

**MINUTE of MEETING of ARGYLL AND BUTE  
COMMUNITY PLANNING PARTNERSHIP MANAGEMENT COMMITTEE  
06<sup>th</sup> June 2012**

**Held at Committee Room 1, Kilmory**

**Present:**

Derek Leslie (Chair)	NHS Highland
Sally Loudon	Argyll and Bute Council
Eileen Wilson	Argyll and Bute Council
Lynda Thomson	Argyll and Bute Council
Chris Carr	Argyll and Bute Council (Agenda Item 8)
Morag Brown	Argyll and Bute Council (Agenda Item 11)
Glenn Heritage	Third Sector Partnership
Andrew Campbell	Scottish Natural Heritage
Paul Connelly	Strathclyde Fire and Rescue
Jim Scott	Strathclyde Fire and Rescue
Jonathan Pryce	Scottish Government (by VC)

**In attendance:**

Joyce Cameron (Minutes)	Argyll and Bute Council
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**Apologies:**

Bill Dundas	SERPID
Cleland Sneddon	Argyll and Bute Council
Shirley Macleod	Argyll and Bute Council
Daniel Docherty	Strathclyde Fire and Rescue
Toria Fraser	Scottish Government
Seonag Campbell	Skills Development Scotland
Moira Paton	NHS Highland

ITEM		ACTION
1.	<p><b>WELCOME</b></p> <p>Derek Leslie welcomed everyone to the Management Committee meeting chaired from Committee Room 1. The apologies were noted.</p>	
2.	<p><b>MINUTE OF PREVIOUS MANAGEMENT COMMITTEE MEETING HELD ON 21<sup>st</sup> MARCH 2012.</b></p> <p>The Management Committee agreed the minute as an accurate reflection of the meeting.</p> <p>a) <b>Matters Arising</b></p> <p>4) A note of thanks has been passed to the Carnegie Trust through the</p>	

	<p>ABLSI group.</p> <p>6) New CP/SOA approved and all information is now on the website. It was noted that a demonstration of the new CPP web pages forms part of today's meeting.</p> <p>8) Ferries Review Final Response has been circulated.</p> <p>13) CPP Roles and Responsibilities are now on the website</p>	
3.	<p><b>ABRA PROGRESS REPORT</b></p> <p>Sally Loudon updated the Management Committee on the progress and areas of work that are being progressed by ABRA. This report was noted.</p>	
4.	<p><b>SCOTTISH GOVERNMENT REVIEW OF COMMUNITY PLANNING UPDATE – MAY 2012</b></p> <p>Eileen Wilson advised that the review is now in Stage 3, and that a long survey has been completed and returned. There is a Leadership Summit on the 12<sup>th</sup> June which will be the beginning of agreeing a way forward. It was noted that Roderick McCuish, the new Leader will be attending.</p>	
5.	<p><b>ARGYLL AND BUTE CPP UPDATE</b></p> <p>Sally Loudon verbally updated the Management Committee.</p> <p>Following on from the Pathfinder/approach to Community Planning Partnership meeting this afternoon, it was agreed that the Management Committee would be updated in due course.</p>	<b>Sally Loudon</b>
6.	<p><b>SOA SCORECARD FQ4</b></p> <p>Sally Loudon advised that the scorecards should be updated on a regular basis. It was noted that it is the responsibility of the Management Committee and the Full Partnership to be in a position to scrutinise performance; therefore it is essential that accurate timely performance information is in the scorecards.</p> <p>Lynda Thomson explained that the Thematic Groups need to be encouraged to provide information regularly.</p> <p>It was noted that the format of the scorecards remain the same, but there is a need for them to be more robust.</p>	

