

**MINUTES of MEETING of COMMUNITY PLANNING MANAGEMENT  
COMMITTEE**  
held in Oban Fire Station on Wednesday,  
14 May 2008

**Present::**

Raymond Park	Strathclyde Police (chair)
Eileen Wilson	Argyll and Bute Council
Bernadette Quinn	Argyll and Bute Council
Peter Wotherspoon	I@tE – Jura
Gordon Anderson	Strathclyde Police
David Dowie	Scottish Government Housing Investment
Margaret Fyfe	Argyll and Bute Council
Hughie Donaldson	Iomairt oigan Oir
Andrew Campbell	Scottish Natural Heritage
Sue Gledhill	Highlands and Islands Enterprise
Brian Barker	Argyll and Bute Council
James McLellan	Argyll and Bute Council
Malcolm MacFadyen	Argyll and Bute Council
Geoff Calvert	Strathclyde Fire and Rescue
Colin Campbell	Argyll CVS
Derek Leslie	Argyll and Bute CHP
Glenn Heritage	Argyll and Bute Volunteer Centre
Ann Campbell	NHS Highland
Nicola Welsh	Association of Argyll and Bute Community Councils

**In attendance:**

Sonya Thomas	Argyll and Bute Council
Gary Devlin	Grant Thornton

**Apologies:**

Elaine Garman	NHS Highland
Alan Murray	SPT
Douglas Cowan	HIE
Kevin O'Hare	Scottish Water
David Price	ACVS
Bill Dundas	SERPID
Alex Taylor	Argyll and Bute Council
Jane Fowler	Argyll and Bute Council
Dave Duthie	HiTrans
David Penman	Strathclyde Fire and Rescue
Alison Bennett	Scottish Enterprise

ITEM	DETAIL	ACTION
1.	<p><b>WELCOME</b></p> <p>Raymond Park welcomed everyone to the meeting and apologies were noted. The Partnership acknowledged Derek Leslie from Argyll and Bute Community Health Partnership and thanked Oban Fire Station for the use of their Board Room.</p>	
2.	<p><b>MINUTES OF PREVIOUS MANAGEMENT COMMITTEE MEETING HELD ON 19<sup>TH</sup> MARCH 2008</b></p> <p>Ag Item 5a) Chris Carr, Argyll and Bute Council is the contact person for Hexagon. <a href="mailto:Chris.carr@argyll-bute.gov.uk">Chris.carr@argyll-bute.gov.uk</a></p> <p>Ag Item 5b) Communities Scotland – now Scottish Government Housing Investment – will continue to attend and support the Community Planning Partnership and will continue to have a strong role in the Housing and Communities Group.</p> <p>Ag Item 6 Action Point 2 – communication strategy development will be carried forward.</p> <p>Ag Item 8 Small Practice Research Project to be invited to attend the September Management Committee meeting to provide an update.</p> <p><b>Action Point – Eileen Wilson to contact Stephen Whiston to arrange update.</b></p> <p>Ag Item 10 Partnership Communications</p> <p><b>Action Points</b></p> <ul style="list-style-type: none"> <li>a) <b>Communication Strategy is on the agenda for July 9<sup>th</sup> Management Committee meeting</b></li> <li>b) <b>The Leader of the Council to meet with various CVS officers on 21<sup>st</sup> May. Will report back regarding a co-ordinated approach with the Voluntary Sector and Fairer Scotland Fund</b></li> </ul>	<p>Eileen Wilson</p> <p>Eileen Wilson</p> <p>Margaret Fyfe</p>
3.	<p><b>MATTERS ARISING</b></p> <p>No matters arising.</p>	

