

**MINUTE of MEETING of ARGYLL AND BUTE
COMMUNITY PLANNING PARTNERSHIP MANAGEMENT COMMITTEE
24th August 2011**

From Various Locations by Video Conference

Present:

Derek Leslie (chair)	NHS – Lochgilphead
Sally Loudon	Argyll and Bute Council – Lochgilphead
Jane Fowler	Argyll and Bute Council - Lochgilphead
Lynda Thomson	Argyll and Bute Council – Lochgilphead
Cleland Sneddon	Argyll and Bute Council - Lochgilphead
Glenn Heritage	Third Sector Partnership – Lochgilphead
Danny Doherty	Strathclyde Fire and Rescue – Lochgilphead
Sue Gledhill	HIE - Lochgilphead
Shirley MacLeod	Argyll and Bute Council – Dunoon
Mark Wilson	Strathclyde Police - Dunoon
Eileen Wilson	Argyll and Bute Council – Helensburgh
John Binning	SPT - Helensburgh
Moria Paton	NHS – Inverness
Toria Fraser	Scottish Government – Inverness
Jonathan Price	Scottish Government - Edinburgh

In attendance:

Jan Brown	Argyll and Bute Council
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Apologies:

Andrew Campbell	SNH – Failed VC Connection
Roanna Taylor	Argyll and Bute Council/Young Scot
Douglas Cowan	HIE
Margaret Campbell	Argyll and Bute Council
Callum Murray	Strathclyde Police
Iain Murray	Strathclyde Police

ITEM		ACTION
1.	<p>WELCOME</p> <p>Derek Leslie welcomed everyone to the Management Committee meeting chaired from the Housing meeting Room in Kilmory with VC sites in Oban, Dunoon, Helensburgh, Inverness and Edinburgh The apologies were noted.</p>	

<p>2.</p>	<p>MINUTE OF PREVIOUS MANAGEMENT COMMITTEE MEETING HELD ON 13 APRIL 2010</p> <p>The Management Committee agreed the minute as an accurate reflection of the meeting.</p> <p>MATTERS ARISING :</p> <p><u>Ag Item 4</u> – EFQM/PSIF assessor resource sharing. Lynda Thomson advised the Management Committee that work on this was on-going.</p> <p><u>Ag Item 11</u> – Discussions have taken place regarding NHS attendance at Local CPP meetings.</p> <p>Action Point: Lynda Thomson to report back to the Management Committee with an update on item 4 at next meeting</p>	<p>Lynda Thomson</p>
<p>3.</p>	<p>SOA ANNUAL REPORT – JANE FOWLER</p> <p>Jane Fowler presented the report and recommended that the Management Committee -</p> <ul style="list-style-type: none"> • Agree the proposed format for highlighting performance against each national outcome • Agree to the Draft SOA Annual Report 2010/11 which omits all success measures that were included in the 2009/10 Annual Report that have been completed or are no longer measured • Note the additional narrative information that will be added to the document once the guidance is issued from the Scottish Government. <p>The Management Committee have previously received guidance on themes to focus on in the SOA. To better reflect performance the report has been produced based on achievements so far.</p> <p>Following discussions with Elected Members it was agreed to reduce the number of columns in the summary table to one showing either red or green rather than having a red column and a green column. It is felt that this will better reflect the successes.</p> <p>The Management Committee discussed the report and noted that there seemed to be difficulty in breaking the measures down to reflect more relevant local rather than national outcomes.</p> <p>There will be a chance to pick up comments at the Management Committee in October where the draft SOA/Community Plan will be being discussed.</p> <p>The Management Committee agreed the recommendations and were happy to accept guidance from the Scottish Government when available.</p>	

