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2 August 2016

NOTICE OF MEETING

A meeting of the **BUTE AND COWAL COMMUNITY PLANNING GROUP** will be held in **EAGLESHAM HOUSE, ROTHESAY** on **TUESDAY, 9 AUGUST 2016** at **10:00 AM**, 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) Bute and Cowal Area Community Planning Group 10th May 2016 (Pages 1 - 8)

(b) Forward Dunoon and Cowal Group 16 June 2016 (Pages 9 - 14)

(for noting)

(c) Cowal Transport Forum 17 June 2016 (Pages 15 - 18)

(for noting)

(d) Minute of the Third Sector and Communities CPP Strategic Group meeting held on the 24 May 2016 (Pages 19 - 24)

(for noting)

4. **STANDING ITEM: MANAGEMENT COMMITTEE UPDATE** (Pages 25 - 28)

Report by Community Planning Manager

5. OUTCOME 6: PEOPLE LIVE IN SAFER AND STRONGER COMMUNITIES

- (a) Befrienders Annual Update (Pages 29 - 30)

Report by Cathi Bertin

- (b) Young Carers Project Coordinator for Crossroads Bute and Cowal (Pages 31 - 36)

Report by Mags Todd

- (c) Scottish Fire and Rescue Service - Annual Update

Verbal update by Stuart MacLean

- (d) Community Justice Strategy Consultation

Report by Mary Holt, Criminal Justice Social Work Partnership (to follow)

6. OUTCOME 2: WE HAVE INFRASTRUCTURE THAT SUPPORTS GROWTH

- (a) Community Broadband Scotland (Pages 37 - 38)

Report by Community Broadband Scotland Advisor

- (b) Scottish Water Update (Pages 39 - 40)

Report by Ruaridh McGregor

- (c) Strategic Housing Investment Plan (Pages 41 - 46)

Report by Housing Services Manager

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

- (a) Argyll and Bute's Children - Operational Plan (Pages 47 - 62)

Report by Head of Education

8. REVIEW OF SOA DELIVERY PLANS (Pages 63 - 66)

Report by Community Planning Manager

9. WAYS TO IMPROVE COMMUNICATION (Pages 67 - 70)

Report by Community Governance Manager

10. PARTNERS UPDATE

Opportunity for verbal updates by Community Planning Partners

11. DATE OF NEXT MEETING - TUESDAY 8 NOVEMBER 2016 AT 17.30PM IN DUNOON GRAMMAR SCHOOL

Discussion facilitated by the Community Governance Manager on items for inclusion on the Agenda for the next meeting.

Outcomes to be discussed:-

Outcome 3: Education, skills and training maximises opportunities for all

Outcome 4: Children and young people have the best possible start

Bute and Cowal Community Planning Group

Willie Lynch (Chair)

Alistair McLaren (Vice-Chair)

Contact: Andrea Moir, Senior Area Committee Assistant, Tel: 01369 708662

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**MINUTES of MEETING of BUTE AND COWAL COMMUNITY PLANNING GROUP held in the
TIMBER PIER BUILDING, DUNOON
on TUESDAY, 10 MAY 2016**

Present: Alistair McLaren (Chair)
Councillor Michael Breslin
Councillor Gordon Blair
Councillor Bruce Marshall
Shirley MacLeod, Area Governance Manager
Samantha Quarton, Community Planning Officer
Sharon MacDonald, Community Development Officer
Fergus Murray, Head of Economic Development and Strategic Transportation
Jeannie Holles, Adult Learning Manager
Jayne Lawrence-Winch, Area Manager – Adult Care
Iain McNaughton, Bute and Cowal Community CAUCUS
Lana Stewart, Police Scotland
Stuart MacLean, Scottish Fire and Rescue
Brian MacDonald, SURF
David Adams-McGilp, Visit Scotland
Alison McGrory, Health Improvement Team
Iona McPhail, ACHA
Theresa Shields, Fyne Homes
Sharon Cole, Fyne Homes
Alison McCrossan, Scottish Health Council
Eleanor Stevenson, South Cowal Community Council

1. WELCOME AND APOLOGIES

Apologies for absence were intimated by:

Councillor Robert MacIntyre
Councillor James McQueen
Councillor Len Scoullar
Councillor Isobel Strong
Councillor Dick Walsh
David McKenzie, Loch Lomond and the Trossachs National Park
Campbell Cameron, Community Broadband Scotland
Cathi Bertin, Befrienders
Sue Gledhill, HIE

The Chair ruled and the Group agreed to take item 7. (d) Visit Scotland out of sequence to facilitate officer attendance, this item was therefore taken after item 6. Feedback from the Area Community Planning Group Members Satisfaction Survey of the agenda.

2. DECLARATIONS OF INTEREST

No declarations of interest were intimated.

3. MINUTES

(a) Bute and Cowal Community Planning Group 9 February 2016

The minute of the Bute and Cowal Community Planning Group meeting of 9 February 2016 was approved as a correct record subject to two spelling corrections.

(b) Forward Dunoon and Cowal Group 14 April 2016

The minute of the Forward Dunoon and Cowal Group, 14 April 2016 was noted.

(c) Cowal Transport Forum 15 April 2016

The Minute of the Cowal Transport Forum, 15 April 2016 was noted.

(d) Minute of the Third Sector and Communities CPP Strategic Group meeting held on the 24 February 2016

The minute of the Third Sector and Communities CPP Strategic Group, 24 February 2016 was noted.

4. STANDING ITEM: MANAGEMENT COMMITTEE UPDATE

The Community Planning Officer took the Group through a report which provided highlights from the Community Planning Partnership Management Committee meeting on 24th March 2016 with particular emphasis on matters raised by Area Community Planning Groups which included considering the role of the Third Sector in achieving progress towards the SOA outcomes, the issues raised by the breadth of education required due to geographical issues, the links that need to be developed between the Health and Social Care Integration locality groups and the Area CPGs and the inclusion of Visit Scotland and the Scottish Ambulance service as active partners at both strategic and local level.

Decision

The Group noted the contents of the report and requested that the Area Governance Manager Shirley MacLeod take any further comments to the CPP's management committee meeting on the 9th June 2016.

(Ref: Report by Community Planning Manager dated 10 May 2016, submitted)

5. REVIEW OF SOA DELIVERY PLANS

The Community Planning Officer took the Group through a presentation which provided an update on the Community Empowerment (Scotland) Act 2015 – Community Planning Guidance and Regulation Consultation and covered the following areas:

- Guidance and regulation
- The Broader Picture
- Principals and guidance
- Effectiveness
- The introduction of locality plans

- Current situation

The Community Planning Officer and the Group held a conversation regarding the Community Planning consultation document that is currently available for completion. Members of the Group concentrated discussions on questions six and seven and the Community Planning Officer took the responses away to collate and then feedback to the Group before passing onto the management committee. It was also noted that the Group felt there is currently a lack of public awareness regarding the Local Community Planning Process and ways to address this should be looked into.

Decision

The Group noted the contents of the presentation.

(Ref: Presentation by Community Planning Manager, dated 10 May 2016, submitted)

6. FEEDBACK FROM THE AREA COMMUNITY PLANNING GROUP MEMBERS SATISFACTION SURVEY

The Area Governance Manager took the Group through a report which provided feedback to members on the findings of the Area Community Planning Group – Members satisfaction survey 2016.

The Group held a discussion surrounding the decision making powers that the Area Community Planning Groups currently have and any changes that could be made moving forward.

Decision

The Group noted the contents of the report.

(Ref: Report by Community Governance Manager dated 10 May 2016, submitted)

7. OUTCOME 1: THE ECONOMY IS DIVERSE AND THRIVING

(d) Visit Scotland and the Argyll and The Isles Tourism Cooperative - Activity Update

David Adams-McGillp from Visit Scotland took the Group through an activity report which covered the period July 2015 to March 2016 as well as also providing an update which focused specifically on events in the Bute and Cowal area.

Decision

The Group noted the contents of the report.

(Ref: Report by Visit Scotland representative dated 10 May 2016, submitted)

(a) Economic Forum Update

The Head of Economic Development provided the Group with a presentation on the Economic Forum Development and feedback received. Key points covered in the presentation included:

- Understanding the demographics of the Area
- Approach of the Economic Forum

- Opportunity for growth in tourism
- Food and Drink industry opportunities
- Young people and education
- Other areas of opportunity with a focus on expanding small businesses
- Barriers to economic growth
- A shared vision moving forward

Decision

The Group noted the contents of the presentation.

(Ref: Presentation by Head of Economic Development dated 10 May 2016, submitted)

(b) HIE Annual Update on Outcome 1

Sue Gledhill from HIE had submitted apologies to the meeting, therefore no current update was provided.

The Group considered an update report that was submitted at the February Bute and Cowal Community Planning meeting.

Decision

The Group noted the contents of the previously submitted report.

(Ref: Report by HIE representative dated 9 February 2016, submitted)

(c) Strategic Urban Regeneration Forum

Brian MacDonald from SURF took the Group through a presentation which highlighted the work currently being undertaken in Bute as well as the feasibility work that is currently being undertaken in Dunoon.

Decision

The Group noted the contents of the presentation.

(Ref: Presentation by SURF representative dated 10 May 2016, submitted)

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

(a) Standing Item: Health and Social Care Integration

The Adult Care Area Manager took the Group through a report providing an update on the final steps toward the Health and Social Care Partnership going live.

It was noted that this is the last progress update to the Area Community Planning Group as the integration joint board is now the accountable body and will report annually to the Community Planning Partnership and feed into Outcome five at a local level.

Decision

The Group noted the contents of the report.

(Ref: Report by Programme Lead Integration dated 10 May 2016, submitted)

(b) **Health Improvement Team - Local Issues and Annual Update Update**

Alison McGrory from the Health improvement Team provided the Group with an update report on activity to improve the health of Argyll and Bute's people during 2015-2016.

It was noted that the Health Improvement Team would welcome any feedback from the Group regarding the content of the report.

Decision

The Group noted the contents of the report.

(Ref: Report by Health Improvement Team representative dated 10 May 2016, submitted)

(c) **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.

Decision

The Group noted the contents of the presentation.

(Ref: Presentation by ACHA representative dated 10 May 2016, submitted)

(d) **CLD Partnership Plan**

The Adult Learning Manager took the Group through a progress update report on the work carried out by the Argyll and Bute Strategic CLD Partnership in responding to the Strategic guidance for Community Planning Groups (2012).

The report highlighted that Area Community Planning Groups have a key role to play in the development of the CLD plan, and regular reporting is important to maximise communication between communities and learning providers.

Decision

The Group noted the contents of the report.

(Ref: Report by Adult Learning Manager dated 10 May 2016, submitted)

(e) **Children's Service Plan**

A representative from Education was not present at the meeting and no report was submitted, therefore this item was not discussed.

Decision

The Group noted that this report would be brought to the August Bute and Cowal CPG meeting.

9. PARTNERS UPDATE

Police Scotland

Lana Stewart from Police Scotland provided the Group with the following verbal update:

- Throughout Argyll and Bute crimes of violence have risen by 43%
- Common assault figures have decreased
- Increase in domestic violence
- 6 fatal road traffic accidents recorded.
- There has been a 19% decrease in reports of theft
- Cowal Police 5 A Sides will take place in June for the thirty ninth year running.
- Police Scotland's Summer Safety Speeding Campaign is ongoing.
- Extra patrols are in place to help combat anti-social behaviour.
- A recruitment open day will take place in Dunoon Police station on the 28th May 2016. A recruitment drive is also underway.
- The current legislation for air weapons is changing on the 1st July and Police Scotland are offering anyone with an air weapon to hand it in to police stations between the 23rd May and 17th June.

Scottish Fire and Rescue

Stuart MacLean from Scottish Fire and Rescue informed the Group that there has been a slight increase in call outs to schools and that he had no other issues to raise with operational issues running smoothly.

Third Sector

Alistair McLaren on behalf of the Third Sector Interface informed the Group that they had two events coming up:

TSI procurement workshop on the 28 June 2016, Oban and volunteer of the year awards on the 19 September 2016, Oban. Alistair encouraged the partners around the table to support this event.

Bute and Cowal Community CAUCUS

Iain McNaughton on behalf of the CAUCUS informed the Group that there was no update at present.

Housing Associations

Iona McPhail from ACHA had already provided the Group with an update under Outcome 5, Item 8. (c) of the agenda.

