

**MINUTES of MEETING of ARGYLL AND BUTE COMMUNITY PLANNING PARTNERSHIP -
MANAGEMENT COMMITTEE held in the COUNCIL CHAMBERS, KILMORY,
LOCHGILPHEAD on WEDNESDAY, 17 JUNE 2015**

Present: Jim Hymas, Scottish Fire and Rescue Service (Chair)

Andrew Campbell, Scottish Natural Heritage	Shirley MacLeod, Argyll and Bute Council
Douglas Cowan, HIE	Donald MacVicar, Argyll and Bute Council
Fraser Durie, Argyll College	Gail McClymont, Police Scotland
Neil Francis, Scottish Enterprise	Pippa Milne, Argyll and Bute Council
Elaine Garman, NHS Highland	Samantha Quarton, Argyll and Bute Council
Rona Gold, Argyll and Bute Council	Cleland Sneddon, Argyll and Bute Council
Stuart Green, Argyll and Bute Council	Gordon Wales, Scottish Government
Glenn Heritage, Third Sector Interface	Councillor Dick Walsh, Argyll and Bute Council
Sally Loudon, Argyll and Bute Council	

Attending: Eileen Bellshaw, Argyll and Bute Council
Ishabel Bremner, Argyll and Bute Council
David Cowley, Scottish Fire and Rescue Service
Aileen Goodall, Argyll and Bute Council
John Kelly, EKOS

1. WELCOME AND APOLOGIES (CHAIR) - JIM HYMAS

Apologies were received from
Jane Jarvie, Argyll and Bute Council
Councillor Ellen Morton, Argyll and Bute Council
Anthony Standing, Skills Development Scotland
Christina West, Argyll and Bute Integration of Health and Social Care

A warm welcome was extended to Neil Francis and Gail McClymont who were attending the Management Committee for the first time.

2. MINUTE AND HIGHLIGHTS OF THE CPP MANAGEMENT COMMITTEE MEETING ON THE 27TH MARCH 2015

The minutes from the meeting of the 27th March were approved as a correct record. All organisations were encouraged to share the highlights report within their own organisations.

3. ACTION TRACKER

The Action Tracker was updated and approved as an accurate reflection of current actions.

Action: In relation to action number 13, it was agreed that the CPP would write to the Scottish Government regarding participating in pilot activities regarding broadband and mobile connectivity. Pippa to provide details to Rona.

4. OTHER COMMUNITY PLANNING MEETINGS OR NETWORKS

(a) Area Community Planning Groups, paper, Shirley MacLeod

Shirley MacLeod reported that the recent meetings had all been positive and that the cyclic focus on outcomes was working well.

All meetings were well attended apart from the Mid Argyll, Kintyre and Islay (MAKI) Area Community Planning Group (ACPG). It was felt that the geography of the MAKI area was a barrier to attendance and that previous issues with videoconferencing had not given participants confidence to join in this way.

Concern was raised that a suitable officer was not present to discuss the Integration of Health and Social Care however subsequent conversations between Shirley and Christina West have now ensured that there will be participation from Health and Social Care Officers moving forward. It was confirmed that the Strategic Plan for Health and Social Care Integration will go round all the ACPGs.

Shirley requested that if partners had any meeting space in the Oban area which could host the ACPG free of charge, that partners contact her.

The Oban, Lorn and the Isles (OLI) ACPG had asked if the Management Committee was a public meeting and whether they could attend. It was agreed that the Management Committee was a public meeting and members of the public could attend if they wished.

As per the recommendations of the report, the Management Committee agreed to:

- Note the highlights and key issues under 4.0 and 4.1 of the report
- Ensure attendance at CPG meetings by an officer who is knowledgeable in the process of Health and Social Care Integration in order that the information provided in the submitted standing item report can be further explored and debated by the groups, and questions arising therefrom can be answered.

Action – Any partners with potential meeting space in the Oban area which the Area Community Planning Group could use to contact Shirley directly.

Action – Shirley to inform the OLI ACPG that the Management Committee is a public meeting and members of the public can attend if they wish.

Action – Christina to ensure that an appropriate officer attends each Area Community Planning Group meeting

(b) **National Community Planning Group, verbal update, Gordon Wales**

Gordon advised that the National Community Planning Group was meeting today to reconsider their role and look at a series of priorities.

Gordon agreed to circulate a note of this meeting to members of the Management Committee when available.

Action – Gordon to circulate note of National Community Planning Group meeting to Management Committee members when available.

(c) **Third Sector and Communities Group, paper, Donald MacVicar**

Donald MacVicar presented the report. It was noted that there was a potential for overlap and duplication if other groups were operating successfully and that a paper would come later in the year to look at the continuing purpose of the group.

The Management Committee agreed to note the contents of the report.

Action: Rona to bring a paper on the continuing purpose of the Third Sector and Communities Group to the Management Committee later this year.

(d) **Economic Forum, verbal update, Stuart Green**

Stuart Green provided an update on the recent activity of the Economic Forum and its sub-groups. Stuart confirmed that six members of the Management Committee were on the Youth and Education sub group.

