

**MINUTES of MEETING of ARGYLL AND BUTE
COMMUNITY PLANNING PARTNERSHIP MANAGEMENT COMMITTEE
13th April 2011**

From Various Locations by Video Conference

Present:

Derek Leslie (chair)	NHS – Lochgilphead
Glenn Heritage	Third Sector Partnership - Lochgilphead
Lynda Thomson	Argyll and Bute Council - Lochgilphead
Carys Wynn-Mellor	Argyll and Bute Council - Lochgilphead
Douglas Hendry	Argyll and Bute Council - Lochgilphead
Eileen Wilson	Argyll and Bute Council - Lochgilphead
Shirley MacLeod	Argyll and Bute Council – Dunoon
Raymond Park	Strathclyde Police - Dunoon
Andrew Campbell	SNH - Oban

In attendance:

Jan Brown	Argyll and Bute Council
-----------	-------------------------

Apologies:

Sally Loudon	Argyll and Bute Council
Jane Fowler	Argyll and Bute Council
Cleland Sneddon	Argyll and Bute Council
Rosanna Taylor	Argyll and Bute Council/Young Scot
Jonathan Pryce	Scottish Government
Douglas Cowan	HIE
Sue Gledhill	HIE
Moira Paton	NHS – (vc problems)

ITEM		ACTION
1.	<p>WELCOME</p> <p>Derek Leslie welcomed everyone to the Management Committee meeting which was conducted using video conferencing from Oban SNH, Housing Meeting Room Kilmory and Hill Street Dunoon.</p> <p>The apologies were noted</p>	

<p>2.</p>	<p>MINUTES OF PREVIOUS MANAGEMENT COMMITTEE MEETING HELD ON 2 FEBRUARY 2010</p> <p>The minute of the previous meeting was agreed as a true reflection.</p> <p>MATTERS ARISING</p> <p><u>Ag Item 5</u> – Northern Hub Initiative – to check if RSLs were involved in Northern Hub. RSLs are not currently involved as all organisations had to be named in the original tender, however local arrangements can be put in place if there are benefits in entering local agreements.</p> <p><u>Ag Item 6</u> – ABC are the only Partners taking part in the Low Carbon Vehicle procurement Scheme. Vehicle has now been ordered. Funding can be drawn down on proof of purchase.</p> <p><u>Ag Item 9</u> – NHS Local Delivery Plan has been submitted and approved.</p>	
<p>3.</p>	<p>CPP SELF ASSESSMENT – LYNDA THOMSON</p> <p>A Self – Assessment process was carried out at the Full Partnership meeting on the 9th March 2011. This was followed by an email consultation. Feedback indicated that the deadline for returns should be extended as a number of key partnerships wanted to participate but were unable to submit returns within the allocated time. The deadline for returns was therefore extended to the 15th of April.</p> <p>Feedback at a strategic level has been fairly positive but feedback on local community planning has indicated some areas for improvement. The Management Committee agreed with the comments and there was some discussion around the need for intervention. Further discussion on this will be picked up at Ag Item 11.</p> <p>It was agreed that findings and recommendations should be considered as soon as possible and if necessary, action taken.</p> <p>Action Point: Lynda Thomson to collate the findings and report back to the Management Committee on the proposed Improvement Plan.</p>	<p>Lynda Thomson</p>
<p>4.</p>	<p>TSP – ANNUAL REPORT – GLENN HERITAGE</p> <p>Glenn Heritage outlined the content of the Annual Report which covers the Third sector programme, budget, training, volunteering, support, social enterprise and a number of other areas looking at the challenges ahead during April 2010 and April 2011.</p> <p>Lynda Thomson asked if there was an opportunity to share resources as both the TSP and the Council have trained assessors (EFQM/PSIF). There may also be the possibility to include NHS quality assessors.</p>	

	<p>Lynda agreed to contact relevant partners to explore this possibility.</p> <p>Action Point: Lynda Thomson to contact Partners</p>	<p>Lynda Thomson</p>
<p>5.</p>	<p>THIRD SECTOR PARTNERSHIP AGREEMENT – GLENN HERITAGE</p> <p>The Report covers the period 1st April 2010 to 31st March 2014. There are a number of areas of concern for the CPP. The Partnership needs to act as a mechanism for reporting to and from the wider sector; support the Third Sector Fora and offer commitment to ensure TSF and other groups have a connection to the CPP.</p> <p>Glen Heritage presented the report paying particular attention to the role of the TSP within the Community Planning structures.</p> <p>There has been a delay to this year's allocation due to issues surrounding the status of one of the core partners. This is in the process of being resolved and although the formula for distributing funds has yet to be agreed an allocation of 300k, 22k more than anticipated, has been achieved for 2011/12.</p> <p>Glenn agreed for the funding formula to be circulated for approval and also for the TSP Business Plan to be circulated for information.</p> <p>Action Point: Glenn to provide documents for circulation, Jan Brown, admin to arrange for circulation</p>	<p>Glenn Heritage Jan Brown</p>
<p>6</p>	<p>FUTURE OF POLICING IN SCOTLAND – JANE FOWLER</p> <p>Carys Wynn Mellor presented the paper in Jane Fowler's absence and gave the background to the Scottish Government's consultation on the future of policing in Scotland. Responses are required before 5 May 2011 and the council will provide a response to represent the views of Argyll and Bute Council.</p> <p>The proposed council response would focus on the four key principles outlined in section 3.2.</p> <p>After discussion it was agreed by the Management Committee that a joint response is appropriate and that the Council should coordinate the response. It was also agreed that consideration should also be given to geographies in whatever structure is agreed. The issue of lack of co-terminosity has been raised regularly throughout the life of the CPP.</p> <p>Action Point: Carys Wynn Mellor to continue working on consultation return involving the CPP where necessary.</p>	<p>Carys Wynn Mellor</p>