Theresa Shields from Fyne Homes provided the Group with the following update:

- Current projects include – New build site at St Cuthberts, Dunoon due for completion in June 2016. Eight new homes in Kilmun completed and to be allocated by the end of May 2016. Currently looking at building on the Spence Court site, Dunoon.
- Funding for the nursery nurse has ended and will not be resumed.
- Fyne Homes currently have a modern apprentice in place.
- Fyne Homes are currently looking for office accommodation in Dunoon.

- The Fyne Energy Wind Turbine project is progressing.

10. DATE OF NEXT MEETING - TUESDAY 9 AUGUST 2016 AT 10.00AM IN EAGLESHAM HOUSE, ROTHESAY

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 members of the group should contact the Community Governance Manager if they have any agenda items they would like added.

Decision

The Group noted the proposed outcomes.

(Ref: Verbal update by the Area Governance Manager, dated 10 May 2016, submitted)

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**MINUTES of MEETING of FORWARD DUNOON AND COWAL GROUP held in
22 HILL STREET, DUNOON
on THURSDAY, 16 JUNE 2016**

Present: Councillor Bruce Marshall (Chair)
Councillor Michael Breslin
Councillor Gordon Blair
Councillor Alex McNaughton
Lorna Elliott, Community Governance Officer
Iain Hurrell, Apps for Argyll
Catriona Craig, Cowal Marketing Group
David Robertson, Forestry Commission
Craig Wilson, Economic Growth Officer
Jim Moir, HELP Project
Helen Dick, Argyll and the Isles Tourism
Allan MacDonald, Amenity Performance Manager
Coulin Moulson, Dunoon Presents

1. APOLOGIES

Apologies for absence were intimated from:
Iain McNaughton, Sandbank Community Council
Sue Minns, Cowalfest

2. MINUTES

The minute of the Forward Dunoon and Cowal Group 14 April 2016 was approved as a correct record subject to a change at item 6. (c) of the minute.

3. MATTERS ARISING

Sandbank Church

Councillor Blair informed the Group that Sandbank Church is set to close and a plan is currently being put in place to apply for grant funding to purchase the building and, in conjunction with the Faith Tourism project, create a heritage centre which will have a link to the former US Naval base that was previously situated on the Holy Loch. It is hoped that this project will be branded as Holy Loch destination and will help bring tourism to the area.

Crazy Golf

Councillor Breslin informed the Group that the details of the Crazy Golf lease had not yet been made available to him and noted disappointment at the lack of feedback regarding the issues previously raised

Action

Community Governance Manager to raise the crazy golf issue in regards to lack of feedback with the Head of Roads and Amenity Services and report back to the Forum.

(a) **Apps For Argyll**

Iain Hurrell gave an update on the two APPS for Argyll initiatives. He advised the meeting that he had met with Visit Scotland. However, he reported that the APPs are still not on the Visit Scotland website due to various issues raised by Visit Scotland. It was noted that Apps for Argyll are currently waiting for another meeting to be set up with Visit Scotland and The Scottish Government but to date have had no correspondence regarding potential dates.

Actions

1. Community Governance Manager was asked to seek the advice of the Economic Growth Manager regarding the best way to support the inclusion of the APPs onto the Visit Scotland website.
2. Community Governance Manager to enquire as to how the APPs can be promoted through the Argyll and Bute Councils business section of the Website.

(b) **Off Road Biking**

Councillor Marshall asked David Robertson from the Forestry Commission if anything could be done in regards to widening the car parking facilities at the Crochan forestry track and also if there was any scope for putting in a mini velodrome(Pump Track) for child cyclists to use.

David Robertson informed the Group that he was willing to explore options and that the Forestry Commission was willing to work alongside other groups to try and implement changes that have been requested. This would require funding which the Forestry Commission currently don't have available however, it was possible that the Dunoon Cycling Mountain Group would be able to access other funding sources not open to The Forestry Commission..

The Group held a discussion around the lack of facilities currently available to cyclists visiting the area and if anything could be done to improve the situation, a suggestion from the Group was to create a bike cleaning facility.

Actions

1. Colin Moulson will speak to Dougie Fletcher to see whether the Dunoon Cycle Mountain Group is eligible to access grant funding.
2. Councillor Marshall to raise this item with the local MSP and appropriate Minister.
3. Community Governance Manager to seek advice from the Economic Growth Manager on the appropriate next steps for this item.
4. Economic Growth Officer to feedback ideas generated by the Group to Seniors Officers.

4. OUTDOOR ACTIVITIES

No items of business raised.

5. ECONOMY UPDATE

The Economic Growth Officer provided the Forum with an update on the economic situation in regards to tourism for the Cowal area.

The following points were noted:

- At a local level they are currently working with Castle House Museum and the Cowal Way by providing them with PR contacts.
- Also currently working with Kilmun Mausoleum, the Burgh Hall and the Argyll Sea Cat.
- It was noted that work was on-going surrounding collating statistics around the 1400 second homes in Bute and Cowal and what steps could be put in place to use this situation to boost the local economy.
- Currently looking at a possible broadband link to allow live streaming for this year's Cowal Games event.

A discussion was held by the Forum on the difficulties faced by people trying to start up businesses in the local area.

Actions

1. Economic Growth Officer to arrange a meeting with Argyll Holidays.
Economic Growth Officer to raise the issues surrounding start-up companies in the local area with HIE.

6. PARTNERS UPDATE

(a) HELP Project

Jim Moir from the HELP Project provided the Forum with an update on an environmental project that HELP are currently undertaking in Moir Street, Dunoon.

The Group were taken through a series of pictures highlighting the work that had been carried out on the site and it was noted that this project is now completed with the only outstanding action being to decide on a suitable wood carving that will be located on the site.

Actions

1. Helen Dick to liaise with HELP project re supply of plants for the site.
2. HELP to speak to Amenity services regarding future potential sites. An area of ground between Shaws building Yard and Stewarts Garage was identified as one potential site.
3. Community Governance Manager to enquire about the protocol for community groups who wished to use the Forward for Dunoon crest.
4. Forestry Commission will be able to provide additional materials for the wood carving if required.

(b) **Cowal Marketing Group**

Catrina Craig from Cowal Marketing Group informed the Group that the Cowal Marketing Group AGM had taken place in May and it had been a very positive meeting with new members joining the group.

It was also noted that an open meeting for Cowal Marketing Group Members was being held on Tuesday the 20th June in the Dunoon Timber Pier building.

(c) **Dunoon Presents**

Colin Moulson provided the Forum with the following verbal update:

- It was noted that moving forward PA23 BID should be known now as Dunoon Presents.
- The project has just completed its third year of a five year term.
- Dunoon Presents are now looking at their events strategy to attract national bids for events to be held in the Cowal Area.
- Events planned for 2016/2017 include – Scottish Enduro event, Scottish Rally championship, Cowal peninsula sportif, Dunoon music revival weekend, half marathon event.
- A meeting is scheduled in July between Dunoon Presents and the local businesses to discuss the possibility of mobilising the business community for scheduled events.
- Dunoon presents currently have a video highlighting the mountain biking events in the area which is available via their website and facebook page.
- A newsletter is also available via the Dunoon Presents website.

Actions

1. Colin Moulson to talk to Cowalfest re their links to biking on the Canary Islands.
2. Colin Moulson to look at putting a link on the Dunoon Presents website to the Visit Cowal website.

(d) **Cowalfest**

Sue Minns from Cowalfest had submitted apologies to the meeting, therefore no update from Cowalfest was provided.

Councillor Blair informed the Group that the lease which will allow the Kelpie Maquettes to come to Dunoon is just waiting approval from the Head of Service.

(e) **Argyll and the Isles Tourism Cooperative**

Helen Dick provided the Forum with the following verbal update:

- AITC held a meeting with Cowal Marketing Group, Argyll Secret Coast and Visit Bute which was deemed a positive meeting.
- A current survey had been circulated and with the help of Dunoon presents it reached a large number of organisations and individuals and a reasonable number of responses were returned.
- The funding application for Kirn Primary had been successful and

jointly with Dunoon Grammar school they received five thousand pounds. This funding will go towards creating a Food Trail from Innellan to Blairmore, the project will also be assisted by West Coast motors and Benmore Café.

- Mark Beaumont will be promoting adventure tourism in the Argyll and Bute area in July and the ten day trip with a camera crew will include a day and overnight stop in Cowal

7. AGENDA FOR CPG MEETING 9 AUGUST 2016

The Community Governance Officer invited the Group to email her if they had any items under outcomes 2 or 6 that they would like included onto the agenda for the August meeting.

8. AOCB

No further items of business were raised.

9. DATE OF NEXT MEETING

Date of Next Meeting

The next Forward Dunoon and Cowal meeting will be held on Thursday 13th October 2016, 10am, 22 Hill Street, Dunoon.

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**MINUTES of MEETING of COWAL TRANSPORT FORUM held in the TIMBER PIER
BUILDING, DUNOON
on FRIDAY, 17 JUNE 2016**

Present: Councillor Alex McNaughton (Chair)
Lorna Elliott, Community Governance Officer
Gordon Ross, Western Ferries
Iain McInnes, Lochgoil Community Council
Willie Lynch, Dunoon Community Council
Cathy Morrison, South Cowal Community Council
Iain McNaughton, Sandbank Community Council
Graham Revill, Kilmun Community Council
Archie Reid, Strachur Community Council
Anne Gabriel, Cowal Access Panel
Kevin McIntosh, Contracts Manager
Simon Richmond, Caledonian MacBrayne
Scott Goodwill, Caledonian MacBrayne
Keith Murray, Transport Scotland
Martin Arnold, Community Transport Officer
John Anderson, West Coast Motors

1. APOLOGIES

Apologies for absence were intimated by:
Councillor Gordon Blair
Councillor Michael Breslin
Paul Farrell, Technical Officer
Fulton McInnes, Hunters Quay Community Council
John Forrest, Police Scotland

2. MINUTES

The minute of the meeting of the Transport Forum 15 April 2016 was approved as a correct record.

3. TRANSPORT SCOTLAND

Keith Murray, Transport Scotland took the Forum through an Argyll wide list of proposed work that provided a financial breakdown as well as an area breakdown and a list of specific repairs which included – bridges, strategic road safety, routine maintenance, structural maintenance and minor improvements.

Action

Transport Scotland to look at two points in the Cairndow road that have been identified as accident spots to see if improvements can be made regarding signage and sight lines.

(a) Turning Circle

The Contracts Manager informed the Group that from a roads perspective

works had been completed on time and that there was currently no plans to adopt the turning circle. Roads and Amenity Services would continue to monitor the situation regarding cars and touring buses parking in the turning circle.

It was also noted that the turning circle would be gritted by Transport Scotland or the Roads department even though it is not classed as an adopted area.

Iain MacInnes advised the meeting that there are still ongoing issues regarding touring buses parking in the turning circle and it was his understanding that letters were being sent from the public transport department to the relevant coach companies.

The Community Transport Officer informed the Group that the letters would be issued shortly.

4. FERRIES UPDATE

Argyll Ferries

Simon Richmond and Scott Goodwill from Argyll Ferries provided the Forum with the following update:

- Caledonian MacBrayne was the preferred bidder in the recent tendering process for the contract which will start in October 2016.
- The impact of RET means that Colintrave service continues to be busy.
- The network on a whole continues to be busy.
- The contract for the current Argyll Ferries service will be up for renewal in 2017.
- Additional sailings will be provided over the Cowal Games weekend.
- Seven percent of sailings were cancelled in May 2016.

The Forum held a conversation regarding the frequency of cancelled services or possibilities of disruption to services and how this could be better advertised. It was noted that community councils have had public representation regarding the difficulties in planning journeys due to not knowing of possible disruptions to services in advance. It was also noted that Argyll Ferries currently have a text messaging service as well updates being widely available through social media.

Western Ferries

Gordon Ross from Western Ferries provided the Forum with the following update:

- Uptake on service is higher this year.
- Western Ferries currently have 100% reliability year to date.
- The tender process for the Dunoon Gourock service currently being run by Argyll Ferries is now underway but no documentation from the Scottish Government has been released.
- McGills buses have launched a new timetable which will provide an additional mid-week service.
- A planning application has been submitted to create a new berthing space and linkspan at McInroy's point. Once this is completed the same works will be carried out at Hunter's Quay.

Actions

1. Simon Richmond will contact CMAL regarding providing a response to the letter sent by the Transport Forum.
2. Community Transport Officer will ask McGills for an update regarding the waiting times to link up to the Clydebank bus.
3. Community Transport Officer to liaise with City Link regarding the missing connection on the Inveraray to Oban route.