Andrew Campbell highlighted the importance of keeping an agricultural focus and spoke of the recently proposed changes to the fishing sector which could have a significant impact in Argyll and Bute. Pippa Milne advised that the council were intending to respond to this but the CPP may wish to provide a joint response too highlighting the concerns that there has been no consultation on the recently announced changes.

Action: Rona to coordinate a response from the CPP regarding the recently announced changes to the Fishing sector. Pippa to send details to Rona.

5. STRATEGIC CPP MATTERS 2015

(a) **Prevention: Inequalities, Poverty and Deprivation, paper, Rona Gold**

Rona advised that this was the second report looking at these topics and was designed to provide an indication of what was happening throughout the CPP under these headings.

Cleland highlighted further good examples beyond those listed in the report including Early Intervention/Alternative to Care and the work of Insight.

Gordon advised that prevention was likely to be a key financial focus over the next 3-4 years as part of the Scottish Government's spending review with a priority to reduce all inequalities.

As per the recommendations of the report, it was agreed to:

- Note the positive work under 4.1
- Note the gaps and challenges under 4.2
- Agree that examples of the good work in Argyll and Bute are brought together as part of the SOA annual report 2014/15 to help promote this
- Agree that the gaps and challenges are addressed in the review of the SOA delivery plans
- Task the CPP Chief Officers Group to consider any further action taking consideration of the information within 5.0 of the report

(b) **CPP Full Partnership update, paper, Donald MacVicar**

Donald advised that this was the last meeting before the Full Partnership event in August and that input was required from the Management Committee to best determine speakers, agenda and format of the day.

The Management Committee agreed the following:

- The Chair of the Economic Forum to be asked to provide the update on the Economic Forum through Stuart Green with an alternative being a member of the private sector if the Chair is not available
- A policy expert to be asked to lead the break-out session on the Community Empowerment Bill (Gordon Wales to ask regarding this)
- Alternatively, Cleland attended an excellent presentation on the Community Empowerment Bill and will pass the details of the speaker to Rona
- The 1330 presentation to be focused on overcoming barriers to broadband with the appropriate Director from HIE keen to lead (Samantha to liaise with Douglas Cowan)
- The Open Space break out session be changed to one on the integration of Health and Social Care
- The 1510 presentation to be on the work of the Early Years Collaborative possibly looking at the Kintyre Pathway project (Samantha to liaise with Kathleen Johnston)

Action – Rona to ensure the above actions are carried out

6. SOA PERFORMANCE AND SCRUTINY

(a) **Review of delivery plans update, paper, Donald MacVicar**

Rona outlined the proposed approach to reviewing the SOA delivery plans. There was discussion on the role of the Area Community Planning Groups in this process to make sure the community felt that they were a valued partner in the delivery of the SOA.

As per the recommendations of the report, the Management Committee agreed:

- To endorse the approach outlined in section 4 of the report
- To ensure that key individuals attended relevant meetings as and when required

Action – Rona to take forward a logic modelling approach with the performance group

(b) **Outcome 3 - Highlights and Scorecard, paper, Cleland Sneddon**

Cleland Sneddon presented the highlight report for Outcome 3: Education, skills and training maximises opportunities for all

Cleland gave an overview of the successes and key achievements under Outcome 3, challenges linked to the continuing success and future opportunities to develop.

The Management Committee noted the performance of Outcome 3 of the SOA and recognises the overall contribution of Education, skills and training to the SOA's overarching objective that Argyll and Bute's economic success is built on a growing population.

Fraser Durie circulated a brief report on the current activities and priorities of Argyll College UHI. Fraser advised that the College was looking for alternative facilities to deliver services in the areas of Helensburgh and Dunoon. Following discussion, it was agreed that a meeting be coordinated by the Community Planning team to discuss this topic further.

Action: Rona to coordinate a meeting of all relevant parties to look into suitable accommodation further

(c) **Outcome 4 - Highlights and Scorecard, paper, Christina West and Cleland Sneddon**

Cleland presented the highlight report for Outcome 4: Children and young people have the best possible start; in Christina West's absence. Cleland advised that Pat Tyrrell, the previous Outcome Lead, had now moved onto another role within NHS Highland and that Christina would be the Outcome Lead for the interim period.

Cleland informed the Management Committee that Outcome 4 was an abbreviated version of the Integrated Children's Service Plan for Argyll and Bute. Issues with obtaining the data for the performance indicators were noted and it was agreed that this would be reviewed as part of the overall review into the delivery plans happening this autumn.

Sally advised that planning and performance management within the CPP had significantly improved over the last two years but that there was a possibly a role for the Management Committee to scrutinise the data and feedback to the Outcome Leads. Cleland suggested that a scrutiny meeting with members of the Management Committee and the Outcome Lead could take place before the Management Committee itself.

Action: CPP team to consider the format of future meetings to allow further scrutiny of outcomes.

(d) **Exceptions - verbal update from any outcome lead who wishes to raise an exception**

No exceptions were raised from any other outcome lead

(e) **Compelling Argyll and Bute, presentation and Q&A session, Ishabel Bremner Argyll and Bute Council, John Kelly EKOS**

John Kelly from EKOS and Ishabel Bremner from Argyll and Bute Council gave a presentation to the Management Committee on the findings of the Compelling Argyll and Bute study.

