6. SOA Outcomes

SOA Outcome 6 People Live in Safer and Stronger Communities

Contributes to Short Term Outcomes 6.2, 6.3, 6.4, 6.5, 6.6

Name of Lead Officer:

Chief Inspector Marlene Baillie, Police Scotland, Area Commander Mid Argyll, Kintyre and the Islands,

For further information please contact:

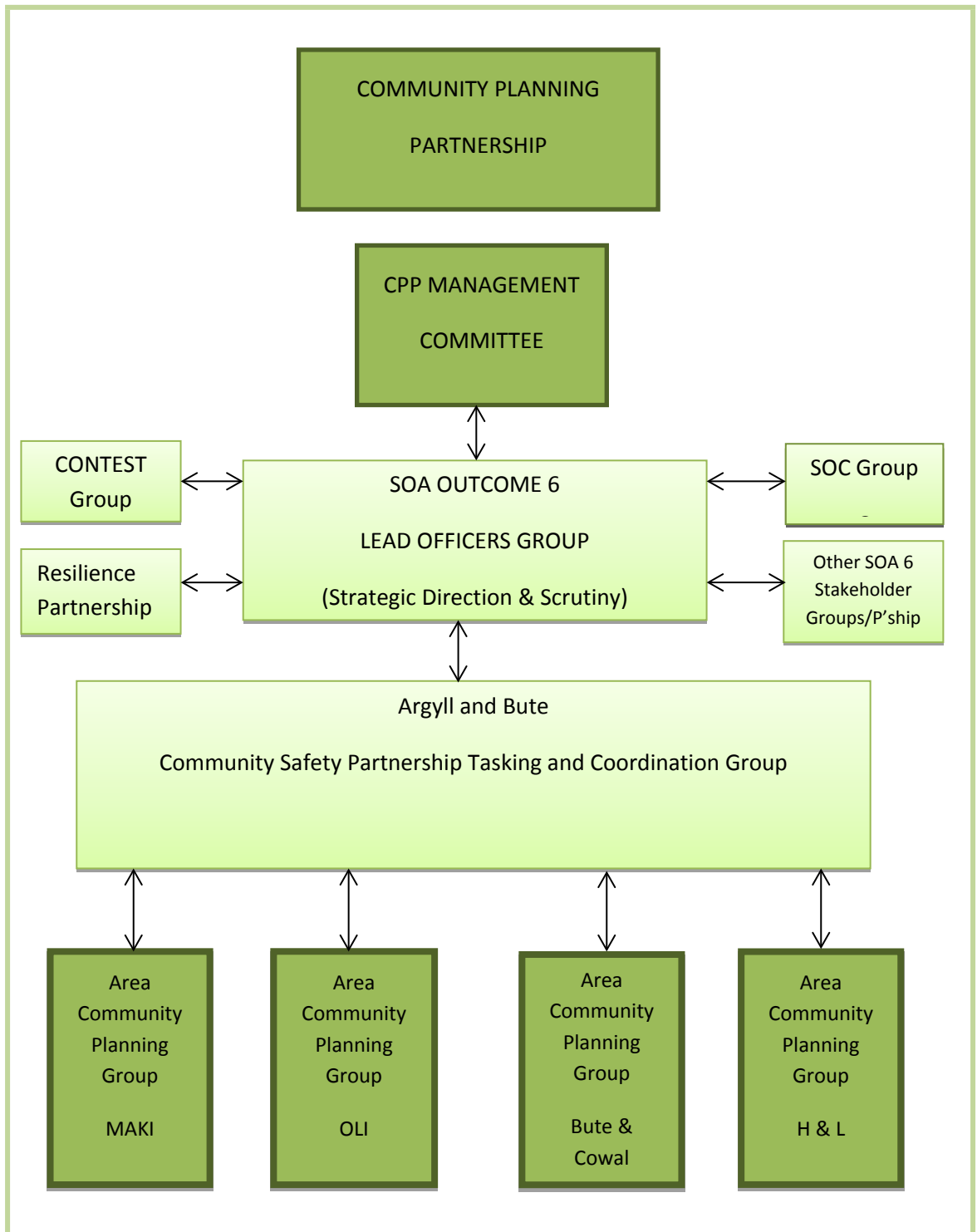
Robert Cowper, Argyll and Bute Council Community Safety Coordinator

Telephone 01436 658831

Email Robert.Cowper@argyll-bute.gov.uk

Appendix 1 Community Safety Tasking and Coordinating

Partnership for SOA 6 “People Live in Safer and Stronger Communities”



Lead Officers Group Comprises leads from – Argyll and Bute Community Safety Partnership, Argyll and Bute Resilience Partnership, Counter Terrorism CONTEST Group, Serious and Organised Crime Interventions Group, Violence Against Women Partnership, Alcohol and Drugs Partnership, Child Protection Committee, Argyll and Bute Third Sector Partnership, Argyll and Bute Road Safety Group

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ARGYLL AND BUTE COUNCIL

OBAN COMMUNITY PLANNING GROUP

CUSTOMER SERVICES

19 NOVEMBER 2015

UPDATE - NEW SCHOOLS REDEVELOPMENT PROJECT – OBAN HIGH SCHOOL



Visualisation of New Oban High School viewed from the South West

1.0 Background

- 1.1 This note provides an update on the project to provide a new secondary school in Oban.
- 1.2 The Council and hubNorth Scotland Ltd (hubNorth) are continuing to progress the Design, Build, Finance and Maintain (DBFM) Project to construct the new Oban High School. The Council is expecting the Stage 2 Submission from hubNorth during November 2015, and on receipt, this will mark the beginning of the final review of the design of the new school and its associated cost prior to reaching Financial Close.
- 1.3 It is a condition of Scottish Government funding support that the project is externally validated by the Scottish Futures Trust (SFT).

