

**MINUTES of MEETING of COMMUNITY PLANNING MANAGEMENT  
COMMITTEE**

**held in Oban Fire Station Board Room  
Oban, on 29 October at 10.00 am**

**Present::**

Derek Leslie	NHS Highland (Chair)
Eileen Wilson	Argyll and Bute Council
Brian Barker	Argyll and Bute Council
Sally Reid	Argyll and Bute Council
Malcolm MacFadyen	Argyll and Bute Council
Douglas Cowan	Highlands and Islands Enterprise
John Davidson	Islay and Jura CVS
Gordon Anderson	Strathclyde Police
Geoff Calvert	Strathclyde Fire and Rescue
Paul Connelly	Strathclyde Fire and Rescue
Ian McMeekin	Strathclyde Fire and Rescue
Glenn Heritage	Argyll and Bute Volunteer Centre
Jane Fowler	Argyll and Bute Council
Allan Comrie	Strathclyde Partnership for Transport
David Dowie	Scottish Government
Roanna Taylor	Argyll and Bute Young Scot/Dialogue Youth
Linda Haig	Argyll Community Housing Association

**In attendance:**

Sonya Thomas	Argyll and Bute Council
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**Apologies:**

Raymond Park	Strathclyde Police
Peter Wotherspoon	Jura I@tE
Andrew Campbell	SNH
Nicola Welsh	AABCC

ITEM	DETAIL	ACTION
1.	<p><b>WELCOME</b></p> <p>Derek Leslie introduced Area Commander Paul Connelly, Strathclyde Fire and Rescue to his first Community Planning Meeting, who kindly extended an offer of a station tour at the end of today's meeting. Derek welcomed everyone to the meeting, thanking Strathclyde Fire and Rescue for the use of their Board Room and facilities.</p>	

ITEM	DETAIL	ACTION
2	<p><b>MINUTES OF PREVIOUS MANAGEMENT COMMITTEE MEETING HELD ON 3<sup>RD</sup> SEPTEMBER 2008</b></p> <p>The minutes of the above meeting were approved as a correct record with the exception of the following points.</p> <ul style="list-style-type: none"> <li>a) SPT wish to be known as Strathclyde Partnership for Transport</li> <li>b) Ag Item 12 refers to feedback received covering the whole of the SPT area, but not the Argyll and Bute area.</li> </ul>	
3.	<p><b>MATTERS ARISING</b></p> <p>Ag Item 4) Partnership Review This will be taken forward after the seminar at the end of November.</p> <p>Ag Item 5b) Voluntary Sector Steering Group The Government intends to fund organisations that support the Third Sector from 2011. The Third Sector will need to develop a funding formula to distribute funds amongst themselves, and move towards more contract based funding which will also link into the Community Planning Partnership. The Third Sector are keen to start discussions with the CPP regarding this. Margaret Fyfe will be attending the Third Sector Planning Event on the 10/11<sup>th</sup> November.</p> <p><b>Action Point – Sonya Thomas to circulate Geoff Pearson’s letter.</b></p> <p>Ag Item 9) Affordable Housing for Essential Workers An agenda item at this meeting.</p> <p>Ag Item 11) Brand Argyll and Bute Project up-date on the agenda for January 21<sup>st</sup> 2009 CPP meeting.</p> <p>Ag Item 13b) Police Attendance at Community Alarm Activations An agenda item at this meeting.</p>	Sonya Thomas
4.	<p><b>FAIRER SCOTLAND FUND AND THE VOLUNTARY SECTOR</b></p> <p><b>a) Proposals from the Third Sector Steering Group.</b> Brian Barker and Margaret Fyfe received a response at the end of September but were unable to recommend allocating funding at that point. A further meeting was held at the beginning of October, which has resulted in the Third Sector Steering Group being given an extension to develop an improved proposal. The Third Sector Planning Event on the 10/11<sup>th</sup> November will influence a large part of this process. Strong proposals are expected by the end of November enabling FAB to move forward in the budget process, with the whole process complete by the middle of January 2009. It is felt that there is strong, clear and robust dialogue between the parties.</p>	

