

Public Document Pack

COMMUNITY PLANNING PARTNERSHIP MANAGEMENT COMMITTEE MEETING

14 January 2009

A meeting of the **CPP MANAGEMENT COMMITTEE** will be held in the **HIE BOARD ROOM, LOCHGILPHEAD** on **WEDNESDAY, 21 JANUARY 2009** at **10:00 AM**.

AGENDA

1. **WELCOME/APOLOGIES**
2. **MINUTES**
CPP Management Committee 29 October 2008 (Pages 1 - 6)
3. **MATTERS ARISING**
4. **CPP BUDGET - SALLY REID** (Pages 7 - 10)
5. **SINGLE OUTCOME AGREEMENT - BRIAN BARKER - VERBAL**
6. **NOVEMBER SEMINAR - EILEEN WILSON** (to follow)
7. **COMMUNITY ENGAGEMENT - EILEEN WILSON** (to follow)
8. **DEMO PROJECT AND FAB PARTNERSHIP UPDATE - ARLENE CULLUM/EILEEN WILSON** (Pages 11 – 14)
9. **ECONOMIC DEVELOPMENT AND THE FIRE (SCOTLAND) ACT 2005 - DAVID PENMAN** (Pages 15 – 22)
10. **POLICE ATTENDANCE AT COMMUNITY ALARM ACTIVATIONS - MALCOLM MACFADYEN** (Pages 23 – 24)
11. **PARTNERSHIP FEEDBACK**
12. **AOCB**
 - (a) DRIVESafe Update - Dave McBride (to follow)
 - (b) Brand Argyll and Bute - Jane Fowler (to follow)
 - (c) HUBBUS Update - Jane Fowler - Verbal
 - (d) Funding Hub Update - Arlene Cullum (Pages 25 - 26)
13. **DATE OF NEXT MEETING: 18 MARCH AT OBAN FIRE STATION, OBAN**

Note: The Funding Hub will follow on from this meeting, commencing at 1.30 pm.

This page is intentionally left blank

**MINUTES of MEETING of COMMUNITY PLANNING MANAGEMENT
COMMITTEE**

**held in Oban Fire Station Board Room
Oban, on 29 October at 10.00 am**

Present::

Derek Leslie	NHS Highland (Chair)
Eileen Wilson	Argyll and Bute Council
Brian Barker	Argyll and Bute Council
Sally Reid	Argyll and Bute Council
Malcolm MacFadyen	Argyll and Bute Council
Douglas Cowan	Highlands and Islands Enterprise
John Davidson	Islay and Jura CVS
Gordon Anderson	Strathclyde Police
Geoff Calvert	Strathclyde Fire and Rescue
Paul Connelly	Strathclyde Fire and Rescue
Ian McMeekin	Strathclyde Fire and Rescue
Glenn Heritage	Argyll and Bute Volunteer Centre
Jane Fowler	Argyll and Bute Council
Allan Comrie	Strathclyde Partnership for Transport
David Dowie	Scottish Government
Roanna Taylor	Argyll and Bute Young Scot/Dialogue Youth
Linda Haig	Argyll Community Housing Association

In attendance:

Sonya Thomas	Argyll and Bute Council
--------------	-------------------------

Apologies:

Raymond Park	Strathclyde Police
Peter Wotherspoon	Jura I@tE
Andrew Campbell	SNH
Nicola Welsh	AABCC

ITEM	DETAIL	ACTION
1.	<p>WELCOME</p> <p>Derek Leslie introduced Area Commander Paul Connelly, Strathclyde Fire and Rescue to his first Community Planning Meeting, who kindly extended an offer of a station tour at the end of today's meeting. Derek welcomed everyone to the meeting, thanking Strathclyde Fire and Rescue for the use of their Board Room and facilities.</p>	

ITEM	DETAIL	ACTION
2	<p>MINUTES OF PREVIOUS MANAGEMENT COMMITTEE MEETING HELD ON 3RD SEPTEMBER 2008</p> <p>The minutes of the above meeting were approved as a correct record with the exception of the following points.</p> <ul style="list-style-type: none"> a) SPT wish to be known as Strathclyde Partnership for Transport b) Ag Item 12 refers to feedback received covering the whole of the SPT area, but not the Argyll and Bute area. 	
3.	<p>MATTERS ARISING</p> <p>Ag Item 4) Partnership Review This will be taken forward after the seminar at the end of November.</p> <p>Ag Item 5b) Voluntary Sector Steering Group The Government intends to fund organisations that support the Third Sector from 2011. The Third Sector will need to develop a funding formula to distribute funds amongst themselves, and move towards more contract based funding which will also link into the Community Planning Partnership. The Third Sector are keen to start discussions with the CPP regarding this. Margaret Fyfe will be attending the Third Sector Planning Event on the 10/11th November.</p> <p>Action Point – Sonya Thomas to circulate Geoff Pearson’s letter.</p> <p>Ag Item 9) Affordable Housing for Essential Workers An agenda item at this meeting.</p> <p>Ag Item 11) Brand Argyll and Bute Project up-date on the agenda for January 21st 2009 CPP meeting.</p> <p>Ag Item 13b) Police Attendance at Community Alarm Activations An agenda item at this meeting.</p>	Sonya Thomas
4.	<p>FAIRER SCOTLAND FUND AND THE VOLUNTARY SECTOR</p> <p>a) Proposals from the Third Sector Steering Group. Brian Barker and Margaret Fyfe received a response at the end of September but were unable to recommend allocating funding at that point. A further meeting was held at the beginning of October, which has resulted in the Third Sector Steering Group being given an extension to develop an improved proposal. The Third Sector Planning Event on the 10/11th November will influence a large part of this process. Strong proposals are expected by the end of November enabling FAB to move forward in the budget process, with the whole process complete by the middle of January 2009. It is felt that there is strong, clear and robust dialogue between the parties.</p>	

