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**COMMUNITY PLANNING PARTNERSHIP
MANAGEMENT COMMITTEE MEETING**

9 June 2004

A meeting of the **CPP MANAGEMENT COMMITTEE** will be held in **SCOTTISH NATURAL HERITAGE'S OFFICES, KILMORY INDUSTRIAL ESTATE, LOCHGILPHEAD** on **WEDNESDAY, 16 JUNE 2004 at 10:00 AM.**

AGENDA

- 1. WELCOME/APOLOGIES**
- 2. MINUTES OF PREVIOUS MANAGEMENT COMMITTEE MEETING**(Pages 1 - 6)
- 3. MINUTES OF CPP MEETING HELD ON 5 MARCH 2004**(Pages 7 - 10)
- 4. MATTERS ARISING**
 - (a) Review of Consultant's Contract
- 5. COMMUNITY REGENERATION IMPLEMENTATION GROUP**
 - (a) Implementation of Pilot Scheme (Lolita Lavery) (Pages 11 - 14)
 - (b) Update by Patrick Flynn from Communities Scotland on New Guidance for Regeneration Outcome Agreements
 - (c) Approval of Statements of Readiness (Muriel Kupris) (To Follow)
- 6. COMMUNITY PLANNING ISSUES**
 - (a) CPP Communications Plan (Lynda Syed) (Pages 15 - 18)
 - E1** (b) CPP Budget - End of Year Report (Lolita Lavery) (Pages 19 - 20)
 - (c) Draft CPP Agenda (Pages 21 - 22)
 - (d) Update by Theme Groups Leaders on Progress with New CPP Priorities (Pages 23 - 28)
 - (e) Update on NHS Clinical Strategy (John Mungall)
 - (f) Draft Community Learning Strategy (Pages 29 - 34)
 - (g) Feedback on Meeting with Scottish Executive (Lolita Lavery) (Pages 35 - 38)
 - (h) Feedback on Community Planning Officers Network Meeting (Brian Barker)

7. AOCB

- (a) Involvement of Scottish Water in Community Planning (Pages 39 - 40)
- (b) Forestry Commission Scotland - Changes to Perth and Strathclyde Conservancy Boundaries

8. PRESENTATION BY JEREMY QUINN ON THE RESULTS OF THE 7TH QUESTIONNAIRE TO THE CITIZENS' PANEL

9. DATE OF NEXT MEETING - 11 AUGUST 2004

E1 This Report is Private

MINUTES of MEETING of CPP MANAGEMENT COMMITTEE held in the SCOTTISH NATURAL HERITAGE'S OFFICES, KILMORY INDUSTRIAL ESTATE, LOCHGILPHEAD on WEDNESDAY, 14 APRIL 2004

Present: Andrew Campbell (chair)
James McLellan, Argyll and Bute Council
Patricia McCrossan, Argyll and Bute Council (SIP Partnership)
Donald MacVicar, Argyll and Bute Council
Brian Barker, Argyll and Bute Council
Alasdair MacGregor, Argyll and Bute Council
Sue Nash, Argyll CVS
Harry Millar, Strathclyde Police
Douglas Trigg, Association of Community Councils
John Mungall, NHS Argyll and Clyde
Alan Milstead, Argyll and the Islands Enterprise
David Dowie, Communities Scotland
Lolita Lavery, Community Planning Officer

Apologies: Lynn Smillie, Argyll and Bute Council
Neil Wallace, Strathclyde Police
Josephine Stojak, NHS Argyll and Clyde
Raymond Park, Strathclyde Police

1. MINUTES OF MC MEETING HELD ON 11/25 FEBRUARY 2004

The minutes of the meeting held on 11 February and reconvened on 25 February were accepted as an accurate record subject to the following amendment:

It was noted that John Mungall of NHS Argyll and Clyde was present at the meeting on 11 February 2004.

Lolita advised that the Community Planning Management Committee papers were now published on the Council's website and that paper copies would not be issued for future meetings unless specifically requested.

2. MATTERS ARISING

(a) REFLECTION ON DRIVESAFE LAUNCH (ALL)

Everyone that attended the DRIVESafe Launch on 13 April agreed that it was an excellent event, which was very well run and the meeting thanked Carl and Lolita for all their hard work in the organisation of this. It was noted that there had been a very good turn out of representatives from the private sector with a lot of people travelling a long way to show their support.

(b) REPORT ON IMPACT OF POVERTY ON MENTAL HEALTH SEMINAR (NEIL WALLACE)

In Neil Wallace's absence Andrew Campbell gave a report on the Impact of Poverty on Mental Health Seminar. He advised that the Seminar was excellent with presentations and discussion groups, which he found valuable. Tricia McCrossan who had organised the event advised that the Scottish Executive and

SIP funded the seminar with involvement from the Health Trust and the Health Improvement Officer.

It was noted that the issues at the Seminar would be discussed by the Health and Well-being Theme Group with recommendations on actions coming back to the Management Committee. It was agreed that Ailsa Clark from the Employability Team should be invited to attend the Theme Group meeting.

(c) PARTNERSHIP TRAINING (ANDREW CAMPBELL)

Andrew gave feedback on the Partnerships Training Course and thanked the Council for enabling him to attend. The training was run by Chris Huxham from the Strathclyde Business School and looked at the value and difficulties of Partnership working. Through her involvement in the Community Planning Task Force, Chris was able to give valuable insight into partnership working and various issues pertaining to Community Planning. Andrew advised that 2 key phrases were constantly used, namely "Collaborative Inertia" and "Collaborative Advantage" and that Chris had stressed that you should not work in partnership if you do not need to or else "Collaborative inertia" will set in.

Following the training event Andrew surmised that Argyll and Bute Community Planning Partnership were doing well.

3. PRESENTATION BY ALASTAIR MACGREGOR ON THE COUNCIL'S HOUSING STOCK TRANSFER

Alastair MacGregor who had been seconded from his job as Chief Executive of Queen's Cross Housing Association in Glasgow to the post of RSL Manager to guide the Council through its Housing Stock Transfer process over the next 18 months gave a very informative presentation on this process.

He highlighted the 8 key objectives for the first 6 months, progress to date as well as the investment opportunities for Partners from the stock transfer process. It was noted that if the transfer went ahead following the ballot of tenants in March 2005, transfer of stock to the new Housing Association would take place in October 2005.

After a question and answer session the Committee thanked Alastair for his presentation and agreed to give their support. It was also agreed that if any Partnership wished to discuss any aspect of this further they could contact Alastair directly on 01546 604412. It was noted that Alastair would be happy to give the Committee further updates as and when required.

4. UPDATE ON THE EDUCATION PPP/NPDO (JAMES MCLELLAN)

James McLellan gave a brief update on the Education NPDO Project. It was noted the Precept had been accepted as the provisional preferred bidder with the plan to build 17 campuses with an investment amount of £80 million. James advised that Bob MacKay, the former Director of Education for Perth Council, was leading on the consultation process after which a final decision on the Project would be taken at the Council meeting in July moving to financial closure in October.

5. COMMUNITY ENGAGEMENT

(a) RESULTS OF 7TH QUESTIONNAIRE TO CITIZENS' PANEL (LOLITA LAVERY)

The Committee discussed the report on the results on the 7th Questionnaire to the Citizens' Panel which had been prepared by Lowland Market Research along with a table drafted by Lolita Lavery, which compared these results with those from the 1st Questionnaire issued 3 years ago.

