

**MINUTES of MEETING of SHORT LIFE WORKING GROUP ON POLITICAL MANAGEMENT  
ARRANGEMENTS held in the COMMITTEE ROOM 1, KILMORY, LOCHGILPHEAD  
on MONDAY, 12 DECEMBER 2016**

**Present:**

Councillor Dick Walsh (Chair)

Councillor Rory Colville	Councillor Elaine Robertson
Councillor Robin Currie	Councillor Len Scoullar
Councillor Anne Horn	Councillor Sandy Taylor
Councillor Aileen Morton	Councillor Richard Trail
Councillor Ellen Morton	

**Attending:**

Cleland Sneddon, Chief Executive  
Douglas Hendry, Executive Director of Customer Services  
Charles Reppke, Head of Governance and Law  
Shirley MacLeod, Area Governance Manager  
Shona Barton, Area Committee Manager

**1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Roddy McCuish and James Robb.

**2. DECLARATIONS OF INTEREST**

There were no declarations of interest intimated.

**3. MINUTES**

The Minutes of the Meeting of the Short Life Working Group on Political Management Arrangements held on 15 November 2016 were approved as a correct record.

**4. POLITICAL MANAGEMENT ARRANGEMENTS**

The Short Life Working Group gave consideration to a report which provided them with information they had requested at the previous meeting held on 15 November 2016.

Further information was provided on the different decision making models, giving an indication on quality by comparing efficiency and the cost of delivery for each model including options for strengthening referral processes and ideas for improving agenda management.

Discussion took place on the various points:-

- Harbour Board
- Reports for noting
- Area Committees, scheduling, frequency and resources
- Referring items; delegations
- Business Days
- Protocol for area committees / business days

## **Decision**

The Short Life Working Group requested that officers draft a report for the next meeting, to include:-

1. Area model:
  - Retain 4 area committees with reduced frequency
  - Retain Community Planning Groups
  - Area business days to be informal and without governance support
2. Prepare a programme of meetings for 2017/18 based on the traditional and Executive/Cabinet models with a reduced frequency of meetings and based on the area model above.
3. Draft a protocol to allow flexibility to respond to consultations for inclusion as terms of reference in the constitution.
4. Incorporate the Harbour Hoard into the EDI Committee or reduce the frequency of Board meetings.
5. Draft a protocol for dealing with reports for noting.
6. Draft a protocol for Area Committee Business Days meetings.

(Reference: Report by Executive Director – Customer Services dated 5 December 2016, submitted)

## **5. COMMUNITY ENGAGEMENT AND LOCALISM**

The Short Life Working Group gave consideration to a report which provided them with information they had requested at a previous meeting held on 22 September 2016 to the development of community action planning and the community planning model to enhance localism, meet the expected requirements of the Localism Bill and fit with the future governance arrangements of the Council.

Discussion took place on the following points:-

- Community lead actions plans / groups
- Community action planning toolkit and training
- Locality plans
- Link officer for advice
- Action plans for deprived areas
- Community empowerment

## **Decision**

The Short Life Working Group discussed the contents of the report and agreed that the bullet points noted above be taken into consideration when developing future options.

(Ref: Report by Executive Director of Community Services dated 12 December 2016, submitted)