

**ARGYLL AND BUTE COMMUNITY PLANNING PARTNERSHIP**

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

**Held in Community Fire Station, Oban on  
 Wednesday 16 September 2009**

**Present:**

Sally Loudon	Argyll and Bute Council
Raymond Park (Chair)	Strathclyde Police
Jane Fowler	Argyll and Bute Council
Eileen Wilson	Argyll and Bute Council
Brian Barker	Argyll and Bute Council
Douglas Cowan	Highlands and Islands Enterprise
Derek Leslie	NHS Highland
David Penman	Strathclyde Fire and Rescue
Geoff Calvert	Strathclyde Fire and Rescue
Gemma Gibb	Strathclyde Fire and Rescue
Peter Russell	Scottish Government
Andrew Campbell	Scottish Natural Heritage
Frances Webster	Skills Development Scotland
Isobel Millar	Skills Development Scotland
Alan Murray	Strathclyde Partnership for Transport
David Price	Association of Argyll and Bute Community Councils
Glenn Heritage	Argyll and Bute Volunteer Centre
John Davidson	Islay and Jura CVS

**In attendance:**

Joyce Cameron (Minutes)	Argyll and Bute Council
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**Apologies:**

Malcolm MacFadyen	Argyll and Bute Council
David Dowie	Scottish Government
David Duthie	Hitrans
Keith Philip	Strathclyde Police
Scott Armstrong	Visit Scotland
Roanna Taylor	Argyll and Bute Young Scot/Dialogue Youth

ITEM	DETAIL	ACTION
1.	<p><b>WELCOME</b></p> <p>Raymond Park welcomed everyone to the meeting and noted apologies.</p>	
2.	<p><b>MINUTES OF PREVIOUS MANAGEMENT COMMITTEE MEETING HELD ON 22 JULY 2009</b></p> <p>Minutes of previous meeting dated 22 July 2009 were agreed.</p>	

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3.	<p><b>MATTERS ARISING</b></p> <p>Ag Item 6 Thematic Groups – Item is covered within this agenda.</p> <p>Ag Item 7 Community Planning Conference – Eileen Wilson advised that this is still work in progress.</p> <p>Ag Item 10(b) Action point should read via ABVC</p> <p><b>3a) THIRD SECTOR INTERFACE</b></p> <p>Brian Barker advised that there have been four responses to the third sector interface and ODS Consulting had been appointed to undertake the work in relation to this. The consultants have been briefed and provided with initial contacts. The report will be completed by the end of October.</p> <p><b>3(b)(i) THIRD SECTOR POSITION STATEMENT AND DIAGRAM LINKS</b></p> <p>Glenn Heritage briefed the Management Committee on the content of the position statement from the Third Sector Partnership.  Brian Barker advised that whilst good progress is being made there still needs to be a dialogue between CPP and Third Sector on development of the interface.</p> <p>The paper implies that the Third Sector Partnership will become the interface. This is not necessarily the case, the interface will be developed through dialogue based on the outputs from the research. The dialogue will include the Third Sector partners and others providing support to the Third Sector – including the island CVSs.</p> <p>The draft terms of reference and structure for the Third Sector Partnership are available from Glenn Heritage.</p> <p><b>3(b)(ii) – ISLAY AND JURA CVS RESPONSE</b></p> <p>John Davidson advised that there has been particular success with dialogue between IJCVS and Bute Community Links. Legal advice is currently being sought about the scope and remit of the island CVSs in advance of plans to merge the two organisations.</p> <p>A separate update from Bute Community Links was also circulated.</p>	
4.	<p><b>DRAFT COMMUNITY PLAN</b></p> <p>Eileen Wilson advised that the Draft Community Plan had been e-mailed</p>	

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	<p>to all partners on Friday 11 September.</p> <p>Key points from the discussion were:</p> <ul style="list-style-type: none"> <li>• To review wording around some of the economy priorities</li> <li>• To review wording on DriveSafe to reflect new priorities for the partnership</li> <li>• That the plan needs to be more dynamic and respond to future changes/challenges – though it was noted that it is not set in tablets of stone.</li> <li>• Whilst budgets are not yet detailed in the plan, this work should be undertaken.</li> </ul> <p>The Community Plan priorities and content were agreed in principle</p> <p>David Penman to present more detail on DriveSafe and road traffic collision statistics to the next meeting.</p> <p><b><u>Action Points</u></b></p> <p><b>Any feedback/comments on the Community Plan to be with Eileen Wilson by the end of September.</b></p> <p><b>Strathclyde Fire and rescue to provide an update at the next Management Committee meeting.</b></p>	<p><b>All Partners</b></p> <p><b>David Penman</b></p>
5.	<p><b>DRAFT SOA ANNUAL REPORT</b></p> <p>The draft report was considered and agreed.</p> <p>Discussion on the annual report touched on the traffic lights highlighting performance levels and the fact that it was the responsibility of all partners to support action to address “red” traffic lights – not the lead partner alone.</p> <p>All partners welcomed the fact that discussion was now focusing on performance and how to address weak areas. It was noted that the development of scorecards for Community Planning would make performance management easier and Sally Loudon reported that she has asked the Council’s internal audit team to verify the data in performance scorecards . Derek Leslie highlighted the progress in the last year towards evidence based accreditation of performance.</p>	
6.	<p><b>RISK REGISTER UPDATE</b></p> <p>The paper was agreed with the following changes;</p> <p><u>Risk No.6</u>  Wording revised to “Potential increase in drugs misuse due to economic climate.”</p>	