<p>4.</p>	<p>SHARED SERVICES UPDATE – SALLY LOUDON</p> <p>Sally Loudon updated the Management Committee on progress. There are three parts to the work being undertaken at the moment.</p> <ul style="list-style-type: none"> • NHS Highland, Highland Council and Argyll and Bute Council will be issuing a report detailing the areas of progress. Sally will bring this back to the Management Committee • Argyll and Bute Council are looking at potential savings through the current programme of Service Reviews. • NHS Highland and Council are having discussions at the moment and have reached an agreement in principle. <p>Progress has been slow but things are moving along with a meeting scheduled with the Chair and Chief Executive of NHS Highland and the Chief Executive and the Leader of Argyll and Bute Council to finalise the details of where we go from here.</p>	
<p>5.</p>	<p>THIRD SECTOR PARTNERSHIP – GLENN HERITAGE (a) POSITION STATEMENT</p> <p>Glen Heritage presented both reports and gave the background behind the problems that were being experienced within the Third Sector Partnership. The report recommends that the Management Committee</p> <ul style="list-style-type: none"> • Acknowledge the measures indicated for delivery of Third Sector Interface on Bute • Approve the continuation of the Third Sector Partnership in its new form without Bute Community Links • Give confirmation to the Scottish Government/Voluntary Action Scotland that the CPP approves the updated business plan. <p>(b) TSP BUSINESS PLAN</p> <p>Glen presented the Business Plan</p> <p>Action Point: the CPP acknowledges the measures indicated, approved the continuation of the Third Sector Partnership and agreed to give confirmation to Scottish Government and Voluntary Action Scotland. Eileen Wilson to contact Scottish Government re this discussion. The Management Committee noted the Business Plan.</p>	<p>Eileen Wilson</p>

6	<p>FUTURE OF POLICE AND FIRE AND RESCUE SERVICES IN SCOTLAND – JANE FOWLER (a) FUTURE OF POLICING IN SCOTLAND (b) FUTURE OF FIRE AND RESCUE SERVICES</p> <p>Jane presented the report and informed the Management Committee that the responses had been submitted on the 5th May 2011. Correspondence has since been received from COSLA seeking support to save what they refer to as ‘genuinely Scottish Policing’.</p> <p>The Management Committee noted the report.</p>	
7.	<p>CITIZENS’ PANEL SPRING 2011 SUMMARY OF KEY FINDINGS – JANE FOWLER</p> <p>The Management Committee noted the summarised report. The full report is available on request.</p>	
8.	<p>BUDGET CONSULTATION – JANE FOWLER</p> <p>Jane Fowler presented the paper which sets out the timescale for this year’s consultation with the public on next year’s budget. The Council faces the same challenge as before. Service Reviews will identify 20% cuts which will have significant effect on services.</p> <p>The Management Committee agreed to support and participate in joint events which will allow us to take as much information to the public as possible which in turn will allow us to collect more feedback.</p> <p>It is important to reassure residents that public sector finances are well managed and their input is important and will be listened to.</p> <p>All partners wholeheartedly agreed to be involved in the consultation events.</p> <p>Action Point: Partners to take part in Consultation Events</p>	<p>All Partners</p>
9	<p>CPP SCORECARD – LYNDA THOMSON</p> <p>Lynda Thomson presented the CPP scorecard and informed the management committee that the scorecard is regularly being reviewed in content to reflect the improvements being made in relation to performance planning and information gathering. This process will continue as the CPP moves towards the new SOA/ Community Plan document later this year.</p> <p>The Management Committee acknowledged the content of the scorecard.</p>	

<p>10.</p>	<p>ARGYLL AND BUTE TRANSPORT OUTCOMES 2011/12 – JOHN BINNING</p> <p>John Binning presented the report which provides a summary of their 2011/12 services in the areas of Argyll and Bute covered by SPT. The report also highlights future projects and operational priorities. It was recommended that this item be put on the Agenda for Local Area Community Planning Groups.</p> <p>The Management Committee noted the report.</p>	
<p>11.</p>	<p>ABRA PROGRESS REPORT – AUDREY MARTIN</p> <p>Sally Loudon presented the report and informed the Management Committee that this was an exciting time for the renewable energy sector. The Scottish Government has released a Tax Incremental Funding scheme and partners in ABRA have supported the Council's bid to use the scheme for a proposed scheme in Oban; the Lorn Arc</p> <p>A further Report will be tabled at a future Management Committee meeting.</p> <p>The Management Committee noted the progress made.</p> <p>Action Point: Audrey to report back to Management Committee on progress</p>	<p>Audrey Martin</p>
<p>12.</p>	<p>CPP SELF ASSESSMENT - Jane Fowler</p> <p>Jane Fowler gave some background information on the initial assessment activity which was carried out based on the Public Sector Improvement Framework format, followed by a round of activities throughout the partnership, followed by individual and group feedback.</p> <p>The key message received is that the CPP is well embedded at a strategic level but some improvements are needed at the local community planning level. The key messages will be taken out to Thematic and Local Area Community Planning Groups for further discussion. This discussion will continue at the next Management Committee meeting with a draft Improvement Plan being presented to the Full Partnership in November.</p> <p>The Management Committee discussed the papers and proposals and remained committed to the way forward.</p> <p>Action Point: Lynda Thomson to bring feedback and recommendations to the Management Committee on 19th October. The Full Partnership on 2nd November will then receive the Management Committee approved recommendations and action plan for consideration.</p>	<p>Lynda Thomson</p>

13.

