

**PROPOSED CPP TRANSITIONAL STRUCTURE
COMPONENTS OF THE TOP LEVEL STRUCTURE**

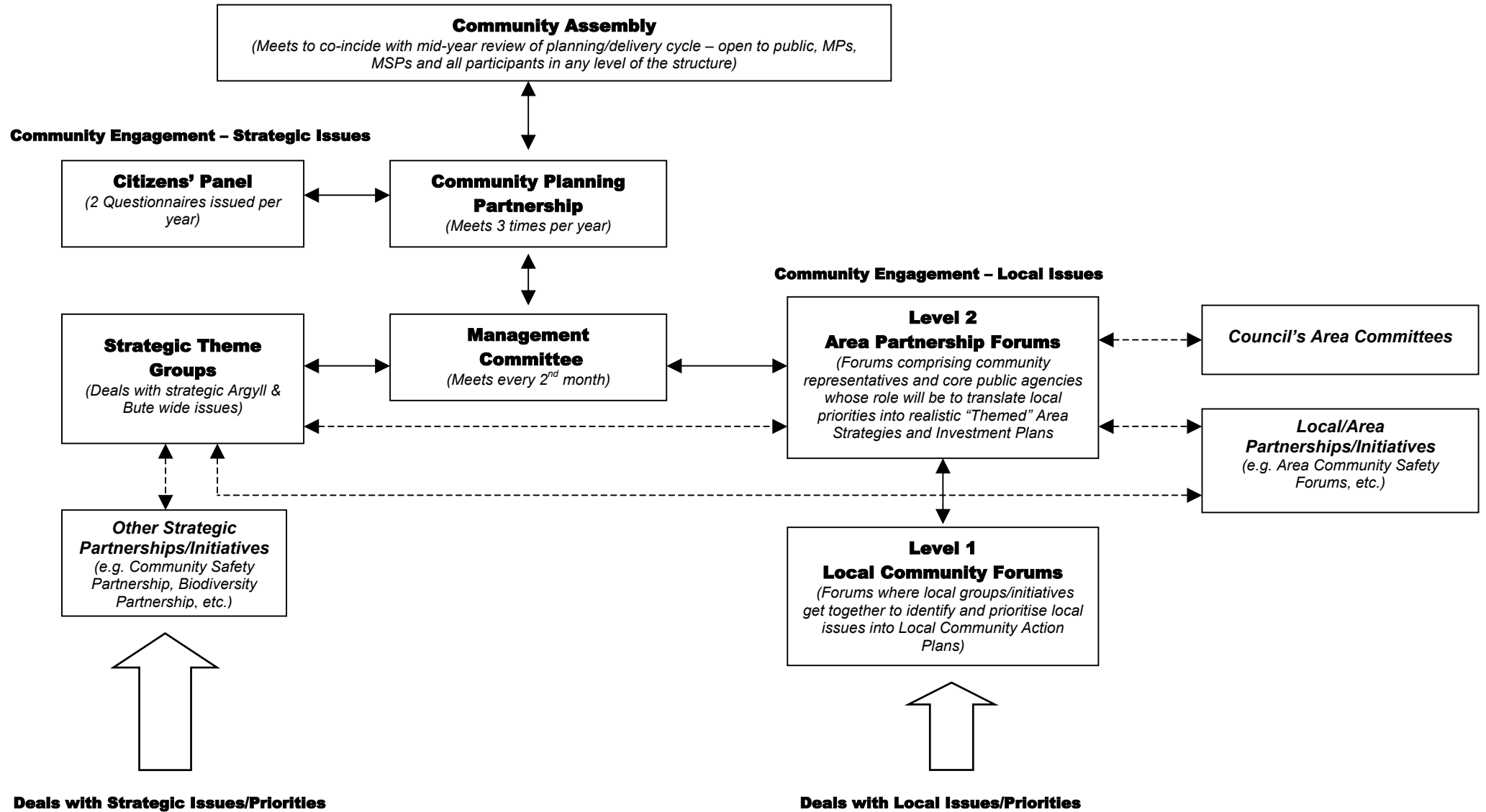
The tables below depict the remit, membership, accountability and frequency of meetings of the various components of the top level and area levels of the proposed transitional CPP structure. The Partnership is invited to discuss and agree the various components of the transitional CPP structure to enable implementation to take place.

