

CPP Management Committee Action Tracker

Ref No.	Date Raised	Action	By Who	Completion Date	Notes
1	19.08.14	EDAP Update to return to MC in October 2014	CPP Admin	October 2014	Postponed until September 2015 when Outcome 1 will be looked at in detail
2	31.10.14	Representative from Education Service be invited to attend future meeting to advise of health and wellbeing and literacy in schools to help tackle issues raised by Children and Young People Mental Health Indicators	Rona Gold	October 2014	Presentation to come to June 2015 meeting of Management Committee when outcome is being considered in detail
3	27.3.2015	The transfer of responsibilities and the role of the CPP and the Health and Social Care Partnership to be discussed in detail at the Chief Officer's Group	Rona Gold, Christina West	June 2015	Complete, meeting taken place
4	31.10.14	Confirm the number of full time and part time jobs created over the last 12 months	Douglas Cowan	March 2015	Complete, circulated as part of weekly bulletin
5	31.10.14	Each partner to nominate a contact within their own organisation currently looking at the Community Empowerment (Scotland) Bill and provide their details to Rona	All	ASAP	Complete
6	27.03.15	Link to the Highlights Report to be circulated to Management Committee members, once published	Samantha Quarton	Once highlights are published after each meeting	Complete/ ongoing
7	27.03.15	Include on action tracker a reference number and the date the action was raised	Samantha Quarton	28.03. 2015	Complete/ ongoing
8	27.03.15	Feedback to the OLI Area Community Planning Group on their comment regarding membership of the Management Committee	Shirley MacLeod	May 2015	Complete
9	27.03.15	Circulate Scottish Fire and Rescue Local	Samantha	May 2015	Complete

		Authority Liaison Officer details to all regarding Home Fire Safety Visits	Quarton		
10	27.03.15	Take into account communication with the Area Community Planning Groups within the Communication and Engagement Strategy	Jane Jarvie	May 2015	
11	27.03.15	Research an approach into consultations to involve the Area Community Planning Groups	Rona Gold	August 2015	
12	27.03.15	Comment and provide input to Rona on what consultation with the Area Community Planning Groups could look like	All	May 2015	
13	27.03.15	Look into how the CPP could support broadband and mobile connectivity issues further	Pippa Milne/ Douglas Cowan	June 2015	Complete
14	27.03.15	Provide Gordon with any relevant examples of community led partnerships to potentially showcase at the CPP conference in June	All	May 2015	Complete
15	27.03.15	Inform the Third Sector and Communities Group that the Economic Forum should be allowed time to bed in before reviewing further linkages	Rona Gold	May 2015	Complete
16	27.03.15	Ensure a representative from Education links in with the Youth and Education sub-group of the Economic Forum	Stuart Green	May 2015	Complete
17	27.03.15	Task the Chief Officer's Group to finalise a timeline and sign off the action plan	Chief Officers Group	June 2015	
18	27.03.15	Focus on activities within the action plan which are not already part of the SOA delivery plans	Rona Gold	June 2015	Complete
19	27.03.15	Remove the video link from the resultant action plan from the Development Day	Samantha Quarton	28.3.2015	Complete
20	27.03.15	Contact Scottish Futures Trust regarding proceeding with their Smarterplaces workshops	Rona Gold	April 2015	Complete
21	27.03.15	Any comments on key themes that the Full Partnership should include to be sent to	All	April 2015	Complete

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22	27.03.15	Ensure that all Management Committee members have a diary invite for the 25 th August with Machrihanish as the venue	Samantha Quarton	April 2015	Complete
23	27.03.15	Ensure that the Strategic Infrastructure Plan links closely with the Local Housing Strategy when it is being formulated	Pippa Milne	Ongoing in development of Strategic Infrastructure Plan	Ongoing
24	27.03.15	Update the delivery plan for Outcome 6 to remove 6.4.4a, 6.4.4b and 6.4.5	Samantha Quarton	End March 2015	Complete
25	27.03.15	Any further comments on the response to the Public Health Review to be fed back to Rona	All	End April 2015	Complete
26	27.03.15	Reissue Management Committee/Chief Officer's Group diary invites to reflect new timings	Samantha Quarton	End March 2015	Complete
27	17.06.15	Write to Scottish Government regarding participating in broadband and mobile infrastructure pilot activities. Pippa to provide details to Rona	Pippa Milne/ Rona Gold	August 2015	This has been superseded by a meeting between ABC,SG, SFT and HIE regarding digital in early September. An agreed action is to jointly consider further projects.
28	17.06.15	Any partners with potential meeting space in the Oban area which the Area Community Planning Group could use to contact Shirley directly.	All / Shirley MacLeod	August 2015	
29	17.06.15	Shirley to inform the OLI ACPG that the Management Committee is a public meeting and members of the public can attend if they wish.	Shirley MacLeod	August 2015	
30	17.06.15	Christina to ensure that an appropriate officer attends each Area Community Planning Group meeting	Christina West	August 2015	
31	17.06.15	Gordon to circulate note of National Community	Gordon Wales	September	

		Planning Group meeting to Management Committee members when available.		2015	
32	17.06.15	Rona to bring a paper on the continuing purpose of the Third Sector and Communities Group to the Management Committee later this year.	Rona Gold	December 2015	
33	17.06.15	Rona to coordinate a response from the CPP regarding the recently announced changes to the Fishing sector. Pippa to send details to Rona.	Rona Gold	August 2015	
34	17.06.15	Rona to ensure the actions are carried out in relation to the Full Partnership	Rona Gold	25 th August 2015	Complete
35	17.06.15	Rona to take forward a logic modelling approach with the performance group	Rona Gold	September 2015	
36	17.06.15	Rona to coordinate a meeting of all relevant parties to look into suitable accommodation for Argyll College further	Rona Gold	October 2015	
37	17.06.15	To review the format of the Management Committee meeting to allow further scrutiny of outcomes.	Rona Gold	September 2015	
38	17.06.15	John to provide further data on the views from the businesses and to be circulated around the Management Committee	John Kelly / Rona Gold	September 2015	
39	17.06.15	The Chief Officers Group to consider the results from the Compelling Argyll and Bute study as part of the work with Scottish Futures Trust and their Smarterplaces programme (links to action 36)	Chief Officers Group	October 2015	
40	17.06.15	Any partners who have questions on the School Leaver Destination Returns to contact Aileen directly	All	Ongoing	
41	17.06.15	Any partners who would be able to host summer internships for Looked After and Accommodated Children to contact Aileen directly.	All	July 2015	
42	17.06.15	Rona to bring report on Community Justice to the	Rona Gold	September	

		September Management Committee meeting.		2015	
43	17.06.15	Samantha to circulate paper on Participatory Budgeting for comment	Samantha	September 2015	
44	17.06.15	Nominations for Chair and Vice Chair to be submitted to Rona by 28 th August 2015.	All	28 th August 2015	