Lolita advised that Jeremy Quinn from Lowland Market Research would be attending the next meeting of the Management Committee to give a presentation on the Questionnaire findings after which date the results would be published on the website. It was agreed that in the interim each Partner should take the results back to their own organisation's Management Team for discussion and that the Communications Group should also be given the opportunity of looking at the results.

(b) REVIEW OF CONSULTANT'S CONTRACT (LOLITA LAVERY)

Lolita mentioned that the Working Group to draft a new brief for a Consultant to administer the Citizen's Panel would be meeting on 23 April 2004.

(c) CPP COMMUNICATIONS PLAN (LOLITA LAVERY)

Lolita advised that the Communications Group would be meeting shortly and that a draft Communications Plan would be submitted to the next Management Committee meeting.

6. COMMUNITY PLANNING ISSUES

(a) DEPRIVATION STUDY - WAY FORWARD (LOLITA LAVERY)

It was noted that the Deprivation Study would be discussed at the next meeting of Theme Group 3 where key issues/actions would be identified to be taken forward by the Partnership.

After discussion it was agreed that the Deprivation Study could now be made available on the Council and CPP websites and Lolita advised that she would e-mail all Partners informing them of this. It was furthermore agreed that the Scottish Centre for Social Justice could publish the report on their website, but that the Management Committee be consulted prior to them publishing any additional reports/further analysis on the findings.

(b) UPDATE BY THEME GROUP LEADERS ON PROGRESS WITH NEW CPP PRIORITIES

Theme Group 1

John Mungall reported that although the Group's actions were progressing well,

some of the actions would be revisited to firm up on the action plan. He also confirmed that the Group would address issues forthcoming from the Mental Health Seminar. It was noted that their next meeting on 19 April would be John's last as he was moving to a new position within the Health Board. John advised that his successor would be Gavin Brown, Head of Planning for Lomond and Argyll and he would be attending the meeting on 19 April. It was noted that John would introduce Gavin at the next meeting of the Management Committee.

Theme Group 2

Alan Milstead reported that he was having difficulty convening a meeting of this Group and that the majority of members were not replying to his e-mails. He advised that he thought the actions needed to be revised as well as the relationship between Theme Group 2 and the Local Economic Fora. After discussion it was agreed that Brian Barker, Alan and Lolita should meet to discuss this further.

Theme Group 3

Donald MacVicar who had taken over as Lead Officer from Dougie Dunlop advised that he had met with Lolita and Dougie and it had been agreed that the priorities for the Group and the Group membership needed to be reviewed. Donald confirmed that the Group would be looking at the issues contained in the Deprivation Study and that new criteria for the Group would be determined as his aim was to streamline and simplify the Group and examine the way it was operating.

(c) SCOTTISH EXECUTIVE'S "CHANGING TO DELIVER" PROGRAMME (LOLITA LAVERY)

The Committee noted a letter from the Scottish Executive advising of an initiative that was being set up to develop direct contacts between members of the Executive's Management Group and groups of Community Planning Partnerships which will support the Executive in improving their understanding of and interaction with stakeholders as part of their "Changing to Deliver" programme.

It was further noted that Argyll and Bute Community Planning Partnership had been grouped with the Community Planning Partnerships for Highland, Western Isles, Orkney and Shetland. A brief discussion ensued as to whether Argyll and Bute should rather be grouped with the Inverclyde, Renfrewshire and Dunbartonshire Community Planning Partnerships. It was agreed that Argyll and Bute would remain in the current grouping and monitor whether this grouping was relevant to the Community Planning issues facing Argyll and Bute as time progressed.

(d) SCOTTISH RURAL PARTNERSHIP FUND - CONSULTATION PAPER (LOLITA LAVERY)

It was noted that Arlene Cullum, the Council's Corporate Funding Officer was collating comments on the consultation paper on the Scottish Rural Partnership Fund and that a draft would be circulated for final comments on 7 May.

It was agreed to make this draft document available to Partners for comment and that each organisation would also submit their responses on the consultation paper to the Scottish Executive individually.

(e) BEST VALUE AUDIT (JAMES MCLELLAN)

James advised that each Council would be audited on their approach to Best Value over the next 3 years and he asked the Committee to note that part of this audit would look at the Council's role in terms of Community Planning.

It was noted that training on Best Value was being carried out for the Council's Heads of Service on 7 May 2004 and this invitation was extended to any Partner who may find this training useful. Anyone wishing to take part in this training should contact Jennifer Swanson on 01546 604298 to advise of their attendance.

7. COMMUNITY REGENERATION IMPLEMENTATION GROUP

(a) UPDATE ON IMPLEMENTATION OF PILOT SCHEME (LYNN SMILLIE)

The Committee noted a paper by the Bute and Cowal Area Chair and Strategic Director, which would be discussed at the next meeting of the Community Regeneration Implementation Group with feedback to the next Management Committee meeting.

Sue Nash reported that £59,000 had been secured from Communities Scotland to fund the posts of 2 workers.

(b) UPDATE ON STATEMENT OF READINESS (TRICIA MCCROSSAN)

The Committee noted the contents of a report tabled by Tricia McCrossan which gave an update on the Statement of Readiness.

8. AOCB

Alan Milstead advised that Bill Sylvester from HIE who had responsibility for Community Planning and its integration in the Highlands as well as Jobs Dispersal would like to attend the next meeting of the Management Committee to give a presentation on Highland 2007, the Festival of Highland Culture in Inverness. It was agreed to invite Bill to the next meeting.

On the subject of Jobs Dispersal, James advised that copies of the Council's submission to the Scottish Executive on the Relocation Policy was available from any interested Partners and that if they wished a copy they should contact Fiona McCallum on 10546 604159.

9. DATE OF NEXT MEETING - 16 JUNE 2004

It was noted that the next meeting of the Management Committee would be held on 16 June 2004.

**MINUTES of MEETING of ARGYLL AND BUTE COMMUNITY PLANNING PARTNERSHIP held in
the COUNCIL CHAMBER, KILMORY, LOCHGILPHEAD
on FRIDAY, 5 MARCH 2004**

Present:

Councillor Allan Macaskill (Chair)
Councillor Robin Banks
James McLellan, Argyll and Bute Council
Lolita Lavery, Community Planning Partnership
Jon Pickering, Scottish Centre for Social Justice
Jenny Spratt, Scottish Centre for Social Justice
Joan Inglis, Tourist Board
Raymond Park, Strathclyde Police
Neil Wallace, Strathclyde Police
Andrew Campbell, Scottish Natural Heritage
Douglas Trigg, Association of Argyll and Bute
Community Councils
John Mungall, NHS Argyll and Clyde
David Fife Jackson, West Loch Fyne Community
Council
Joe Hughes, Luing Community Council
Jim Clinton, Bute Community Links
Lynn Smillie, Argyll and Bute Council

Carl Olivarius, Argyll and Bute Council
Bill Dalrymple, Loch Lomond and the Trossachs
National Park
Josephine Stojak, NHS Argyll and Clyde
Donald MacVicar, Argyll and Bute Council
Dougie Dunlop, Argyll and Bute Council
Jacqui MacLeod, Crofters Commission
Hilda McGonagall, Argyll and the Islands
Enterprise
Alan Milstead, Argyll and the Islands Enterprise
David Hutchison, Strathclyde Fire Brigade
Alison Debling, Argyll and Bute Council
Sandra McGlynn, Argyll and Bute Council
Ian Love, Argyll and Bute Council
Shane Rankin, Crofters Commission
Erik Jespersen, NHS Argyll and Clyde
Nick Purdy, Forestry Commission Scotland

1. WELCOME AND APOLOGIES

Councillor Allan Macaskill welcomed everyone to the meeting and introduced Shane Rankin and Jacqui MacLeod of the Crofters Commission and Bill Dalrymple of the National Park who were attending for the first time.