5. PUBLIC TRANSPORT UPDATE

The Community Transport Officer provided the Forum with the following update:

- McGills service buses now provide a local pick up and drop service between the Dunoon pier and Hunter's Quay, which will provide a more frequent service locally; however the pricing structure for this service is still to be looked at as they currently don't have provision for short journey fares.
- The timetable at the bus stop near the hospital has been put up off a previously raised action.

The Forum held a discussion and raised concerns regarding proposed works by Scottish Water that potentially could cause disruptions for the Ardentinny and Toward bus routes.

Strachur Community Council requested information on policies relating to individuals using bus services. John Anderson, West Coast Motors informed the Group of the Company's procedural guidelines regarding individuals using services. It was noted that any specific issues should be raised with the appropriate bodies directly.

Actions

1. Community Governance Manager to express concerns raised by the Transport Forum to Scottish Water.
2. Graeme Revill will check with Kilmun Community Council as to whether an invitation can be extended to the Cowal Transport Forum to attend the next Community Council meeting as Scottish Water will be in attendance.
3. A further update on the Ardentinny Turning Circle to be brought to the next Cowal Transport Forum.

6. ROADS UPDATE

(a) Congestion at Hunters Quay

Following on from the previous transport Meeting held in April the Contracts Manager informed the Group that a meeting is currently in progress of being organised and it is hoped that this meeting will have taken place by the end of July with an update being brought back to the next meeting of the Transport Forum.

(b) Progress Update on Implementation of VMS Signs

Keith Murray from Transport Scotland addressed the following issues concerning signage:

- VMS sign for Strachur completed and will be on site next week.
- BEAR Scotland currently looking for sites for lockable cabinets to store temporary signs.
- VMS signs are only put in place on strategic routes.

The contracts manager took the Forum through previous actions raised against Roads and Amenity Services and provided timescales for completed of all issues raised.

Actions

1. Keith Murray to look at installing lockable cabinets in Lochgoilhead.
2. Iain MacInnes and Kevin McIntosh to hold a site meeting re concerns raised.
3. Iain MacInnes to liaise with Drimsynie regarding possible financial input for signage.
4. Contracts Manager to investigate issues regarding logging lorries not using designated routes.
5. Contracts Manager to include Community Councils into emails advising of road disruptions.
6. Senior Area Committee Assistant to send contracts manager a list of Community Council contacts.

7. MOTOR CARAVAN, MIDGE LANE, STRONE

The Contracts Manager reported to the Forum that this item has been dealt with, the motor caravan is no longer parked in the area, therefore this item is resolved.

8. POLICE SCOTLAND

A representative from Police Scotland had submitted apologies to the meeting, therefore no update was provided.

9. SCOTTISH FIRE AND RESCUE

A Scottish Fire and Rescue representative was not present at the meeting, therefore no update was provided.

10. AOCB

Archie Reid, Strachur Community Council informed the Group that he had been approached by members of the public regarding scaffolding being left in the disabled bay on Argyll Street near the Burgh Hall Duoon.

The Contracts Manager explained that permission had been given at local level for use during the construction of the scaffolding on the grounds of safety but that the bay should not continue to be used for storage purposed f it is causing a disruption to disabled parking access.

Anne Gabriel, Cowal Access panel informed the Group that the newer trains being used on the Gourock to Glasgow route now have button activated wheelchair ramps fitted.

Action

Contracts Manager to investigate if the scaffolding has been removed.

11. DATE OF THE NEXT MEETING

The next Cowal Transport Forum will be held on Friday 2nd September at 10am in the Timber Pier Building, Dunoon.

MINUTES of MEETING of THIRD SECTOR AND COMMUNITIES GROUP held in the COUNCIL CHAMBERS, KILMORY, LOCHGILPHEAD on TUESDAY, 24TH MAY 2016

Present: Councillor Robin Currie (Chair)

Arlene Cullum, Argyll and Bute Council	Alison McCrossan, Scottish Health Council
Colin Fulcher, Argyll and Bute Council	Judy Orr, Argyll and Bute Council (Lync)
Rona Gold, Argyll and Bute Council	Alex Purdie, Scottish Fire and Rescue Service
Rebecca Hepburn, Argyll and Bute Council	Samantha Quarton, Argyll and Bute Council
Glenn Heritage, Argyll and Bute TSI	Cleland Sneddon, Argyll and Bute Council
Jeannie Holles, Argyll and Bute Council	Lana Stewart, Police Scotland
Laura MacDonald, Argyll and Bute Council	

1. WELCOME AND APOLOGIES

Apologies were received from

- Morag Brown, Argyll and Bute Council
- Ailsa Clark, Inspiralba
- Lorna Elliot, Argyll and Bute Council
- Alison Hardman, NHS Highland
- Shirley MacLeod, Argyll and Bute Council
- Audrey Martin, Argyll and Bute Council
- Petra Pearce, Argyll and Bute TSI
- Helen Sikora, NHS Highland

2. MINUTES OF MEETINGS

The minutes of the meeting held on the 24th February 2016 were approved as a correct record.

3. MATTERS ARISING

Partner websites

Rona advised that an immediate action would be sent from this meeting to collate a note of all partner's websites. The websites are requested to provide an idea of where there is duplication and opportunities for partners, are where communities can be signposted to.

Action: All partners to provide details of their websites to Samantha

Events Calendar

Rona advised that the events calendar would provide an opportunity for partners to work together on upcoming events.

Transport Solutions Workshop Day

The draft agenda for this was circulated. Glenn advised that delegates would be by invitation however she welcomed suggestions on attendees. Glenn confirmed that the

target audience was community transport providers, service users, Council and NHS Highland transport representatives and that all four administrative areas plus the islands should be reflected. Suggestions to Glenn on attendees were the Scottish Ambulance Service, representatives of the Scottish Disability Forum who were due to attend a similar event which was cancelled, the Department for Work and Pensions and Job Centre Plus.

An Enterprising Event – funding and procurement for third sector organisations

Glenn advised that most of the speakers and workshops were now confirmed and that this replaces the event that was scheduled for March. Glenn confirmed that there was funding available to cover travelling expenses and that there were no current plans to run the same event in another area of Argyll and Bute.

Gaelic Gathering

Laura advised that this would be taking place on the 20th August at the Corran Halls, Oban. Attendance would be by invitation only but Laura was happy to receive suggestions on attendees. The purpose of the Gaelic Gathering is to strengthen Gaelic within Argyll and Bute, looking at education, tourism and contributions to the local economy. Glenn advised that the TSI may be able to assist with travel expenses for this event.

Enterprise Week

Arlene advised that there would be an Enterprise Week in November and that there would be a Social Enterprise day as part of this week. Arlene to send further details to Samantha for inclusion within the calendar.

Early Years Conference

Cleland advised that Kathleen Johnston was organising the annual Early Years Conference which brings together many Third Sector Providers in connection with early years. Samantha to contact Kathleen to obtain more details for inclusion within the calendar.

Actions: Laura and Arlene to provide details to Samantha on their respective events for inclusion within the events calendar.

Samantha to contact Kathleen Johnston regarding the Early Years Conference for inclusion within the calendar.

Other

Alison queried who the appropriate person was to link in with in regards to Community Empowerment and the Integration of Health and Social Care now that the Community Development Manager post is no longer in existence. Rona confirmed that she is the manager of both Community Planning and Community Development which links strategic and local action and that representatives from the Community Development team sit on the Community Empowerment working group.

4. UPDATES FROM PARTNERS

The updates from partners were noted. Colin gave a verbal update on LEADER and advised that final guidance was being awaited by the Scottish Government before an official launch but that they were open for expressions of interest under themes one and two of the LEADER strategy. It was hoped that an official launch

would happen in August/September 2016, once the guidance was in place. It was noted that 44 expressions of interest had been received already and that the focus was on eligibility. It was agreed that Colin would provide members of this group with information on expressions of interest for wider circulation.

Colin also advised that the Argyll and Bute Fisheries Local Action Group had merged with the Ayrshire group and that both strategies were being combined and that they were working with Marine Scotland too.

Action: Colin to provide details of the Expressions of Interest invitation to be circulated onto interested parties.

Purpose of Group

Councillor Currie spoke of his feeling that there was a lack of Third Sector representatives attending this meeting. Glenn advised that information from this meeting was circulated within the TSI network.

Cleland asked whether it would be appropriate to revisit the Terms of Reference, purpose and membership of this group and asked whether the remit of the Community Empowerment working group could be subsumed into the Third Sector and Communities group. Cleland spoke of the pro-active approach of the Council to changing the relationship with communities and how communities are engaged and the structures that link into Community Planning.

Following discussion, it was agreed that Rona, Glenn and Alison would have a meeting to discuss the purpose, terms of reference and membership of the group and would circulate the outcome of that discussion by email to members of this group by the end of June.

Action: Rona, Alison and Glenn to meet regarding purpose of the Third Sector and Communities Group and to circulate the outcome of that meeting, for comment, to members of this group by the end of June.

A question was asked whether any partners held a training calendar. It was noted that this group previously had a template which would go onto the Council website and be circulated amongst partners. Samantha to contact Isabell Jones regarding this.

Action: Samantha to contact Isabell Jones regarding the template that was previously used.

5. ADULT LEARNING AND LITERACIES PRESENTATION

Jeannie Holles, Adult Learning Manager, gave a presentation to the group on the work of the Adult Learning Service.

It was agreed that Alison McCrossan make arrangements to invite Jeannie to present to the Integrated Joint Board and that Jeannie make arrangements to present at the September meeting of the Community Services Committee.

Discussion took place on the inequalities of digital and the cost of digital technology being a barrier. It was noted that equipment was only one part of the

equation and that internet access was also required for people to communicate digitally.

The difficulty of broaching the subject of literacies was discussed and Jeannie advised that literacy workers were based within the Job Clubs who can identify any literacy needs. Jeannie suggested that generic referrals by partners to Job Clubs was the best way for referrals to come through.

It was agreed that Jeannie would send the list of courses that the Adult Learning Service provides to Samantha for onward distribution.

**Actions: Alison McCrossan to make arrangements to invite Jeannie to present to the Integrated Joint Board.
Jeannie to make arrangements to present at the September meeting of the Community Services Committee.
Jeannie to send to Samantha the list of courses that the Adult Learning Service provides.**

5. **COMMUNITY EMPOWERMENT (SCOTLAND) ACT 2015, UPDATES ON PRIORITY ACTIONS**

Cleland advised that the Council had established a working group to look at the Community Empowerment (Scotland) Act and that there were seven workstreams with lead officers appointed for each. An update was provided on each of the workstream. The Scottish Government is currently consulting on a number of the workstreams. For the purposes of these minutes, the requirements noted are in relation to the Council as it a council-officer working group, but the Act covers all public sector bodies and therefore the requirements will apply to all agencies.

Community Planning

Rona advised that there were two parts to the Scottish Government guidance on Community Planning. The first part was the principles of effective community planning and the second part looked at statutory plans. Rona advised that a presentation had been made to each of the Area Community Planning Groups to capture and feed in their response to the consultation. It was noted that the main issue was the language being used and that there was a need not to duplicate plans or duplicate language with the Health and Social Care Partnership.

Participation Requests

Laura advised that it would be possible for any community group to apply to be part of an outcomes improvement process with any public sector agency. It was noted that each partner would have their own process and that there would be a requirement for each partner to report annually to the Scottish Government on participation requests and in particular, the impact. It was noted that there was potential for lots of requests to arise but that the council was wanting to work on a pro-active basis with communities. Glenn advised that she was considering holding events later on in the year once further guidance was out on this topic.

Community Right to Buy

Arlene advised that the Act was introducing the right to buy neglected / abandoned land where there is no intention to sell. She advised that the Scottish Government were using the consultation to get clarity around some of the points and that the

Council agreed with most of the proposals/clauses within the guidance.

Asset Transfer Request

Arlene advised that the legislation and guidance would be available in October 2016 and that the measure of social value will be a key part of the guidance. Arlene advised that there was a Third Sector Asset Transfer policy/process in place but that this would need to be adapted to ensure it is fit for purpose and to look at proportionality and not having a “one size fits all” approach.

Common Good Property

Cleland advised that the council is required to establish a register of the Common Good Property held which does not currently exist. The council will also be required to develop a process for the consultation on disposal/change of use of Common Good Property. It was noted however, that it is currently extremely rare for the disposal or change of use of property held for the common good to be considered.

Allotments

Cleland advised that the council will be required to maintain a list of those seeking allotments, provide allotments, produce allotment regulations, produce a food growing strategy and produce an annual allotments report. It was noted that this would be a whole new service required of the council and that potential demand was currently unknown.