CPP WAY FORWARD AFTER SELF ASSESSMENT – LYNDA THOMSON

Lynda Thomson put forward the timetable of events moving forward from self-assessment and recommended that the Management Committee approve it.

Timescale	Activity
24 th August	Proposed changes presented at management committee
30 th August	Third sector and communities group - feedback and consultation on proposed changes to CPP
31 st August	Economy thematic group - feedback and consultation on proposed changes to CPP
6 th September	Bute and Cowal LACPG - feedback and consultation on proposed changes to CPP
7 th September	MAKI LACPG - feedback and consultation on proposed changes to CPP
14 th September	OLI LACPG - feedback and consultation on proposed changes to CPP
20 th September	H&L LACPG - feedback and consultation on proposed changes to CPP
19 th October	Visioning/ planning session in place of MC
2 nd November	Visioning/ planning session in place of FP
7 th November	Social affairs thematic group - feedback and consultation on proposed changes to CPP
15 th November	3rd Sector and Communities Group - feedback and consultation on proposed changes to CPP
17 th November	Environment thematic group - feedback and consultation on proposed changes to CPP
29 th November	Economy Thematic Group- feedback and consultation on proposed changes to CPP
14 th December 2011	Approval of new SOA/ Community Plan
25 th January 2012	Launch event for new SOA/ Community Plan and associated structure and functions within the community planning partnership

The Management Committee approved the programme of activity

Action Point: Lynda to take forward proposed timetable of events

**Lynda
Thomson**

14.	<p>THEMATIC GROUP REPORTS</p> <p>(a) SOCIAL AFFAIRS – CLELAND SNEDDON Cleland presented the report and updated the Committee on the last two thematic meetings. The 9th May meeting received reports and presentations on Youth groups, Child Trafficking and Early Years Intervention. The meeting on the 22nd August discussed domestic violence and violence against women, early years intervention and alcohol and drugs partnership developments. The next meeting is in November.</p> <p>(b) ECONOMY – DOUGLAS COWAN Sue Gledhill gave the report in the absence of Douglas Cowan.</p> <p>(c) ENVIRONMENT – ANDREW CAMPBELL Andrew Campbell was unable to attend due to technical difficulties and Derek took the committee through the report.</p> <p>(d) THIRD SECTOR AND COMMUNITIES – MARGARET FYFE Glen Heritage gave the report in Margaret's absence.</p> <p>The Management Committee noted the reports.</p>	
15.	<p>LOCAL COMMUNITY PLANNING UPDATE – SHIRLEY MACLEOD</p> <p>Shirley presented the report and encouraged partners to become more involved in the meetings which are still predominately attended by Council representatives. The Committee discussed the difficulties and problems surrounding the local groups and all partners agreed to improve representation at future meetings. Sally pointed out that the groups need to be Partner groups and not Council groups.</p> <p>Action Point: Shirley agreed to send out a breakdown of attendance at the meetings and also the agenda items to be discussed.</p>	Shirley MacLeod
16.	<p>PROPOSED 2011/12 MEETING DATES</p> <p>There are a few clashes with some members who will send on their problem dates. Overall the Committee accepted the proposed dates.</p>	
17.	<p>AOCB</p>	

	<p>Eileen Wilson informed the management committee that Argyll and Bute Council has purchased a Low Carbon Vehicle with the Procurement scheme. The van is based at Kilmory and was available for partners to look over after the meeting.</p>	
18.	<p>DATE OF NEXT MEETING – 19th OCTOBER 2011</p> <p>The next meeting on the 19th October will be workshop based and it is proposed to have as many members of the Management Committee taking part from the one location as possible. Video conferencing availability will be sought for members unable to attend.</p>	

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