

**MINUTES of MEETING of ARGYLL AND BUTE
COMMUNITY PLANNING PARTNERSHIP MANAGEMENT COMMITTEE
2nd February 2011**

From Various Locations by Video Conference

Present:

Raymond Park	Strathclyde Police (Chair) – in Dunoon
Ian Murray	Strathclyde Police – in Dunoon
Eileen Wilson	Argyll and Bute Council – in Dunoon
Moira Paton	NHS Highland – in Inverness
Derek Leslie	NHS Highland – in Kilmory
Jane Fowler	Argyll and Bute Council – in Kilmory
Lynda Thomson	Argyll and Bute Council – in Kilmory
Cleland Sneddon	Argyll and Bute Council – in Kilmory
Andrew Campbell	SNH – in Kilmory
Geoff Calvert	Strathclyde Fire and Rescue – in Helensburgh
Ken MacDonald	Argyll and Bute Council – in Oban
Eleanor MacKinnon	AVA and Third Sector – in Oban
Jonathan Price	Scottish Government – in Edinburgh

In attendance:

Jan Brown	Argyll and Bute Council
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Apologies:

Neil Sturrock	SPT
Sally Loudon	Argyll and Bute Council
Shirley MacLeod	Argyll and Bute Council
Glenn Heritage	AVA – Eleanor MacKinnon in Glenn’s place
Peter Russell	Scottish Government – replaced by Jonathan Price from 1 st February

ITEM		ACTION
1.	<p>WELCOME</p> <p>Raymond Park welcomed everyone to the Management Committee meeting which was conducted via video conferencing facilities from various locations throughout Argyll and Bute, Inverness and Edinburgh and noted the apologies.</p>	

2.	<p>MINUTES OF PREVIOUS MANAGEMENT COMMITTEE MEETING HELD ON 15 December 2010</p> <p>The minute of the previous meeting was agreed as a true reflection.</p> <p>MATTERS ARISING</p> <p>Item 7 – CPP ERDF/HUBBUS Paper was recirculated by admin. HUBBUS is on hold at the moment and Eileen Wilson reiterated the offer by SFR to use their facilities in remote and rural areas.</p> <p>Item 8b – 3rd Sector and Communities Sub Group – a report on the group remit/membership/ etc will be submitted to the Demonstration Project Board. A report will come to the next Management Committee 13 April 2011</p> <p>Item 14 – Will come back to the Management Committee in April as the report is currently circulating the Local Area groups for information.</p> <p>The Council thanked the Partners and the 3rd Sector groups for their help with the Forward Together Events.</p>	
3.	<p>EXECUTIVE SUB GROUP REPORT – JANE FOWLER</p> <p>Jane Fowler updated the Management Committee on the work being carried out at the moment particularly the approach to Shared Services across Highland and Island Partners and locally in Argyll and Bute.</p> <p>Paragraph 3.2 in the paper details areas of activity of the sub group foc in Argyll and Bute and the timeline for each action.</p> <p>There are three issues being looked at in the longer term with a wider area scoping paper being prepared in February.</p> <p>The Management Committee noted the report.</p>	
4.	<p>CPP RISK REGISTER REVIEW – JANE FOWLER</p> <p>Jane presented an updated report which moves toward a more strategic Community Plan.</p> <p>R10 – there was a discussion surrounding the issues in this risk particularly around economic, environment and tourist issues.</p> <p>R02 – change to reflect the significant reduction to social housing with a 50% reduction in funding this year and next.</p> <p>RO9 – it was noted that this risk is also likely to be influenced by reduction in funding for social housing.</p>	

	<p>R14 – amend to reflect the Council review and the Education Review which is underway at the moment.</p> <p>The Management Committee noted the report and recommended the changes to be made.</p> <p>Action Point: Jane Fowler to make the changes.</p>	Jane Fowler
5.	<p>HUB INITIATIVE UPDATE REPORT – NICK ALLEN</p> <p>The Management Committee noted that this is an ongoing project, with work still to be completed and will involve continued participation from all parties. A report will come back to the Management Committee when the work is complete. Cleland will pass the paper to the Housing and Communities Forum who have an interest in this.</p> <p>Action Point: Eileen Wilson to check with Nick Allen and report back to Cleland.</p>	Eileen Wilson
6	<p>LOW CARBON VEHICLE PROCUREMENT SCHEME – GORDON MUNRO</p> <p>Argyll and Bute CPP has a subsidy available to any partner organisation who wishes to purchase Low Carbon Vehicles. The Management Team were asked to agree the terms and conditions in the offer letter and formally accept the grant offer. The Management Committee agreed and formally accepted the offer</p> <p>Action Point: Eileen Wilson to collate application and process.</p> <p>Each Partner organisation to notify the CPP Manager by Friday 11th February of any proposed vehicle procurement.</p>	Eileen Wilson
7.	<p>THEMATIC GROUP FEEDBACK</p> <p>(a) ENVIRONMENT The Management Committee noted the report.</p> <p>(b) SOCIAL AFFAIRS</p>	