Apologies were accepted from the following people:-

Bob McIntosh, Forestry Commission Scotland
Frances Webster, Careers Scotland
Jim McCrossan, Argyll and Bute Council
Moir Nelson, SEPA
Alan Cumming, Ministry of Defence
Jack Martin, Jobcentre Plus
James Fraser, Tourist Board
David Dowie, Communities Scotland
Sue Nash, Argyll CVS
Alan MacDougall, Fyne Homes
Patricia Keenan, Argyll and Bute Council
Anne Clark, Islay and Jura CVS
Chris Thomas, Scottish Enterprise Dunbartonshire
Mitch Roger, Strathclyde Police
Karen Murray, NHS Argyll and Clyde
Alasdair Oatts, Argyll and Bute Care & Repair

2. PRESENTATION BY IAN LOVE ON THE COUNCIL'S LOCAL PLAN

The Head of Statutory Plans gave a presentation on the newly prepared consultative draft of the Argyll and Bute Local Plan which replaces the 8 adopted local plans covering most of Argyll and Bute. The Chair advised that the consultation period would end on 12 March 2004 and that a finalised plan would be prepared during 2004 (subject to any further consultation process that may be required to comply with the statutory provisions for the adoption of the Local Plan).

3. PRESENTATION BY ERIK JESPERSEN ON THE NEW GENERAL MEDICAL SERVICES CONTRACT

Erik Jespersen gave a presentation on the new GP contract implications for Argyll and Bute which included addressing recruitment problems in General Practice, rewarding Quality Practice and better Chronic Disease Management. Erik advised that the contract had to go through a public consultation exercise and was seeking the support of Local Politicians and MSPs. James McLellan asked that Erik provide an update at a future meeting of the Community Planning Partnership on the progression of the proposals.

4. PRESENTATION BY THE SCOTTISH CENTRE FOR SOCIAL JUSTICE ON DEPRIVATION AND SOCIAL EXCLUSION IN ARGYLL AND BUTE

There was a presentation on "Deprivation and Social Exclusion in Argyll and Bute" by the Scottish Centre for Research on Social Justice. The Partnership discussed the report submitted by the Scottish Centre and a question and answer session followed. It was agreed that in terms of taking this work forward, the 3rd Theme Group would be tasked with discussing the issues contained in the report and submitting proposals to the Partnership.

5. MINUTES OF THE MEETING HELD ON 14 NOVEMBER 2003

The Minutes were accepted as an accurate record of the meeting held on 14 November 2004.

6. MATTERS ARISING

Andrew Campbell thanked the Chair for the support of the Partnership in securing money for the NADAIR Project from the Heritage Lottery Fund.

7. KEY MANAGEMENT COMMITTEE RECOMMENDATIONS

(a) PROPOSED CPP TRANSITIONAL STRUCTURE (ANDREW CAMPBELL)

Andrew Campbell advised of the proposed Community Planning Partnership transitional structure which included the remit, membership, accountability and frequency of meetings of the various components of the top level and area levels. The Partnership was invited to discuss and agree the various components of the structure to enable implementation to take place.

Having looked at the membership of the various components of the Community Planning structure at each of the levels, it was agreed that Community Representatives should reflect the main themes or priorities that the Community Planning Partnership is trying to address such as community regeneration, transition of young people and access to services and that it is left to each appropriate level to decide what themes or priorities the Community Representatives should represent. It was further agreed that the proposal for the Bute and

Cowal Pilot depicting the supporting staff structure be noted at this stage.

(b) PARTNERSHIP COMMUNICATIONS PLAN (ANDREW CAMPBELL)

Andrew Campbell advised that a Partnership Communications Plan was necessary to raise the profile of Community Planning and firmly embed it within Partner organisations. It was agreed to establish a small working group of PR professionals to take forward the preparation of the Communications Plan, and that the group comprise the Council (Chair), NHS Argyll and Clyde, Strathclyde Police, Highlands and Islands Enterprise, Communities Scotland, Scottish Natural Heritage and the Tourist Board.

(c) DRAFT 2004/2005 CPP BUDGET AND FUNDING FROM THE SCOTTISH EXECUTIVE FOR DEVELOPING COMMUNITY PLANNING (ANDREW CAMPBELL)

The Partnership discussed the draft 2004/2005 Community Planning Partnership budget together with the proposed contributions from Partners. It was agreed to go forward with Table 1 which illustrated a 3% inflationary increase being applied equally to the contributions of all current contributing Partners. James McLellan advised that the Management Committee should look into splitting the budget for 2004/05 into a central fund and one for specific projects. Lolita Lavery highlighted that the Scottish Executive were expecting all Community Planning Partnerships to be involved in discussions as to how they would be spending the resources which had been allocated to them. Lolita advised that the Partnership would be using the funds for the Communications Plan and for capacity building (training) initiatives identified through Bute and Cowal pilot which was agreed.

8. COMMUNITY PLANNING ISSUES

(a) LAUNCH OF 'DRIVESAFE' CAMPAIGN (CARL OLIVARIUS)

Carl Olivarius updated the meeting on the 'DRIVESafe' campaign and advised that it would be officially launched on 13 April 2004 and asked the Partnership to support the campaign. It was agreed to approve the recommendations contained within the report with the addition of the NHS Communications Team at 4.10.

(b) UPDATE ON NEW CPP PRIORITIES (THEME GROUP LEADERS)

The Theme Group Leaders spoke to their reports on the new Community Planning Partnership priorities and on how the groups proposed to take these forward. The Partnership noted the Actions contained within the reports and that the Joint Health Improvement Plan was being revised to reflect these Actions.

(c) CITIZENS' PANEL (LOLITA LAVERY)

Lolita Lavery advised that the 7th Citizens' Panel questionnaire which revisited the 1st questionnaire had been issued at the end of February and that the results would be discussed at the next meeting of the Community Planning Partnership. It was noted that

the results should be available to partners in advance of the meeting and so should allow a discussion of the results and the implications. Lolita also mentioned that the current Consultant's contract had come to an end and that a small working group had been established to prepare a brief for appointing a new consultant.

(d) UPDATE ON JOINT HEALTH IMPROVEMENT PLAN (JOHN MUNGALL)

Dealt with at 8(b) above.

9. ARGYLL & THE ISLES LOCAL ECONOMIC STRATEGY (ALAN MILSTEAD)

Alan Milstead gave the background to the Strategy which covered the area for Argyll and the Islands Enterprise and mentioned that the Strategy had previously been agreed by the Argyll and the Isles Enterprise and Argyll and Bute Council. The Partnership considered the strategy and after various questions agreed to adopt the strategy as submitted.

10. AOCB

Alan Milstead stated that having the papers for the meeting issued electronically was an excellent idea, but asked if the papers could be published on the Community Planning Partnership's website rather than on the Council's website. Lolita advised that in the short term the papers would sit in the Council's Committee system but that longer term arrangements were being investigated to put the papers on the Partnership's website.