<p>4.</p>	<p><b>LOCAL COMMUNITY PLANNING - Sustainability Workshops</b></p> <p>Under the changes due to the development of the Fairer Argyll and Bute plan and the Single Outcome Agreement, this will now become more integrated with Community Learning and Regeneration. As Community Learning and Regeneration have established structures in other areas this will aid the roll-out. There may now be opportunities to look at match funding from Europe, but with the focus still on Bute and Cowal during the first transitional year. There will then be the opportunity of developing a more structured and co-ordinated approach throughout Argyll and Bute over the next three years.</p> <p>Following discussions between Brian Barker and Stephen Whiston there may also be scope to develop Local Community Planning to incorporate the public engagement activities of the Community Health Partnership</p> <p>At a local level Jura was highlighted as a model of Community Planning where there have been some positive achievements. The focus now is to develop stronger strategic links.</p> <p><b>Action Point</b>  <b>Report back on how Community Planning is developing locally. Agenda Item for July 9<sup>th</sup> Management Committee Meeting.</b></p>	<p>Eileen Wilson Margaret Fyfe</p>
<p>5.</p>	<p><b>ACTION PLAN UP-DATE</b></p> <p>The information from the Action Plan up-date is required for the Annual Report and helps to identify gaps. This will all link into the Communication Strategy. Eileen Wilson will work with a smaller group to analyse and collate the information. Replies are still welcome.</p> <p><b>Action Points</b></p> <ul style="list-style-type: none"> <li>a) Take forward with a smaller group</li> <li>b) Item on the Agenda for 4<sup>th</sup> July Full Partnership Meeting</li> </ul>	<p>Eileen Wilson Brian Barker</p>
<p>6.</p>	<p><b>SINGLE OUTCOME AGREEMENT UPDATE</b></p> <p>Feedback received from the Scottish Government has been very positive. Brian Barker tabled a paper illustrating the areas where we are looking for support from the Scottish Government. Can Partners' feedback to Brian Barker any significant points they would like to make. Brian will look at the "risk" elements of each point. The intention is to have the final version ready by the end of June for signing off by the Council on 26<sup>th</sup> June 2008.</p>	

	<p>It was noted that this is a useful device that all Partners can use when communicating with the Scottish Government and will illustrate consistency within the Partnership.</p> <p><b>Action Points</b></p> <p>a) <b>Partners to reply to Brian Barker by 20<sup>th</sup> May 2008</b></p> <p>b) <b>Agree to sign off the document</b></p>	<p>All Partners Brian Barker</p>
7.	<p><b>FAIRER ARGYLL AND BUTE PLAN UP DATE</b></p> <p>The FAB plan had also received very positive feedback from the Scottish Government.</p> <p>The focus at present is on activities that are funded by the Fairer Scotland Fund, but shortly we will need to focus on the longer term and how we can work together to integrate and engage health, equalities and communities through one plan not several, and develop elements from the Joint Health Improvement Plan into the FAB plan.</p> <p>There is a facilitated Health and Wellbeing Development Day on 2<sup>nd</sup> June 2008 which will further influence the development of the FAB plan.</p> <p>The group working on the FAB plan has identified different stake holder groups, Margaret Fyfe is the link to these.</p> <p><b>Action Points</b></p> <p>a) <b>Margaret Fyfe to circulate notes of FAB meetings to Partners</b></p> <p>b) <b>Third Sector to feed information through to Margaret Fyfe.</b></p>	<p>Margaret Fyfe</p> <p>Third Sector Partners</p>
8.	<p><b>PARTNERSHIP FEEDBACK</b></p> <p>a) <u>Young Scot/Dialogue Youth/Youth Focus</u> Report noted.</p> <p>The Partners look forward to feedback from the Youth Focus meeting in June where young people will be looking at Community Planning and other issues important to them.</p> <p>Two young people, supported by Roanna Taylor will attend the Full Partnership meeting on the 4<sup>th</sup> July to add input to the Partnership. A discussion followed on how the Community Planning Partnership was trying to widen the discussion groups to provide better two way feedback.</p> <p><b>Action Points</b></p> <p>a) <b>Eileen Wilson to obtain clarity on the last line of the report</b></p> <p>b) <b>Roanna Taylor to produce brief report for July 9<sup>th</sup> Management Committee Meeting</b></p> <p>b) <u>Enterprise Company Changes</u> Acknowledged the letters from Scottish Enterprise</p>	<p>Eileen Wilson</p> <p>Roanna Taylor</p>

	<p>and Skills Development Scotland. Agreed to welcome them as full partners.</p> <p>Sue Gledhill gave a verbal update on HIE as they are still waiting for their operational plan to be signed off. Both Enterprise Companies have been invited to give a presentation to the Full Partnership on the 4<sup>th</sup> July 2008 and for a discussion document from the Enterprise Companies to be considered on future engagement with the private sector.</p> <p><b>Action Points</b></p> <p>a) <b>Cllr Dick Walsh to contact Scottish Enterprise and Skills Development Scotland and formally invite them to the 4<sup>th</sup> July Full Partnership Meeting</b></p> <p>b) <b>Jane Fowler to give a presentation on the Business Gateway if clarity from the Scottish Government is received.</b></p> <p>c) <u>Skills Development Scotland</u> Agreed to welcome as a full Partner.</p> <p>d) <u>Initiative at the Edge</u> Jura The updates from the island of Jura were noted. The report was talked through by Peter Wotherspoon. Initiative at the Edge is continuing to develop with a growing population in the mid-age range with families on Jura. Waiting for a response on Lottery funding to enable the Antlers Café to be taken forward. A three year funding programme is in place for the Jura Ferry project, after which time it is expected the project will be self supporting.</p> <p>Eleven Local Development Officer's have met in Inverness and they will support Community Planning.</p> <p><b>Action point – report noted</b></p>	<p>Cllr Dick Walsh</p> <p>Jane Fowler</p>
<p>9.</p>	<p><b>PARTNERSHIP REVIEW and DATABASE</b></p> <p>The information from the Partnership Review forms is currently being entered into a database and reviewed.</p> <p>Two main issues have so far come to light.</p> <p>a) major organisations have assumed involvement at a Management level.</p> <p>b) whether the Management Committee should adopt a more thematic approach to the meetings.</p> <p>A priority will be to make sure that the people we have on the Management Committee can make decisions for the organisations they represent, but be aware that if an organisation is not eligible</p>	

