

**MINUTES of MEETING of CPP MANAGEMENT COMMITTEE held in the SCOTTISH
NATURAL HERITAGE OFFICERS, KILMORY INDUSTRIAL ESTATE, LOCHGILPHEAD
on WEDNESDAY, 8 FEBRUARY 2006**

Present: Andrew Campbell, Scottish Natural Heritage (Chair)
Aileen Edwards, Dunbartonshire Local Economic Forum
Andy McKay-Hubbard, Argyll and Bute Council
Bill Dundas, SEERAD
Brian Barker, Argyll and Bute Council
David Dowie, Communities Scotland
Donald MacVicar, Argyll and Bute Council
Geoff Calvert, Strathclyde Fire and Rescue
James Jones, Strathclyde Fire and Rescue
James McLellan, Argyll and Bute Council
Josephine Stojak, Argyll and Bute Local Health Co-op
Julian Hankinson, Association of Argyll and Bute Community
Councils
Ken Abernethy, Argyll and the Islands Enterprise
Marlene Baillie, Strathclyde Police
Peter Minshall, Argyll CVS

Apologies: Lolita Lavery, Community Planning Manager
Raymond Park, Strathclyde Police
Lesley Campbell, Loch Lomond, Stirling and the Trossachs
National Park
Caroline Champion, NHS Argyll and Clyde (for Gavin Brown)
Hugh Donaldson, Initiative at the Edge

1. WELCOME AND INTRODUCTIONS

Andrew Campbell extended a warm welcome to the meeting to everyone, in particular, to Geoff Calvert and James Jones of Strathclyde Fire and Rescue, who were attending their first meeting.

2. MINUTES OF PREVIOUS MANAGEMENT COMMITTEE MEETING

Josephine Stojak made reference to item 5(b), Two-monthly Report from the Three Islands, where the end of the penultimate paragraph on page 2 of the minutes should read – “regarding the Jura ferry link where the NHS were redesigning patient “services” for Islay and Jura”.

Aileen Edwards asked that it be noted on page 4 of the minutes, under item 7(c) on Dunbartonshire Economic Forum Strategy 2006 – 2009, that the second sentence, should read “The general focus on building on areas to add value was welcomed”.

Scottish Water had still to be contacted to encourage their attendance at Community Planning Partnership meetings.

The Minutes of the meeting of 7 December 2005 were thereafter accepted

as an accurate record.

3. MATTERS ARISING

(a) Best Value Audit - Verbal Feedback

James McLellan provided a verbal feedback to the Management Committee on the outcome of the Best Value Audit of the Council which is carried out by Audit Scotland on a three yearly cycle for the Accounts Commission. The Council is required to produce an improvement plan.

The report on the Accounts Commission findings would be available for publication on Tuesday 14 February 2006.

The Audit also covers Community Planning and the Committee agreed to consider relevant parts of the audit report at its next meeting.

(b) Meeting with Eric Thompson

Andrew Campbell reported that he had met with Argyll and Bute Councillor Eric Thompson regarding the houses at Williamson Drive, Kirkmichael and had also attended, and was made very welcome by, the Area Development Group (ADG). He felt heartened by the community representation, and the presence of the Housing Manager and Roads and Amenity Services.

David Dowie mentioned that some of the topics raised at the ADG might be eligible for Early Action Funding. Brian Barker referred to his attendance at the ADG meeting in Campbeltown. His presentation on structures and links with the community helped to clarify for local groups how they related to community planning. Both visits to the ADG were considered worthwhile.

4. INITIATIVE AT THE EDGE

(a) Argyll Islands Steering Group

Hugh Donaldson had previously advised that the Steering Group had not met since the meeting on 20 October 2005. The contents of the Management Committee Note of the meeting held on Coll on 25 January 2006 were noted.

Andrew Campbell was impressed with the representation at the Coll meeting, including a presentation from Tiree that provided insight into local feeling as initially all households on the island were represented. Discussion followed regarding island culture and ways of resolving local and national interests. Local small groups required to look at issues, including schooling, air and sea travel, health and housing for retaining and sustaining population.

Ken Abernethy highlighted that islands were becoming a more

significant topic nationally and that the Chair of HIE was taking a strong interest.

It was agreed that the Community Planning Partnership could assist in strengthening provision of all services by taking a closer interest in the Development Plan which it was agreed Hugh Donaldson would be asked to clarify at the Partnership meeting to be held on 3 March 2006.

(b) Two-monthly Report from the 3 Islands

Hugh Donaldson had previously circulated information in regard to the 3 Islands in the form of a Colonsay Newsletter in December 2005; the latest base report for Jura; and the latest base reports for Coll along with notes from the public meeting held in January 2006 which Andrew Campbell had attended.