	<p><b>Action Point</b> Derek Leslie intimated that a remit would go back to the chairs of the Thematic Groups to ensure scorecards are completed timeously for their groups.</p> <p>Quarter reports should be with CPP Admin by end of July for the CPP Management Committee meeting on 22<sup>nd</sup> August.</p>	<p>Thematic Chairs</p> <p>CPP Admin</p>
7.	<p><b>LACPG – UPDATE</b></p> <p>The Management Committee noted the update and it was advised that the next round of meetings is due to take place early in June.</p> <p><b>Action Point</b> It was noted that a report would go to the next Management Committee on 22<sup>nd</sup> August.</p>	<p>Shirley MacLeod</p>
8.	<p><b>POPULATION PROJECTIONS PRESENTATION</b></p> <p>Chris Carr gave a very informative presentation. It was noted that the Management Committee need to be aware of what the presentation tells us and address this at further discussions/meetings.</p> <p>Derek Leslie thanked Chris Carr for a very clear presentation.</p> <p><b>Action Point</b> Sandy MacTaggart/Robert Pollock are to be invited along with colleagues from HIE to the next Management Committee with regards to Economic Development</p>	<p>CPP Admin</p>
9.	<p><b>NEW COUNCIL</b></p> <p>The Management Committee noted the list of appointments that have been made. It was advised that the Leader, Roderick McCuish will now be the chair of the Argyll and Bute Community Planning Partnership.</p> <p>Sally Loudon thanked all the partners that had contributed to the Councillors Induction training.</p>	
10.	<p><b>NEW CPP WEB PAGES DEMONSTRATION</b></p> <p>It was advised that all the CPP information is now accessible on the Council's website. Eileen Wilson ran through the website demonstration.</p> <p><b>Action Point</b> Eileen Wilson to speak to Lorne with regards to the heading remaining as a prominent feature on the website.</p>	<p>Eileen Wilson</p>

	<b>Any further comments, suggestions and partner information should be sent to Eileen Wilson.</b>	<b>All</b>
11.	<p><b>COMMUNITY RESILIENCE</b></p> <p>Morag Brown presented the paper. It was noted that the Community Planning Partnership will provide support to the Community Resilience project working with the Council to deliver project outcomes and identifying key individuals to sit on the project board where appropriate.</p> <p>It was noted that the CPP Management Committee will be kept informed of the progress at their meetings.</p> <p><b>Action Point</b>  <b>Partners were asked to provide Morag Brown with contact information.</b></p>	<b>All</b>
12.	<p><b>PROPERTY ASSET MANAGEMENT</b></p> <p>A letter was issued to Local Authority Chief Executives by Alex Neil, Cabinet Secretary for Infrastructure and Capital Investment to outline the remit envisaged for the Scottish Futures Trust in relation to property Asset Management.</p> <p>It was advised that Asset Management Representatives should be kept aware of what's happening.</p> <p><b>Action Point</b>  <b>It was agreed that Malcolm MacFadyen would keep the Management Committee updated.</b></p>	<b>Malcolm MacFadyen</b>
13.	<p><b>ESOL AWARD</b></p> <p>Jeannie Holles submitted a report, the contents and background were noted by the Management Committee.</p>	
14.	<p><b>LOW CARBON VEHICLE</b></p> <p>The paper was noted, and if the Scottish Government decide to extend the scheme for another year, it was agreed that the Argyll and Bute Community Planning Partnership should continue to support any grant applications and encourage members to explore further opportunities for introducing low carbon vehicles to their fleets.</p>	

15.	<p><b>CITIZENS PANEL</b></p> <p>The tender process has been completed and the contract has been awarded to Hexagon. Partners were encouraged to submit questions for the spring survey.</p> <p><b>Action Point</b>  <b>It was agreed that Eileen Wilson/Chris Carr would issue an email to partners with examples of previous questions and a deadline for proposals.</b></p>	Eileen Wilson/Chris Carr
16.	<p><b>MEETING DATES</b></p> <p>The meeting dates for Community Planning Partnership Management Committee and Full Partnership have been confirmed. Future Thematic and Local dates will be confirmed in due course.</p>	
17.	<p><b>AOCB</b></p> <p>Jonathan Price advised that a ministerial visit to Argyll and Bute Council has been arranged with a provisional date of 22<sup>nd</sup> June, 2012. The Management Committee were not aware of this and more information is being sought.</p> <p>Glenn Heritage advised that there had been a very productive meeting between partners to discuss co-production. The intention is to share learning through a conference later in the year. Glenn Heritage (TSP) and Elaine Garman (NHS) will bring a paper to the next meeting in August. The meeting was advised that Paul Connelly would be moving to another post in Strathclyde Fire and Rescue service outwith Argyll and Bute. Sally Loudon thanked Paul for his valued contribution and support to CPP and wished him well .</p> <p>Date of next meeting – 22 August 2012</p>	