2.0 Oban High School Key Dates

The key dates for this project are:

Date	Description	Comment
August 2015	Stage 1 Approval	Received from SFT and Council.
Dec 2014 – October 2015	Stage 2 design period	Stage 1 and 2 design periods overlap to shorten overall programme length. Final designs for the

		<p>external and internal layouts have been agreed through consultation with Planning, Roads, Environmental Health, Health and Safety, and the school community.</p> <p>This includes the external fabric of the building, the internal layout of each room, and fixtures, fittings and furniture.</p>
19 Aug 2015	<p>Planning application for Oban High School approved but notification submitted to Scottish Government due to HSE objection</p>	<p>Written confirmation received from Scottish Government (17 Sept 2015) that it is not Scottish Ministers' intention to intervene in this application by either issuing a direction restricting the granting of planning permission or by calling in the application for their own determination.</p>
November 2015	<p>Stage 2 submission expected from HubNorth Scotland Ltd.</p>	
Nov / Dec 2015	<p>Stage 2 review and approval, including development of Full Business Case (FBC)</p>	<p>Overlap period with Council review and SFT approval through Key Stage Review (KSR)</p>
	<p>Financial Close</p>	<p>Await SFT and Council approval to reach Financial Close.</p>
	<p>Construction Start and End Dates</p>	<p>The construction programme for the new Oban High School will only be able to be determined by hubNorth through their Tier 1 Contractor following Financial Close being reached.</p>

3.0 HubNorth Stage 2 Submission - Oban High School

3.1 The Stage 2 submission for the Oban project is due from HubNorth Scotland Ltd

during November 2015.

- 3.2 The Stage 2 submission has to undergo a full review by the Council's project team with support from AECOM, the Council's external technical advisors. This review requires an estimated 4 - 6 weeks to complete.
- 3.3 It is a condition of Scottish Government funding support that the project is externally reviewed and validated also by the Scottish Futures Trust (SFT). The SFT's Key Stage Review (KSR) process is designed to support the successful delivery of projects by providing an assessment of the readiness of a project before it moves on to the next stage in the procurement process. In the case of Oban, that next stage would be to progress to Financial Close.

4.0 Conclusion

- 4.1 The Stage 2 Submission for Oban High School will mark a significant milestone in the redevelopment project for the new school. A full review of the Stage 2 submission will be undertaken by the Council's project team, AECOM the council's technical advisers, and also through the SFT's Key Stage Review.
- 4.2 The timescale to achieve Financial Close for the Project will be determined by the date of delivery of the Stage 2 Submission by hubNorth and its subsequent approval by the SFT.
- 4.3 The construction programme for the new Oban High School will only be able to be determined by hubNorth through their Tier 1 Contractor as the Project approaches Financial Close.



Visualisation of the New Oban High School viewed from the main avenue leading to the School (avenue formed once the current school has been demolished)

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Argyll and Bute Community Planning Partnership

**Oban, Lorn and the Isles
Area Community Planning Group**

19 November 2015

Agenda Item 11 (a)



**ARGYLL AND BUTE HEALTH AND SOCIAL CARE PARTNERSHIP –
UPDATE OCTOBER 2015**

The Area Community Planning Group is asked to:

- **Note** the interim arrangements remain in place in both the council and NHS until April 2016
- **Note** the new Integrated Joint Board and HSCP management appointments,
- **Note** the consultation draft of the Strategic Plan 2016 – 2019 and the communications plan for consultation
- **Note** that the consultation on the draft Strategic Plan will continue until November 2015

1 Background and Summary

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

2 Argyll and Bute HSCP Establishment Update

2.1 Health and Social care Interim Operating Arrangements until April 2016

Interim arrangements remain as described in the last update paper, with the planned date for the HSCP to assume management responsibility for health and social care remaining as 1st April 2016.

The revenue 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, with effect from April 1st 2016.

2.2 Argyll and Bute Integration Joint Board

The Argyll and Bute HSCP Integration Joint Board was legally constituted in August 2015. The role of the IJB until 1st April 2016 is:

- 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. The Integration Joint Board is undertaking a period of development and planning, whilst service delivery remains under the interim management arrangements.

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:

1a	Members Nominated by the Parties (voting)		Deputies
	Argyll & Bute Council	Councillor Douglas Philand Councillor Anne Horn Councillor Mary Jean Devon Councillor Elaine Robertson	
	NHS Highland Board	Robin Creelman Elaine Wilkinson Garry Coutts Anne Gent	Heidi May
1b	Professional Advisors (non-voting)		
	The Chief Social Work Constituent Local Authority	Louise Long	N/A
	The Chief Officer of the IJB	Christina West	N/A
	The Chief Financial (Section 95 Officer) of the IJB	TBC	N/A
	General Medical Practitioner (Stakeholder GP)	TBC	N/A
	Lead Nurse	Elizabeth Higgins	N/A
	IJB Clinical Director	Dr Michael Hall	
	Medical Practitioner who is not a GP	TBC	N/A

1c	Stakeholder Members (non-voting)		
1c	A staff representative (Council) A staff representative (NHS)	Kevin McIntosh Dawn Gillies	N/A
	Independent sector		
	A third sector representative	Glenn Heritage	Katrina Sayer
	Service User Representative - Public x 2	Elizabeth Rhoddick Maggie McCowan	N/A

	Service User Representative - Carer x 2	Heather Grier	N/A
1	Additional Members (non-voting) - locally		
	Lead Allied Health Professional Advisor	TBC	
	Mental Health Advisor	TBC	

A rigorous process for the selection of IJB members has been applied and it is expected that the further appointments to the vacant roles will be completed through the autumn.

2.3 Management appointments

The following management appointments have been made to support the Chief Officer:

Head of Adult Services – East: Allen Stevenson
 Head of Adult Services – West: Lorraine Paterson
 Head of Strategic Planning & Performance: Stephen Whiston
 Head of Children & Families: Louise Long

Tier 2 managers appointed are:

Locality Manager Adult Services MAKI: John Dreghorn
 Locality Manager Adult Services Helensburgh and Lomond: Jim Littlejohn
 Locality Manager Adult Services Cowal and Bute: Viv Hamilton
 Locality Manager Adult Services OLI: Not yet appointed

Locality Manager Children's Services MAKI: Brian Reid
 Locality Manager Children's Services Helensburgh and Lomond: Paul Kyle
 Locality Manager Children's Services Cowan and Bute: Mark Lines
 Locality Manager Children's Services OLI: Alex Taylor

Recruitment to the Tier 3 joint management posts is now underway, with a target to appoint to the full integrated management structure by the end of October 2015.

2.4 Strategic Plan 2016- 2019

The Strategic Plan describes how Argyll and Bute Health and Social Care Partnership will make changes and improvements in the way it delivers health and social care over the next three years. It explains what services we are responsible for, what our priorities are, why and how we decided them. It shows how we intend to make a difference by working closely with partners in and beyond Argyll and Bute.