The Management Committee noted the reports and agreed that the 3 local Development Officers attend the meeting of the Partnership to be held on 3 March 2006. This would be a useful opportunity for them to meet a range of organisations involved in community planning.

5. COMMUNITY PLANNING ISSUES

(a) Update by Theme Group Leaders on Progress with CPP Priorities

Health and Wellbeing Theme Group 1:

Josephine Stojak, acting Chair of the Health and Wellbeing Theme Group, spoke to the Health and Wellbeing Theme Group report. The Group had reflected on the progress made during Gavin Brown's time as Chair and were very grateful for his significant input and guidance.

The report on the activities by the Health and Wellbeing Group was noted.

The group welcomed and agreed to Geoff Calvert's request that Strathclyde Fire and Rescue be included in the membership of the Theme Group. This was resulting from the change in emphasis placed on Community Safety within Strathclyde Fire and Rescue.

Joint Health Improvement Plan 2006 – 2008

The Group considered the updated Joint Health Improvement Plan 2006 – 2008, giving an update on the strategic plan, looking at issues and priorities for wellbeing across all of Argyll and Bute, and a series of 7 local plans produced by local public health networks in each of 7 localities across the area.

Josephine Stojak spoke on the Draft Plan for 2006-9, copies of which had also previously been circulated, asking that the Management

Committee continue to support the Joint Health Improvement Planning process.

It was agreed that the revised Plan for 2006-9 be submitted for approval to the Partnership meeting to be held on 3 March 2006.

Argyll and the Islands Local Economic Forum

Ken Abernethy updated the Management Committee on the activities of the Argyll and the Islands Local Economic Forum report of the December 2005 meeting.

Ken drew particular attention to the development of the Kintyre 128 km long distance path that was an important development to attract visitors to the area. The Highland 2007 event would be another important development. Ken Abernethy will produce a state of the economy report in early summer.

The report was noted.

Dunbartonshire Economic Forum

Aileen Edwards, Scottish Enterprise Dunbartonshire, gave a verbal report on the Dunbartonshire Economic Forum, informing the Committee of the revised strategy, which was to be submitted for approval on 9 February 2006. This would develop economic links to larger areas, providing economic growth stimulated by urban regions for the benefit of rural areas.

Sustaining and Developing our Communities, Culture and Environment Theme Group 3:

Donald MacVicar provided the Management Committee with the progress update of the Sustaining and Developing our Communities, Culture and Environment Theme Group 3, copies having previously been circulated. The report was noted.

(b) New Chair for Health and Wellbeing Theme Group

Josephine Stojak was temporarily Acting Chair for the Health and Wellbeing Theme Group following Gavin's departure. The group agreed that an NHS representative should continue as Chair if possible.

(c) Capital Development Partnership

The Management Committee noted opportunities where there may be scope for sharing premises:-

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|-------------------------|--|
| NHS/Council | - Equipment storage is being reviewed.
Possible links with Care and Repair. |
| Argyll and Bute Council | - In discussions on possibility of sharing |

properties in Oban and Campbeltown.

SEERAD

- Shared office premises – better utilisation of space for several organisations (SNH, Scottish Water and SEPA)

It was agreed that an invitation be extended to Tracey Slaven of SEERAD to the next meeting of the Management Committee as she is the Project Manager for this work at a national level. Andrew will send the invitation as Chair.

6. INTEGRATED SERVICES

Brian Barker provided feedback from the Workshop held on 7 December 2005. There was a strong sense that the rural nature of Argyll and Bute has a significant effect on integrated service delivery. In some aspects this rurality creates the necessity for close integration, such as delivering multiple services through a single point in a remote community. Another aspect of this rural context is the existence of close relationships between service delivery organisations.

Argyll and Bute was the first area to feed back to the Scottish Executive team. Approximately half the Councils who agreed to take part have still not completed the first stage working. (Twenty five Councils have agreed to take part in this work).

It was agreed that those taking part in the next workshop be:- Andrew Campbell, James McLellan, Brian Barker, Josephine Stojak, Wilma Campbell and Ken Abernethy.

7. SEERAD RESEARCH REPORT ON ACCESS TO SERVICES - SPENDING PROPOSALS

The main points from the Scottish Executive Environment and Rural Affairs Department (SEERAD) identified top ten service priorities that required improvement for (a) Colonsay, Jura and North Islay and (b) Lochs Goil and Eck. It was noted that each area has £100k available to spend on improving access to services identified by focus groups interviewed as part of the research commissioned by the Rural Policy Team in SEERAD.