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	<p><b>b) FAB Partnership – Governance Structure and Composition.</b>  The first draft of the Terms of Reference is complete. It has now moved on from Community Regeneration into the Fairer Scotland Fund and discussions are now around membership of the FAB Partnership. It was noted that a large portion of membership will be from the Council. Concerns were voiced that this may restrict the opportunities for growth and change, but there is an expectation on every Partner to modernise and change to ensure the FAB Partnership is successful, and as service delivery will be under constant review it is important that we to focus on the actions and not necessarily on the individuals who are taking the FAB Partnership forward. It was stressed that the FAB Partnership is not a continuation of any previous partnership. It was noted that a Community Engagement Strategy will be developed through the FAB Partnership. It is felt that after the Third Sector event on 10/11<sup>th</sup> November discussions can develop which will ensure that smaller organisations will not be lost within the FAB Partnership. Sally Reid commented that she welcomed the fact that community engagement lies within the CPP. The next meeting is scheduled for 30<sup>th</sup> October and will be looking at funding proposals for years 2 and 3 and also where we are with the research done by Chris Carr. Although much of this discussion will happen within the Council, the actual decisions made will be Partnership wide and this will take forward the process by the next meeting.</p> <p><b>c) Demo Project Update</b>  This group is currently looking at what barriers the Third Sector encounters trying to access information and win tenders, contracts, funding and other potential business or development opportunities. Although the project is now drawing to a close, John Davidson will speak to Arlene Cullum, Corporate Funding Officer, Argyll and Bute Council as to whether CMAL can be brought into the discussion.</p> <p>There is a recommendation that at the end of the project it will go out for future consultation.</p> <p><b>Action Point – On agenda for next Management Committee meeting</b></p>	<p><b>Arlene Cullum Eileen Wilson</b></p>
5.	<p><b>SINGLE OUTCOME AGREEMENT AND COMMUNITY PLANNING</b></p> <p><b>Seminar overview.</b></p> <p>A seminar is being held on 28<sup>th</sup> November 2008 at the Council Chambers, Kilmory, Lochgilphead.  It was noted that the seminar will cover</p> <ul style="list-style-type: none"> <li>• Review of the Community Plan</li> <li>• Performance Management</li> <li>• A risk based approach</li> <li>• Governance arrangement</li> <li>• Review of the Community Planning Structure</li> </ul>	

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	<p><b>SOA Guidance.</b></p> <p>Brian Barker welcomed the comments and feedback he has received so far and mentioned that tomorrow was the last day for receiving comments. It was noted that the guidance is been very helpful and clear, and highlights the on-going dialogue.</p> <p>So far a lot of comments are around Performance Management, but risk also has to be identified.</p>	
6	<p><b>EQUALITY AND HUMAN RIGHTS COMMISSION</b></p> <p>There will be a presentation by the EHRC after the CPP seminar on 28 November, again Partners are encouraged to ensure the right people within their organisation attend this presentation.</p> <p><b>Action Point – Partners to advise or contact Jennifer Swanson with topics for discussion at the presentation – Jennifer.swanson@argyll-bute.gov.uk</b></p>	<b>All Partners</b>
7.	<p><b>POLICE ATTENDANCE AT COMMUNITY ALARM ACTIVATIONS</b></p> <p>This paper was presented to the Health and Social Care Strategic Partnership meeting on the 24 October. The paper sets out the number of call-outs and the number of call-outs that were inappropriate for Police attendance, which was 64% during the six month period in question. Partners agreed to establish a short term working group between Social Work, Health and Police to re-align and modernise the service delivery for older people.</p> <p>Strathclyde Police are happy with this positive step so far.</p> <p>A discussion followed where concerns were raised as to whether it is wise to go ahead with the pilot scheme in Bute, where the Red Cross will provide volunteer key holders for those client's who only have 1 key holder, but Malcolm feels that parallels can be drawn as we need to identify whose responsibility this lies with. Some individuals may be encouraged to make claims, therefore perhaps risk managers should be looking at liability for the Council.</p> <p>The paper was reported in the Press and Journal but so far there has been no public response.</p> <p><b>Action Points</b>  <b>On agenda for next Management Committee meeting – 21 Jan 2009</b>  <b>Communications Team to be made aware and contact Malcolm MacFadyen and Gordon Anderson.</b></p>	<b>Malcolm MacFadyen</b>
8.	<p><b>BUSINESS GATEWAY UP-DATE</b></p> <p>The Scottish Government intends to develop the Business Gateway throughout Scotland and the delivery will move away from the Enterprise network into Local Authority responsibility.</p>	

