

**MINUTE of MEETING of ARGYLL AND BUTE
COMMUNITY PLANNING PARTNERSHIP MANAGEMENT COMMITTEE
01 February 2012**

Held at Scottish Natural Heritage Offices, Lochgilphead

Present:

Derek Leslie (chair)	NHS Highland
Sally Loudon	Argyll and Bute Council
Jane Fowler	Argyll and Bute Council
Lynda Thomson	Argyll and Bute Council
Glenn Heritage	Third Sector Partnership
Iain Jackson	Argyll and Bute Council
Cleland Sneddon	Argyll and Bute Council
Andrew Campbell	Scottish Natural Heritage
Douglas Cowan	Highlands and Islands Enterprise
Mark Wilson	Strathclyde Police
Eileen Wilson	Argyll and Bute Council
Daniel Doherty	Strathclyde Fire and Rescue
Toria Fraser	Scottish Government – Inverness (Teleconference)
Superintendent McEwan	Strathclyde Police
Moira Paton	NHS Highland – Inverness (VC)

In attendance:

Joyce Cameron (Minutes)	Argyll and Bute Council
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Apologies:

Shirley MacLeod	Argyll and Bute Council
Paul Connelly	Strathclyde Fire and Rescue
Inspector Marlene Baillie	Strathclyde Police

ITEM		ACTION
1.	<p>WELCOME</p> <p>Derek Leslie (Chair) welcomed everyone to the meeting and noted the apologies.</p>	
2.	<p>MINUTE OF PREVIOUS MANAGEMENT COMMITTEE MEETING HELD ON 19 DECEMBER 2011</p> <p>The Management Committee agreed the minute as an accurate reflection of the meeting.</p> <p>Action Point:- Douglas Cowan to put a paper together, for next Management Committee meeting, relating to Challenges in Bute. Item 14B of the Minute was referred to.</p>	<p>Douglas Cowan</p>

<p>3.</p>	<p>SHARED SERVICES UPDATE – VERBAL</p> <p>Sally Loudon gave an update with regards to a meeting with NHS Highland at the end of February.</p> <p>Jane Fowler advised that there was positive meeting with NHS Highland regarding H.R. Policies.</p> <p>Derek Leslie advised that NHS Highland will be looking at 2 papers next week on the current operational structure with 3 operational units in North and Argyll and Bute being a 4th operational unit.</p> <p>Action Points:- Learning and Development key objectives joint approach. Updated report to come back to Management Committee on 21 March 2012.</p> <p>Sally Loudon would like a paper to go to next Management Committee meeting on 21 March 2012 regarding Announcement made by Nicola Sturgeon with regards to National perspective on Health & Social Care.</p>	<p>Jane Fowler</p> <p>Jane Fowler</p>
<p>4.</p>	<p>CPP IMPROVEMENT PLAN, ROLES AND RESPONSIBILITIES</p> <p>Clear feedback was received from the self – assessment that individuals/groups need clarity on roles and responsibilities</p> <p>It was agreed that the paper would be considered at Strategic Management Team meeting on 06 February and come back to Management Committee on 21 March 2012.</p> <p>Andrew Campbell welcomed the paper as it made it clearer what everyone else was doing.</p> <p>Following discussions a view was taken that the responsibility for improvement plans should sit with each group.</p> <p>It was advised by Sally Loudon that we should have a further look at the self-assessments as groups need more detail on local action plans.</p> <p>Sally Loudon advised that the Management Committee should have a further look at the paper and have further discussions at the next Management Committee.</p> <p>It was agreed that the final version of this would be made publicly available.</p> <p>Action Point:- Any comments/feedback to be with Eileen Wilson before the next Management Committee meeting on 21 March 2012.</p>	<p>Eileen Wilson/ Lynda Thomson</p> <p>Eileen Wilson</p> <p>All</p>

