
**Argyll and Bute Community Planning
Partnership**

**Mid Argyll, Kintyre and the Islands Area
Community Planning Group**

10 February 2016



Agenda Item

Dates for future meetings – 2016/2017

Summary

The following report provides information relating to the proposed CPG meeting schedule for the period from May 2016 to April 2017. The proposed dates, times and locations are detailed in the Appendix to the report.

1. Purpose

1.1 This report asks the Area Community Planning Group to consider and agree dates for meetings for the period from May 2016 to April 2017.

2. Recommendations

2.1 The Area Community Planning Group is asked to agree the dates for meetings as shown in the attached appendix and to consider the venue for the August meeting, which has historically been held in an island location.

3. Background

3.1 The dates for meetings of the CPG have been agreed up till April 2016. Previously, the dates for the meetings were agreed by the local Area Committee and then endorsed by the Community Planning Group, however, given the introduction of the revised Terms of Reference and the changes to the membership it is for the CPG to decide the dates for future meetings.

4. Detail

4.1 Currently all Area CPG meetings are held on a quarterly basis in the months of May, August, November and February in line with the Terms of Reference which were agreed by the Group in March 2015. This cycle ties in with the meetings of the CPP Management Committee and allows for discussion to take place on the

relevant Outcomes prior to them being discussed by the Management Committee. This format has worked well over the last year.

- 4.2 The meetings of the Mid Argyll, Kintyre and the Islands CPG have taken place on the 2nd Wednesday of the month in May, August, November and February and are held alternately between Lochgilphead and Campbeltown with the August meeting being held in an island location. All meetings commence at 10am. It is suggested that a similar model is adopted for the forthcoming year.
- 4.3 The pre-agenda process begins some weeks earlier, with meetings being held with the Chair and Vice-Chair to discuss the format of the agenda. A proposed timetable for the meetings and deadline dates for reports being submitted is attached as an Appendix to this report.

5. Conclusions

- 5.1 Given that the arrangement for meetings worked well in 2015/16 it is suggested that the CPG agrees to adopt a similar pattern for their meetings for the period from May 2016 to April 2017.

6. SOA Outcomes

- 6.1 This report does not link to any specific Outcome as it relates to the administrative arrangements.

Name of Lead Officer

Donald MacVicar, Head of Community and Culture

For further information please contact:

Shirley Macleod, Area Governance Manager (01369) 707134

Appendix – Dates for future meetings

Call Out E-mail	Pre Agenda	Front Sheet Agenda Issue	Full Pack Agenda Issue	COMMUNITY PLANNING GROUP	Venue	Start time
Wed 9 th March 2016	TBC	Wed 13 th April 2016	Wed 4 th May 2016	Wed 11 th May 2016	Lochgilphead	10.00am
Wed 1 st June 2016	TBC	Wed 6 th July 2016	Wed 3 rd August 2016	Wed 10 th August 2016	TBC	10.00am
Wed 7 th September 2016	TBC	Wed 5 th October 2016	Wed 2 nd November 2016	Wed 9 th November 2016	Campbeltown	10.00am
Wed 23 rd November 2016	TBC	Wed 21 st December 2016	Wed 1 st February 2017	Wed 8 th February 2016	Lochgilphead	10.00am