	<p>then they do not become de-motivated. They will still need to feel they can engage and contribute. Consideration must be given to what the mechanism will be for this. Furthermore the Action Plan should be central to the outcome of the review and link into the Scottish Government's objectives.</p> <p><b>Action Points</b></p> <ul style="list-style-type: none"> <li>a) Eileen Wilson to develop a smaller working group and contact Partners for suggestions.</li> <li>b) Item on agenda for next Management Committee Meeting</li> </ul>	Eileen Wilson
10.	<p><b>CITIZENS PANEL</b></p> <p>The contact person for Hexagon is Chris Carr, Argyll and Bute Council <a href="mailto:chris.carr@argyll-bute.gov.uk">chris.carr@argyll-bute.gov.uk</a>. Eileen Wilson will contact Partners with a list of questions for them to consider their organisations' usage of the Citizen's Panel over the longer term, which in turn will enable Hexagon to make suggestions and refinements.</p> <p><b>Action point</b> Eileen Wilson to contact Partners.</p>	Eileen Wilson
11.	<p><b>COMMUNICATION STRATEGY</b></p> <p>Agreed to carry the item forward to the next Management Committee meeting.</p> <p><b>Action point</b> Item on agenda for next Management Committee meeting</p>	Eileen Wilson
12.	<p><b>SCOTLAND'S CLIMATE CHANGE DECLARATION FOR ARGYLL AND BUTE</b></p> <p>It was recommended that the Community Planning Partnership sign up and commit to the Climate Change Declaration. Partners were asked to share their good practice on combating climate change by contacting <a href="mailto:stephen.colligan@argyll-bute.gov.uk">stephen.colligan@argyll-bute.gov.uk</a> who will collate the information and report back to the Management Committee on 3<sup>rd</sup> September.</p> <p><b>Action points</b></p> <ul style="list-style-type: none"> <li>a) Agree to sign up to the Climate Change Declaration</li> <li>b) Stephen Colligan, Argyll and Bute Council to report back to the Management Committee on 3<sup>rd</sup> September</li> </ul>	All Partners  Stephen Colligan

13.	<p><b>POPULATION GROWTH – ENCOMPASSING INWARD MIGRATION</b></p> <p>Different areas are experiencing different variations in migration, both increases and decreases, with different factors affecting this. As yet there is no specific recommendation as to which area to focus on, but it was noted that many of the issues mirror issues raised by other groups i.e. Dialogue Youth – housing and employment. Partners have to help identify and prioritise areas for action, asking ourselves if we have done enough for our existing migrants, if not, what improvements can be made, investment in infrastructure could help inward migration and there may be potential in the future from the Land Bank Fund for housing.</p> <p>It is also important to differentiate between recruitment and retention, as they are different issues and require different strategies. i.e. the new Campbeltown Police Station, which it is hoped will encourage retention.</p> <p>If Partners could forward suggestions or filters then this would be welcome. HIE will lead with support from Brian Barker and Andrew Campbell, this is due to possible operational changes at HIE which may come about when the plan is signed off.</p> <p><b>Action points</b></p> <ul style="list-style-type: none"> <li>a) Partners to feedback to Sue Gledhill, HIE</li> <li>b) Volunteer Centre to forward the data from the Youth Transport Project.</li> <li>c) Agenda item for 3<sup>rd</sup> September Management Committee meeting</li> </ul>	All Partners Sue Gledhill Glen Heritage
14.	<p><b>AOCB</b></p> <p>As this was James McLellan’s Last Community Planning Partnership meeting Andrew Campbell, on behalf of the Community Planning Partnership Management Committee warmly thanked James McLellan for his contribution to Community Planning over the years and the support he has shown to individuals and organisations alike. James thanked Andrew and wished everyone success for the future.</p>	
15.	<p><b>DATE OF NEXT MEETING</b></p> <p>9<sup>th</sup> July at 10.00 am in the Board Room, HIE Offices, Lochgilphead</p>	

The Funding Hub meeting followed on from this.