5.	<p>COUNCIL POLITICAL MANAGEMENT ARRANGEMENTS UPDATE</p> <p>Sally Loudon gave a verbal update on the Council Political Management Arrangements.</p>	
6	<p>COMMUNITY PLAN/SOA</p> <p>Eileen Wilson took comments from Management Committee. It was agreed that a change was to be made in the foreword.</p> <p>Cleland Sneddon advised that the indicators within the success measures were not precise with regards to targets. He agreed to liaise with partners to produce final success measure list for Social Affairs.</p> <p>Douglas Cowan pointed out that he require help with CPP04 Transport and Sally Loudon suggested that she would get someone to engage with Douglas.</p> <p>Success measures are still to be added to the document. Final success measures will be tabled at the Full Partnership meeting on the 15th February.</p> <p>Action Points:- Cleland Sneddon to identify a summary for Full Partnership on 15 February 2012</p> <p>Derek Leslie requested Moira Paton to send an email showing the SOA for North Highland.</p> <p>Derek Leslie advised that he would engage with all and resolve any issues raised.</p> <p>An updated version of the Success Measures will be rolled out by 7th February.</p>	<p>Cleland Sneddon</p> <p>Derek Leslie/ Moira Paton</p> <p>Derek Leslie</p> <p>Eileen Wilson</p>
7.	<p>COMMUNITY RESILIENCE</p> <p>Jane Fowler lead the discussion with regards to how we coped during and after the recent storms. She spoke further with regards to engaging with the third sector. Further discussions will take place.</p> <p>It was agreed that lists of relevant vulnerable people could be shared with Partners, work needs to be done with the utility company to get the information required.</p> <p>It was agreed that a planning schedule should be drawn up for the next meeting on 21 March.</p>	

8.	<p>FERRIES REVIEW</p> <p>Jonathan Welch presented the paper to Management Committee and highlighted the options within the Draft Plan.</p> <p>The Management Committee were invited to feedback any comments to Jonathan by the 30th March.</p> <p>Derek Leslie thanked Jonathan for his time and it was agreed that this was a very informative update with regards to ferry fares and routes.</p> <p>As a related A.O.C.B., Andrew Campbell brought up the topic of stopping a Rural Bus Service for people commuting to and from work in the Oban, Lorn and the Isles area. Sally Loudon advised the Management Committee that changes that were agreed as part of the budget consultation exercise last year had taken time to be implemented. She reassured Andrew that she would look into this.</p> <p>Action Points:-</p> <p>The Council Responses on Ferry Review should come back to the Management Committee on 21 March.</p>	All
9	<p>LOCAL AREA COMMUNITY PLANNING UPDATE</p> <p>It was agreed that attendance at LACPG meetings should be monitored and reported back to Management Committee.</p>	Eileen Wilson
10.	<p>CPP BUDGET</p> <p>Jane Fowler provided some information verbally with regards to the Council receiving financial contributions from key partners who would be sent out invoices as normal.</p>	
11.	<p>CO-PRODUCTION CONFERENCE, REQUEST FOR FINANCIAL ASSISTANCE</p> <p>Eileen Wilson presented the paper and it was agreed that the Management Committee are happy to contribute £400 towards the Conference. There was some discussion around how co-production learning could be shared across the CPP. A report will be produced and circulated following the conference.</p>	

<p>12.</p>	<p>COMMUNITY LEARNING AND DEVELOPMENT STRATEGY EVENT</p> <p>Management Committee were advised that there were 6 places available at the CLD Strategy Event.</p> <p>Action Points:- Jeannie Holles to bring a report back to Management Committee on 21 March 2012.</p> <p>All nominations to attend the event should go to Eileen Wilson by return.</p>	<p>Jeannie Holles</p> <p>All</p>
<p>13.</p>	<p>MEETING DATES FOR 2012</p> <p>The Management Committee liked the new format and would like the ability to add to it.</p> <p>It was requested that dates for the following strategic partnerships should be added.</p> <ul style="list-style-type: none"> • Third Sector and Communities CPP Sub-group • Health and Social Care Partnership • Community Safety Partnership • Strategic Housing and Communities Forum 	
<p>14.</p>	<p>AOCB</p> <p>It was agreed that more information with regards to the Citizen's Panel should go to the Full Partnership.</p> <p>The Management Committee agreed to delegate the interview and selection process for the new Citizens' Panel contract to a sub group. The sub group will consist of the Chair of the Management Committee, Community Planning Manager, ABC Research and Information Officer and a Council Procurement Officer.</p> <p>Sally Loudon advised the meeting of a complaint that she had received regarding the Council's role in Local Community Planning.</p> <p>The meeting noted that Local Community Planning Groups have been reviewed and as a result, changes are being recommended. It was noted that partners agreed that the Community Planning Partnership has an appropriate level of Council Leadership</p> <p>It was noted that the SNH and HIE offices are available for future Management Committee meetings.</p> <p>Sally advised the Management Committee of the current COSLA/Scottish Government review of Community Planning. More information to come to the next Management Committee.</p>	

	Action Points:- Community Planning Partnership Review by COSLA/Scottish Government – this is a tight timescale and a paper should go to the Full Partnership on 15 February.	
15.	DATE OF NEXT MEETING The next meeting will be on Wednesday the 21 st March 2012	

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