
Argyll and Bute Community Planning Partnership



**OBAN, LORN AND THE ISLES
AREA COMMUNITY PLANNING
GROUP**

10th September 2014

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 Argyll and Bute Community Planning Partnership SOA/Community Plan 2013-2023 needs to include localised delivery. A methodology to take forward the development of localised SOA plans is being presented for consideration.

2 RECOMMENDATION

- 2.1 The Area Community Planning Group is requested to:
 - 1 Consider the revised Area Community Planning Group Terms of Reference and agree that the proposed Terms of Reference be adopted at the Community Planning Partnership Management Committee meeting on 31 October.
 - 2 Consider the proposed method of taking forward the development of localised SOA plans and agree that the proposed method of development of localised SOA plans be taken forward.

3 DETAIL

- 3.1 A review of Area Community Planning Groups (Area CPG) governance arrangements is being undertaken and is part of a review of Community Planning Governance to strengthen Community Planning in Argyll and Bute, which will be fully considered by the Community Planning Partnership's Management Committee in October 2014. A draft of the Area CPG's Terms of Reference (TOR) with revisions is attached for consideration at item 4 (a)
- 3.2 The main changes to the original TOR are listed 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 the Council.
- A ratio of 50% public sector/non-public sector membership to give a balanced representation.
- Accountability (Full Community Planning Partnership via the Area Community Planning Group; Community within local area; Argyll & Bute Council as lead partner).
- Details the rules of procedure for short term working groups set up by the 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 It is acknowledged that the impact of the above on current membership will differ for each area and the Area CPG is asked to consider this and provide comment for consideration by the Community Planning Partnership Management Committee at its meeting in October 2014.

3.5 Community Planning in Argyll and Bute needs to have a local focus. There is therefore a need to develop a localised approach to the SOA with the four Area Community Planning Groups across Argyll and Bute. A phased approach to develop local SOA plans is outlined in the report at item 4 (b)

3.6 The proposed initial phase will translate what 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 relevant partners. A draft example of a localised SOA Plan's structure is attached for consideration.

3.7 Following proposed 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 to monitor performance at a local level and that this is a new undertaking which may be subject to change as it progresses.

4 CONCLUSION

- 4.1 The Area Community Planning Group's role and remit is being reviewed to strengthen Community Planning in Argyll and Bute. As part of this changes to the Terms of Reference are proposed for consideration. The Area CPG is asked to consider the revised Terms of Reference and agree that the proposed Terms of Reference be adopted at the Community Planning Partnership Management Committee meeting on 31 October.
- 4.2 An action plan to take forward the development of localised SOA plans has been prepared for consideration and agreement by the Area Community Planning Group.

Donald MacVicar, Head of Community and Culture

For further information please contact:

Shirley MacLeod
Area Governance Manager
01369 707134

Supplementary Papers

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