Components of Structure	Remit	Membership	Accountability	Frequency of Meetings
Community Assembly	<ul style="list-style-type: none"> ➤ Identifies strategic priorities for CPP for duration of planning cycle ➤ Acts as a forum to report back to on progress made/achievements/shortcomings ➤ Acts as community “watchdog/ sounding board” for CPP ➤ Reviews/debates any arising issues ➤ Open agenda or possibly “theme related” (possibly including a “theme related” conference) 	<ul style="list-style-type: none"> ➤ All CPP Partners ➤ Other Strategic Partnerships ➤ Community Representatives (including Community Councils and Level 1 and 2 representation) ➤ MPs ➤ MSPs ➤ Members of the Public ➤ Press 	<ul style="list-style-type: none"> ➤ To broader public 	<ul style="list-style-type: none"> ➤ Either every 1 ½ or 2 years to co-incide with mid year review of planning/delivery cycle (either every 3 or 4 years)
Community Planning Partnership	<ul style="list-style-type: none"> ➤ Acts as sounding board for “executive” structure of CPP (Management Committee) ➤ Reviews progress with achieving priorities ➤ Receives reports and presentations from Citizens’ Panel/Partners, etc. 	<ul style="list-style-type: none"> ➤ Chaired by Council Leader ➤ CPP Partners (at Board member/CEO level) ➤ Representatives from other Strategic Partnerships ➤ Community Representatives (including Community Councils and Level 1 and 2 representation) 	<ul style="list-style-type: none"> ➤ To Community Assembly ➤ To broader public 	<ul style="list-style-type: none"> ➤ 3 times per year
Management Committee	<ul style="list-style-type: none"> ➤ Responsible for day to day running of CPP (housekeeping) ➤ Takes strategic decisions ➤ Has clear authority to act on Partnership’s behalf in absence of a Partnership meeting ➤ Determines broad targets/ performance indicators ➤ Monitors and evaluates progress with achieving priorities/actions 	<ul style="list-style-type: none"> ➤ Chaired by Partner agency ➤ Core CPP Partners ➤ Community representatives (including Community Councils and Level 1 and 2 representation) 	<ul style="list-style-type: none"> ➤ To Community Planning Partnership 	<ul style="list-style-type: none"> ➤ Every 2nd month
Strategic Theme Groups	<ul style="list-style-type: none"> ➤ Deals with strategic Argyll & Bute wide issues ➤ Translates CPP priorities into Action Plans ➤ Implements CPP Action Plans ➤ Establishes links with other Strategic Partnerships and Area Partnership Forums (Level 2) ➤ Responsible for rationalising partnerships/initiatives where possible 	<ul style="list-style-type: none"> ➤ Core CPP Partners ➤ Representatives from other Strategic Partnerships ➤ Community representatives (including Community Councils and level 1 and 2 representation) 	<ul style="list-style-type: none"> ➤ To Management Committee ➤ Liaises with Area Partnership Forums (Level 2) to establish thematic links at area level ➤ Liaises with other Strategic Partnerships 	<ul style="list-style-type: none"> ➤ Meets approximately every 6 weeks <p align="center">(To be determined by each individual Theme Group)</p>

COMPONENTS OF THE AREA LEVEL STRUCTURE

Components of Structure	Remit	Membership	Accountability	Frequency of Meetings
<p style="text-align: center;">Area Partnership Forums (Level 2)</p>	<ul style="list-style-type: none"> ➤ Translates local priorities contained in Local Area Action Plan into realistic and comprehensive “Themed” Area Strategies supported by appropriate Investment Plans and Outcome Agreements ➤ Scrutinises implementation plans of agencies/other partnerships/ initiatives to avoid duplication ➤ Identifies funding sources ➤ Implements Area Strategies ➤ Monitors progress and feeds progress and issues back to wider CPP through the Management Committee 	<ul style="list-style-type: none"> ➤ Chair and vice chair (Councillor and Partner agency) ➤ Core Partner agencies ➤ Community representatives (nominees from Level 1 Forums) <p style="text-align: center;">Membership to be finalised and agreed through Bute & Cowal Pilot</p>	<ul style="list-style-type: none"> ➤ To Management Committee ➤ To Local Community Forums 	<ul style="list-style-type: none"> ➤ Meets as appropriate <p style="text-align: center;">To be determined by each individual Level 2 Forum</p>
<p style="text-align: center;">Local Community Forums (Level 1)</p>	<ul style="list-style-type: none"> ➤ Enables communities to collectively identify and prioritise local needs and implement local projects ➤ Identifies needs and prioritises needs into a “Themed” Local Community Action Plan for each identified Local Area ➤ Submits Local Community Action Plan to Area Partnership Forum ➤ Agrees community representation for Area Partnership Forum (Level 2) 	<ul style="list-style-type: none"> ➤ Communities to organise themselves into Local Community Forums ➤ Membership needs to reflect local groupings and/or existing partnerships/initiatives <p style="text-align: center;">Membership to be determined through Bute and Cowal Pilot</p>	<ul style="list-style-type: none"> ➤ To Area Partnership Forums (Level 2) ➤ To local communities 	<ul style="list-style-type: none"> ➤ Meets as appropriate <p style="text-align: center;">To be determined by each individual Level 1 Forum</p>

SCHEMATIC REPRESENTATION OF PROPOSED TRANSITIONAL CPP STRUCTURE



←→ Denotes "Accountability/Communication"

⋯←→ Denotes "Linkages"

SCHEMATIC REPRESENTATION OF PROPOSED AREA STRUCTURE

Proposal for Bute and Cowal Pilot depicting supporting staff structure

The Management Committee considered a paper submitted by the Community Regeneration Implementation Group outlining the proposed staff structure for the Bute and Cowal pilot at its meeting on 11 February 2004. The following is an extract from the notes of the Management Committee meeting:

“David Dowie advised that the pilot scheme and staffing structure had been updated and approved by the Implementation Group subject to certain issues being resolved. He provided some background on the proposals to adopt a two tiered structure to develop and implement the scheme and advised that a bid had been submitted to Communities Scotland for grant funding for staff requirements. He mentioned that although external appointments should not be ruled out, it was felt that capacity should exist within partner organisations to enable secondments/transfers to fill the majority of posts. Sue Nash mentioned that the bid to Communities Scotland may have to be revised to reflect a more community based approach to better fit the criteria. The final date for submission was 5 March 2004. It was agreed that Sue should submit a revised bid to Communities Scotland. As it was not certain whether the bid to Communities Scotland would be successful, and as there were mixed feelings regarding the appointment of a new co-ordinator, it was agreed that the Pilot Scheme proposals be referred to the Council’s Bute & Cowal Area Chair in liaison with the Strategic Director for Bute & Cowal to discuss the finer details of the Pilot in collaboration with the Community Regeneration Implementation Group.”