The proposals for Lochs Goil and Eck had been discussed at the Bute and Cowal Area Partnership and their proposals were agreed by the Committee.

Brian Barker had attended the Council's Mid Argyll, Kintyre and Islay Area Committee earlier in the morning, advised that the Committee had come forward with additional suggestions. The Management Committee agreed that he circulate revised proposals by email for comment. The proposals needed to be submitted by the end of the week.

8. CITIZENS' PANEL - 9TH PANEL REPORT AND POSSIBLE THEMES FOR 10TH PANEL SURVEY

Copies of the 9th Citizens' Panel Report had previously been circulated. This expanded upon the presentation given at the CPP meeting on 11 November 2005 by IBP, from which it was noted that the response rate for the 9th Citizens' Panel Survey was 52%. This is lower than the previous surveys where response rates have been over 60%. Some feedback from panellists has suggested that the length and complexity of the questionnaire was an issue and may have contributed to the lower response rate.

It was noted that the Newsletter which summarises the findings of the 9th survey had been finalised and will be sent out to the panellists in March 2006.

In regard to the 10th Panel Survey, the Management Team discussed ways of addressing the issue of low response rates and agreed that the size and complexity of the next questionnaire should be kept to a minimum. A total of no more than 30 questions examining 3 main themes would be ideal and to enable the gathering of more useful data it was agreed to present questions with fewer options to choose from.

The following themes were agreed as a basis for development of the next questionnaire:-

Council Tax levels
Community Safety issues
Service delivery/access and community engagement

It was also agreed that Partners would contact Andy McKay-Hubbard, Argyll and Bute Council, if they wished to gather specific information through the next survey.

9. CHOOSE LIFE ACTION PLAN 2006-2008

The draft Choose Life Action Plan for the period 2006 – 2008 was submitted outlining key considerations for the revised Argyll and Bute Choose Life Action Plan 2006 – 2008 as well as key action points in the proposed Draft Action Plan.

It was agreed that the Management Committee continue to support Choose Life and that the Action Plan be submitted for approval to the full Community Planning Partnership at its meeting on 3 March 2006.

10. DRIVESAFE ACTION PLAN

It was agreed, after discussion, that:-

- DRIVESafe continue to be supported by the CPP Management Committee and partners within the Community Planning Partnership.
- The DRIVESafe steering group continue to develop and implement the

Charter, building on the strong foundations set down to date. The steering group will continue to meet approximately four times per year.

- A Link/support person within partner organisations continue to co-ordinate implementation of DRIVESafe on a proactive basis. Admin support will be provided by the Council (Brian has discussed this with Carl Olivarius).
- The Council's contribution will be "in kind". Other funds to be raised via direct bids to partners as before (Police, Strathclyde Fire and Rescue and NHS) with an additional bid to the Health Improvement Fund.
- The DVD information pack produced by the Community Planning Partnership is being used in other Council areas to help them develop similar initiatives.

11. CHILDREN'S CHANGE FUND

The report by Dougie Dunlop, Head of Children and Families on the submission to the Young People and Social Care Group of the Scottish Executive's Education Department dated 16 January 2006 in respect of the Changing Children's Service Fund was noted.

12. COMMUNITY PLANNING PARTNERSHIP AGENDA

The Management Committee noted the agenda items for the next meeting of the Community Planning Partnership to be held on 3 March 2006, with the addition of:-

- Initiative at the Edge
 - Argyll Islands Steering Group – Development Plan (Hugh Donaldson)
 - 3 Islands – verbal reports by the 3 local Development Officers for the 3 islands
- Joint Health Improvement Plan 2006-9
- Choose Life Action Plan 2006-2009

Partners are welcome to add additional items

13. AOCB

- (a) Josephine Stojak referred to a proposal by the NHS to research rural health provision in the future in very remote areas. She asked about the possibility of the Community Planning Partnership commissioning this work rather than the NHS and recommended that this be provided by Partners.

The Management Committee agreed to look at the paper provided by

Josephine and would bring the matter to the next Management Committee meeting on 19 April 2006 for consideration.

- (b) Brian Barker spoke about an opportunity for managers in local organisations to tap into being on the National Standards for Community Engagement. Further details are available from Jim McCrossan.

14. DATE OF NEXT MEETING

The next meeting would be held on Wednesday 19 April 2006 at 10.30 am, the venue for the meeting to be confirmed.

Dates of future CPP Management Committee Meetings –

Wednesday	14 June
Wednesday	16 August
Wednesday	4 October
Wednesday	6 December

(10:30 – 13:00 hours)