Non Domestic Rates

Judy advised that this element of the Act gives the council powers to create new discretionary relief of rates. Judy advised that no local authorities in Scotland were currently planning to use the new power and that Argyll and Bute Council had no proposals to take forward these rates as they would need to be 100% funded by the Council.

6. SUMMARY OF MEETING ACTIONS AND AOCB

The actions arising from the meeting were confirmed with the group. Rona informed the group that the removal of the Community Development Manager post created an issue with how this group is supported and appealed to anyone within the group who wished to volunteer be the support to the Chair.

7. CLOSE AND DATE OF NEXT MEETING

The date of the next meeting will be Thursday, 25th August 2015 at 10.00 in Committee Room 1, Lochgilphead.

Following discussion on where the majority of attendees are based, it was agreed to look at Helensburgh as a potential meeting venue for future meetings.

Argyll and Bute Community Planning Partnership

**Bute and Cowal
Area Community Planning Group**

9 August 2016



Briefing Note: Community Planning Partnership Management Committee update

This briefing relates to the activity of the Community Planning Management Committee.

The briefing is for noting. The attached highlights are for distribution by members of the Area Community Planning Group.

Summary

The CPP management committee met on the 9th of June in Kilmory, Lochgilphead. The attached highlight is a summarised version of the meeting outcomes and we would welcome the sharing of this to local organisations to help communities understand what the CPP Management Committee does.

One of the main agenda items was consideration of the partnership delivery plans for 2016/17. A separate report to this committee details these. Other discussion points included:

- Presentation from the care inspectorate
- Endorsement of loneliness campaign
- Endorsement of Police Scotland's youth engagement officers in secondary schools
- Issues raised by Area Community Planning Groups
- Agreement of the response to community planning guidance within the Community Empowerment (Scotland) Act, including responses from Area Groups.

Further information is available in *meetings, minutes and agendas* section of: <https://www.argyll-bute.gov.uk/council-and-government/community-planning-partnership>

Key Points for Consideration

The issues raised by Area Community Planning Groups and considered by the Management Committee are outlined below, with the Management Committee's response for Area Group consideration.

Issue 1 - Consider all aspects relating to the difficulty of attracting key workers to the area and in particular the perceived related trend of key workers families remaining based outwith the area

Response – This issue was recognised and a key action within the delivery plan for 2016/17 is for Grant Manders Chief Superintendent to address joint recruitment strategies across partners.

Issue 2 - Consider the impact of road closures on Home Care Workers and the need for robust protocols to be in place between partners to help mitigate the impact on service delivery.

Response – In-depth discussion on all the factors surrounding road closures from education of drivers to communication at a crisis. It was agreed improvements could be made to communication to help issues experienced with young people traveling from school to home and key workers traveling in the area. It was agreed that all partners have a role to play in communication and that the priorities of Police Scotland are to deal with the incident. Gail McClymont will take this issue to the Multi-Agency Road Safety Group with the specific action to discover whether the council's Emergency Planning team receives sufficient information at the time of a road closure to inform other departments, namely Social Work and Education.

Issue 3 - Consider the need to have good communication links between the Area CPGs and the Health and Social Care Locality Groups.

Response - The Locality Groups are now active and have agreed that three key messages will come out of every meeting which will be for dissemination to all interested parties.

Issue 4 - Consider ways to facilitate the dissemination of robust and substantive partnership data to support consideration of issues and long term planning.

Response – Grant picked this up with the chairs of the Area Community Planning Group at their joint meeting in June.

Key Points for Discussion

Communication of what happens at a Management Committee meeting and making this of interest to the wider community is a recognised challenge. A short film clip was made of the meeting on the 9th of June as a trial. The CPP team are reviewing this with a view to recording the next meeting and distributing a video clip. We would welcome the thoughts of Area Community Planning groups on whether this would be a welcome way in which to see and share community planning in action.

For further information please contact: Rona Gold, Community Planning Manager, rona.gold@argyll-bute.co.uk



These highlights from the Argyll and Bute Community Planning Partnership (CPP) Management Committee meeting held on the 9th June 2016 are for information purposes for Area Community Planning Groups and partner organisations to distribute freely.

- The Management Committee welcomed Police Scotland's proposal to introduce youth engagement officers at identified secondary schools within Helensburgh, Dunoon and Oban. It was recognised that these would positively contribute to increase awareness in young people of drug and alcohol misuse and internet safety.
- The management committee endorsed the loneliness awareness campaign *reach out*. More information on this campaign which aims to reduce isolation can be found online: <http://www.reachout.scot.nhs.uk/>
- The management committee heard from Clare Wilson of the Care Inspectorate about the new models for community justice and how partners are to evaluate their performance within this.
- Agreed on a response to the Scottish Government's consultation on community planning under the Community Empowerment (Scotland) Act 2015, taking into consideration the views of area community planning groups.
- Considered issues raised by area community planning groups and responded to these.
- Agreed the delivery plans for 2016/17. These contain priority activities to be undertaken in partnership to address issues experienced across Argyll and Bute.

Full details of the meeting of the CPP management committee can be found on Argyll and Bute Council Website.

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

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Argyll and Bute Community Planning Partnership

**Bute and Cowal
Area Community Planning Group**

9 August 2016



Briefing Note:

This briefing relates to activities which fall under SOA Outcome FOUR. The activities are due to be completed by: ONGOING

The briefing is for noting **and** discussion

Befrienders continue to offer support to vulnerable children and young people across the whole of Argyll and Bute.

Our Director's salary (full time) is covered by a grant from BBC Children in Need. (3 year funding), we also have a grant from Argyll and Bute Council. We have also had grant aid from Lloyds TSB Foundation which covered our Support Worker in the Helensburgh/Lomond area. (10 hours/week). We have a Project Worker (20hours/week) who covers the area in its entirety. We are looking to recruit more volunteers in Cowal and Bute to support referrals.

Further information is available on www.befriendersforchildren.com

Key Points for Consideration

Please provide the key points you would like to bring to the attention of the group here

Befrienders is now in its 29th year, over this period we have had periods of having a strong group of volunteers both in Cowal and Bute.

At the moment however we are having difficulties in recruiting, I understand this is not only a difficulty for us but also for other voluntary organisations who offer 1:1 support to vulnerable people.

Key Points for Discussion

Please provide the key points you would like the group to discuss here

- Any ideas as to new recruitment methods?
- Are there any contacts/organisations who could assist in the Bute and Cowal area?

**For further information please contact: Cathi Bertin, Project Director,
01546603144//cathibertin@btconnect.com//07918601567**

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Crossroads Caring for Carers (Cowal & Bute) SCIO

Project: Crossroads Young Carers Cowal & Bute

July 2016

Mags Todd – Crossroads Young Carers Cowal & Bute Project Coordinator

Project Report for Area Community Planning Group 9th August 2016

Having identified a need through consultation & feasibility study Crossroads Caring for Carers Cowal & Bute SCIO were successful in an application to the BIG Lottery through the National Lottery for 5 years funding for Young Carers Project.

The Young Carers project aims to support young carers aged 5 to 24 years with 1:1 sessions, advocacy, group sessions, activities, outing, residentials and linking young carers in with partner agencies & resources.

Staff structure

Young Carers Coordinator - Mags Todd

Young Carers Support Worker – Claire Florence

Young Carers Support Worker – Mo Newlands

Administration & Finance Support – Agnieszka Burnett

Organisational:

- Continue to source premises for Crossroads Young Carers Cowal & Bute
- Young Carers documentation developed : referral, registration, consent. Referral form circulated to partners across Cowal & Bute
- Young Carers 'casefile' developed includes: Registration Form, consent Form, Caring roles undertaken, Young Carers areas of interest (activities, 1:1, training for example), evaluation & monitoring in line with current funding, opportunities to record Young Carers achievements & activities etc undertaken.
- Staff & volunteer documentation developed & training undertaken (Child Protection, Minibus Assessment, Emergency Mental Health for Young People) or identified (First Aid, Food Hygiene)
- Leaflet information developed and draft of leaflet produced, awaiting approval of logo following logo competition in Cowal & Bute.
- Developed processes to record monitoring & evaluation, including activities, groups, residential etc for funders
- Development of Facebook page
- Met with all Headteachers Cowal & Bute to raise awareness of the Young Carers project
- Delivered Discussion Group inputs into all Bute schools with the exception of Rothesay Academy



LOTTERY FUNDED

- Delivered Discussion Group inputs into 4 Primary settings in Cowal, further dates arranged for new school term August & September
- Evaluation of Discussion Group inputs
- Set up of Young Carers Focus Groups (Primary, Secondary & Young adult)
- Exploring participants for Young Carers Sub Group, a sub group under Crossroads Caring for Carers Cowal & Bute SCIO Board of Trustees
- Development of Risk Assessments

Premises:

- Dunoon – Several properties have been investigated/viewed & include: Struan Lodge, Dochas Building, Dunoon School Hostel, Community Centre (Edward Street), Youth Centre, Baptist Church, Dolphin Hall & a number of privately owned/rented premises.
- Some premises available for use by Young Carers for group sessions. We will continue to explore this and hope to have age appropriate groups starting in the new school term.
- Bute – Sourced free and fee paying premises to deliver after school sessions. Once numbers have increased age appropriate groups will be facilitated.

Recruitment:

- Young Peoples Young Carers Interview Panel supported in recruitment of Young Carers Support Workers

Volunteer recruitment to be undertaken 2016-2017

- Volunteer recruitment processes & induction to be developed
- Volunteer recruitment to be advertised

Partner Organisations:

- Attendance at Dunoon Primary Open Day event
- Attendance at Dunoon Grammar School Careers event
- Inputs completed with primary & secondary schools
- Inputs to Argyll College, Cowal & Bute
- Input to Argyll & Bute Adult Services Team
- Input to Argyll & Bute Children & Family Social Work (Cowal) completed, date to be confirmed for Bute.
- Met with colleagues across Cowal & Bute to share information : Fyne Homes, HELP Ltd, TSI, Argyll Presbytery, Addactions, ACHA, Vital Spark, Money Advice Scotland, Department for Work & Pensions, Skills Development Scotland,



LOTTERY FUNDED

CarrGomm, Enable, The Duke of Edinburgh Award, Homestart majik, CLASP Cornerstone, Police Scotland, Enable

- Provided information to schools for inclusion in school newsletters
- Advised schools Young Carers project team available to attend Parents Evenings & other School events
- Established links with Louise Morgan, Young Carers Alliance & Karen Martin, Mental Health
- Shared information with CLD Bute & CLD Dunoon, plan to work in partnership in delivery of activities where Young Carers may be or have been identified.
- Met with colleagues: North Argyll Young Carers & Helensburgh & Lomond Young Carers; exploring opportunities to work together & share practice.
- Met with Young Carers of North Argyll Young Carers to learn what is important to them through their local project and what Young Carers might want from Crossroads Young Carers Cowal & Bute.
- Attended Cowal Police Sports Event

Planned Partner Organisation Inputs:

- Health visitors
- School Nurses
- GPs/Surgeries

Children & Young People Inputs:

- Attended EXP Youth Group, raising awareness of Young Carers, agreed Young Carers to attend on regular basis –once per month. Undertook input with young people attending the group & subsequent discussion.
- Undertaken class group discussion inputs with the following schools, the aim being to raise awareness rather than for young carers to identify themselves: Rothesay Primary (270), Strachur Primary (46), Strone Primary (20), North Bute Primary (45), St Andrews Primary, Lochgoilhead Primary
- Followed each discussion input in the following week with drop in session at the same schools.
- Regularly undertaking fortnightly drop in sessions at: Rothesay Academy & Rothesay Primary. In addition a fortnightly Focus Group also runs at Rothesay Academy.
- School discussion groups enable children/young people to explore the possibility of whether they have caring responsibilities with school staff or young carers staff outside of discussion group inputs. For example: 5 children from one school approached young carer project staff during a follow up session self identifying as young carers, this information could then be passed back to the school for further discussions with children & families.
- Argyll College Drop in (Bute)



LOTTERY FUNDED

- Tighnabruiaich Youth Club

Children & Young People Inputs to be undertaken:

- Argyll College Drop ins for Bute & Cowal scheduled for September.
- Dunoon Primary, Sandbank Primary, Rothesay Academy, Dunoon Grammar scheduled for August & September
- After school & holiday club providers during school holidays

We hope to involve young carers in the continued development of the Young Carers project, ensuring they are listened too and have a say about a project that has been funded in response to their needs.