11. DATE OF NEXT MEETING

The next Community Planning Partnership meeting will be held on Friday 2 July 2004 in the Council Chamber, Kilmory, Lochgilphead.

IMPLEMENTATION OF PILOT SCHEME**COMMUNITY REGENERATION IMPLEMENTATION GROUP****REPORT ON WAY FORWARD WITH BUTE AND COWAL PILOT**

The Community Regeneration Implementation Group discussed the report by the Bute and Cowal Area Chair and Strategic Director (Appendix 1) at their meeting on 20 May 2004. Lynn Smillie outlined the Council's offer of support with entailed the following:

- The Council's Area Corporate Services Manager for Bute and Cowal would be cover the Area Co-ordinator's role through changes in work patters to free up officer time.
- The necessary skills training would be given to the Area Corporate Services Manager to enable him to undertake the tasks required.

In considering the report, Communities Scotland, Argyll CVS and the community representatives raised two major concerns, as outlined below:

Firstly, it was felt that the detail outlining the proposed staff structure for the Pilot did not receive sufficient time for discussion at the Management Committee meeting of 11 February 2004. It was, however, agreed that the total funding package proposed was not realistic and that the total funding package be scaled down to approximately £25K – 30K (basic salary for Area Co-ordinator).

Secondly, it was felt that the proposal to appoint an existing member of Council staff (Bute and Cowal Area Corporate Services Manager) to take on the additional duties of the Area Co-ordinator's role alongside their current post was not feasible as the Partnership needs to demonstrate a clear message of commitment to communities if the structure is to work.

The following concerns have been raised by the Implementation Group with regard to the proposal outlined in Appendix 1:

- The post of Area Co-ordinator has to be a full-time post (new post or secondment opportunity) to enable the post holder to commit fully to the process and to the community as outlined in the initial job description. The Pilot will not be successful if the post of Area Co-ordinator is undertaken by one of the Partner agencies as an add-on to their normal duties.
- The post has to be independent from the Council to get partner buy-in and buy-in from communities. If the post is not independent it will be difficult to sell it to communities. It is proposed that the post holder should be line managed by Fyne Homes or another suitable agency with responsibility to the Level 2 "Management Board" and the community.
- It is important that the post holder has the necessary skills, expertise and capacity to liaise with both partners and communities alike.

It was agreed that the following recommendations be submitted to the Management Committee:

1. That the post of Area Co-ordinator be a full time post (new or secondment) independent of any Partner organisation and line managed by Fyne Homes or another suitable agency.
2. That the person appointed to the post of Area Co-ordinator (new appointment or secondment) must have the necessary skills, expertise and capacity to commit fully to the project.
3. That funding for the post of Area Co-ordinator (approximately £25K – 30K) be secured from all Partners involved in the Pilot (no more than £5K each).
4. That if Partners are not prepared to commit financially to the Area Co-ordinator's post then the Council's offer of support will need to accepted.

Lolita Lavery

On behalf of the Community Regeneration Implementation Group
May 2004

IMPLEMENTATION OF THE CPP TRANSITIONAL RESTRUCTURING PILOT
DISCUSSION PAPER BY THE BUTE AND COWAL AREA CHAIR
AND STRATEGIC DIRECTOR

1. SUMMARY

The purpose of this discussion paper is to outline the proposed way forward as suggested by the Council to establish the Community Planning Partnership's pilot within the Bute and Cowal area.

2. DETAILS

2.1 Following proposals by the Community Regeneration Implementation Group to the Management Committee on the 11 February 2004, the Community Planning Partnership agreed that the Pilot be referred to the Council's Bute and Cowal Area Chair in liaison with the Strategic Director for Bute and Cowal to discuss the finer details of the Pilot in collaboration with the Community Regeneration Implementation Group.

2.2 This decision was based on the understanding that partner organisations could have capacity to second/transfer/reallocate duties to undertake the tasks required for the pilot.

N.B. Argyll CVS have submitted an application to potentially resource part of or the entire pilot (currently awaiting decision)

2.3 Capacity building and developmental support to the two Levels within the transitional structure are crucial in undertaking the pilot and therefore the Community Regeneration Implementation Group must ascertain confirmation of support from partners to the appropriate levels. Possible support to the Levels is outlined below in light of previous discussions within the CRIG and after consideration by Argyll and Bute Council to support Level 2.

Level 1	West Cowal	Argyll CVS
	East Cowal	Loch Lomond & the Trossachs National Park
	Dunoon	ADG
	Bute	ADG
	Young People	Community Regeneration and Dialogue Youth

Level 2 Bute and Cowal Area Corporate Services Manager

Recognising that the implementation of the pilot is developmental ground for all partners involved, it is important to establish information sharing and reporting mechanisms between the lead capacity building and developmental support officer and the Community Planning Manager who will have an overview of the work undertaken within the pilot.

2.4 The remit, membership, accountability and frequency of meeting for the Local Community Forums and the Area Partnership Forum as agreed at the Community Planning Partnership.

2.5 With the approval from the Community Planning Partnership to undertake the pilot, the Community Regeneration Implementation Group now have to consider the mechanisms to establish the pilot within this framework.

Establishment of Local Community Forums

- Seek local agreement that existing structures (outlined in 2.3) undertake the remit of Local Community Forums (Level 1)
- Develop appropriate structures in West Cowal (ACVS)
- Identify community representative to participate in Area Partnership Forum

Lead support partner with overview by CPP Manager

Establishment of Area Partnership Forum

- Identify key partners for the Bute and Cowal area. Previously suggested partners are:
 - Argyll and Bute Council
 - Health Board
 - Fyne Homes
 - Argyll and the Islands Enterprise
 - Voluntary Sector
 - Strathclyde Police
 - Private Sector
 - Communities Scotland
- Coordinate local meeting with key partners and community representatives from Local Community Forums to develop way forward within the remit of the Area Partnership Forum

Lead support partner with overview by CPP Manager

There are numerous tasks to be undertaken in establishing the pilot and the work involved is new ground for all the partners. It is therefore important that all the key partners are involved in the establishment of the Area Partnership Forum (within the framework of the remit) from the beginning and that they all work through the challenges to ensure localised community planning has an impact in the planning and delivery of public services within the Bute and Cowal Area.

Lynn Smillie

23 March 2004

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**ARGYLL AND BUTE COMMUNITY PLANNING PARTNERSHIP
COMMUNICATIONS STRATEGY (INTERMEDIATE)**

Report to Management Committee 16 June 2004

1. Summary

- 1.1 This paper proposes a way forward and a timetable for the development of a detailed and costed one year communications strategy for the Argyll and Bute Community Planning Partnership.
- 1.2 It also proposes a number of actions which can be undertaken during that development period.

2. Background

- 2.1 At its meeting in March 2004, the Argyll and Bute CPP Management Committee agreed to establish a Communications Working Group whose brief is to develop and recommend a comprehensive communications strategy.
- 2.2 The Working Group to comprise of PR representatives from Argyll and Bute Council (Chair), SNH, ALLST Tourist Board, NHS, Strathclyde Police, HIE and Communities Scotland.
- 2.3 An inaugural meeting of the Group took place on 26 April 2004 and the proposals in this paper are a result of the discussion, which took place at that meeting.
- 2.4 I would also like to acknowledge the contribution made to that discussion by East Dunbartonshire CPP and Perth and Kinross CPP who gave their time and shared the results of their work.

