

**MINUTES of MEETING of ARGYLL AND BUTE COMMUNITY PLANNING PARTNERSHIP -
MANAGEMENT COMMITTEE held in the COUNCIL CHAMBERS, KILMORY,
LOCHGILPHEAD
on WEDNESDAY, 28 JUNE 2017**

Present: Cleland Sneddon (Chair)

Andy Buntin, Mid Argyll, Kintyre and the Islands Area Community Planning Group	Stuart McLean, Helensburgh and Lomond Area Community Planning Group
Matthew Creaney, Department for Work and Pensions	Councillor Aileen Morton, Argyll & Bute Council
Fraser Durie, Argyll College	Stuart Mearns, Loch Lomond and the Trossachs National Park
Elaine Garman, Health and Social Care Partnership	Jennifer Nicoll, Highlands and Islands Enterprise
Rona Gold, Argyll & Bute Council	Wendy Quinn, Scottish Ambulance Service (by VC)
Hazel Hendren, Police Scotland	David Smart, Highlands and Islands Enterprise
Willie Lynch, Bute and Cowal Area Community Planning Group	Samantha Somers, Argyll and Bute Council
Shirley MacLeod, Argyll & Bute Council	Rebecca Stokes, Argyll & Bute Council
Alison McGrory, Health and Social Care Partnership	

In Attendance:

David Adams-McGilp, Visit Scotland
Fergus Murray, Argyll & Bute Council
Neil Ritch, Big Lottery Fund

1. WELCOME AND APOLOGIES (CHAIR) - CLELAND SNEDDON

Apologies were received from:

Margaret Adams, Oban, Lorn and the Isles Area Community Planning Group
Andrew Campbell, Scottish Natural Heritage
Neil Francis, Scottish Enterprise
Stuart Green, Argyll and Bute Council
Glenn Heritage, Third Sector Interface
Donald MacVicar, Argyll and Bute Council
Gail McClymont, Police Scotland
Jim McNeil, Scottish Fire and Rescue Service
Pippa Milne, Argyll and Bute Council
Councillor Gary Mulvaney, Argyll & Bute Council
Anthony Standing, Skills Development Scotland
Alex Taylor, Health and Social Care Partnership
Christina West, Health and Social Care Partnership
Gordon Wales, Scottish Government

2. MINUTE AND HIGHLIGHTS OF THE MANAGEMENT COMMITTEE MEETING HELD ON THE 30TH MARCH 2017

Approved.

3. ACTION TRACKER

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

- Action 117 – ongoing
- Actions 119 and 122 – ongoing
- Action 121 – ongoing, to be marked as complete
- Action 122 – 28th July next meeting, Hazel to take up matter of getting survey out with Samantha.
- Action 123 – ongoing, to be marked as complete. Noted that CPP are to be sited on the H&SCP Engagement Plans.
- Action 128 – still ongoing. Wording to be amended to Falls Response rather than Falls Prevention.
- Action 129 – complete

Action: Christina West to ensure CPP are sited on the Health and Social Care Partnership's Engagement Plans.

4. COMMUNITY PLANNING

(a) Area Community Planning Update, Shirley MacLeod

Actions agreed:

- Glenn Heritage to take forward the request from OLI CPG on the community transport pilot
- Andy Buntin to circulate widely the response on Dental Provision to members of the MAKI CPG
- Samantha Somers to provide Gail McClymont with contact details of Wendy Quinn

(b) Development Day Update, Rona Gold

Actions agreed in Management Committee meeting and in formal meeting thereafter were:

- For the Management Committee to have 4 meetings per year with one linked to the Full Partnership meeting.
- For the 2017-18 meeting of the Full Partnership (15th November) to take place on the 5th December.
- For Area Community Planning Groups to remain with 4 meetings per year with the Council's Governance and Law staff administering the meetings for the OLI, MAKI and B&C area and Police Scotland/Scottish Fire and Rescue Service/TSI administering the meetings for the H&L area on a pilot basis.