Referrals:

- Referrals discussed: Addactions, CLD, Children & Families Social Work (Cowal & Bute), Rothesay Academy, Rothesay Primary, self referrals, Homestart, Lochgoilhead Primary, Strachur Primary, Strone Primary,
- Referrals received to date: 10
- Homevisits undertaken: 6
- Consents & Registration: 10

Note: several young carers and/or their families are in touch with the project which to date have not moved to registration. This can be a long process for some families for a variety of reasons.

Activities/Residential:

- Bowling & Chinese Buffet King (Braehead) 4th June 2016 – attended by 3 young carers
- Scottish Young Carers Festival August
- Summer holiday activity programme over 9 days
- Collated partner organisations Summer Holiday Activities to promote and support Young Carers in attending further activities & for Young Carers team to support, aids in raising awareness of young carers & build relationships with children & young people and the Young Carers project and reduces duplication.
- Discussions of young carers residential with Outdoor Activity Centre for August/September

Advertising & Press Releases:

- Crossroads Young Carers Cowal & Bute project start press release in Dunoon Observer & The Buteman.
- Dunoon Observer & The Buteman advertised the Crossroads Young Carers Cowal



LOTTERY FUNDED

& Bute logo competition

- The Buteman ran an article on Crossroads Young Carers Cowal & Bute both in the paper & online.
- Draft of leaflet produced
- Pens with contact details ordered & handed out at events
- Facebook page regularly updated with information
- Information to be included in schools Newsletters regarding Young Carers has been submitted to schools. All schools have been positive in using this information.
- Information has been provided to third sector organisations who distribute Newsletters to their clients.
- Bute Radio interview
- Registered Crossroads Young Carers Cowal & Bute on Babble (Young Carers online chat forum)
- Website & costs are being investigated

Activity providers:

- Met with the following to discuss options/costs for activities young carers: Benmore Outdoor Centre, Ardroy Outdoor Centre, Wilderways, Voyager,

Resources:

- Purchase of laptops for Young Carers staff
- Developed materials for groupwork with young people to facilitate their learning and increase their awareness of issues for young carers and to help them identify themselves or possibly others as young carers
- Purchase of car seats for children as legally required
- Purchase of a craft materials, outdoor & indoor games

Evaluation & Monitoring:

- Recording of all work undertaken through monthly reports
- Recording of activities completed
- Case files contain a record of registration, consents, anticipated outcomes, activities attended, achievements, evidence.
- Developed evaluation form for schools to inform on discussion groups/inputs
- Recording of quotes from discussion groups & inputs
- BIG Lottery 6 month Evaluation & monitoring report due September 2016.
- Outcomes & Targets completed for The Robertson Trust & 2016 funding drawn down.



LOTTERY FUNDED

Additional Information/Points of interest:

- 1 young person has advised that although s/he still has caring responsibility will be attending University and therefore feels does not want further support at this time. Young Carer has been informed project able to offer support as & when/if required.
- 1 male child aged 10 years (approx), asked during discussion group input 'where does the money come from', developed into interesting discussion about the BIG Lottery, winnings & charities.
- 1 male child aged 9/10 years (approx), asked who would care for the cared for person if the young carer was on an activity
- 1 child asked if the young carer looks after the adult, is the adult able to look after the child
- 1 Headteacher advised 'if you had not been into school, we may not have known about these children (young carers)'
- Child 'what age do you need to be to be a young carer?'
- Several primary aged children talked of helping family members with medication
- Young person identified she would not be able to approach a member of school staff about her caring role

Argyll and Bute Community Planning Partnership

**Bute and Cowal
Area Community Planning Group**

July 29th 2016



Briefing Note: COMMUNITY BROADBAND SCOTLAND. (CBS).

This briefing relates to activities which fall under SOA Outcome 2. The Digital Scotland Superfast Broadband (DSSB) activities are due to be completed by 2020 or before.

The briefing is for noting.

Summary

The Communities of Colintraive, Glendaruel, Tighnabruaich, and rural Bute have formed Kyles Community Broadband in order to serve their areas with Superfast Broadband. Argyll and Bute currently has more than 17,000 premises drawn into the DSSB fibre/copper network. There are 79 new fibre cabinets live across the area which, when added to commercial roll-out, are reaching around 76% of premises so far. Areas Live: Rothesay, Strachur, Tighnabruaich, Dunoon, Ford, Innellan, Kilmun, & Toward. Areas underway: Ardentinny, Kilchattan Bay, Kilfinan, & Lochgoilhead.

Further information is available on: <http://kcb.scot/> and

<http://www.hie.co.uk/community-support/community-broadband-scotland/default.html>

Key Points for Consideration

Community Broadband Scotland Project title: Kyles Community Broadband.

- Project Location(s): The Kyles of Bute
- Lead Organisation: Colintraive and Glendaruel Development Trust
- Project Overview: The project is now out to State Aid Public Consultation and Farrpoint consultants are undertaking the procurement process arrangements.
- Estimated number of premises: 346.
- Estimated total project cost: c.£250k

Key Points for Discussion

The Superfast Broadband projects under the auspices of DSSB Fibre and Community Broadband Scotland will meet Scottish Government targets of 100% coverage by the end of this parliamentary session in 2021. This transformational change in the way we communicate with each other and access our public and private services and economic opportunities has the potential to assist in the reversal population decline in our region. Members may wish to consider how they can contribute to the benefit realisation of this technology for Argyll and Bute by informing and educating in their sphere of influence.

For further information please contact: Campbell Cameron 07500 124783.

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Argyll and Bute Community Planning Partnership

[Ruaridh Macgregor]
Area Community Planning Group

[01/08/2016]



Briefing Note:

This briefing relates to activities which fall under SOA Outcome 2. The activities are due to be completed by [July 2017]

The briefing is for noting

Summary

Scottish Water is to undertake improvement works to the waste water infrastructure at several locations across Bute and Cowal.

Removal of several waste water untreated outfalls from the coastal area, will improve the quality of coastal water. The work will involve the construction of septic tanks and is likely to commence later this year.

Over recent months Scottish Water has been carrying out site investigations at number of locations to support Design work which is still progressing.

These works will be undertaken at Kilmun, Strone, Innellan and Toward.

Further information is available on [[link to reports on meeting page on council website](#)] [[link to organisation's website](#)]

Key Points for Consideration

Design work is currently on-going and before any work commences there will be further communication with community stakeholders to ensure the disruption to the community is minimised whilst we carry out these essential improvement works.

These works will not progress without agreement with Argyll and Bute Roads Dept.

Prior to any work commencing Scottish Water will undertake full community engagement which will include information events at Kilmun, Strone, Innellan/Toward which will be attended by Scottish Water staff and the project team and will feature plans and information about the project.

Key Points for Discussion

For further information please contact:
Ruaridh.macgregor@scottishwater.co.uk

Argyll and Bute Community Planning Partnership
Cowal and Bute Area Community Planning Group
9 August 2016
Agenda Item [for office use]


STRATEGIC HOUSING INVESTMENT PLAN 2016

Summary

This paper provides an update on the Argyll and Bute Strategic Housing Investment Plan (SHIP) 2015-2020, with a particular focus on the outputs delivered in the Cowal and Bute area over the last five years; the current projects onsite; and the proposals for future development over the next four years with an indication of available resources.

TABLE 1: Summary of SHIP Affordable Housing Completions as of March 2016

Housing Market Area	Completions 2011-2016	Projects Onsite (as of March 2016)	Proposals 2016-2020*
Bute	25	0	0
Cowal	62	30	54
Total	87	30	54

(*Status of future proposals remains provisional at this stage; some may not proceed, however there is also scope for additional projects to be included in future years.)

1. Purpose

This paper highlights the contribution of the affordable housing development plan to the overarching objectives of the Single Outcome Agreement, and specifically outlines how the housing sector will contribute to an infrastructure that supports growth; and also help to ensure that people live in safer and stronger communities.

2. Recommendations

Partners are asked to note the content of the report

3. Background

- 3.1** Council approved the Argyll and Bute Strategic Housing Investment Plan (SHIP) for 2015-2020 in November 2014 and it was accepted by the Scottish Government in 2015. There is a statutory duty to submit updates every two years and a revised SHIP will be considered by Council in September 2016; and in the intervening period the Strategic Local Programme (SLP) is monitored regularly. This sets out proposals for new housing

development and investment on a site-by-site and area basis. The SHIP/SLP focuses on affordable housing delivered for social rent, mid-market rent, or low cost home ownership and shared equity options. Council Housing Services work in close partnership with Registered Social Landlords (RSLs or housing associations), the Scottish Government, and private developers and land owners to prepare and deliver the SHIP programme; and local communities are key stakeholders in the process.

- 3.2** Housing development and investment is driven by robust and credible assessments of local housing need and demand, and the Council has identified the Cowal HMA as a potential priority over the life of the next Local Housing Strategy. Bute will be monitored closely and need will be reviewed on an annual basis, however, initial focus in this area is most likely to be on improving and managing existing stock and on the delivery of effective support services.
- 3.3** Over the last 5 years, the SHIP has delivered a total of 87 new homes across the Cowal and Bute area which is almost 16% of the total completions for Argyll & Bute over this period. A further 30 homes were onsite as of March 2016 and due to be completed or acquired in 2016. Preliminary proposals for an additional 54 units have been identified in the SHIP for delivery by 2020, however, this is subject to amendment: certain projects may not proceed within the timescales and alternative schemes are likely to be brought forward.

4. Detail

Investment in Affordable Housing in Argyll and Bute

- 4.1** The Scottish Government funds new build developments primarily via the Affordable Housing Supply Programme (AHSP) and in March 2016 amendments were announced to the original Resource Planning Assumptions (RPA) which had been outlined previously in November 2014. The *minimum* RPA from the Scottish Government’s core development funding stream for this authority for 2016/17 has been increased by 78%, from £6.216m to £11.075m. This is in support of the Government’s enhanced targets to deliver at least 50,000 new homes over the next five years. Beyond 2016/17, RPAs have also been set at enhanced levels as indicated in Table 2 below.

TABLE 2: RESOURCE PLANNING ASSUMPTIONS 2016- 2020 (£m)

Argyll & Bute	2016/17	2017/18	2018/19	2019/20	Total
RPA	£11.075	£8.860	£6.645	£4.430	£31.01

In addition, adjustments to the AHSP benchmark grant levels were also confirmed; with the average grant in rural Argyll & Bute rising from £59k per unit to £72k per unit. Higher subsidies are available for developments meeting specified “greener” standards of construction.

- 4.2** The Scottish Government investment, is complemented by Argyll and Bute Council’s Strategic Housing Fund (SHF) as well as housing association investment drawn from private sector borrowing. Over recent years, the council has provided grants of £25k per unit to “top-up” the government grant, but in light of the increased AHSP benchmark this is currently set at £12k. This means that, while the overall investment available to housing associations will remain unchanged, the council will be able to support the

delivery of more units and maximize the impact of its resource contribution.

4.3 Recent completions in the Bute and Cowal area, 2011-2016

Over the five year period from 2011 to 2016, the SHIP has delivered 87 new affordable homes. 62 were in Cowal; and 25 were in Bute. Three of the local RSLs provided the bulk of these homes: Fyne Homes delivered 33; Dunbritton Housing Association delivered 18; and ACHA delivered 24. In addition, private developers provided 12 homes via public subsidy. The following graphs illustrate the breakdown of these completions.

FIGURE 1: Completions by HMA

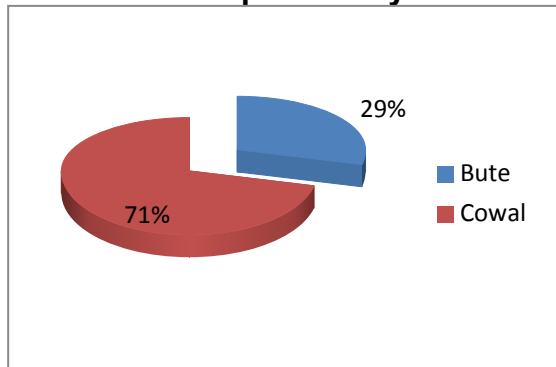
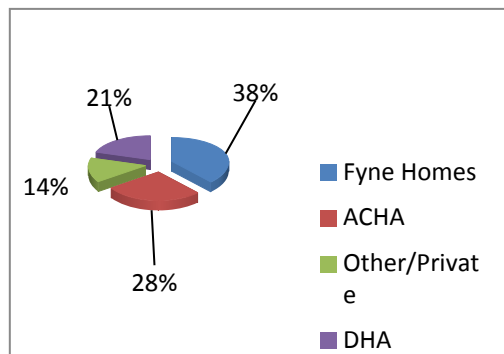


FIGURE 2: Completions by RSL



The previous SHIP aimed to deliver a target of 550 new homes over the five years to 2016, and this has been successfully achieved. Bute and Cowal received almost 16% of this output, which reflects both the level of need in the area and the positive partnership working at local level, including very constructive engagement with local communities.