3. Current Position

- 3.1 Whilst to date, the Partnership has not formally adopted a comprehensive communications strategy, it has nevertheless an advantageous foundation on which to build. In particular:
 - a. **IDENTITY**
Argyll and Bute CPP established its own identity and logo, distinct from that of its constituent members, from the outset.
 - b. **WEBSITE**
The partnership established its own website with a distinct domain name at an early stage, and whilst the site requires some development work, it has contributed greatly to both the sense of identity and the dissemination of basic information about the partnership
 - c. **CITIZENS PANEL**
The Citizens Panel and its regular response to questionnaires has provided a good basis for public understand of the work of the partnership.
 - d. **MEDIA COVERAGE**
The partnership has put out a number of news releases in its own right, and these have received positive, if somewhat limited, media coverage.
 - e. **PUBLICATIONS**
To date two publications about the work of the partnership have been distributed to every household in the area.
- 3.2 The following proposals and action plan aim to build on the above.

4. PROPOSALS

- 4.1 The Communications Working Group agreed that it is fundamental to the success of any future communications strategy that it be wholly owned by the Partnership (as opposed to the Working Group).

The Communications Working Group recommends that a half-day workshop be arranged; aimed at mapping relationships (where partners have co-terminus boundaries and where we share with other partnerships), identifying target audiences, key messages and priorities.

- 4.2 A comprehensive one year communications strategy should be developed based on the outcomes from the workshop. This strategy to include a clear evaluation and review process, which should lead to the development of a further strategy, possibly covering three years.
- 4.3 The recommended extended lead-in time to the adoption of a comprehensive communications strategy should not preclude actions, which will build on and improve current communications practices (please see action plan for details)

Lynda Syed
Communications Manager
Argyll and Bute Council
May 31 2004

Objective	Aim	Action	By whom	When
Strategy Development	<ol style="list-style-type: none"> 1. map relationships 2. identify key messages 3. identify target audiences 4. identify priorities 	half day workshop or seminar	<p>partner representatives</p> <p>categories or nominations to be advised</p>	By end July 2004 or to be advised
	Identify existing channels of communication e.g. staff newsletters	Produce and circulate pro forma to each partner organisation	Communications Working Group	By end July 2004 or to coincide with above
	Produce comprehensive one year communications strategy based on outcomes from workshop and results of research	Convene meetings of the Communications Working Group	Chair of Group, members of Group	End of September 2004 or to be advised

Improve and Build on Existing Channels of Communication				
1. Website	Improve quality and availability of information on-line	<ol style="list-style-type: none"> 1. Transfer and rebuild current website onto dynamic CMC 2. Establish SLA to ensure timely updates 	Partnership Manager with ABC Communications Team	End September 2004
2. Media relations	Develop a more proactive approach to news	<ol style="list-style-type: none"> 1. Identify newsworthy" stories through attendance at meetings/briefings 2. Organise events/photo opportunities as appropriate 	Members of Communications Working Group	With immediate effect

Other	To raise awareness of the CPP and its work to date amongst employees key to the successful implementation of a communications strategy	Develop and deliver an awareness raising programme aimed at e.g. middle management and delivered through a cross-partner events or series of events	Whilst this would lie within the remit of the existing Training Group, the Communications Working Group felt that it would be a key element in the implementation of any communications strategy and therefore felt it should be included in the intermediate strategy	End of September 2004 then ongoing as appropriate.
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DRAFT CPP AGENDA**ARGYLL AND BUTE COMMUNITY PLANNING PARTNERSHIP**

**Notice of meeting to be held on Friday 2 July 2004 from 11:00 – 13:00
in the Council Chambers in Kimory, Lochgilphead**

Coffee will be available from 10:45

AGENDA

Page

1. **Welcome and Apologies**
2. **Minutes of the Meeting held on 5 March 2004 – attached**
3. **Matters Arising**
4. **Key Management Committee Recommendations**
 - (a) **Proposed CPP Transitional Structure – Bute & Cowal Pilot**
 - (b) **Integration of SIPs – Approval of Statement of Readiness**
 - (c) **Partnership Communications Plan**
5. **Community Planning Issues**
 - (a) **Update on New CPP Priorities (Theme Group Leaders)**
 - (b) **Deprivation Study Report – Issues to be Addressed**
 - (c) **Citizens' Panel – Results of 7th Questionnaire**
 - (d) **Feedback on Meeting with Scottish Executive**
6. **NHS Clinical Strategy**
7. **Draft Community Learning & Development Strategy**
8. **Partnership Issues/Concerns to be Discussed/Taken Forward by Management Committee**
9. **Date of Next Meeting: Friday 5 November 2004**

A buffet lunch will be provided after the meeting

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THE HEALTH AND WELL BEING THEME GROUP AND LINKS TO OTHER HEALTH GROUPS

1. Summary

This report updates the Health and Well Being Theme Group of Argyll and Bute Community Planning Partnership on the groups which are working in the area on the health improvement agenda. It makes outline recommendations regarding the long term make up and role of the theme group, and how existing links can be strengthened.

2. Recommendations

That the theme group consider the report and put in place the proposed structure for health improvement links across all of the groups working on the agenda in Argyll and Bute.

3. Background

The Health and Well Being Theme Group of Argyll and Bute Community Planning Partnership is the group which has responsibility for co-ordinating health improvement activity across Argyll and Bute. The aim of the group is to work together with communities to improve the quality of life for all in Argyll and Bute in relation to improving health and wellbeing. The group meets 4 times per year and reports directly to the full Partnership, where 24 partners from diverse organisations across the area endorse the work and priorities which the group has identified. Each of the partners around the table therefore agrees, and works to, a common set of aims and objectives in relation to improving population health. The difficulty which the groups has had to date is in ensuring that the myriad of groups who are working on the agenda, and who are not inputting directly into the CPP process, are linked to the planning process for health improvement, share the aims and objectives of the community planning partners, and have an opportunity to have their work recognised, and where possible assisted by, partners in the area.

4. Detail

The Health and Well Being Theme Group has, since it's inception, had a membership which has been varied depending on the topics being prioritised, with a small number of people being regular members of the group. Priorities for the action plan for health improvement, the Joint Health Improvement Plan, have been identified by linking to national priorities for health improvement, issues identified in the annual Director of Public Health Report, and issues identified by the Citizen's Panel. In the main, the actions and priorities adopted by the group have been at a strategic level, ie they have been prioritised across the whole Argyll and Bute area. However, in autumn 2003 a subgroup identified the need for more "locality" based work to be reflected in the JHIP, and to this end a series of locality public health networks are being formed. These networks will be based in the 7 localities which mirror the operational localities within the existing NHS structure, and are developing to have a multi-agency representation. It is intended that these networks will be ready to identify JHIP actions for their area during the development of the JHIP due to commence on 1st April 2005. In addition, the locality networks will be in the front line of delivering and facilitating JHIP priorities in their own areas. The networks require support in developing their membership and their roles and remits, and this will require to be provided by the theme group in the immediate and medium term future.

In relation to the ongoing development of the Community Planning Partnership with regard to Level 1 and 2 groups in local areas, the public health network in each area would link directly to the level 1 group, working with them in developing health improvement priorities for the area, and linking the priorities identified both to the budgetary process for the area, and to the JHIP planning process for inclusion in the strategic plan and consideration of funding by the strategic theme group via any funding streams held centrally by the group.