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	<p><u>Risk No. 19</u>  Changes are to be made to the wording. <b>Derek Leslie to provide details to Brian.</b></p> <p><u>Risk No.10</u>  Possibly no longer a risk in current form. Revise wording to reflect risks relating to infrastructure to support renewables.</p> <p><b>Action Point</b>  <b>Column to be added detailing mitigating actions</b></p>	<p><b>Derek Leslie</b></p> <p><b>Brian Barker</b></p> <p><b>Brian Barker</b></p>
7.	<p><b>SKILLS DEVELOPMENT SCOTLAND</b></p> <p>Isobel Millar gave a presentation on Skills Development Scotland.</p> <p>Questions and discussion highlighted important links between the work of Skills Development Scotland and other partners – for example existing links with Employability and possible links with the Strathclyde Fire and Rescue Young Firefighters scheme. Isobel indicated that it would be possible to provide some data at area level.</p>	
8.	<p><b>HIE COMMUNITY ACCOUNT MANAGEMENT</b></p> <p>This paper was noted.</p> <p><b>Action Point</b>  <b>Data for fragile areas will be extracted and circulated.</b></p>	<p><b>Douglas Cowan</b></p>
9.	<p><b>FAIRER SCOTLAND FUND</b></p> <p>Brian Barker advised that the funding is ring fenced this year but not next.</p> <p>Given the uncertain position of public sector finances and the impending decision on the Council's review of Community Learning &amp; Regeneration (some of which is funded by FSF), the Management Committee agreed to adopt a cautious approach and confirm that, FSF should not be allocated until the position is clearer. The process of reviewing whether currently funded activity continues to receive funding should continue by the FAB Assessment Panel.</p> <p><b>Action Point</b>  <b>Update at future Management Committee Meeting</b></p>	<p><b>Brian Barker</b></p>
10.	<p><b>HIE ECONOMIC UPDATE</b></p> <p>This report was welcomed and should continue to come to future meetings. Douglas highlighted that Dunoon and Rothesay are currently</p>	

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	<p>experiencing significant challenges in unemployment levels and are the priority areas for targeted intervention. Campbeltown is in a similar position regarding unemployment levels, but the current partner activity supporting major investment provides a positive framework for tackling the issue</p> <p><b>Action Point</b> <b>Douglas was asked to provide more detail on the Scottish Futures Trust.</b></p>	<p><b>Douglas Cowan</b></p>
11.	<p><b>CITIZEN'S PANEL</b></p> <p>This paper was noted.</p> <p><b>Action Point</b> <b>After each Citizen Panel survey Partners were asked to feedback detail on how they use the Citizens Panel information to show that the information is being used in consideration of changes to plans and service delivery. This would be collated and fed back to survey participants.</b></p> <p><b>A calendar will be developed to show the timing and content of future surveys</b></p>	<p><b>All Partners</b></p> <p><b>Eileen Wilson</b></p>
12	<p><b>FUNDING UPDATE</b></p> <p><b>a) EUROPEAN FUNDING</b></p> <p>A calendar will be developed to show times and content of future surveys.</p> <p>It was advised that there is funding available for CPP. A short list of projects has been put forward indicating likely priority areas.</p> <p><b>b) FUNDING HUB MINTE OF 22 JULY 2009</b></p> <p>This paper was noted.</p>	
13.	<p><b>THEMATIC COMMUNITY PLANNING GROUP FEEDBACK – a), b) and c)</b></p> <p>All the Thematic groups have had meetings with some issues being raised. The groups are at a very early stage and are moving forward positively.</p> <p>A question of “where does transport fit in” prompted discussion and recognition that there will be topics that cross one or more themes.</p> <p>It was advised that scorecards will be presented to CPP Management</p>	

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	Committee in the future with a brief report on successes and planned actions.	
14	<p><b>LOCAL AREA COMMUNITY PLANNING GROUPS</b></p> <p>Eileen Wilson advised that more preparation work needs to be done based on initial experience with the Thematic Groups. The first round of meetings is now scheduled for November.</p>	
15	<p><b>2010 CPP MEETING SCHEDULE</b></p> <p>This paper was noted.</p>	
16.	<p><b>AOCB</b></p> <p>David Price invited the group to the AGM of ACVS/VC which is being held in the Council Chambers at 12 noon on Tuesday 13 October 2009.</p> <p>Derek Leslie highlighted that the Scottish Ambulance Service have an important role in public service delivery and so should have a role in Community Planning because of the potential to deliver more in partnership.</p> <p><u><b>Action Point</b></u></p> <p><b>Raymond Park to invite the Scottish Ambulance Service to the Management Committee on 11 November 2009.</b></p>	<p><b>All Partners</b></p> <p><b>Raymond Park</b></p>
	<b>DATE OF NEXT MEETING: 11 November at HIE Offices, Lochgilphead</b>	