In summary, these completions were as follows:

TABLE 3: SHIP Completions 2011-16.				
HMA	PROJECT	YEAR	RSL/Developer	Total Units
Bute	Old Courthouse, Rothesay	2011/12	Fyne Homes	25
Cowal	Donnich Park, Lochgoilhead	2011/12	Dunbritton/ACHA	14/4
Cowal	Ardkinglas Estate	2011/12	RHfR **	2
Cowal	Harmony Court, Dunoon (LIFT)	2011/12	OMSE**	10
COWAL	Fairways (Ardenstrate), Dunoon	2013/14	ACHA	24
Cowal	Kilmun	2015/16	Fyne Homes	8
Cowal & Bute	Totals	2011/16	Totals	87

(NB. There were no completions in 2012/13 or 2014/15.)

(*RHR – Rural Homes for Rent; **OMSE – Open Market Shared Equity)

4.4 Current Programme 2016/17

As of March 2016, there were a further three projects onsite and about to complete, or in the process of acquisition, with a capacity to deliver 30 new affordable homes. Funding was committed from both the Scottish Government’s AHSP and the Council’s SHF. The following table summarizes the current status of these projects.

TABLE 4: Onsite Projects, as of March 2016

Project	Developer	Unit numbers	Status Q1 2016/17
St. Cuthbert's, Dunoon	Fyne Homes	17	Completion July 2016
Victoria Park, Dunoon	ACHA	5	Completion Spring 2017
Fairways Drive, Dunoon Phase 2	ACHA	8	Negotiations for off-the-shelf purchase ongoing

4.5**Future Programme – Potential Projects/Sites 2016-20**

The current SHIP and ongoing discussions via the SLP process have flagged a number of potential sites/projects which might be taken forward over the next 3-5 years, dependent on site/planning/infrastructure constraints; availability of investment; and confirmed need and demand analysis.

TABLE 5: Potential SHIP Projects Beyond 2016

Project	Developer	Units	Update / Comments
Spence Court, Dunoon	Fyne Homes	16	Scheme will include 1 special needs unit. Slippage due to a number of high abnormal costs being identified (e.g. public sewage). Work ongoing.
Lochgoilhead	Dunbritton	6	Further capacity on existing site. Subject to demand will be reviewed for later years of programme.
Strachur	Fyne Homes	4	Proposals being developed. Should proceed as planned.
Dunclutha, Dunoon	Bield	16	Currently on hold and will be added to shadow list pending further discussions with RSL regarding need & detailed proposals.
Cairndow	Fyne Homes	6	Potential for inclusion later in programme , possibly in 2018/19, once proposals confirmed.
Tighnabruaich (Portavadie)	Fyne Homes	6	Notional proposal at this stage - requires further exploration with local employers and proposals still to be confirmed.

This is purely indicative at this stage, and the Council and its RSL partners are also exploring a variety of additional opportunities throughout the area. Fyne Homes retain a couple of landbank sites in Rothesay, but no need or demand has been identified for this area at present and alternatives for these sites are being explored.

5. Conclusions

- 5.1 The strategic housing vision and priorities for the next five years will focus on achieving a housing system in Argyll & Bute that makes a strong contribution to thriving and sustainable communities and economic growth. This will include facilitating access to sufficient, suitable and affordable housing across all tenures.
- 5.2 The new HNDA has identified Bute as a non-priority area currently for new build; and the key issues here will relate to improving the condition and management of existing stock, and maximizing its use more effectively (including bringing empty homes back into the effective stock); improving energy efficiency and tackling fuel poverty; and providing targeted information and advice and tenancy support.
- 5.3 On the other hand, despite a significant projected population decline, Cowal remains a medium priority for new build, with a degree of ongoing housing pressure (indicated by lengthy waiting lists and homeless households in temporary accommodation; as well as affordability issues in the open market) as well as a strong strategic imperative to reverse population decline and support economic growth in the area. On this basis, over the next 5–10 years, it is proposed that around 10% of affordable new developments should be targeted in this area. This could mean delivering around 55-65 new affordable homes in the area over the next five years. This will however, require significant enhancement of investment, over and above the recently announced funding increases by the Scottish Government.
- 5.4 The new Local Housing Strategy for 2016/17 – 2020/21 continues to be directly aligned with the SOA; with a focus on preserving and expanding the supply of good quality housing units across all tenures to enable population growth. However, this will also involve wider activity beyond the delivery of the SHIP, and purely “bricks and mortar” outputs, including: supporting the operation of the local Area Property Action Group; ongoing Empty Homes work with private owners; targeted advice & assistance to local landlords and private owners on property improvements and energy efficiency measures; the promotion of the Home Energy Efficiency Programmes Scotland (HEEPS), Programme; the delivery of a personal Housing Options service; and a Welfare Rights service to tackle fuel poverty and maximize income.

6.0 SOA Outcomes

SOA Outcome 2: We have infrastructure that supports sustainable growth.

Name of Lead Officer and for further information contact:

Moira MacVicar, Housing Services Manager, Argyll & Bute Council

Tel 01631 57 2184

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Argyll and Bute Community Planning Partnership**Bute & Cowal
Area Community Planning Group****9th August 2016**

Briefing Note:

This briefing relates to activities which fall under SOA Outcome 4. The activities are ongoing

The briefing is for noting.

Summary

The purpose of this report is to provide the Area Community Planning Partners with the updated approach to the delivery of Argyll & Bute's Children in order to support the Integration of Health & Social Care in Argyll & Bute. In doing so to recognise the effective contributions made by Services and Partners in delivering our ambitions for Argyll & Bute's Children. This includes:

Housing
Education
Health & Social Care Partnership
Police Scotland
NHS
SCRA
3rd Sector

In summary the report outlines:

- The decision taken by the Community Planning Partnership Management Committee at their meeting of 9th June 2016;
- The revised roles and responsibilities of Argyll & Bute's Children, including statutory responsibilities for the Community Planning Partnership;
- The legislative requirements for integration of Health and Social care, the proposed Locality Planning arrangements ongoing joint working with Education Service and resulting implications for the current operation of and reporting by Argyll and Bute's Children;
- The rationale and purpose for the proposed revision of the existing Argyll and Bute's Children operating structure, and
- Revised and updated terms of reference to support the delivery of future Argyll and Bute's Children Strategic Group activities.

Further information is available on [link to reports on meeting page on council website] [link to organisation's website]

Key Points for Consideration

The Bute & Cowal Community Planning Group are asked to:

- (a) Note the revised operational protocols for Argyll & Bute's Children as noted in the organisational structure (Appendix 1 of the report);
- (b) Note the implementation of the revised structure (Appendix 2 of the report);
- (c) Note the current Children's Service Plan 2014-2017 is currently being updated to ensure compliance of the requirement for a new strategic children's plan through the Children and Young People Act;
- (d) Note that the new Argyll & Bute's Children Strategic Group have been tasked with taking forward the refresh of the Integrated Children's Service Plan for introduction in 2017, and
- (e) Note that the Argyll & Bute's Children strategic group have been requested to submit a draft Integrated Children's Service plan for consideration and approval by the Community Planning Partnership Management Committee.

Key Points for Discussion

Briefing is for information only.

For further information please contact: Ann Marie Knowles, Acting Executive Director (Community Services), tel: 01546 604112, email: anmarie.knowles@argyll-bute.gov.uk

ARGYLL AND BUTE COUNCIL

BUTE & COWAL COMMUNITY
PLANNING PARTNERSHIP

ARGYLL & BUTE'S CHILDREN

9 AUGUST 2016

OUTCOME 4: ARGYLL & BUTE'S CHILDREN - OPERATION

1.0 EXECUTIVE SUMMARY

1.1 The purpose of this report is to provide the Area Community Planning Partners with the updated approach to the delivery of Argyll & Bute's Children in order to support the Integration of Health & Social Care in Argyll & Bute. In doing so to recognise the effective contributions made by Services and Partners in delivering our ambitions for Argyll & Bute's Children. This includes:

Housing
Education
Health & Social Care Partnership
Police Scotland
NHS
SCRA
3rd Sector

1.2 In summary the report outlines:

- The decision taken by the Community Planning Partnership Management Committee at their meeting of 9th June 2016;
- The revised roles and responsibilities of Argyll & Bute's Children, including statutory responsibilities for the Community Planning Partnership;
- The legislative requirements for integration of Health and Social care, the proposed Locality Planning arrangements ongoing joint working with Education Service and resulting implications for the current operation of and reporting by Argyll and Bute's Children;
- The rationale and purpose for the proposed revision of the existing Argyll and Bute's Children operating structure, and
- Revised and updated terms of reference to support the delivery of future Argyll and Bute's Children Strategic Group activities.

1.3 The Argyll and Bute vision commits partners across Argyll and Bute to '*Work together to achieve the best for children, young people and families.*' In order to achieve this vision the Integrated Children and Young People's Service Plan for 2014-17 sits within the '*Getting It Right For Every Child*' (GIRFEC) framework and is the principal document underpinning the work of partners within Outcome 4 of the SOA. This ensures that the outcomes we wish to achieve are linked with the relevant National Performance Framework (NPF) outcomes, which are:

- Our children have the best start in life to enable them to become:
 - Successful learners
 - Confident individuals
 - Effective contributors
 - Responsible citizens;
- We continue to improve the life chances for children, young people and families at risk, and
- We have tackled the significant inequalities in Scottish society.

The Integrated Children's Services plan for 2014-17 is integral to the achievement of Outcome 4 of the SOA and focuses on the key activity undertaken by partners working together to improve outcomes for children and young people. The plan supports partners to use resources more efficiently to ensure that children and families will benefit from a more streamlined and coherent approach to meeting their needs.

The plan is currently taken forward through the work of Argyll & Bute's Children with representation from each of the key partners across Health & Social Care, Police, Education and the 3rd Sector. In 2017 a new duty will be placed on local authorities to develop a strategic children's plan through the Children and Young People Act. A new integrated children's service plan will place Argyll & Bute in a good position to respond to the new statutory duty.

The Inspection of Services for Children in Argyll & Bute is expected in 2017. It is likely the inspection methodology will change and there will be a greater focus on risk based, proportionate inspection focused on child protection.

2.0 RECOMMENDATIONS

The Bute & Cowal Community Planning Group are asked to:

- (a) Note the revised operational protocols for Argyll & Bute's Children as noted in the organisational structure (Appendix 1);
- (b) Note the implementation of the revised structure (Appendix 2);
- (c) Note the current Children's Service Plan 2014-2017 is currently being updated to ensure compliance of the requirement for a new strategic children's plan through the Children and Young People Act;
- (d) Note that the new Argyll & Bute's Children Strategic Group have been tasked with taking forward the refresh of the Integrated Children's Service Plan for introduction in 2017, and
- (e) Note that the Argyll & Bute's Children strategic group have been requested to submit a draft Integrated Children's Service plan for consideration and approval by the Community Planning Partnership Management Committee.

ARGYLL AND BUTE COUNCIL

BUTE & COWAL COMMUNITY
PLANNING PARTNERSHIP

ARGYLL & BUTE'S CHILDREN

2 AUGUST 2016

OUTCOME 4: ARGYLL & BUTE'S CHILDREN - OPERATION

3.0 INTRODUCTION

3.1 The purpose of this report is to provide the Area Community Planning Partners with the updated approach to the delivery of Argyll & Bute's Children in order to support the Integration of Health & Social Care in Argyll & Bute. In doing so to recognise the effective contributions made by Services and Partners in delivering our ambitions for Argyll & Bute's Children. This includes:

Housing
Education
Health & Social Care Partnership
Police Scotland
NHS
SCRA
3rd Sector

The report included an update on the current operational management structure for Argyll & Bute's Children, an evaluation of the current practicalities in taking forward the work of Argyll & Bute's Children at a locality level and to make recommendations on a revised structure in order to allow for the continued achievement of the key elements of the children's plan taking account of the integration of Health & Social Care.

3.2 In summary the report outlined

- The roles and responsibilities of Argyll & Bute Children, including statutory responsibilities for the Community Planning Partnership;
- The legislative requirements for integration of Health and Social care, the proposed Locality Planning arrangements and resulting implications for the current operation of and reporting by Argyll and Bute's Children;
- A rationale and purpose for the proposed revision of the existing Argyll and Bute's Children operating structure, and
- Revised and updated terms of reference to support the delivery of future Argyll and Bute's Children Strategic Group activities.