In relation to the future development of JHIP's which accurately reflect the health improvement needs and aspirations of local communities it is essential that the locality networks are developed as the strength of the work in Argyll and Bute, with the strategic theme group maintaining an overview of actions and priorities for the area as a whole. In order for this to be fully effective a period of development of the groups will be required over the next 6 months period, such that the groups can be fully participative in the JHIP development process for 2005/06.

It is recommended that each locality network have a permanent representative on the health and well being theme group, to ensure effective linking from areas into the strategic direction of both the group and the JHIP.

There is a need to consider the Joint Futures agenda in parallel with the health improvement agenda. It is important that service delivery issues are separate from health improvement issues, and are therefore not included in the JHIP, but it is vital that health improvement cuts across and links to service delivery. In terms of Joint Futures, this work must include a health improving component, but the 2 agendae cannot be merged, since this would lead to difficulties and tensions over funding streams, and would likely result in the health improvement work becoming secondary to service delivery issues, given the current funding climates. Currently, Joint Futures has a Core Group which links to each of 9 strategic planning groups for service delivery:

1. Elderly
2. Learning Disability
3. Mental Health
4. Physical Disability
5. Substance Misuse
6. Sensory Impairment
7. Housing/ homelessness
8. Carers
9. Children

Provided the health improvement link is emphasised at the Core Group level within Joint Futures, each of the above mentioned strategic planning groups can move forward with, and include, health improvement work in their service delivery. **It is therefore recommended that the link from Joint Futures to the Health and Well Being Theme Group be:**

- 1. Head of Integrated Care be permanent member of Health and Well Being Theme Group**
- 2. Public Health Practitioner and/ or Health Development Officer to attend Joint Futures Core Group.**

In addition, where the theme group is working on specific priorities for the JHIP, particular members of JF Strategic Planning Groups could be invited to attend the theme group, and this be reciprocated by theme group members making specific links to the Planning groups, for example with the current JHIP emphasis on substance misuse, mental health and children it may be appropriate for leads on these planning groups to attend the theme group at this time.

There is a need to clarify how links can be made into the theme group by the following topic specific groups:

1. The Community Safety Forum
2. Women's Aid/ Domestic Abuse
3. The Social Inclusion Partnerships.

It is recommended that these links be identified, and representation from each of the groups be included on the core membership of the theme group.

When considering the list of known existing groups which relate to health, it is apparent that most of the links from them to the theme group can be covered by the presence of an individual on the specific group, and the theme group e.g. the interests of the Choose Life Implementation Group can be represented on the theme group by Ann Campbell, chair of Choose Life. **For each of these links to be maintained and strengthened it is recommended that the core membership of the theme group be:**

- **Locality representatives (X7)**
- **Head of Integrated Care, A&B Council**
- **Representative from Community Safety Partnership (Strathclyde Police LALO?)**
- **Representative from Domestic Abuse Partnership**
- **Representative from Social Inclusion Partnership**
- **Representative from Community Councils**
- **Representative from Dialogue Youth/ Young Scot**
- **Representative from Communities Scotland**
- **Public Health Practitioner, Argyll and Bute LHCC**
- **Public Health Practitioner, Lomond LHCC**
- **Health Development Officer, Argyll and Bute Council**
- **Strathclyde Police, Local Authority Liaison Officer**
- **Representative from NHS Argyll and Clyde (Board or Division?)**
- **Representative from Health Promotion Unit, NHS Argyll and Clyde**
- **Public Health Consultant (Maggie Lachlan?)**
- **Representative from Argyll CVS**

Further, it is recommended that consideration be given to including on the theme group:

- **Representatives from each Health Living Initiative**
- **Representative from Education Service**
- **Community Planning Manager**

Shirley MacLeod, Health Development Officer
Ann Campbell, Public Health Practitioner
Sandra Greer, Head of Community Support.
May 2004.

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DRAFT 1

PROPOSAL TO RESTRUCTURE ARGYLL AND BUTE COMMUNITY PLANNING PARTNERSHIP THEME TWO GROUP (IMPROVING OPPORTUNITIES FOR LEARNING, EMPLOYMENT AND SKILLS DEVELOPMENT) AND ARGYLL AND THE ISLANDS LOCAL ECONOMIC FORUM.

Background

The Scottish Executive, through The Local Government in Scotland Act 2003 requires Councils to operate a Community Planning Partnership (CPP). The aim of the CPP is to ensure that there is effective delivery of relevant services to the community. Other public agencies are expected to cooperate and the community must be consulted.

The Scottish Executive required Local Economic Forums (LEF) to be created to carry out the specific task of reviewing the provision of business support, identifying duplication and gaps. They subsequently directed that a single point of contact for businesses should be made available by the public sector. They required that a Local Economic Strategy be developed and endorsed by the forums.

The boundaries of the LEF's and CPP's do not coincide. Argyll & Bute CPP, led by Argyll and Bute Council, covers the A&BC area and the Argyll & Islands LEF (AILEF), led by AIE, covers the A&BC area except for an area east of Arrochar that is part of Dunbartonshire LEF (DLEF), and also includes Arran and the Cumbraes, a part of North Ayrshire. The Argyll and Bute CPP has two LECs as members and the AILEF has two councils as members.

Both groups have an interest in the economy and the topics that impact thereon. At a Ministerial Briefing it was stated that the LEF should provide the economic input to Community Planning. The challenge is to find a way of drawing together the input of two different LEF in an efficient and coherent manner.

Dr McTaggart was directed to bear in mind, when writing up Argyll and the Islands Local Economic Forum Economic Strategy to consider compatibility with the Dunbartonshire strategy.

Aim of Paper

Now that the LEF Economic Strategy has been finalised and endorsed by the full CP Partnership it has become apparent that there is significant overlap in economic matters, between the CPP and LEF. This paper sets out to describe a streamlined work method to take forward the work of the LEF and integrate it with the CPP process.

Recommendation

It is proposed that the composition of the AILEF be modified to include:

- The Community Planning Partnership Manager
- Such other public bodies or Council representatives as the Forum deems necessary

The public would be invited to attend by advertisement as at present.

The Agendas/discussion topics would be as follows:

- Progress against the agreed economic strategy
- Reports on key partnership projects
- Presentations to the group on matters relating to economic development

Reports would be fed into the CPP Management Group. One meeting a year would be held jointly with representatives of the Dunbartonshire Forum to review the economic landscape at the Argyll and Bute Council area level. Representation of a wide range of agencies will probably attend this meeting. A joint report would be made to CPP.

The Group 2 would cease to meet in its present form

Action

This draft is being circulated to the CPP and the two LEF's for comment.

Alan Milstead
June 2004

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Draft Community Learning Strategy

The report in Appendix 1 was submitted to the Community Learning Partnership in March 2004. As part of the consultation process, the Management Committee is being asked to comment on and amend the following:

- Proposed key priorities for Argyll and Bute
- Geographical targeting
- Thematic targeting

The Community Learning Strategy is to be submitted to the Scottish Executive on 1 September 2004 for approval. A second round of consultation is scheduled for July with endorsement and final amendments in August. The Management Committee is also being asked to how it would like to be consulted on further drafts of the Community Learning Strategy.

