

Agenda Item 8b. CPP Team: Area Community Planning

1 SUMMARY

- 1.1 The governance of Area Community Planning Groups is under review. This process involves strengthening the Terms of Reference under which the Area Community Groups operate. A revised Terms of Reference is being presented for consideration.
- 1.2 The SOA/Community Plan needs to include localised delivery. A methodology to take forward the development of localised plans has been devised and is being presented for consideration.

2 RECOMMENDATION

- 2.1 The Management Committee is requested to:
 - 1 Consider the revised Area Community Planning Group Terms Reference and agree that the proposed Terms of Reference can be presented to the September 2014 Area Community Planning Group meetings.
 - 2 Consider the proposed method of taking forward the development of Localised SOA plans and agree that the proposed method of taking this forward can be presented to the September 2014 Area Community Planning Group meetings.

3 DETAIL

- 3.1 A review of the Area Community Planning Group Terms of Reference has been undertaken in July 2014. A draft copy of the revised Terms of Reference is attached for consideration.
- 3.2 The main changes to the original are listed in the bullet points below:

- In order to ensure democratic accountability, the Chair and Vice Chair from the Argyll & Bute Council [insert area name] Area Committee and one other Elected Member from an Argyll & Bute Council [insert area name] Area Committee Ward not already represented by the Chair or Vice Chair will sit as members of the group.
- Chair and Vice Chair of the Area Community Planning Group to be elected by members of the group rather than being appointed by Council.
- A ratio of 50% public sector/non-public sector membership to give a balanced representation.
- Accountability (Full Community Planning Partnership via the Management Committee; Community within local area; Argyll & Bute Council as lead partner).
- Details the rules of procedure for short term working groups set up by Area CPG.
- Conflict of interest more general – does not specify financial/non-financial.

3.3 In addition, sections relating to the headings below have been added/ given clarity:

- Communication
- Equal opportunities
- Membership
- Roles of members
- Decision making
- Purpose/role/remit

3.4 Further research is needed to assess the impact of the above on current membership and it should be noted that this will differ for each area.

3.5 There is a need to start taking forward the concept of Localised SOA plans with the Area Community Planning Groups. A phased approach, as outlined in the attached document, Localising SOA Delivery, is suggested.

3.6 The initial phase will put what already exists as actions (and indicators) in the SOA into a local context. For this to be effective, there needs to be engagement with a number of people (including council officers) and sense checks via the outcome leads. A draft example of the Localised Plan Structure for an Area is attached for information.

3.7 Following phases will refine what is to be delivered at a local level and ultimately work towards having actions identified at local level and a process in place to enable these to contribute to the overall SOA.

3.8 It is therefore proposed that time is taken this financial year to develop these plans and processes with the Area Community Planning Groups and that the result will be a two year plan (2015-17).

3.9 It is worth noting that there may be longer timescales involved in getting necessary data at a “local” level and that this is a new undertaking which may be subject to change as it progresses.

4 CONCLUSION

4.1 Following a review, the Area Community Planning Group Terms of Reference have been strengthened. A draft revised document has been prepared for consideration and agreement that the draft be presented to the September 2014 Area Community Planning Groups for consideration and adoption pending the outcome of discussions at the ACPG meetings.

4.2 An action plan to take forward the development of Localised SOA plans has been prepared for consideration and agreement by the Management Committee. The action plan proposes that the development of a local SOA plan be presented to the September 2014 Area Community Planning Group meetings.

Donald MacVicar, Head of Community and Culture
Tel 01546 604364

For further information please contact:

Shirley MacLeod
Area Governance Manager
01369 707134

ATTACHMENTS

Area Community Planning Groups draft terms of reference
Localising SOA Delivery
Local SOA Plans example draft template