4.0 RECOMMENDATIONS

The Bute & Cowal Area Community Planning Group is asked to:

- (a) Note the revised operational protocols for Argyll & Bute's Children as noted in the organisational structure (Appendix 1);
- (b) Note the implementation of the revised structure (Appendix 2);
- (c) Note the current Children's Service Plan 2014-2017 is currently being updated to ensure compliance of the requirement for a new strategic children's plan through the Children and Young People Act;
- (d) Note that the new Argyll & Bute's Children Strategic Group have been tasked with taking forward the refresh of the Integrated Children's Service Plan for introduction in 2017, and
- (e) Note that the Argyll & Bute's Children strategic group have been requested to submit a draft Integrated Children's Service plan for consideration and approval by the Community Planning Partnership Management Committee.

5.0 DETAIL

5.1 The full partnership of the Community Planning Partnership through its strategic oversight of community planning and the development of the community plan has set out the overall direction for Community Planning Partners in Argyll and Bute. Through delegated responsibilities for individual aspects of community planning the Partnership has charged Argyll and Bute's Children with taking forward a number of the **Outcome 4** key activities.

5.2 The Argyll and Bute vision commits partners across Argyll and Bute to '*Work together to achieve the best for children, young people and families.*' In order to achieve this vision the Integrated Children and Young People's Service Plan for 2014-17 sits within the '*Getting It Right For Every Child*' (GIRFEC) framework and is the principal document underpinning the work of partners within Outcome 4 of the SOA. This ensures that the outcomes we wish to achieve are linked with the relevant National Performance Framework (NPF) outcomes, which are:

- Our children have the best start in life to enable them to become:
 - Successful learners
 - Confident individuals
 - Effective contributors
 - Responsible citizens;
- We continue to improve the life chances for children, young people and families at risk, and
- We have tackled the significant inequalities in Scottish society.

The principal remit of Argyll and Bute's Children is:

- (i) The commissioning, publication, reviewing and monitoring of Argyll and Bute's Integrated Children's Services Plan;

- (ii) Strategic overview for children's services including the effective implementation of GIRFEC practice model and the inspection methodologies for Community Planning Partners;
- (iii) Ensuring consistent development of good quality services that meet local needs through sub groups;
- (iv) Maintain oversight for the wider work associated to Argyll & Bute's Children, and
- (v) Ongoing self-evaluation and continuous improvement activity.

5.3 The Integrated Children's Services plan for 2014-17 is integral to the achievement of Outcome 4 of the SOA and focuses on the key activity undertaken by partners working together to improve outcomes for children and young people. The plan supports partners to use resources more efficiently to ensure that children and families will benefit from a more streamlined and coherent approach to meeting their needs. In 2017 the Children and Young People Act will place a duty on local authorities to publish a strategic children's plan.

The plan is currently taken forward through the work of Argyll & Bute's Children with representation from each of the key partners across Health, Police, Social Work, Education, 3rd Sector.

5.4 Introduction of Health & Social Care and proposals for locality working

5.4.1 Following the introduction of the Integrated Joint Board for Health & Social Care on 1st April 2016 the delivery of Health & Social Care Services is now delivered through the new Health and Social Care Partnership. The remit of the board includes:

- Functions for adult and children and families social work, community justice services and NHS services including primary and secondary care, acute services, maternity services and health visiting delegated to the Integration Joint Board;
- Single service delivering on strategic objectives set out in the 3 year strategic plan and the developing Locality Plans;
- Establish operational and management arrangements to respond to local needs ensuring services are "locality planned, owned and delivered";
- Focus on continuous improvement, and
- Clear communication and engagement.

5.4.2 A key feature of the locality model will encompass the implementation of Locality Planning Groups to ensure the delivery of:

- Health and Needs Assessment;
- Patient/User pathways and experience;
- Financial planning;
- Locality service profiles;
- Workforce Planning;
- Continuous Quality Improvement, and

- Leadership development.

5.4.3 The current proposal agrees to the delivery of services to communities from birth to elderly. Whilst it is proposed that the Locality Planning Groups cover this wide spectrum of need there is a need to ensure that the focus on delivery of the priorities of the ICSP is maintained within the broader planning priorities of the HSCP and to ensure the engagement of those partners, including Police Scotland, Education and Early Years, not currently included in HSCP Locality Planning structures.

5.4.4 Following recent consideration of both the Health and Social Care Partnership and the delivery of holistic services for children, Argyll and Bute’s Children members acknowledged and welcomed the locality planning model, noting the value and impact this will have for Health and Social Care users.

5.5.1 In response to the future challenges members of Argyll & Bute’s Children prepared a revised structure which takes account of the new Health & Social Care Integration operational model reflecting the implications for the current Argyll and Bute’s Children’s Executive and Thematic Groups currently charged with delivering the expectations of the Children’s Services Plan.

5.5.2 Notably the current Executive Groups should provide a strategic lead within each of the 4 area localities of Argyll & Bute and are tasked with taking forward the key performance activities at a local level.

5.5.3 This paper presented an alteration to the current framework with a specific aim of ensuring continued delivery and achievement of the Children’s Service Plan whilst taking full cognisance of the proposed Health & Social Care Integration locality operational groups.

5.6 The revised structure (as detailed within Appendix 2) denotes adjustments to the current operation protocols for Argyll & Bute’s Children. Specifically that the existing membership of Argyll & Bute’s Children assumes greater strategic accountability with a revised membership at Strategic Management Level, e.g. Executive Director and Head of Service level representation. Responsibility for Chairing and reporting to be tasked to the Executive Director of Community Services.

In summary the proposed revision operating model is as follows:

Current Operation	Revised Operation
Community Planning Partnership Management Board	No change
Argyll & Bute’s Children	Revised membership, as outlined in this report, section 5.2. Remit to be focussed on strategic level decision

	making.
Child Protection Committee (CPC)	No implications
Argyll and Bute's Children Thematic Groups	Revised to bring together the work of both the Thematic Groups and the Local Executive Groups.
Argyll and Bute's Children Local Executive Groups	

5.7 Argyll and Bute's Children: Revised membership

The revised Argyll & Bute's Children membership is now as follows:

Revised Group	Membership	Roles and Accountabilities
Argyll & Bute's Children Strategic Group	<ul style="list-style-type: none"> • Executive Director Community Services • Head of Service: Education, as appropriate • HSCP x 2 • Housing • Head of Department (Police/Fire & Rescue) • Chair of Child Protection Committee • 3rd Sector Representatives • SCRA • Lead Nurse • Chief Social Work Officer • Child Health Commissioner 	
Child Protection Committee (CPC)	<ul style="list-style-type: none"> • Head of Service (as appropriate) • Chief Social Work Officer • Health & Social Care • Police Scotland • SCRA • 3rd Sector Representation • Lead Officer, Child Protection • Senior Solicitor, A&BC • Inter-Agency Training Co-ordinator • Consultant Paediatrician, GG&C • Criminal Justice • Education Service representative • Royal Navy Marines Welfare • Care Inspectorate • ADP Co-ordinator 	
Argyll & Bute's	<ul style="list-style-type: none"> • Chair from each of the four 	

<p>Children Performance & Quality Assurance Group</p>	<p>Locality Groups</p> <ul style="list-style-type: none"> • Education Manager: Performance & Improvement • Senior Performance & Improvement Manager • Consultant Nurse 	
<p>Argyll & Bute's Children Executive Groups x 4</p>	<p>Representatives from each of the key delivery partners including:</p> <ul style="list-style-type: none"> • Education • Police • Fire and Rescue • 3rd Sector • Health & Social Care Executive Group representative 	

5.8 Terms of Reference

A revised terms of reference, contained as Appendix 3 sets out the terms and reference for the operation of Argyll and Bute's Children.

5.9 Frequency and reporting for Argyll and Bute's Children

In adherence to the revised terms of reference Argyll and Bute's Children Strategic Group will meet for a minimum of 3 meetings per annum. The current reporting mechanism remain unchanged.

6.0 CONCLUSION

6.1 This paper outlines the revised approach to the delivery of Argyll & Bute's Children in order to further enhance collaborative working across all Services, while supporting the impending Integration of Health & Social Care in Argyll and Bute.

7.0 IMPLICATIONS

7.1 Policy

7.2 Financial

7.3 Legal

7.4 HR

7.5 Equalities

7.6 Risk

7.7 Customer Service

Executive Director of Community Services

For further information contact:

Ann Marie Knowles, Acting Executive Director (Community Services),
Kilmory, Lochgilphead, Argyll & Bute, PA31 8RT

Email: annmarie.knowles@argyll-bute.gov.uk

Telephone: 01546 604112

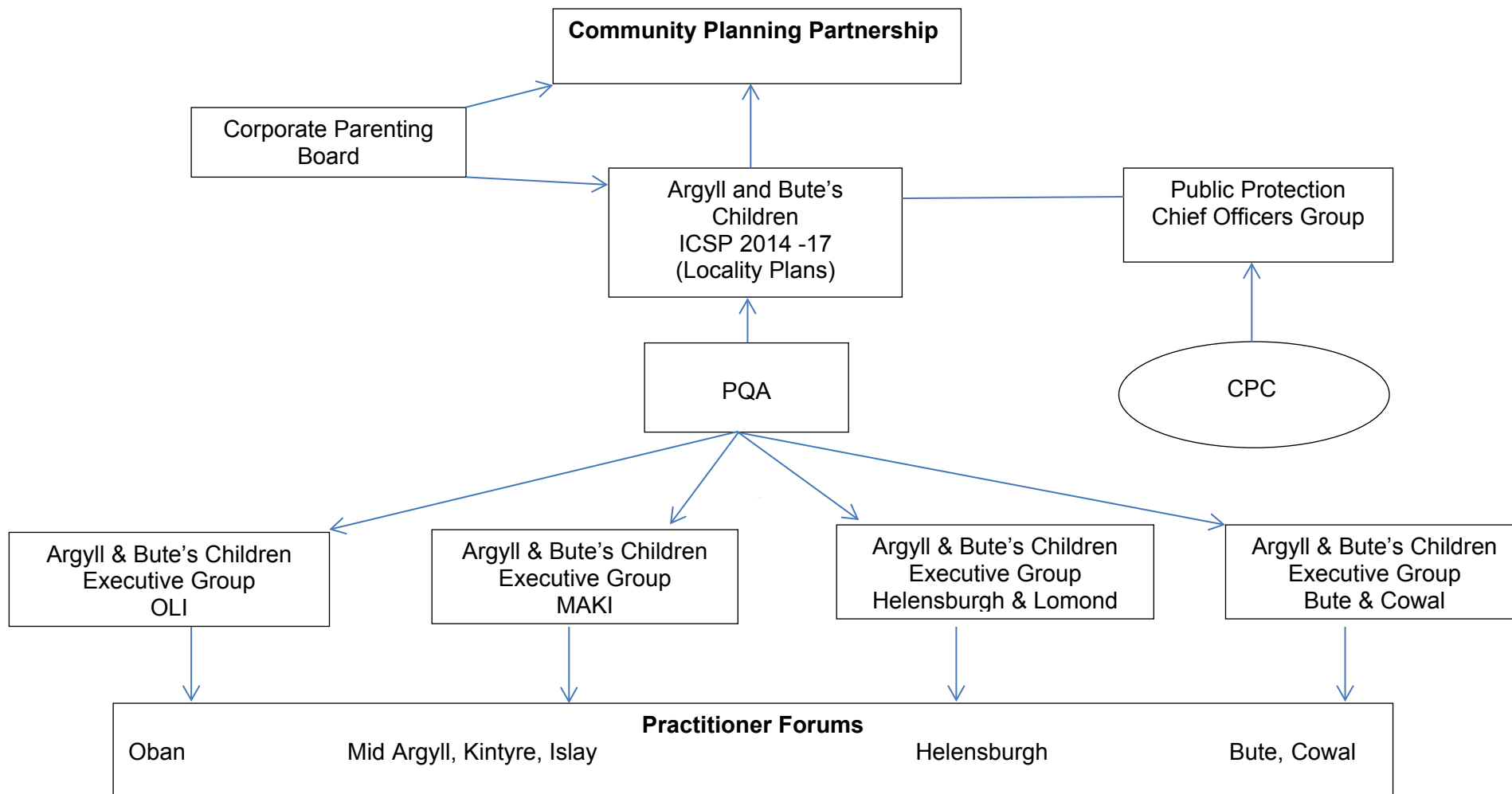
APPENDICES

Appendix 1 Current Argyll & Bute's Children Structure

Appendix 2 Proposed Argyll & Bute's Children Structure

Appendix 3 Revised Terms of Reference





- Executive Groups
Standing Agenda Items
- Child Protection
 - Training
 - GIRFEC
 - Local issues