Lolita Lavery
Community Planning Manager

DEVELOPMENT OF A REVISED COMMUNITY LEARNING STRATEGY

DISCUSSION PAPER PREPARED FOR COMMUNITY LEARNING PARTNERSHIP

1. Introduction

- 1.1 The revised national guidance for Community Learning and Development Strategies was issued in January 2004. The Strategy is to be prepared by 1 September 2004.
- 1.2 It was agreed by the Core Group of the Community Learning Partnership to hold a joint meeting with the Social Inclusion Partnership on Tuesday 30 March 2004 to discuss this along with other key issues relating to Social Inclusion and Community Planning.
- 1.3 The purpose of this paper is to identify the key issues in relation to a strategy as highlighted by the guidance. These are then set in the context of Argyll and Bute developments.
- 1.4 Against this background a number of suggestions are made about the content of the strategy, the process, who will be included and a timescale for completion.
- 1.5 The intention is that the paper will provide a basis for the partnership to debate the main issues and reach key decisions which will provide a mandate for the development of the Strategy.

2. National Guidance

- 2.1 The guidance notes that Community Learning and Development Strategies shall aim to:
- Influence and reflect the community plan and related strategies;
 - highlight how and where they link with other strategic development plans;
 - be shaped by all the partners; and
 - demonstrate significant community involvement in the planning process.
- 2.1.1 In terms of content, the guidance says Community Learning and Development Strategies should:
- Set out a joint vision of the Community Planning Partnership (CPP) for Community Learning and Development (CLD);
 - Set out highlight the priorities for CLD in relation to the three national priorities, and set outcome targets for these;
 - provide evidence that these priorities have been based on engagement with local individuals, groups and communities;
 - detail the partners involved and the operating principles they will follow, including how the partnership will be sustained to avoid partnership overload;
 - set a framework for operational planning of CLD, including the geographical areas and/or themes to be covered by Community Learning and Development Action Plans;
 - aim to identify overall levels of investment and resources, including staff, to be provided by partner agencies;
 - detail measures for supporting the skills development of paid and unpaid staff involved in CLD; and
 - identify how the partnership will monitor progress, and evaluate quality.

The three national priorities identified are:

1. Achievement through learning for adults

Raising standards of achievement in learning for adults through community-based lifelong learning opportunities incorporating the core skills of literacy, numeracy, communications, working with others, problem-solving and information communications technology (ICT).

Key Priorities for Argyll and Bute under this heading will be:

- Implementation of the agreed priorities in the Argyll and Bute Literacy and Numeracy Action Plan
- Establishing appropriate links to the Argyll and Bute Gaelic Development Plan.
- Implementation of adult learning priorities identified through the geographical Community Learning and Development Plans.

- Implementation of adult learning priorities identified through the Regeneration Outcome Agreement.
Implementation of adult learning priorities identified through the Social Inclusion Business Plans.
- Implementation of the adult learning priorities identified through the Strategic Development Plan for the Community Learning and Regeneration Service.

2. **Achievement through learning for young people**

Engaging with young people to facilitate their personal, social and educational development and enable them to gain a voice, influence and a place in society.

Key priorities for Argyll and Bute under this heading will be:

- Development of a Youth Strategy for Argyll and Bute in parallel with the development of the National Youth Strategy.
- Implementation of literacy and numeracy priorities relating to young people.
- Identifying links to the Gaelic Development Plan that relate to learning for young people.
- Implementation of learning for young people priorities identified through the geographical Learning and Development Plans.
- Implementation of learning for young people priorities through the Regeneration Outcome Agreement.
- Implementation of learning for young people priorities identified through the Social Inclusion Business Plans.
- Implementation of the learning for young people priorities identified through the Strategic Development Plan for the Community Learning and Regeneration Service.

3. **Achievement through building community capacity**

Building community capacity and influence by enabling people to develop the confidence, understanding and skills required to influence decision making and service delivery.

Key priorities for Argyll and Bute under this heading will be:

- Building Community Capacity to implement the Community Planning Pilot in Cowal and Bute.
- Building Community Capacity to support the extension of the Social Inclusion areas.
- Building community capacity to support the geographical Community Learning and Development Plans.
- Building Community Capacity to support the Regeneration Outcome Agreement.
- Building Community Capacity to support the Social Inclusion Business Plans.
- Building Community Capacity to implement the priorities identified through the Strategic Development Plan of the Community Learning and Regeneration Service.

3. **Argyll and Bute**

3.1 In developing the new strategy it will be necessary to consider the broad content, the process of development, who will be involved, the endorsement of the final strategy and the timescale.

3.2 It is already clear the broad areas which will have to be covered. These are likely to be as follows:

- sustaining existing work developed in the four Community Learning Pilot areas;
- integrating this where appropriate with other related developments such as Social Inclusion and Community Planning;
- continuing to support the Literacy and Numeracy work being undertaken through the Action Plan;
- developing work in relation to young people within the Strategy;
- there is a requirement for a Gaelic Development Plan, it may be the case that there should be links from the Community Learning Strategy to that plan;
- Community Capacity Building will have to figure prominently within the Strategy in ways that are seen to underpin the further development of Community Planning and Social Inclusion.

These are the main headings, there may be others. The time available is not long, therefore, it is important that decisions are taken at an early stage on the scope of the Strategy.

3.3 The Strategy makes reference to geographical targeting and the rationale for geographical targeting.

The geographical targeting has been influenced by three main factors:

- An evaluation of the four geographical Community Learning Plans
- The Deprivation Study commissioned by the Community Planning Partnership and the use of this study in refining the borders of existing Social Inclusion areas as part of the Transitional Process.
- The proposed Community Planning Pilot in the Bute and Cowal Area.

There is considerable overlap in these factors as will be seen by the areas identified below.

Initially the following areas have been identified:

- Dalintober/Millknowe and the other most deprived output areas in Campbeltown Central.
- East Kintyre – Output areas identified in the deprivation study. Should also link with the Community Learning Plan Area.
- Islay South – Output areas identified in the deprivation study. Discussions still underway about how work in this area could be best supported.
- Kirkmichael/Craigendoran and the other most deprived output areas in Helensburgh East. This will link with the Community Learning Plan Area.
- Rosneath, Clynder, Kilcreggan and Garelochhead. These areas were highlighted in the deprivation study. Considerable work has also been undertaken here by Community Futures. It is anticipated that links will be made between these communities and existing structures such as the Area Development Group in Helensburgh.
- Soroba in Oban will be expanded to take in the most deprived output areas identified by the deprivation study.
- Tiree and Coll will continue to be targeted as a Community Learning Plan area. Tiree has also been identified through the deprivation study.
- Ardenslate, West Milton and the Glebe will be expanded to take in the most deprived output areas identified in Dunoon Central.
- Ballochgoy will be expanded to take in the most deprived output areas in Bute, mainly Bute Central and Bute North. This area is also covered by a Community Learning Plan and will also form part of the Community Planning Pilot.
- The Cowal area in addition to Bute will form the Community Planning Pilot area. This will build on Social Inclusion work undertaken in Ballochgoy, Ardenslate, West Milton and the Glebe. It will also build on work undertaken in West Cowal by ACVS and East Cowal by Community Futures.

This proposed geographical targeting is still the subject of ongoing discussion. That discussion has focused on both the precise areas to be targeted and the ways in which work in those areas might be supported.

3.4 Reference is also made to thematic targeting. There are likely to be three main focuses for thematic targeting. These are:

- Continuing development and implementation of the Argyll and Bute Literacy/Numeracy Action Plan. Development of a Youth Strategy for Argyll and Bute in parallel with the development of a National Youth Strategy.
- Ensuring that there are links to the Gaelic Development Plan. Clearly, more detailed work will have to be undertaken in relation to these, in particular the second and third priorities.

