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**Argyll and Bute Community Planning  
Partnership**

**Bute and Cowal Area Community Planning  
Group**

**6 February 2018**



**Agenda Item**

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**Dates for future meetings – 2018/2019**

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**Summary**

The following report provides information relating to the proposed CPG meeting schedule for the period from August 2018 to June 2019. 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 August 2018 to June 2019.

**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 already been agreed up until June 2018. The Council at its meeting held in November 2017 agreed a schedule of future meetings up till June 2019 including suggested dates for the Area CPG meetings.

3.2 According to the Terms of Reference the Area Community Planning Group should agree the schedule of meetings.

**4. Detail**

4.1 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. .

- 4.2 The meetings of the Bute and Cowal Area CPG will take place in the months of May, August, November and February and historically have been held alternately between Dunoon and Rothesay. All meetings commence at 10am. It is suggested that a similar model is adopted for future meetings.
- 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 2017/18 it is suggested that the CPG agrees to adopt a similar pattern for their meetings for the period from August 2018 to June 2019.

## **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**

Shirley MacLeod, Area Governance Manager

### **For further information please contact:**

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Appendix – Dates for future meetings

<b>Call Out E-mail</b>	<b>Pre Agenda</b>	<b>Front Sheet Agenda Issue</b>	<b>Full Pack Agenda Issue</b>	<b>COMMUNITY PLANNING GROUP</b>	<b>Venue</b>	<b>Start time</b>
Tuesday 26 <sup>th</sup> June 2018	TBC	Tuesday 17 <sup>th</sup> July 2018	Tuesday 7 <sup>th</sup> August 2018	<b>Tuesday 14<sup>th</sup> August 2018</b>	Timber Pier Building, Dunoon	10:00am
Tuesday 18 <sup>th</sup> September 2018	TBC	Tuesday 9 <sup>th</sup> October 2018	Tuesday 30 <sup>th</sup> October 2018	<b>Tuesday 6<sup>th</sup> November 2018</b>	Eaglesham House, Rothesay	10:00am
Tuesday 18 <sup>th</sup> December 2018	TBC	Tuesday 8 <sup>th</sup> January 2019	Tuesday 29 <sup>th</sup> January 2019	<b>Tuesday 5<sup>th</sup> February 2019</b>	Timber Pier Building, Dunoon	10:00am
Tuesday 19 <sup>th</sup> March 2019	TBC	Tuesday 9 <sup>th</sup> April 2019	Tuesday 30 <sup>th</sup> April 2019	<b>Tuesday 7<sup>th</sup> May 2019</b>	Eaglesham House, Rothesay	10.00am