TERMS OF REFERENCE

Meeting Title: Argyll and Bute’s Children

Meeting Remit	
(vi)	The commissioning, publication, reviewing and monitoring of Argyll and Bute’s Integrated Children’s Services Plan.
(vii)	Strategic overview for children’s services including the effective implementation of GIRFEC practice model and the inspection methodologies for Community Planning Partners.
(viii)	Ensuring consistent development of good quality services that meet local needs through sub groups.
(ix)	Maintain oversight for the wider work associated to Argyll & Bute’s Children.
(x)	Ongoing self-evaluation and continuous improvement activity to ensure high quality service delivery

Reporting and Accountability
Ensure that Terms of Reference reflect the structure on page 17 of the Integrated Children’s Service Plan i.e. reports to COPPG and Community Planning Partnership Management Committee

Group	Membership
Argyll & Bute’s Children Strategic Group	<ul style="list-style-type: none"> • Executive Director Community Services • CSWO • Head of Service: Education, Health & Social Care • Head of Department (Police/Fire & Rescue) • Chair of Child Protection Committee • 3rd Sector Representatives • SCRA • Lead Nurse
Argyll & Bute’s Children Performance & Quality Assurance Group	<ul style="list-style-type: none"> • Chair of each Locality Group • Education Manager: Performance & Improvement • Senior Performance & Improvement Manager • Consultant Nurse
Argyll & Bute’s Children	Representatives from each of the partners including:

Executive Groups x 4	<ul style="list-style-type: none">• Education• Police• Fire and Rescue• 3rd Sector• Health & Social Care Executive Group representative
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Quoracy

There must be members from each of the agencies (Health and Social Care, Education, Third Sector and Police) present to make the meeting quorate.

In the event of a meeting not being quorate, then meeting will proceed; any issues or recommendations being made would be subject to agreement by other members.

This agreement could be reached either at the next meeting, or if the decision was urgent, then it could be reached by emailing the group members.

Agenda Setting

Agenda will be circulated seven days in advance of meeting.

Administrative Arrangements

Administrative support will be provided to the Chair by that agency's clerical staff.

Frequency

A minimum of three meetings per annum

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Argyll and Bute Community Planning Partnership**Bute and Cowal
Area Community Planning Group****9 August 2016**

Briefing Note: REVIEW OF DELIVERY PLANS

This briefing relates to activities which fall under all SOA Outcomes. The activities are due to be completed by end March 2017.

The briefing is for noting.

Summary

The CPP Management Committee have agreed the key actions needed for partnership working to address issues important to Argyll and Bute in 2016/17. These actions focus on addressing areas where there is no current partnership working. A list of the actions is attached. Relevant partners have been contacted to take forward the actions. They will meet with the outcome lead in August and the outcome lead will update the Management Committee on progress at its next meeting, September 2016.

It will be important to revise the SOA: local documents held at Area Community Planning Group level. We must do this in conjunction with the guidance from Scottish Government under the Community Empowerment (Scotland) Act in relation to locality plans. We submitted a response to this guidance including comments from Area Community Planning Groups on the 13th June 2016. We expect to hear back around September 2016. Following this, and with regard to other plans at a local level i.e. Health and Social care locality plans. We will work with Area Community Planning Group representatives to develop appropriate local planning framework for local issues and local partnership actions.

Further information is available in *meetings, minutes and agendas* section of:
<https://www.argyll-bute.gov.uk/council-and-government/community-planning-partnership>

Key Points for Consideration

See attached note of strategic delivery plan actions for 2016/17, for consideration and comment.

For further information please contact: Rona Gold, Community Planning Manager, rona.gold@argyll-bute.co.uk

Appendix 1: Partnership Actions for 2016/17

Outcome 1 – Economy

- Improve linkages from the curriculum to economic opportunities in Argyll and Bute linked to growth. Creating career pathways for key sectors: tourism, maritime, food and drink.
- Deliver recommendations to progress Oban as a University Town
- Deliver coherent multi-agency activities promoting and marketing Argyll and Bute
- Define the opportunities in maritime industry sector of Argyll and Bute, and Explore the feasibility of locally delivered training, apprenticeships and skills development for the marine industry in Argyll and Bute
- Explore the potential for an Argyll and Bute Centre of Entrepreneurship
- Explore opportunities for joint resourcing and joint recruitment strategies across partners.
- Create a public sector asset register to develop economic growth
- Create opportunities for young people to enter the public sector

Outcome 2 – Infrastructure

- Align the scheduling of public transport towards an integrated timetable
- Develop a plan to promote our Piers and Harbours
- Deliver the roll out of high speed next generation broadband and lobby the Scottish/UK Government to ensure that Argyll and Bute has a favourable / equitable position to other areas.
- Create positive messaging on travel time and access to Argyll and Bute for visitors.
- Develop an intervention programme to enable the necessary infrastructure be fit for purpose to deliver sites within the Local Development Plan.
- Create a singular partnership voice to Rural Regeneration through the creation of improved ways of working and service delivery; transformational change that benefits the community.
- Housing Plan implementation

Outcome 3 – Education

- Develop a range of programmes, courses and qualifications for the Senior Phase to support schools and pupils with course options that reflect local labour market employment opportunities.
- Develop a coordinated and open employer engagement approach between partners on what skills are needed and skills gaps.
- Roll out the Argyll and Bute Family Pathway across all areas of Argyll and Bute, with wider engagement from partners.
- Enhance provision, promotion and participation of Modern Apprenticeships through a partnership approach to ensure implementation of the Highlands and Islands Modern Apprenticeships Expansion Plan in Argyll and Bute.
- Expand the offer of Further Education
- Enhance strong partnership working between educational establishments and local communities through a mentor programme.

Outcome 4 – Children and Young People

- Educate young people about the dangers of cyber bullying and child sexual exploitation to keep themselves safe
- Determine the number of children living in poverty in Argyll and Bute at area and overall level to enable a strategy to be developed.
- Roll out of principles of Young Firefighters Programme across Argyll and Bute to increase capacity building programmes for young people
- Create prevention and intervention activities improving mental health and young people.
- Increase involvement of children and young people in service planning and delivery across all partners using Best Practice models within Argyll and Bute Council
- Introduce Youth Engagement Officers in designated Secondary Schools.

Outcome 5 – Health and Wellbeing

- Implement the National Standards for the Prevention and Management of Falls within the Community
- Develop safe alcohol-free environments for young people within towns and communities
- Mitigate against the impact of welfare reform by ensuring that financial inclusion services are targeted at fuel poor households
- Create social prescribing champions within communities to motivate others people to make positive healthy living changes.
- Increase confidence and awareness of using the outdoor environment.
- Research where income is barrier to improving health and develop action plans to remove the barriers.
- Inform and educate communities on:
 - Food
 - Alcohol
 - Learning opportunities
 - Social opportunities.
- Review collective actions of CPP member organisations to improve equality via sharing their Equality Outcome Frameworks.
- Increase uptake of Self-Directed Support

Outcome 6 – Stronger and safer communities

- Create a bespoke education programme for communities in particular children and young men to prevent domestic abuse.
- Robust systems to be in place, able to be delivered in a number of Argyll and Bute community settings, to help people in mental health crisis. Pulling together existing infrastructure with focus on prevention.
- Create clear referral pathways to prevent impacts from alcohol.

- Develop profile of Road Safety Group and through effective partnership working and information sharing, reduce the number of serious and fatal road traffic collisions on our roads.
- Identify what support services are available in Argyll and Bute to victims of abuse including historical abuse and work with partners to address gaps.
- Develop effective partnership working and referral processes to protect vulnerable individuals and groups:
 - Elderly living independently
 - Experiencing negative mental health issues including those at risk of self-harm.
 - At risk of offending and re-offending
- Address issues in acute mental health response including patient transport.
- Service user and participation in the development of service policy and planning in the Alcohol and Drug Partnership,
- Development of Community Resilience Plans

Argyll and Bute Community Planning Partnership**Bute & Cowal
Area Community Planning Group****9th August 2016**

Title: Ways to Improve Communications and Meeting Format

Summary

The report shares the findings of two small working groups which met in the Mid Argyll, Kintyre and Islay and the Oban Lorn and the Isles areas in June 2016 to look at issues around meeting format, communication and information management in more detail following discussions relating to the findings of the Area Community Planning Group – Members Satisfaction Survey 2016, and provides information on suggested changes to meeting format and communication methods.

1. Purpose

1.1 The purpose of the report is to share the findings of two working groups set up by the Mid Argyll, Kintyre and Islay and the Oban Lorn and the Isles Area CPGs following the May 2016 round of CPG meetings and provides information on suggested changes to meeting format and communication methods.

2. Recommendations

2.1 Members are requested to consider the findings of the working groups and adopt the suggested changes to meeting format and communication methods outlined in sections 5.1 and 5.2 from the November 16 round of meetings onward.

3. Background

3.1 The Area Community Planning Group – Members Satisfaction Survey 2016 conducted during April 2016 identified 5 potential areas for improvement:

- Communication links with the wider community and other Area CPGs could be improved
- Consideration should be given to the format of reports and the volume of information provided to the meetings
- Consideration should be given to the current format of

- meetings and the follow up of actions identified at meetings
- The use of venues with reliable VC facilities should be encouraged
- Potential clashes with other scheduled meetings held by partnership organisations should be considered when setting the annual meeting cycle.

3.2 Following discussion on the findings of the survey during the May 16 round of CPG meetings, two small working groups met in the Mid Argyll, Kintyre and Islay and the Oban Lorn and the Isles areas to look at the issues around meeting format, communication and information management in more detail.

3.3 The survey results were also discussed during a meeting between the Community Planning Partnership Management Committee Chair and the Area CPG Chairs and Vice Chairs held on the 29th of June 2016.

4. Detail

4.1 The working groups met in June 2016. There was a general discussion which clarified the issues along with potential solutions and identified key points detailed below:

Key Points

- We want people to come along and take part in the meetings so they must be informative, not too long and allow time for discussion.
- Consider moving the balance of the meeting to focus more on discussion and problem solving with less emphasis on receiving reports.
- Use timed agendas, one page briefing templates with embedded links to more full reports to highlight key points for discussion and have a six slide only limit on presentations to keep the time taken by the meeting to two hours.
- Consider working with the Argyll and Bute Council Communications Section to promote the Area CPGs activities and raise awareness of the Single Outcome Agreement activities in the local area via Facebook, press releases and other methods of communication as appropriate.

4.2 The discussion at the Chairs/Vice Chairs meeting reflected the findings of the working groups.

5. Conclusions and Next Steps

5.1 Based on the findings of the survey and further discussion at the working groups and the Chairs/Vice Chairs meeting, it is suggested that the following changes be made to the current meeting format:

- Agendas will be structured to allow time to explore items in more depth and to be more action focussed. The discussions on the issue raised will conclude by answering the following questions:
 - a) Can the issue be solved locally by partners?
 - b) Should the issue be raised with the CPP Management Committee?
 - c) Is there a need for a working group to explore the issue more deeply after the meeting?
- Members will suggest potential agenda items for the next meeting under the Outcomes being discussed at the next CPP Management Committee Meeting. This may change to examining Locality Plan priorities once the plans are in place.
- These items, along with responses to the Call for Agenda Items will be considered at the pre - agenda meeting by the Chairs and Vice Chairs. It is anticipated that there will be no more than two items under each outcome and it is possible that only one item will be discussed at the meeting if it is a complex issue.
- Partner Notifications will replace the Partners Update as a standard agenda item.
- Reports, annual updates, minutes from other meetings, partner updates and information for noting will not be included on the meeting agenda. The items will be available for public view on the Area CPG meeting page on the Argyll and Bute Council as reference materials. Members will be notified of new additions to the reference section when the agenda is circulated.
- Presentations will be limited to 6 slides in total and Briefing Notes limited to a maximum of two sides of A4 will be used to support agenda items rather than reports.

5.2 It is suggested that the following changes be made to the current methods of communication:

- A summary of each meeting is prepared and circulated via the CPP Fortnightly Bulletin and the Argyll & Bute Council Weekly Round Up. Use of social media will also be explored.
- The distribution lists are reviewed and updated to only include Area CPG members, SOA Outcome Leads and organisations

that have requested to be kept informed of Area CPG activities.

6.0 SOA Outcomes

N/a – relates to the working arrangements of the Area CPG

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