
Area Community Planning Group Governance Arrangements

1. Purpose

- 1.1 The purpose of this report is to conduct an annual review of the governance arrangements for the Oban, Lorn & the Isles Area Community Planning Group (Area CPG) specifically the Terms of Reference, membership and future meeting dates.

2. Recommendations

- 2.1 Area CPG members are requested to:

- Consider and adopt the Terms of Reference (TOR) at Appendix 1 (last reviewed in February 2019 and as amended to reflect updated terminology).
- Consider the membership of the group as attached at Appendix 2 and agree any changes which may be required.
- Agree that the TOR and membership list continue to be reviewed on an annual basis to ensure their ongoing currency and appropriateness for the work of the Area CPG as it develops over time.
- Agree the meeting schedule and dates detailed at paragraph 3.3 of this report.

3. Detail

- 3.1 The Area CPG Terms of Reference and membership list were last reviewed and agreed in February 2019. The Area CPG are invited to consider whether any additional changes should be made to the TOR and/or membership details outlined within Appendices 1 & 2.
- 3.2 It is suggested that a formal review of the TOR and membership continue to be carried out on an annual basis to ensure currency and appropriateness for the work of the group as it develops over time and also to ensure provision for additional organisations to join the group at a later date to accommodate local circumstances.

3.3 It is expected that the previous process of providing focus for meetings on the actions within Area Community Planning Action Plans will continue, and that effective and timeous reporting of matters to the Community Planning Partnership Management Committee will continue. To that effect members are asked to agree that the meeting dates for the Oban, Lorn & the Isles Area CPG will be:

- Wednesday 13th May 2020, 2pm, Corran Halls, Oban
- Wednesday 19th August 2020, 6.30pm, Corran Halls, Oban
- Wednesday 11th November 2020, 2pm, Corran Halls, Oban
- Wednesday 17th February 2020, 6.30pm, Corran Halls, Oban
- Wednesday 12th May 2020, 2pm, Corran Halls, Oban

4. Conclusions

4.1 To ensure currency and appropriateness for the TOR and membership, the Group is asked to review and agree the attached Terms of Reference, the current membership of the group and the meeting schedule and dates.

5.0 SOA Outcomes

Not applicable. The report relates to the administration of the Area CPG.

Name of Lead Officer

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