It explains what is happening, including the legal requirement and the reasons why change is needed. As with all change some things will be kept and some things will be altered or stopped as we move forward. The Strategic Plan details the ambitions for Health and Social Care services making positive changes that improve quality of services, do away with waste, duplication and inefficient, top down systems. Co-production, collaboration which builds on existing commitment, experience and skills, best practices and services are also

fundamental to this. The Strategic Plan will focus on what the public and users of services have said they value, and on the services that keep them safe and well.

However, the financial context is a difficult one, funding is tight and the HSCP will have to make tough choices on service investment and disinvestment. Argyll and Bute Council's overall savings targets will be around £9 million in both 2016/17 and 2017/18. NHS Highlands saving targets for Argyll and Bute are likely to be between 2-3% (£3.6- £5.4 million). Decisions on the level of funding allocated and savings the HSCP will have to make will be made by February 2016.

The HSCP aims to make these tough choices in consultation with localities, communities and stakeholders; they will be open and honest, as communities and stakeholder experiences and expertise will help to reshape public services

The Strategic Plan will therefore provide a "road map" for how health and social care services will be organised and provided in this area to meet our vision – "Helping the people in Argyll and Bute live longer, healthier, independent lives".

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 Outline strategic 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 outline strategic plan purpose was to provide clarity over the change required, to test the breadth and knowledge of our existing plans, current and future issues, the reason for change and future shape of services with communities and our staff. In addition it was intended to support the ground work process in outlining the expectation of the role and accountability localities will have to develop, enable them over the 3 years of the plan, so that they will as operational partnership entities "Locality Plan, Locality Own and Locality Deliver".

The important element to note in this is that the consultation on the strategic plan is not targeted at getting feedback on existing service plans which have already been consulted on such as the Integrated Children's Services Plan, Reshaping Care for Older people programme etc. these remain extant. It is primarily focused on the transformation in health and care services that is required as a result of integration and in response to the challenges and drivers re demography, multi-morbidity, depopulation, sustainability, efficiency and best value.

The strategic plan is about creating a sense of urgency to respond to these issues and challenges.

The critical factor in this is locality planning and the ability of the HSCP to “tool up” the localities to effectively undertake this work. As referenced earlier this process will incorporate a range of “locality planning” catalyst events to support the development of locality planning. As such the consultation is targeted at obtaining responses and views on locality planning processes and questions have been designed to support this see:

<https://www.surveymonkey.com/r/YSDM7PJ>

The NHS Highland Board and Argyll and Bute Council as detailed in statute will be expected to provide a formal response to the full Strategic Plan as part of the consultation process.

The formal consultation draft of the Strategic Plan was published in mid-September. Printed copies are now available in the 7 localities, together with memory sticks, pre-loaded with the consultation draft of the Strategic Plan. The draft is also available on line (see 2.5).

Consultation will run through to mid-November. All feedback will be collated and will inform the final draft of the Strategic Plan, to be approved by Argyll & Bute Council, NHS Highland Board and the IJB in February 2016.

2.5 Staff and Public Involvement and Engagement

The Strategic Planning Group decided to precede the consultation on the full strategic plan with an information signposting leaflet (included in local papers, alongside virtual copies) and an Outline Strategic Plan – “A conversation with you”, detailing the major themes in our strategic plan from the 2nd July 2015.

The outline strategic plan purpose was to provide clarity over the change required, to test the breadth and knowledge of our existing plans, current and future issues, the reason for change and future shape of services with communities and our staff. In addition it was intended to support the ground work process in outlining of the expectation of the role and accountability localities will have to enable them over the 3 years of the plan to develop so that they will as operational partnership entities “Locality Plan, Locality Own and Locality Deliver”

The Outline Strategic Plan prompted 509 responses, the full report can be found at www.healthytogetherargyllandbute.org.uk These responses, alongside responses to the consultation on the full Strategic Plan, will inform the final draft to be adopted by the HSCP.

The consultation process on the full strategic plan is informed by the regulations which prescribe who has to be formally consulted. This states the second draft of the strategic plan and must be sent for comment to all interested stakeholders. This must include the local authority and the Health Board as well as representatives of any groups prescribed by the Scottish Ministers.

It is also directed that a communication and engagement plan to undertake the consultation must be in place, which is in line with Scottish Government policy; such consultation can take place in a variety of ways – written information, public meetings, staff meetings and events, focus groups, questionnaires and on-line and interactive discussion forums. The HSCP must therefore make best efforts to allow groups of people with an interest to participate in a consultation process in order to express an opinion on the draft strategic plan.

The important element to note in this is that the strategic plan is not targeted at getting feedback on existing service plans which have already been consulted on such as the Integrated Children's Services Plan, Reshaping Care for Older People programme etc. these remain extant. It is primarily focused on the transformation in health and care services that is required as a result of integration and in response to the challenges and drivers re demography, multi-morbidity, depopulation, sustainability, efficiency and best value.

The strategic plan is about creating a sense of urgency to respond to these issues and challenges.

The critical factor in this is locality planning and the ability of the HSCP to "tool up" the localities to effectively undertake this work. As referenced earlier this process will incorporate a range of "locality planning" catalyst events to support the development of locality planning.

Consultation Process

The communication and engagement work stream has produced a formal consultation plan and has commissioned consultant support to co-ordinate the feedback and support the engagement events and report on the findings of the consultation exercise for the period September to November.

The NHS Highland Board and Argyll and Bute Council as detailed in statute will be expected to provide a formal response to the full Strategic Plan as part of the consultation process.

The consultation draft of the Strategic Plan is now in the public domain and can be found on our website www.healthytogetherargyllandbute.org.uk printed copies will be available in local surgeries, pharmacies and libraries and on request. Because of the size of the document, there are also copies available on memory sticks, for staff or members of the public to have for personal use.

Each of the 7 localities will host and respond to requests for consultation events, with 2 additional large events to be held in November 2015.

Initial dates for these public (morning) and staff events (afternoon) are:

Lochgilphead - Thursday 8th Oct, 10am - 5pm, Mid Argyll Community Hospital

Oban - Friday 9th Oct, 10am - 5pm, Lorn & Islands Hospital

Kintyre - Tues 20th Oct, 10am-5pm, Campbeltown Hospital

Islay – Thursday 22nd October (time to be confirmed)

Isle of Jura – Friday 23rd October (time to be confirmed) Jura Progressive Care Centre

Helensburgh & Lomond – Tuesday 27th October (time to be confirmed) Braeholm

Helensburgh

Bute Thursday 5th November 1pm -5pm, Boardroom at Victoria Hospital

Cowal Wednesday 4th November 10am-4pm, Cowal Community Hospital

In addition our health and social care partners via the Third Sector Interface, Health Care forums, community and stakeholders are also hosting and facilitating a variety of events using "conversation café", facilitated workshops etc. engaging with hard to reach groups across Argyll and Bute to obtain their feedback on the plan

Whilst staff are welcome to attend the public events, there will also be separate staff events in each locality, where specific issues and questions can be addressed; these will be supported by NHS Staff side/Trades Unions and the Organisational Development Lead.

