

**MINUTES of MEETING of THIRD SECTOR AND COMMUNITIES GROUP held in the COUNCIL  
CHAMBERS, KILMORY, LOCHGILPHEAD  
on TUESDAY, 24<sup>TH</sup> 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, Inpsiralba
- 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 24<sup>th</sup> 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 20<sup>th</sup> 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, 25<sup>th</sup> 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.