- To not have a meeting of the Area Community Planning Groups in August 2017 to enable above processes be put into place effectively.
- To explore external funding options for a post to support the Area Community Planning Groups to take forward actions in Locality Plans.

5. DELIVERY PLAN UPDATE

(a) Action Tracker and Performance Measures for all outcomes

Actions agreed:

- Include job titles/changes of personnel within the delivery plans to better show continuity
- Agreement of publication of performance information for 2016-17 period
- Community Planning team to facilitate meeting of all 6 Outcome Leads to come together

(b) Draft Strategic Plans 2017/18

Actions agreed were:

- Jennifer Nicoll to consider inclusion of an action on Social/Community Enterprises and strategic initiatives into the Outcome 1 (Economy) delivery plan
- Jennifer Nicoll and Stuart Mearns to discuss Loch Lomond and the Trossachs National Park input into Outcome 1
- Pippa Milne to consider request from Loch Lomond and the Trossachs National Park to ensure there were linkages and coordination between the Local Development Plan and the LLTNP Development Plan as an additional action within the delivery plan for Outcome 2 (Infrastructure)
- Fraser Durie to ensure that an action on the Developing Young Workforce group be included into the Outcome 3 (Education and Skills) Delivery Plan and to include an action on Oban as a University Town.
- Alex Taylor to consider request from Cleland Sneddon on whether the activity regarding the Children's Service Plan should be around engagement with young people, their parents and guardians in the development of the next plan and whether there should be a specific reference to CAMHS within the delivery plan for Outcome 4 (Children and Young People).
- Gail McClymont to consider whether there had been an increase in road traffic collisions and whether there should be an action on this within the delivery plan for Outcome 6 (Safer and Stronger).

(c) Draft Local Plans 2017/18

Actions agreed:

- All partners to consider whether the priority communities in the drafts are the right ones to focus on in first 1-3 years and what communities are missing that are known to partners to have particular issues needing partnership focus.
- All partners to consider whether the actions are suitable, whether they are being done already and what other actions are required.
- Community Planning team to:
 - make clear within the draft documents the geography and description of the 'community' by way of map and description of area.
 - engage with Economic Development staff to check against their local economic development plans
 - highlight within the draft documents the opportunities and strengths in the area from community work and other projects.
- All partners to promote, support and engage with the engagement and consultation events on the draft plans over the summer period
- Approve in principle the Locality Plans at the meeting on the 20th September subject to agreement by the Area Community Planning Groups at their meeting in October and submit an interim plan to the Scottish Government in time for the 1st October deadline.
- Delegate final sign-off of the Locality Plans to the Area Community Planning Groups at their October meetings with final submission to the Scottish Government thereafter.
- Delegate responsibility to the Area Community Planning Groups to oversee the delivery of the Locality Plans, reporting to the Management Committee on a quarterly basis.
- Provide Scrutiny Training for the Chairs of the Area Community Planning Groups to enable them to oversee delivery of the Locality Plans.

6. AREA FOCUS: BUTE AND COWAL, WILLIE LYNCH

Agreed actions:

- Representatives from Argyll & Bute Council's Economic Development team to attend future Bute and Cowal Area Community Planning Group meeting to present on the Bute and Cowal Economic Development Action Plan (EDAP).
- Partners to communicate better with communities on what activity is happening within the Bute and Cowal area.
- Provide Willie Lynch with the contact details of Martin Turnbull, Youth Services Manager for Argyll & Bute Council

7. FUNDING - BIG LOTTERY SCOTLAND, NEIL RITCH, DEPUTE DIRECTOR, BIG LOTTERY FUND

No actions were required from partners

8. VISIT SCOTLAND - A KEY PARTNER AGENCY, DAVID ADAMS-MCGILP, VISIT SCOTLAND

Action:

- Samantha to circulate David Adams-McGilp's contact details and presentation slides to CPP Management Committee members.

9. AOCB

10. DATES OF FUTURE MEETINGS

Management Committee: 20th September 2017

Full Partnership: 5th December 2017