

## **GOVERNANCE ISSUES**

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### **1. SUMMARY**

This report invites partners to appoint a chair and vice-chair of the group and also seeks guidance from the partners as to proposals to re-visit the Terms of Reference (TOR) of the group.

### **2. RECOMMENDATIONS**

That the Group:

- 2.1 Appoints one of the partners to be Chair of the group for a period of one year, noting that a Chair can be eligible for re-election for 5 consecutive years/terms;
- 2.2 Appoints a vice-chair of the group to act as chair in the event that the chair is not in attendance, again for a one year period;
- 2.3 Considers and agrees the need to update the existing TOR in accordance with 3.1 and 3.3 below and notes that as the current Council has not yet determined or made recommendations with regard to the preferred Political Management Arrangements (PMA), there will potentially be a requirement to further revise the TOR at a future meeting; and
- 2.4 In light of 2.3 above and 3.2 below, considers whether the MAP wishes to have further discussion regarding the recommendation of the Community Planning Partnership (CPP) to appoint one of their members to become a core partner on the MAKI LACPG.

### **3. DETAIL**

- 3.1 The Mid Argyll Partnership was formed in 2001 and the terms of reference have not been revised since their initial agreement. The group has developed significantly over the years, is working well, and held in high regard as being an appropriate forum to take forward local area community planning. However, some of the functions within the TOR are no longer appropriate in view of the fact that there is no specific budgetary provision to support any projects that the group may wish to pursue. It is also the case that community groups now have access to a number of funding streams which are not accessible to the Council. It is therefore proposed that all mention of finances/financial support/bank accounts be removed from the TOR and that the purpose of the group to initiate specific projects and make applications for funding for these projects also be removed.

- 3.2 As currently stands, the Community Planning Partnership (CPP) had indicated (following their self assessment process) they remain of the view that the LACPG should continue to operate as the strategic group for the MAKI area although in recognition of the valued work of the MAP, the CPP suggestion was that the group continue to operate as normal but that a representative of the MAP should become a core member of the LACPG to ensure effective linkages. This was discussed at the meeting on 3 April 2012 although the decision was such that there was no definitive steer from the group as to whether they do or do not consider there to be merit in this suggestion. Consideration therefore needs to be given as to whether the MAP wishes to further discuss this at this meeting or await the outcome of the PMA.
- 3.3 One further proposed change would be to remove the requirement to hold a formal AGM meeting which follows on from the suggestion to remove references to finances of the group.
- 3.4 If the suggested changes to the TOR are approved, the TOR would be as set out in Appendix 1.

#### **4. CONCLUSION**

- 4.1 The existing TOR was drafted in accordance with the vision of the founding partners of the group. It is clear that the group has found its niche as a partnership working group aiming to improve communications between the Council and local community and highlighting issues with/contributing towards improving local service delivery. In this regard, it is appropriate to address these issues now and indeed keep the TOR under more regular review, particularly in light of the impending review of the Council's PMA.

#### **5. IMPLICATIONS**

Policy -	None. The recommendations do not deviate from the structure outlined by the CPP or Council's current PMA
Financial –	None. The report seeks to rectify issue regarding there being no budgetary provision to support the group
Legal -	None
Personnel -	None. The administration of meeting will continue to be supported by Governance and Law
Equal Opportunities -	None

**Executive Director of Customer Services**  
**30 May 2012**

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## **MID ARGYLL PARTNERSHIP**

### **Remit and Guidelines**

#### **Purposes**

1. The main purpose of the group will be to provide a vehicle for maintaining good communications between the Council and local community organisations and to foster a partnership approach in responding to the needs of local communities.
2. The group will identify and priorities local needs and contribute to the development of local plans and initiatives
3. The group will be entitled to comment on the quality of local services, highlighting any problems or deficiencies
4. The group will provide an opportunity for joint working between the Council and community and voluntary organisation at a local level

#### **Membership**

1. Councillors from Wards 2 and 3
2. One representative from each community council within these wards. The representative will be a named person, but any member of the community council can attend as a substitute, in the event of the named representative being unavailable.
3. Representative of voluntary organisation community with no more than one representative on behalf of an organisation or group of organisations as agreed by the group which represent a single interest.
4. Business organisations will be represented as agreed by the group.
5. Statutory Bodies with a presence in the area will be represented as agreed by the group.

#### **Working Arrangements**

1. The group shall elect a chairperson and vice-chairperson from their number on an annual basis. The chairperson and vice-chairperson shall be eligible for re-election for no more than five years.
2. There will be 4 meetings per year of the full membership. Additional meetings can be called by the Chairperson if there are items of urgency to be dealt with. The group may appoint such special sub-groups as may be considered appropriate.
3. The meetings will be open to the public
4. Meetings will be advertised at least 7 days in advance
5. Decisions will be taken by consensus, indicated by a show of hands if necessary. Different views may be reflected in the minutes if consensus is not reached.
6. The Area Governance Manager, Argyll and Bute Council will be responsible for the administrative arrangements of the group.
7. Appropriate staff of Argyll and Bute Council will attend meetings.
8. Members will have the opportunity to include issues of local concern on the agenda by advising the Area Governance Manager in advance of the meeting.