Full details of the consultation process can be found in the Communications and Engagement Strategy and Action Plan 2015/16 at Appendix 2

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 taking account of:

- 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, through the Clinical and Care Governance Committee.

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, Locality Planning 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 strategy and action plan has been developed. It 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. A full communication and engagement strategy will be in place by 1st April 2016.

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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Programme Lead Integration

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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.

Appendix 2 – Communication and Engagement Strategy and Action Plan 2015/16

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1. Introduction

Change is happening to health and social care services in Argyll and Bute and across Scotland.

Integration means that health and social care services are coming together to be available as a single service, from April 2016.

This will impact on employees of health and social care service providers who will be affected by the change and who will also have a key role in making integration a success.

Those who use the services now and may in future – which is essentially every one of us – have a contribution to make as to how integration will work in Argyll and Bute.

Achieving integrated services that work for those who need them providing “person centred care” will therefore requires the support of communication and engagement in reaching ‘everyone’.

This strategy outlines the approach to be taken in delivering this communication and engagement support from August 2015 onwards.

2. Aim

We all at some point use health and social care services. We all therefore potentially have a contribution to make to ensuring that integration delivers services that work for us all and our families.

People who deliver these services, people who use them, those with expertise or experience relevant to health and social care, and others all have a role to play in making a success of what has been described as the ‘biggest change in health services since?’

The overall aim of the strategy is to:

- Provide opportunities, for all those with a role to play in making integration a success, to be informed about and contribute to the development, planning and delivery of integrated health and social care services.

3. Objectives

The objectives of the communications strategy are:

- To inform our target audiences about integration
- To inspire interest in contributing to the change process
- To provide opportunities for contributions to be made
- To keep relevant stakeholders up to date with progress being made in Argyll and Bute
- To support the achievement of health and wellbeing outcomes for people in our area by raising awareness of integration outcomes and the role of the individual in achieving long, healthy and happy lives.
- To draw on best practice in methods of communication and engagement adopted.
- To continually develop innovative and successful ways of communicating with our target audiences
- To provide the public, stakeholders and staff with feedback on how their views have contributed to plans and decisions made
- To anticipate and plan to meet integration communication needs beyond April 2016

4. Communication and Engagement Principles

In order to put to the most effective use possible the resources available in time, people and funding, the following principles are agreed by the Communications and Engagement Work stream:

- A solutions focused approach will be taken to identifying and progressing communication and engagement requirements.
- Partners on the workstream (statutory and voluntary sector) will work together to make best use of all communication activity undertaken:
 - Communication and engagement actions will be shared across the workstream
 - Partners will participate in distributing information and involving and engaging the public and staff through their own communication and engagement channels.
- Communication activities will support others, for example front line staff, to participate in raising awareness of and interest in health and social care integration.
- Engagement activities will be undertaken in line with the national standards for community engagement (at Appendix 1) and statutory (CEL 4 2010 guidance) requirements: http://www.sehd.scot.nhs.uk/mels/CEL2010_04.pdf

5. Audiences

Our two key target audiences are those who deliver and those who use/may use services:

- Employees of service providers, in the public, private and independent sectors
- Residents of Argyll and Bute (*)

- Current service users
- Older people
- Young people
- Families
- Carers
- Businesses
- Those with support needs
- Hard to Reach Groups

Note () 'Residents' are listed in identifiable groups with particular communication channels, for example Grey Matters or Health and Care Forum.*

In addition, we will target groups who have a role in developing integration, supporting communication of it and involvement in it.

- Employees of service providers
- Community representative groups e.g. community councils, Health and Care Forums, advocacy groups
- Elected members
- Trade Unions
- Special interest groups

6. Key messages- Argyll and Bute HSCP

Vision

People in Argyll and Bute will live longer, healthier independent lives

Mission for Plan Period

Argyll and Bute Health and Social Care Partnership will work with you to improve health, support social care, tackle health inequality, and improve community wellbeing. We will work in partnership with local communities to offer services that are:

- Easily understood.
- Accessible, timely and of a high quality
- Well-coordinated.
- Safe, compassionate and person-centred.
- Effective and efficient, providing best value.

Values

The following are the key values to which those employed or contracted by the Partnership, or who are stakeholders in it, will be expected to adhere:

- Person centred
- Integrity
- Engaged
- Caring
- Compassionate
- Respectful

7. Methods

A range of communication channels will be used, for example and not limited to:

- Social media channels
- Integration website
- Integration newsletter
- Employee channels internal to organisations represented on the workstream
- Email – to distribution groups of the organisations represented on the workstream, for example to community councils, community planning partners
- Screens in public and employee offices
- Local media via press releases, or advertising
- Printed information in libraries, NHS buildings etc
- Staff Bulletins
- Staff blog
- You Tube videos

Methods for enabling engagement will draw on best practice and experience from across the workstream of what works well locally, for example and not limited to:

- Conversation cafes
- Voice facilitation workers
- Person centred coaches
- Question and answer sessions
- Public drop in events
- Staff drop in events

8. Budget

A £43,000 budget is available in 2015/16 to support communication and engagement activities. Key actions identified for use of this budget are:

- Printing of materials
- Advertising
- Appointing consultants to provide additional capacity and co-ordination role to progress consultation of the Strategic Plan.
- Website – www.healthytogetherargyllandbute.org
- Admin support
- Venues for consultation events

9. Milestones/ opportunities

The action plan identifies key milestones for the project as well as recording events conducted and planned. Additional actions and opportunities will be identified by members of the programme work stream, feedback from our audience, direction from the IJB etc

10. Risks

Resources

In effect 'everyone' is a relevant audience for communication and engagement on health and social care integration.

There is a risk that the scale of need for communication and engagement cannot be met within the available resource

This risk will be mitigated against by the communication principles set out in (4) and by breaking down 'everyone' into groups that have channels through which to reach them, as set out in (5).

Forward Planning

Forward planning can help create time to consider and deliver effective communication and engagement activities.

Demand on people/time resources can greatly limit opportunities for forward planning in the longer term.

This risk will be mitigated against by inclusion in the action plan of a 'Next Steps' section that will be added to and progressed as the integration process continues.