	<p>The Management Committee noted the report</p> <p>(c)ECONOMY The Management Committee noted the planned actions.</p> <p>The Management Committee discussed at length issues involving all groups. Issues include; access to the Pyramid scorecards, reporting framework, shared services and their effects on the groups, the effects of the recession on the Public and Private Sector and the forthcoming cuts.</p> <p>The Management Committee considered that these were issues affecting all partners and that a shared approach was necessary in the coming months.</p>	
8.	<p>UPDATE REPORT ON LOCAL AREA COMMUNITY PLANNING GROUPS – SHIRLEY MACLEOD</p> <p>Ken MacDonald gave the report in the absence of Shirley MacLeod and asked the Management Committee to note the progress made by all the groups.</p> <p>Eleanor MacKinnon AVA, felt that it was important that as many partners as possible attend the meetings. It was noted that due to time pressure some partners were unable to attend all meetings. There are clashes of dates with some of the LACPG meetings and these would be looked at.</p> <p>Action Point: Dates to be rearranged where possible to allow partners to attend more meetings.</p>	
9	<p>SINGLE OUTCOME AGREEMENT – PERFORMANCE MANAGEMENT UPDATE – STEPHEN COLLIGAN</p> <p>The Management Team are asked to note the ongoing discussions between partners, the identification of additional measures which can be linked as related measures and are asked to consider new measures for the next SOA.</p> <p>Moira Paton informed the Management Committee of the Local Delivery Plan which require having a draft within it for Mental Health. Derek Leslie noted that this would be developed with the Partnership with contributions from all. Moira will take advice from the Scottish Government.</p>	

10.	<p>PSIF – CPP SELF ASSESSMENT – LYNDA THOMSON</p> <p>Lynda Thomson led a discussion on the benefits of conducting a self assessment on the Partnership. It was agreed that we should move on with self assessment.</p> <p>An initial exercise will be conducted at the next Full partnership meeting on the 9th of March, followed by email and telephone consultation. The assessment would also be discussed at future local community planning meetings.</p> <p>Action point: The Management Committee approved taking forward the Self Assessment.</p>	Lynda Thomson
11.	<p>APPOINTMENT OF NEW CHAIR</p> <p>Eileen Wilson explained the background to the handing over of the Chairmanship of the Management Committee and asked that the Committee approve the handing over from Raymond Park Strathclyde Police, to Derek Leslie NHS CHP. The position of vice chair now passes to Strathclyde Fire and Rescue.</p> <p>Derek Leslie thanked Raymond for his work in Chairing the Management Committee and knew that he would give continued support to the work of the Management Committee</p> <p>The Management Committee approved the handover.</p>	
12.	<p>2011 MEETING DATES</p> <p>The proposed dates for this year's meeting were accepted with the exception of MAKI and Oban LACPG meeting on the 11th May and the Bute and Cowal and Helensburgh LACPG on the 17th May.</p> <p>Action Point: Dates for meeting to be changed.</p>	Shirley MacLeod/ Ken MacDonald
13.	<p>AOCB</p> <p>Lynda Thomson asked that a 24 page booklet 'A Guide to the Area for Argyll & Bute' be passed to the Communications Team and be used in the coming months to promote Community Planning.</p> <p>Action Point: The Management Committee agreed to use the booklet to promote community planning and better Community Engagement.</p> <p>Eileen Wilson asked members to note the booklet available on Harnessing the Potential of the Third Sector and to take copies and</p>	Lynda Thomson

	<p>distribute to interested parties.</p> <p>Retirement of Geoff Calvert - Derek Leslie acknowledged the work carried out by Geoff Calvert SFR in supporting the Partnership and wished him well in his retirement. Geoff wished everyone well and hoped that the Partnership would continue to go from strength to strength.</p>	
14.	DATE OF NEXT MEETING : 13th APRIL 2011	

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