The current economic profile of Argyll and Bute showed that 1400 jobs had been lost since the 2009 recession which mirrored the population decline and that the decline Argyll and Bute was facing was different to the national picture.

The study had spoken with 400 businesses across Argyll and Bute and found that there were a number of key constraints prohibiting growth. These included weaknesses in certain skills, low levels of higher level recruitment and low ambition.

The study felt that education and skills are the key issue to manage, with other challenges becoming more manageable if these areas are addressed. Other challenges included Argyll and Bute currently punching below weight, strategic rebalancing and a consideration of spatial/place issues.

A discussion was held following the presentation which covered ambition, moving up value chains and the need to consider infrastructure expansion alongside growth. A good mix of housing and business property, improved broadband and a strong entrepreneurial culture were seen as key to growth.

Action: John to provide further data on the views from the businesses to be circulated around the Management Committee.

Action: The Chief Officers Group to consider the results from the Compelling Argyll and Bute study as part of the work with Scottish Futures Trust and their Smarterplaces programme

(f) **School Leaver Destination Returns, presentation, Aileen Goodall**

Aileen Goodall, Lead Officer – Opportunities for All from Argyll and Bute Council gave a presentation on the destination returns of school leavers from the period 1st August 2013 to 31st July 2014. The figures showed that 91.5% of school leavers from this period were in a sustained positive destination and of the remaining school leavers, 5.8% were unemployed but seeking employment, 2.5% were unemployed but not seeking unemployment and 0.1% was unknown. It was noted that this was likely to be the last year reporting in this way as the focus will be on learners journeys moving forward.

Aileen advised that 40.3% of the cohort had gone into higher education with the top subjects being studied at University being Arts and Social Sciences, Science and Maths, Performing Arts and Engineering. For colleges, the top subjects studied were Social Care, Hospitality, Hair and Beauty and Animal, Land and Environment. It was agreed that all these subjects reflected opportunities available within Argyll and Bute.

It was noted that school leavers who left at the end of S4 or in the winter of S5 were more likely to be unemployed. Plans to address this included flexible learning plans with young people attending college or employment for a number of days per week and the roll-out of the excite programme across other areas in Argyll and Bute.

Action – any partners who have questions to contact Aileen directly

Aileen also advised that she was responsible for the summer internships of Looked After and Accommodated Children and would be keen for more partners to host these this year.

Action – all – any partners who would be able to host summer internships for Looked After and Accommodated Children to contact Aileen directly.

****Comfort Break****

7. OUTCOME 3

(a) **Community Learning and Development Strategic Plan, paper, Jeannie Holles**

The Management Committee noted the contents of this report and supports the publication of the web-based CLD plan.

8. OUTCOME 6

(a) **Alcohol and Drugs Partnership - Audit Scotland report, paper, Christina West**

The Management Committee considered the report which outlined

current and future developments within the Argyll and Bute Alcohol and Drugs Partnership (ADP).

Elaine Garman advised that if any members of the Management Committee had any specific questions, then these should be sent to Christina West.

The Management Committee noted the contents of the report and the intention to present the ADP improvement plan to a future meeting of the Management Committee.

9. PUBLIC SECTOR REFORM

(a) Health and Social Care Integration, paper, Christina West

The Management Committee noted the contents of the report.

(b) Community Justice

Rona gave a verbal update on the progress of Community Justice Reform. Rona advised that a meeting was taking place on the 6th August regarding this and that a detailed report would be brought to the September Management Committee meeting.

Action – Rona to bring report on Community Justice to the September Management Committee meeting.

10. OTHER CPP PROJECTS

(a) Participatory Budgeting, paper, Rona Gold

It was agreed that this paper be circulated to Management Committee members after the meeting.

Action: Rona/Samantha to circulate paper for comment

11. CPP GOVERNANCE

(a) New Chair and Vice-Chair

Jim advised that Police Scotland and Scottish Fire and Rescue had held the position of Chair and Vice Chair for the last two years and as per the terms of reference; nominations were sought for the next Chair and Vice-Chair of the Management Committee.

Action – all – nominations for Chair and Vice Chair to be submitted to Rona by 28th August.

(b) Third Sector Interface, update, Glenn Heritage

Glenn provided a verbal update advising that progress was slower than anticipated.

12. AOCB

(a) **Scottish Fire and Rescue Service Strategic Plan consultation, Jim Hymas**

The Management Committee noted the upcoming consultation.

(b) **Bute Community Planning progress, attached for noting**

Content was noted.

(c) **ESOL funding application, attached for noting**

It was agreed that Jeannie Holles, Adult Learning Manager in the Council, be the CPP lead contact.

13. DATES OF NEXT MEETINGS

Tuesday 25th August – Full Partnership, Machrihanish Airbase

Wednesday 30th September – Outcomes 1 and 5

Friday 18th December – Outcomes 2 and 6

Thursday 24th March 2016 – Outcomes 3 and 4