
Argyll and Bute Community Planning Partnership

Oban, Lorn and the Isles Area Community Planning Group

18 February 2016



Agenda Item 11

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.

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 Oban, Lorn and the Isles CPG have taken place on the third Thursday of the month in May, August, November and February and are held in

Oban. Meetings have alternated between afternoon and evening. 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
Thursday 17 th March 2016	Thursday 7 th April 2016	Thursday 21 st April 2016	Thursday 12 th May 2016	Thursday 19 th May 2016	Oban High School	6.30 pm
Thursday 30 th June 2016	Thursday 21 st July 2016	Thursday 28 th July 2016	Thursday 18 th August 2016	Thursday 25 th August 2016	Corran Halls	2 pm
Thursday 15 th September 2016	Thursday 6 th October 2016	Thursday 20 th October 2016	Thursday 10 th November 2016	Thursday 17 th November 2016	Corran Halls	6.30 pm
Thursday 8 th December 2016	Thursday 12 th January 2017	Thursday 19 th January 2017	Thursday 9 th February 2017	Thursday 16 th February 2017	Corran Halls	2 pm