11. Review and evaluation

Progress on actions will be reviewed at workstream meetings.

Evaluation of engagement approaches and activities will be drawn from different sources

Evaluation of communication activities will be drawn from different sources such as website visits or social media reach.

Consideration will be given by the workstream for any requirement for specific evaluation exercises that may inform 'Next Steps' or any other part of the action plan.

12. Communication and Engagement Action Plan

This action plan starts from August 2015. It is not a definitive list of actions; it will be added to with contributions from the workstream and the localities as opportunities arise and following confirmation with agency of consultation actions.

[WS = workstream; JJ = Jane Jarvie; DR = David Ritchie; AMcG = Alison McGrory; BB = Becs Barker; SW = Stephen Whiston]

Date	Action	Responsibility	Stakeholders					Status
			Employees	Service Users	General public Residents	Community reps	Other stakeholders	
11/08	Workstream meeting – agree updated strategy and action plan	JJ/WS						
11/08	Workstream meeting – agree management of ‘now’ and ‘next steps’ actions	JJ/WS						
11/08	Lead locality workstream contacts agreed	WS						
17/08	Managers and Team Leads Workshop Argyll & Bute West, Integrated Management Structure and Outline Strategic Plan	Locality	x					
17/08	Tender exercise panel progress	BB/JJ/DR/DM						
24/08	Special workstream meeting on consultation focus and actions	WS						
25/08	A&B Community Planning Partnership Day, presentation on Integration	Locality	x				x	
31/08	Draft action plan for consultation issued for comment by 3 Sept.	JJ/WS						
03/09	Meeting with tenderer							
03/09	Health and wellbeing event in Tiree	Locality						
07/09	Update on Integration to Oban Lorn & Isles Health Care Forum	SW			x	x		
07/09	Standard descriptions strategic plan etc for issue on website, for staff etc	JJ/WS			x			

Sept	Newsletter – for public and staff	DR/WS	x	x	x	x	x	
<i>Consultation 'shape' – September = get involved promotion; October/November = get involved events; December = report</i>								
Sept	Press release/social media/staff info on consultation	DR/JJ/WS			x			
08/09	Update on Integration to Strategic Housing Forum	SW					x	
08/09	A&B Senior Managers Meeting re Integrated Management Structure	Locality	x					
10/09	Feedback report on outline draft plan published	SW						
10/09	Workstream meeting – confirm 'now' and 'forward planning' groups and tasks	JJ/WS						
15/09	Press release issued on consultation	DR	x	x	x	x	x	
15/09	Staff Bulletin issued to all NHS and Council staff	DR	x					
17/09	Comms Workstream co-chairs meeting with external consultants	WS						
21/09	Latest edition of Integration newsletter published	DR	x	x	x	x	x	
24/09	Outcomes 1 and 2 – website and social media	JJ/AMcG			x			
25/09	Joint training day for Person Centred Coaches and Voice Facilitators	WS	x			x		
26/09	Bute and Cowal Improving Care Group	Locality		x	x	x		
26/09	Rothesay Pavilion Community Fair	Locality		x	x			
w/c 28/09	Mid Argyll Locality engagement events (dates tbc)	Locality	x	x	x	x	x	
29/09	Lunchtime Webex Seminar "Consulting with Communities – How to Run a Conversation cafe	WS	x			x		
30/09	Joint training day for Person Centred Coaches and Voice Facilitators	WS	x			x		
08/10	Strategic Plan locality consultation event - MACHICC	Locality	x	x	x	x	x	
09/10	Strategic Plan locality consultation event - Lorn & Islands Hospital	Locality	x	x	x	x	x	
15/10	Strategic Plan presentation – Dunoon Rotary Club	PT					x	
20/10	Strategic Plan locality consultation event - Campbeltown Hospital	Locality	x	x	x	x	x	
21/10	Strategic Plan locality consultation event – Islay/Jura	Locality	x	x	x	x	x	
21/10	Strategic Plan consultation event – Islay/Jura	Locality	x	x	x	x	x	
24/10	Outcome 3 and 4 – website and social media	JJ/AmcG			x			
28/10	Strategic Plan consultation event – Helensburgh, United reform	Locality	x	x	x	x	x	

	Church								
4/11	Strategic Plan consultation event – Cowal, Cowal Community Hospital	Locality	x	x	x	x	x		
5/11	Strategic Plan consultation event – Bute, Victoria Hospital	Locality	x	x	x	x	x		
Oct	Social media/internal comms channels reminder to get involved	DR/JJ	x	x	x	x	x		
Nov	Press release/social media/internal channels reminders to get involved and how	WS	x	x	x	x	x		
24 Nov	Remaining outcomes – website and social media	WS			x				
April 2016 – Health and Social Care Partnership launched									
Next Steps									
01/04	Branding of Partnership required to be in place	WS							
01/04	Information to be available for service users on how integrated services work	WS							
01/04	Route for employees to raise questions as they arise to be promoted	WS							
01/04	Plans to be in place for communicating/engaging with employees on developing partnership culture and making the identified new service work successfully	WS							

National Standards for Communication

<p>THE INVOLVEMENT STANDARD</p> <p>We will identify and involve the people and organisations who have an interest in the focus of the engagement</p>	<p>THE SHARING INFORMATION STANDARD</p> <p>We will ensure that necessary information is communicated between the participants</p>
<p>THE SUPPORT STANDARD</p> <p>We will identify and overcome any barriers to involvement</p>	<p>THE WORKING WITH OTHERS STANDARD</p> <p>We will ensure that necessary information is communicated between the participants</p>
<p>THE PLANNING STANDARD</p> <p>We will gather evidence of the needs and available resources and use this evidence to agree the purpose, scope and timescale of the actions to be taken</p>	<p>THE IMPROVEMENT STANDARD</p> <p>We will develop actively the skills, knowledge and confidence of all the participants</p>
<p>THE METHODS STANDARD</p> <p>We will agree and use methods of engagement that are fit for purpose</p>	<p>THE FEEDBACK STANDARD</p> <p>We will feedback the results of the engagement to the wider community and agencies affected</p>
<p>THE WORKING TOGETHER STANDARD</p> <p>We will agree and use clear procedures that enable the participants to work with one another effectively and efficiently</p>	<p>THE MONITORING AND EVALUATION STANDARD</p> <p>We will monitor and evaluate whether the engagement achieves its purposes and meets the national standards for community engagement</p>

Argyll and Bute Community Planning Partnership**Oban, Lorn and the Isles
Area Community Planning Group****19 November 2015****Agenda Item [for office use]**

LORN & OBAN HEALTHY OPTIONS – POTENTIAL INCLUSION ON SOA

1. Purpose

- 1.1 Lorn and Oban Healthy Options gave a presentation to the Area Community Planning Group in August 2015 explaining the work that LOHO is doing and the benefits and impact to local health improvement in the area. At the end of the presentation it was suggested that LOHO might wish to be included as a community partner in the SOA:Local.