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	<p>Argyll and Bute Council is currently working within a consortium with other Local Authorities, the Scottish Government and Highland and Islands Enterprise with the Chief Executive of Highland Council taking the lead. The transfer should be complete by 1 April 2009.</p> <p>The Council is viewing this as an opportunity to create a one door approach for businesses to access a range of services within Argyll and Bute.</p> <p>Argyll and Bute Council has kindly had an offer of assistance from HIE for an officer for two days per week for the interim period.</p> <p><b>Action Point – On agenda for next Management Committee for an up-date – 18 March 2009</b></p>	<p><b>Jane Fowler</b></p>
9.	<p><b>PARTNERSHIP FEEDBACK</b></p> <p><b>Youth Focus</b></p> <p>The next Youth Focus meeting is due to be held on 12 November. Efforts are currently concentrating on trying to bring the topics in line with CPP Performance Management. Martin Turnbull will arrange a Performance Management session and it is hoped that the two young people who will attend this next meeting will bring young peoples' ideas with them.</p> <p>The Youth Focus was thanked for developing discussions with our young people.</p> <p>Glenn Heritage will give Roanna the CVS starter packs on Performance Management, and if Roanna needs support for the meeting on 12 November she should contact Partners for assistance.</p> <p>Martin Turnbull/Roanna Young to contact David Clements for support – david.clements@argyll-bute.gov.uk</p>	<p><b>Roanna Young Martin Turnbull</b></p>
10.	<p><b>AOCB</b></p> <p><b>a) Population Growth</b></p> <p>The working group has a very broad remit, with the focus on population attraction and the economic downturn. The on line questionnaire has helped with collecting information form Partners and has illustrated the risks we are facing, now we have to develop means of dealing with the risks and driving forward economic growth during these difficult times, ensuring this all links in with the SOA and Community Plan</p> <p><b>b) HUBBUS update</b></p> <p><b>Action Point - Postponed to next Management Committee Meeting - 21 Jan 2009</b></p> <p><b>c) Maximising Office Facilities</b></p> <p>This dialogue is centred around office rationalisation and changes happening within the Oban area.</p> <p>Strathclyde Fire and Rescue repeated the offer to use their facilities when available, with the HUBBUS project being a strong possible user.</p> <p>It was also noted that where VC is used and training and etiquette be followed.</p>	<p><b>Ray McIntosh- Walley</b></p>

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	<p><b>Action Point – Dialogue Noted</b></p> <p><b>d) LocalView</b>  Argyll and Bute Council is going through a process of developing a “local View” on the website. This will be an opportunity for Partners to share and highlight facilities and services for the general public.  The need now is to identify the process for GIS capability – how can we share data within the Council and with Partners.</p> <p><b>Action Point – Sonya Thomas to circulate e-mail from Brian Barker</b></p> <p><b>e) Scottish Rural Gathering</b>  The Scottish Rural Gathering Conference will be held on 21/22 November 2009 in West Lothian. It is aimed at discussing topics of rural issues.  All Partners are encouraged to attend.</p> <p><b>Action Point – Sonya Thomas to circulate letter to all Partners</b></p>	<p><b>Sonya Thomas</b></p> <p><b>Sonya Thomas</b></p>
11.	<p><b>CPP MEETING SCHEDULE 2009</b></p> <p>Agreed.</p>	
12.	<p><b>DATE OF NEXT MEETING</b></p> <p>21 January 2009 in the HIE Board Room, Lochgilphead.</p>	