7.	<p>FUTURE OF FIRE AND RESCUE SERVICES IN SCOTLAND – JANE FOWLER</p> <p>Carys Wynn Mellor also presented this report which the Management Committee agreed to take the same action as in the previous item</p> <p>Action Point: Carys Wynn Mellor to continue working on consultation return involving the CPP where necessary</p>	Carys Wynn Mellor
8.	<p>CITIZENS’ PANEL REPORT – JANE FOWLER</p> <p>Eileen Wilson presented the report in the absence of Jane Fowler.</p> <p>The Management Committee agreed that the Citizen’s Panel contract with Hexagon should be extended into the optional 4th year. During the 4th year we will review the purpose of the Citizens’ Panel and consider whether the Panel should be part of the work of the Third Sector and Communities CPP Sub - Group</p>	
9	<p>CPP ECONOMIC AUDIT (UPDATE) – EILEEN WILSON</p> <p>Eileen Wilson presented the paper and although Argyll and Bute CPP was not selected as one of the 6 CPP’s for a more in depth audit we submitted 2 surveys and a number of supporting documents.</p> <p>The Management Committee notes the content of this report and notes that the Council will co-ordinate the response to Audit Scotland in consultation with partners</p>	
10.	<p>THEMATIC GROUP FEEDBACK – THEME LEADS</p> <p>(a) ENVIRONMENT – The Management Committee noted the paper</p> <p>Although there was a poor turnout at the last meeting the general feeling is that the CPP provides good links, especially around the use of renewables, and that communication between partners at strategic level was good.</p> <p>(b) SOCIAL AFFAIRS- The Management Committee noted the paper</p> <p>(c) ECONOMY- The Management Committee noted the paper</p> <p>(d) 3rd SECTOR AND COMMUNITIES SUB-GROUP - The Management Committee noted the paper</p>	

<p>11.</p>	<p>LOCAL AREA COMMUNITY PLANNING GROUP FEEDBACK – ONE REPORT – SHIRLEY MACLEOD</p> <p>Although fairly positive the report points out some areas of tensions within the LACPGs. MAKI in particular has experienced difficulties with community and partner participation. There have been a number of discussions around the reasons for this and it has been noted that there are two existing structures that deliver activities similar to local community planning, namely the Mid Argyll Partnership and the Kintyre Initiative Working Group. There is no such existing structures for the Islands. It was agreed that rather than continuing to add to the MAKI LACPG consideration should be given to how to incorporate these local structures into the local community planning structure. The next meeting of the MAKI LACPG is 11th May the agenda for that meeting will indicate the intention to make considerable changes to the group. General issues will be picked up as part of the CPP self assessment and the findings and recommendations will be reported back to the Management Committee. A paper is being submitted to the Council Executive of 21st May recommending a short life working group be set up to look at the Council’s political management arrangements. As elected members are involved in CPP at thematic and local levels any proposed changes to CPP structures based on changes to their roles would have to be proposed to and agreed by the CPP.</p> <p>Action Point: Shirley Macleod to progress the agenda for the LACPG on the 11th May Action Point: Derek Leslie to look at NHS participation in Local structures</p>	<p>Shirley MacLeod Derek Leslie</p>
<p>12.</p>	<p>CPP SCORECARD – EILEEN WILSON</p> <p>There was a live display of the scorecard via vc and all members contributed to a lively discussion. Members discussed the need to keep on reporting on highlight and performance measures. Lynda Thomson stated that we as a partnership need to adopt a more formal approach to scorecard reporting and there was a need to develop meetings with other partners’ performance managers to identify markers and targets. Each Thematic group gave updates on their progress and reporting issues in particular the time frames. Scorecards will display outcomes not measures.</p>	

13.	<p>CPP CONFERENCE 2011 – PROGRESS REPORT – EILEEN WILSON</p> <p>It was agreed that the CPP Conference would take place on the 29th June in Helensburgh. It was also agreed that a small planning group would be formed to take on the planning of the event. This group has met twice, the venue is booked and planning well underway.</p> <p>The Management Team approved the objectives for the conference and agreed that it should be pitched at a strategic level. The key challenges facing the CPP should also be the focus of the morning workshops.</p> <p>It was agree that we should look for a speaker for the morning that would raise the profile of the event as well as linking the national perspective to local actions.</p> <p>The workshops should also keep the strategic focus and be set in the context of the key challenges that lie ahead.</p> <p>The Management Committee also approved the planning group to continue the planning of this event, confirm the workshops, bookings etc.</p> <p>Action Point: Eileen Wilson and the Planning Group to continue planning the forthcoming event</p>	Eileen Wilson
14.	<p>2011 MEETING DATES</p> <p>The Meeting dates for the rest of 2011 were noted.</p>	
15.	<p>AOCB</p> <p>Glenn Heritage reminded the Management Committee of the Volunteering Awards. Nominations are still welcome and the event will take place on the 17th June 2011.</p> <p>Raymond Park informed the group that this would be his last meeting as he will be taking up a new post in Clydebank. Derek Leslie(chair) and the rest of the Management Committee thanked him for all his support and wished him well in his new post and for the future</p>	
16.	<p>DATE OF NEXT MEETING : 15 JUNE 2011</p>	