LOHO feel that being associated with the SOA endorses the work they do and aligns it with well-established needs. They therefore wish to be considered for admittance to the appendix of the SOA:Local for OLI.

2. Recommendations

- 2.1 That the project be supported by OLI ACPG for inclusion within a Community Led Initiatives appendix to the SOA: Local in recognition of its role as a community project contributing to achieving outcomes of the SOA.
- 2.2 That the project be included in any future SOA:Local review process for inclusion as a reportable activity.

3. Lorn and Oban Healthy Options

- 3.1 This is a health referral project based in Oban and Lorn, with trained staff, which supports the health improvement of community members with multiple morbidities who are referred by partner agencies.
- 3.2 Partners include: NHS Highland, Atlantis Leisure, Lorn Medical Centre, Connel/Taynuilt Medical Centre, Easdale Medical Centre, Appin Medical Centre and Lorn and the Islands District Hospital.

- 3.3 LOHO has been running for 4 years and works towards specific health improvement outcomes for people with physical and mental health improvement needs. The support is within a time frame, measurable and co-designed by specialist staff and the individual.

Staff support individuals through their tailored exercise programme but also into community supported and community run classes to enable a lifestyle change which continues beyond the initial LOHO supported stage.

4. Linking to Outcomes of the Single Outcome Agreement (SOA)

- 4.1 The Lorn and Oban Healthy Options project links to Outcome 5 - People live Active, Healthier and Independent Lives.

5. Assessment against Criteria

- 5.1 The project needs to be assessed for inclusion against the criteria in Appendix 1, as agreed at the meeting of OLI ACPG on 11 March 2015. The project fulfils questions 1 -3 and 5 of the criteria:

- The project is directly related to SOA outcomes.
- The project demonstrates strong partnership working.
- The project is fully developed and currently being implemented.
- The project is endorsed by the SOA outcome lead.

- 5.2 The project needs to meet a 'yes' under the following questions:

- The project requests support from the relevant Area Community Planning Group

- 5.3 The project is happy to be included in the reporting framework for the SOA:Local at a future stage.

This has been endorsed by the SOA outcome lead.

6. SOA Outcomes

- 6.1 This paper is related to Outcome 5.

Name of Lead Officer: Laura Macdonald, Community Development Officer (Oban, Lorn and the Isles), Argyll and Bute Council.

For further information please contact:

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

Appendix 1: Criteria for inclusion of Community Initiatives within the SOA:Local

Grass root and other activity not currently included in the SOA Delivery Plan			
1.	Does the project/activity directly relate to one or more of the SOA indicators?	Yes	No
2.	Does the project/activity demonstrate partnership working or community support?	Yes	No
3.	Is the project/activity fully developed / viable / underway / ready for implementation?	Yes	No
4.	Is the project/activity supported by the relevant Area Community Planning Group?	Yes	No
5.	Is the project/activity endorsed by the relevant outcome lead for the SOA?	Yes	No
If all answers are yes to the above proceed to 6. If one or more answer is no, further development work is required before inclusion.			
6.	Is the community group wanting endorsement from the Area Community Planning Group but not inclusion in the reporting framework?	Yes, go to 7	No, go to 8
7.	Project/activity included in community led initiatives section of the SOA: Local		
8.	Is the relevant outcome lead content for the project/activity to be part of the reporting framework and included in the strategic delivery plans of the SOA?	Yes, activity included at appropriate review period	No, remain at 7

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Argyll & Bute Alcohol & Drug Partnership

The Argyll and Bute Alcohol and Drug Partnership (ADP) is a partnership of statutory and voluntary organisations working together to achieve a reduction in the harmful effects of alcohol and drugs on both individuals and the wider community

Carol Muir ADP Coordinator

SOA Outcomes 5 & 6

- The ADP supports the delivery of the following short term outcomes in the SOA:
- *6.5 - Reduce the Impact of alcohol and drug misuse on communities*
- *5.3 - Individuals make healthier / positive lifestyle choices*

Focus	National ADP Outcome
Health	People are healthier and experience fewer risks as a result of alcohol and drug use
Prevalence	Fewer adults and children are drinking or using drugs at levels or patterns that are damaging to themselves or others.
Recovery	Individuals are improving their health, wellbeing and life chances by recovering from problematic drug and alcohol use.
CAPSM	Children and family members of people misusing alcohol and drugs are safe, well supported and have improved life chances.
Community Safety	Communities and individuals are safe from alcohol and drug related offending and anti-social behaviour.
Local Environment	People live in positive, health promoting local environments where alcohol and drugs are less readily available.
Services	Alcohol and drug services are high quality, continually improving efficient evidence based and responsive, ensuring people move through treatment and to sustained recovery.



The Government's vision for how drug treatment services in Scotland should be delivered is based on the following three principles:

- First, recovery should be made the explicit aim of all services providing treatment and rehabilitation for people with problem drug use
- Secondly, a range of appropriate treatment and rehabilitation services must be available at a local level – since different people with different circumstances inevitably need different routes to recovery
- Thirdly, treatment services must integrate effectively with a wider range of generic services to fully address the needs of people with problem drug use, not just their addiction



Recovery is the process through which a person is enabled to move-on from their problem substance use towards a drug and alcohol free life and become an active and contributing member of society. This concept of recovery and a belief that people can and do recover from addiction and dependency is at the heart of the Scottish Government's strategies on drugs and alcohol. This is now at the heart of drug and alcohol service delivery in Scotland.