3.5 The existing Core Group should take the lead in developing the Strategy, however, links will have to be made with local Community Learning Plan groups, local Social Inclusion structures and Community Planning partners. The Core Group has already agreed that an evaluation of the existing Community Learning Plans should form part of the process.

3.6 Considerable consultation will have to be undertaken. There will also be a significant amount of data gathering required. It will be necessary, at an early stage to identify precisely what is required in these two areas and also who will be responsible for undertaking the tasks.

3.7 Local communities will have to have significant involvement in the process. Key partners in Community Planning, Community Learning and Social Inclusion Partnerships will have to be involved. There may be other Partnerships who will also have to be consulted.

3.8 Partners will have to consider who within their organisation will have to endorse the Strategy. It is likely that as lead partner the Council would wish to formally endorse the partnership, probably at a meeting of the Strategic Policy Committee in August 2004. The Community Learning, Social Inclusion Partnerships are all likely to wish to comment on the proposed final Strategy and endorse it.

3.9 The issue of endorsement sets an end point to process if suggesting a timescale along the following lines:

Revised Outline Timetable

7 May 2004	- Draft 1 of Strategy
12 May 2004	- Community Learning and Development Partnership Meeting
18 May 2004	- Draft2 of Strategy incorporating feedback from Partnership Meeting
21 May 2004	- Core Group and meeting with Alan Barr to consider Draft 2 and also what support and guidance is required from Alan Barr
27 May 2004	- Draft 2 of the Strategy considered by the Social Inclusion Board
18 May – 25 June 2004	- Complete research and first round of consultation, including circulation of draft Strategy to interested parties
9 July 2004	- Completion of draft 3 of the Strategy
14 July 2004	- Community Learning and Development Partnership Meeting to consider Draft 3 of the Strategy
July 2004	- Conduct a second round of consultation on Draft 3 of the Strategy
August 2004	- Endorsement and final amendments
1 September 2004	- Submit to Scottish Executive and publish

3.10 This is a tentative outline, however, it begins to fill in the gaps about what has to be done. It also underlines the point that there is a lot to be done in a fairly short period of time. It will be important to firm up this timescale fairly quickly with more detail and also identify who will be responsible for various parts of the process. Any further suggestions and comments will be welcome. There will be an opportunity to discuss the matter in detail in the group session at the Community Learning Partnership Meeting.

J McCrossan
5 March 2004

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FEEDBACK ON MEETING WITH SCOTTISH EXECUTIVE

Further to the letter received from the Scottish Executive regarding building closer links with Community Planning Partnerships that was discussed at the last Management Committee meeting, Andrew Campbell, Brian Barker and myself met with Dr Andrew Goudie (Acting Head of the Finance and Central Services Department) in Inverness on 2 June 2004. The meeting was also attended by representatives from Highland Council and the Western Isles Council.

Dr Goudie is keen to meet with all Community Planning Partnerships in the "Highland Cluster" on an individual basis and has asked for some background information on the Partnership and well as our key strengths and challenges that we are facing.

You are asked to give some thought to the key strengths/challenges that are facing the Partnership as well as any other issues that would be appropriate to raise with Dr Goudie when he visits Argyll and Bute (date to be determined).

The summary of the key strengths/challenges as identified through the "Under the Skin" Community Planning Research is attached as a starting point for discussion.

Lolita Lavery
June 2004

**UNDER THE SKIN RESEARCH FINDINGS FOR ARGYLL AND BUTE
NOVEMBER 2002**

KEY STRENGTHS	
Building on strong traditions	<ul style="list-style-type: none"> • Partnership working not new in Argyll and Bute • Building on what we have
Genuine commitment backed up with resources	<ul style="list-style-type: none"> • Resources are very good compared to other CPP's
Clear structures and systems	<ul style="list-style-type: none"> • Management Committee, Theme Groups, reporting mechanisms, etc.
Breadth of involvement	<ul style="list-style-type: none"> • Largest membership in Scotland – moved away from the “usual suspects” • Danger: how do you maintain involvement of especially those Partners with limited involvement
Citizens' Panel	<ul style="list-style-type: none"> • Used effectively to consult – but is it involvement? • How can we actively involve communities? • How can existing structures/initiatives be used to take CP down to local level?
Focus on achievable actions – Quick wins	<ul style="list-style-type: none"> • Needs to be built on
IMPROVEMENTS/CHALLENGES	
Greater emphasis on cultural and organisational change	<ul style="list-style-type: none"> • More emphasis on CP as a process – how it impacts on people's work on a daily basis – how we work with other organisations
Broadening involvement within Partner organisations	<ul style="list-style-type: none"> • CP needs to be firmly rooted within all Partner organisations • Need to bring more people in, especially in large organisations such as the Council and Health Board • CP needs to trickle down within organisational structures – reach all staff
Integration of other initiatives	<ul style="list-style-type: none"> • Need to find ways of linking with existing structures/initiatives • Issue of how CP structures link and relate to other structures on the ground such as the SIP, LEC, etc.
Dealing with the really “wicked” issues	<ul style="list-style-type: none"> • Will eventually have to deal with issues where we can't get consensus – how are we going to handle this?
Shared strategic priorities	<ul style="list-style-type: none"> • We have vision, key priorities and actions – but something in between is missing – what are the key elements that we as a Partnership want to take forward?
Community involvement and engagement at a local level	<ul style="list-style-type: none"> • Need to develop structures to get communities more involved at local level

ISSUES FOR THE FUTURE

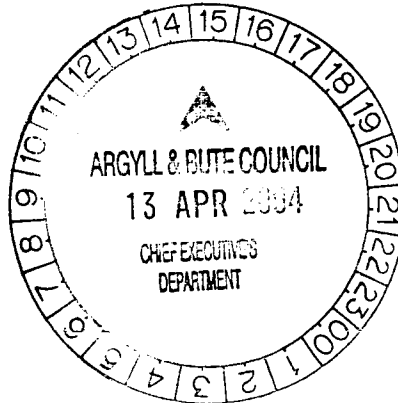
- A clear set of agreed strategic priorities
- Reconciling national and local priorities
- Community Planning at a local level
- Linking “top-down” and “bottom-up” planning
- Horizontal integration – across themes
- Integration and rationalisation of other planning systems

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SCOTTISH

Small to
Lolita.8th April 2004

Mr James A McLellan
Chief Executive
Argyll and Bute Council
Council Headquarters
Kilmory
Lochgilphead
PA31 8RT

**SCOTTISH WATER**

Castle House
6 Castle Drive
Carnegie Campus
Dunfermline
KY11 8GG

T: 01383 848497
F: 01383 848286
W: www.scottishwater.co.uk

Dear James

Community Planning

I refer to the series of business meetings we have recently completed with Local Authorities throughout Scotland and the question of where Scottish Water fits within the context of Community Planning. Scottish Water currently participate within a number of plans at various levels, however, I thought it would be appropriate to clarify our position.

Scottish Water fully supports the concept of Community Planning and wishes to participate where appropriate. Whilst I do not anticipate that we will have as much day to day involvement as many of your other key partners, I do recognise that we need to provide input where appropriate. This may be within areas such as environmental work-streams that require information about water or waste water services being provided to our respective customers.

Although Scottish Water is not funded to provide financial support to Community Planning partnerships this does not preclude us from offering support where appropriate and we look forward to working with you regarding any relevant issues as they arise.

Yours sincerely,

Alan R. Thomson
Head of Strategic Liaison

CC, Cheryl Black – Customer Service Director

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