

**Argyll and Bute Community Planning  
Partnership  
Management Committee  
17 October 2012**

**Future Governance Arrangements for the CPP**

**1 SUMMARY**

- 1.1 This report sets out proposals on future governance arrangements for the CPP.

**2 RECOMMENDATIONS**

- 2.1 The proposals on future governance are approved and a further report on detailed arrangements is prepared for the December meeting of the Management Committee.

**3 DETAIL**

- 3.1 A report was submitted to the August meeting of the CPP Management Committee proposing a review of the governance arrangements for the CPP given that a new community plan was being developed. The CPP Management Committee agreed that a more detailed paper be brought to the October meeting of the CPP Management Committee for consideration.
- 3.2 The overall role of the CPP is extensive. The policy agenda for community planning is developing nationally, there are extensive commitments in the Community Plan which is being revised etc etc. It is important that an appropriate support structure is part of plan to ensure effective governance of community planning.
- 3.3 The benefit of community plan is the overall impact of partners activities is partnership working is greater than the impact of partners working individually. In addition the community planning should ensure communities are at the center of decision making and planning.
- 3.4 The statement of ambition arising from the national review of community planning sets out the following as key aspects of community planning:
- What Community Planning Partnerships must do
    - Understanding place:
    - Planning for outcomes:
    - Delivering outcomes:
  - How Community Planning Partnerships should operate
    - Organising for Outcomes
    - Accountability for Outcomes
  - How Community Planning Partnerships should improve outcomes
  - Reporting Outcomes

- 3.5 The activities of the CPP can be broken down into the following:
- Strategic oversight of community planning.
  - Developing the community plan to set the overall direction for community planning partners in Argyll & Bute.
  - Policy development across community planning partners that support the delivery of the community plan.
  - Engaging with communities to understand their needs and requirements and also to inform and consult on issues relating to the CPP.
  - Responding / reacting to national policy developments.
  - Effective working across community planning partners.
  - Continuous improvement in the effectiveness of the CPP.
  - Performance management to ensure delivery of the community plan.
  - Reporting performance to the public.
- 3.6 The Full Partnership of the CPP should be retained as the body responsible for overall development of community planning in Argyll & Bute. No change is proposed to the membership of the Full Partnership of the CPP. Meetings should continue to take place 3 times each year in line with current arrangements.
- 3.7 Argyll & Bute is a large and diverse area. Each of our communities can have different issues even within the overall umbrella of a community plan for the whole area. It is important that there continues to be effective governance over the CPP at a local level. It is proposed to retain the existing Area Community Planning Groups to discharge this function. The Area CPGs would meet quarterly. The role of Area CPGs would be:
- Engaging with communities to understand their needs and requirements and also to inform and consult on issues relating to the CPP at an area level.
  - Effective working across community planning partners at an area level.
  - Continuous improvement in the effectiveness of the CPP at an area level.
  - Performance management to ensure delivery of the community plan at an area level.
- 3.8 Ensuring there is effective engagement, joint working, policy development, planning and prioritisation and performance management is a key role. It is suggested this requires a degree of focus that would benefit from a group of outwith the Full Partnership of the CPP. It is proposed that this role is carried out by and becomes the main focus of the Management Committee. The Management Committee would meet on a quarterly basis. The proposed role of the Management Committee is set out below.
- Strategic oversight of community planning at a strategic level.
  - Developing the community plan to set the overall direction for community planning partners in Argyll & Bute at a strategic level.
  - Policy development across community planning partners that support the delivery of the community plan at a strategic level.
  - Engaging with communities to understand their needs and

requirements and also to inform and consult on issues relating to the CPP at a strategic level.

- Responding / reacting to national policy developments at a strategic level.
- Effective working across community planning partners at a strategic level.
- Continuous improvement in the effectiveness of the CPP at an area level.
- Performance management to ensure delivery of the community plan at a strategic level.
- Reporting performance to the public

3.9 It is proposed the current thematic groups would cease to exist. The role of the thematic groups would effectively be subsumed into the Management Committee. The new community plan will be based on objectives, outcomes and actions. It is proposed that there is a nominated lead for each outcome. The outcome leads would have responsibility for managing and reporting on that outcome across the whole CPP. It is anticipated multiple partners would contribute to each outcome. There would be a series of actions contributing to each outcome. Each partner would nominate a lead for each of their actions. This would provide a clear line of sight for each of the partners contribution to the community plan and its outcomes.

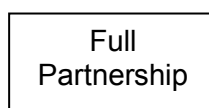
3.10 A CPP Chief Officer Group should be established. The CPP COG would have a dual role. One role would be to make real/action/operationalise the actions and activities agreed by the Management Committee to underpin effective delivery of the community plan – accountable to the Management Committee. The second role would be related to continuous improvement identifying and taking forward opportunities for collaboration, joint working and shared service at a strategic level – accountable to the Full Partnership. This would address the following key aspects of community planning:

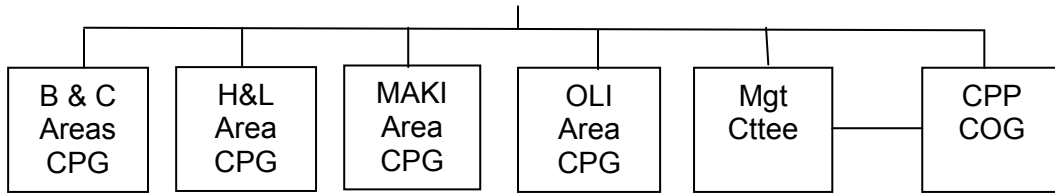
- Effective working across community planning partners.
- Continuous improvement in the effectiveness of the CPP.
- Performance management to ensure delivery of the community plan

A report would be prepared for the Management Committee and Full Partnership following each meeting of the CPP COG. When urgent issues fall out with the cycle of meetings the Full Partnership and Management Committee the CPP COG would action these and report back to the relevant group. It is envisaged meetings would take place every 2 months.

3.11 All groups will report to the full partnership. CPP COG will also report to the Management Committee. The minutes or a report of group meetings will be submitted to the full partnership. The full partnership can call in for consideration any issue considered by the groups. The full partnership can also delegate or direct the groups to consider a particular matter.

3.12 The proposed governance structure would be as follows:





3.12 If the CPP management committee is content with this overall approach then further details including a proposed meeting schedule, membership and chairing arrangements can be developed.

For further information contact: Bruce West, Head of Strategic Finance, Argyll and Bute Council

Telephone 01546 604151