(R2R, 2008)

Recovery Oriented System of Care (ROSC)

- Treatment and aftercare are integrated
- Priority is given within the system to sustaining individuals in their recovery journey
- Person centred
- Inclusive of family and significant others
- Provision of individualised and comprehensive services across the lifespan with systems anchored in the community
- Strength based assessments and interventions that are responsive to personal belief systems
- A commitment to peer recovery support services
- Is inclusive of the voices and experiences of people and their families in recovery
- Provides integrated services
- It also provides for system-wide education and training, on-going monitoring and outreach, is outcomes driven and evidence based

Quality Improvement Principles

What a service user can expect as they move through a recovery oriented system of care:

- high-quality, evidence-based interventions
- workers who are appropriately trained and supervised
- full strengths-based assessments
- person-centered recovery plans that are agreed and regularly reviewed
- the opportunity for their family to be involved (if this is helpful to the individual)

**ADP
Priority
Themes
2015/16
as agreed in
interim
improvement
plan**

1

Whole Population Approach

Prevention, ABI's, Education/Awareness, a Harm Reduction, Needs assessment

2

Recovery Orientated System of Care (ROSC)

Quality Principles, Partnership working, ORT, Service User Involvement, HEAT targets,

3

Delivery Environment

Workforce Development, Partnership Working, Service User Involvement, multi- disciplinary

4

Service User Involvement

Consultation, representation, participation

5

DATA/Monitoring & Commissioning

Targets, scorecard, improvement goals, mapping, quality improvement

6

Communication

Identity, partnership working, positivity, Vision, Charter/ Partnership Agreement

LINKS

Children & Families

Adults & Older
People

Hep C & BBV

Sexual Health

Employability

Housing

Public protection

Commissioned Services

Argyll & Bute Addiction Team (ABAT)

Integrated health and social work team which offers treatment and recovery support to people affected by alcohol and drug related issues –ABAT aims to

- Reduce the harm relating to the use of alcohol and illegal drugs
- Improve the health and well being of alcohol and drug users
- Enable individuals to affect recovery from their alcohol and/or drug use
- Identify the needs of carers of alcohol and drug misusers
- Identify the children of parents who have alcohol and drug problems and work with other services to offer support to these parents

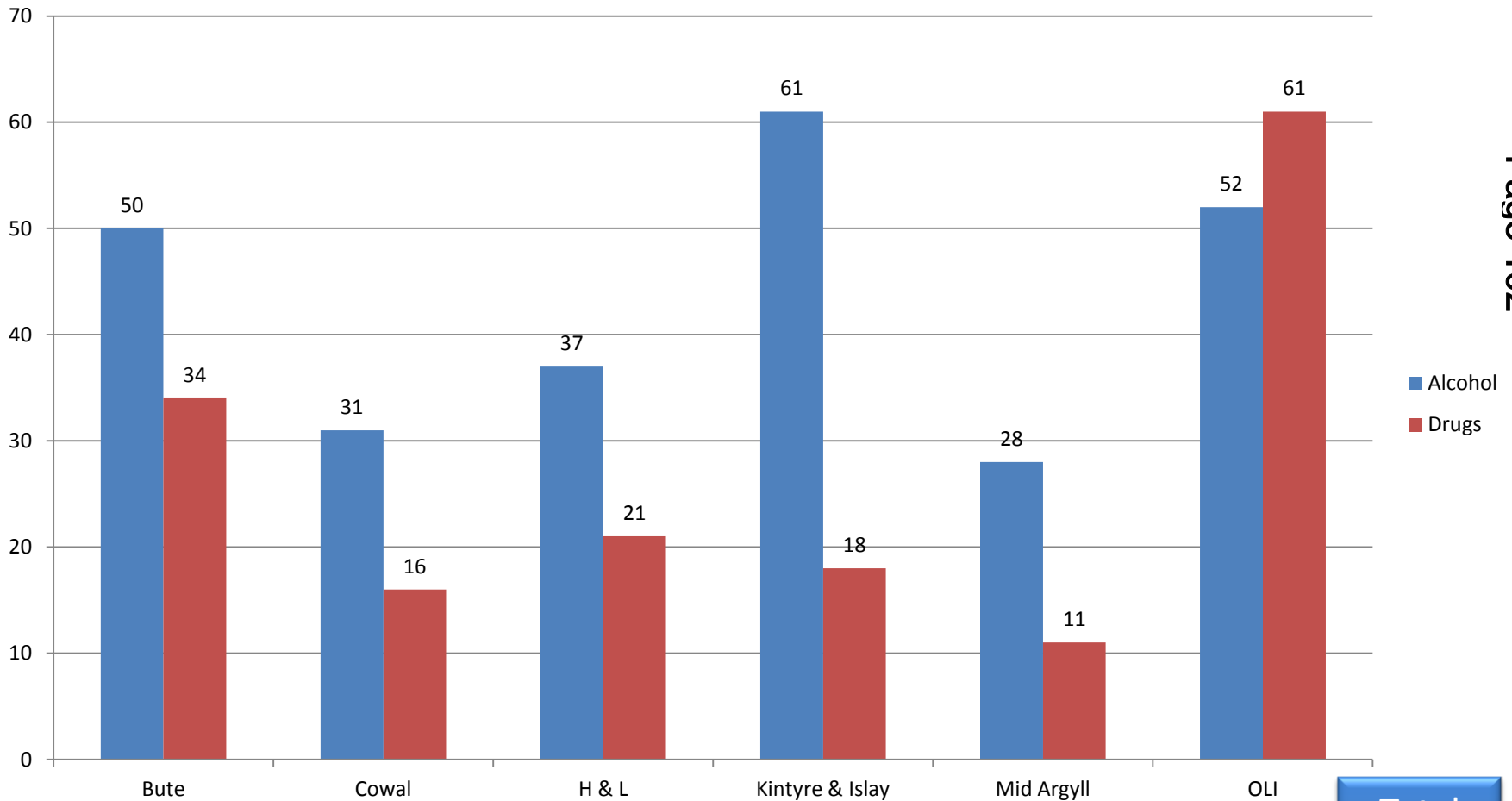
ABAT key components

- Comprehensive, specialist in depth assessment
- Community and in patient detoxification
- Recovery planning
- Disulfiram treatment and support
- Provision of Opioid replacement therapy in partnership with GPs
- Non medical prescribing in specific areas and settings
- Harm reduction- needle exchange and blood borne virus testing/vaccinations
- Psychosocial interventions which include motivational interviewing and relapse prevention
- Holistic support to address social and personal issues
- Assessment for and referral to residential rehabilitation
- Parental capacity assessment
- Support to parents and liaison with Children and Families services/GRIFEC named person
- Adult Support and Protection inquiries and investigations
- CPO assessment for dependent clients
- Naloxone training and supply

A & B Wide

- **ABAT** works in partnership with a wide range of agencies including Addaction, GPs, Social work - Adult , Children, Criminal Justice and Homelessness Services, NHS –Health Visitors, Mental Health teams, hospitals etc, Housing Associations, Welfare Rights, Employability, Women’s Aid, Rape Crisis, Phoenix Futures residential unit etc.
- The service is delivered via small local teams based in Campbeltown (outreach to Islay and Jura), Lochgilphead, Oban (covers Mull, Coll, Lismore and Tiree), Dunoon, Rothesay, and Helensburgh – 17 FT; 4PT; C. Psychiatrist PT- The team is funded by ADP, Council and NHS Highland
- The service receives approximately 500 referrals per year

ABAT Current Clients



Total
420

Commissioned Services

ADDACTION – Independent Service

The Argyll and Bute Recovery Service offers support to adults across Argyll and Bute who wish to address issues arising from alcohol, drug or other substance misuse- Addaction aims to

- Work with individuals to help them manage change at whatever stage of recovery they are at, by helping them identify the changes they wish to make, providing the necessary advice and support they need to achieve this
- Provide whatever our clients need to fulfil their recovery aspirations, either from within our service /by onward referral to other specialist agencies / joint working

ADDACTION key components

- 1:1 work using evidence based approaches such as motivational interviewing and CBT based approaches .
- Strength based person centred assessment and action planning
- Groupwork and peer support
- Needle exchange provision
- Harm reduction advice
- Drug Treatment and Testing Order (D.T.T.O)
- Advice and support for families, relatives, friends and concerned others
- Link with BBV service to provide appropriate support and treatment

A & B Wide

ADDACTION

- 14 staff
- Office bases in Oban, Dunoon, Lochgilphead, Helensburgh & Islay
- Peripatetic staff who will work across A & B as the demand for services dictates
- Committed to offering appointment within 72 hours of referral

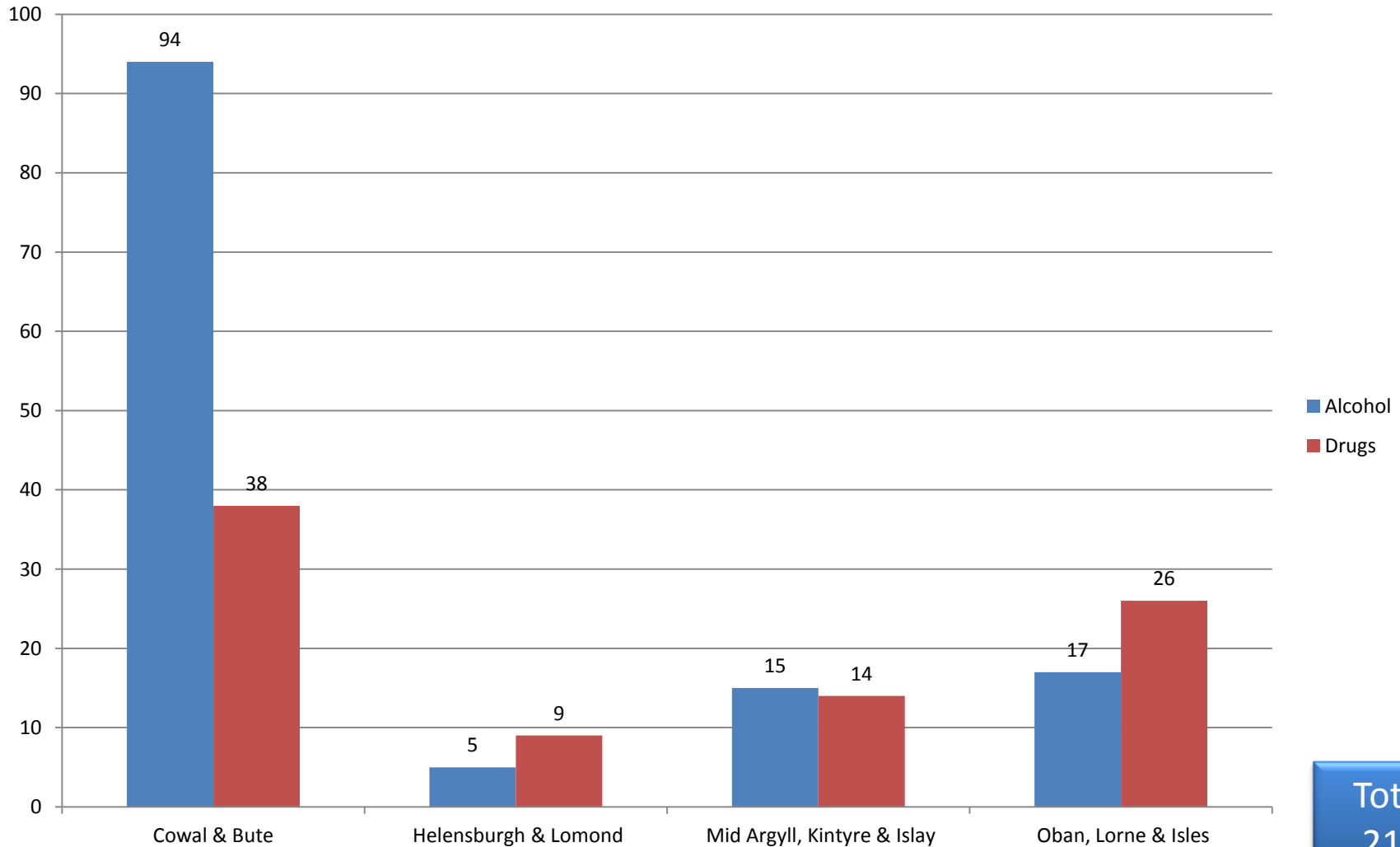
Addaction Partnerships

- The client
- Concerned others e.g. partners , relatives
- ABAT
- Criminal Justice/Drug Testing Treatment Orders (D.T.T.O)
- Link with BBV service to provide appropriate support and treatment
- Strong link with the DWP

Developing Partnerships

- Housing Services
- Health
- Social Work
- Employment Support
- Community Education ,
- other voluntary organisations

Addaction Current Clients



Total
218

ABAT Service User Comments

"Very helpful that home visits are available from obviously very busy staff"

"I have now been clean from heroin for 3 years and do not use Valium any more"

"I have felt encouraged and supported by the staff, enabling me to stop."

ADDACTION Service User Comments

“If you would have seen me 2 years ago you would have never believed I would reach this stage where I am at today, you would have said I was a waste of space” Thank you Addaction for the support.”

“Why do you persevere with me, you must think I’m a nut case, thank you for not judging me and especially not giving up on me, I can see a future ahead”.

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