ITEM	DETAIL	ACTION
	<p>b) FAB Partnership – Governance Structure and Composition. The first draft of the Terms of Reference is complete. It has now moved on from Community Regeneration into the Fairer Scotland Fund and discussions are now around membership of the FAB Partnership. It was noted that a large portion of membership will be from the Council. Concerns were voiced that this may restrict the opportunities for growth and change, but there is an expectation on every Partner to modernise and change to ensure the FAB Partnership is successful, and as service delivery will be under constant review it is important that we to focus on the actions and not necessarily on the individuals who are taking the FAB Partnership forward. It was stressed that the FAB Partnership is not a continuation of any previous partnership. It was noted that a Community Engagement Strategy will be developed through the FAB Partnership. It is felt that after the Third Sector event on 10/11th November discussions can develop which will ensure that smaller organisations will not be lost within the FAB Partnership. Sally Reid commented that she welcomed the fact that community engagement lies within the CPP. The next meeting is scheduled for 30th October and will be looking at funding proposals for years 2 and 3 and also where we are with the research done by Chris Carr. Although much of this discussion will happen within the Council, the actual decisions made will be Partnership wide and this will take forward the process by the next meeting.</p> <p>c) Demo Project Update This group is currently looking at what barriers the Third Sector encounters trying to access information and win tenders, contracts, funding and other potential business or development opportunities. Although the project is now drawing to a close, John Davidson will speak to Arlene Cullum, Corporate Funding Officer, Argyll and Bute Council as to whether CMAL can be brought into the discussion.</p> <p>There is a recommendation that at the end of the project it will go out for future consultation.</p> <p>Action Point – On agenda for next Management Committee meeting</p>	<p>Arlene Cullum Eileen Wilson</p>
5.	<p>SINGLE OUTCOME AGREEMENT AND COMMUNITY PLANNING</p> <p>Seminar overview.</p> <p>A seminar is being held on 28th November 2008 at the Council Chambers, Kilmory, Lochgilphead.</p> <p>It was noted that the seminar will cover</p> <ul style="list-style-type: none"> • Review of the Community Plan • Performance Management • A risk based approach • Governance arrangement • Review of the Community Planning Structure 	

ITEM	DETAIL	ACTION
	<p>SOA Guidance.</p> <p>Brian Barker welcomed the comments and feedback he has received so far and mentioned that tomorrow was the last day for receiving comments. It was noted that the guidance is been very helpful and clear, and highlights the on-going dialogue.</p> <p>So far a lot of comments are around Performance Management, but risk also has to be identified.</p>	
6	<p>EQUALITY AND HUMAN RIGHTS COMMISSION</p> <p>There will be a presentation by the EHRC after the CPP seminar on 28 November, again Partners are encouraged to ensure the right people within their organisation attend this presentation.</p> <p>Action Point – Partners to advise or contact Jennifer Swanson with topics for discussion at the presentation – Jennifer.swanson@argyll-bute.gov.uk</p>	All Partners
7.	<p>POLICE ATTENDANCE AT COMMUNITY ALARM ACTIVATIONS</p> <p>This paper was presented to the Health and Social Care Strategic Partnership meeting on the 24 October. The paper sets out the number of call-outs and the number of call-outs that were inappropriate for Police attendance, which was 64% during the six month period in question. Partners agreed to establish a short term working group between Social Work, Health and Police to re-align and modernise the service delivery for older people.</p> <p>Strathclyde Police are happy with this positive step so far.</p> <p>A discussion followed where concerns were raised as to whether it is wise to go ahead with the pilot scheme in Bute, where the Red Cross will provide volunteer key holders for those client's who only have 1 key holder, but Malcolm feels that parallels can be drawn as we need to identify whose responsibility this lies with. Some individuals may be encouraged to make claims, therefore perhaps risk managers should be looking at liability for the Council.</p> <p>The paper was reported in the Press and Journal but so far there has been no public response.</p> <p>Action Points On agenda for next Management Committee meeting – 21 Jan 2009 Communications Team to be made aware and contact Malcolm MacFadyen and Gordon Anderson.</p>	Malcolm MacFadyen
8.	<p>BUSINESS GATEWAY UP-DATE</p> <p>The Scottish Government intends to develop the Business Gateway throughout Scotland and the delivery will move away from the Enterprise network into Local Authority responsibility.</p>	

ITEM	DETAIL	ACTION
	<p>Argyll and Bute Council is currently working within a consortium with other Local Authorities, the Scottish Government and Highland and Islands Enterprise with the Chief Executive of Highland Council taking the lead. The transfer should be complete by 1 April 2009.</p> <p>The Council is viewing this as an opportunity to create a one door approach for businesses to access a range of services within Argyll and Bute.</p> <p>Argyll and Bute Council has kindly had an offer of assistance from HIE for an officer for two days per week for the interim period.</p> <p>Action Point – On agenda for next Management Committee for an up-date – 18 March 2009</p>	<p>Jane Fowler</p>
9.	<p>PARTNERSHIP FEEDBACK</p> <p>Youth Focus</p> <p>The next Youth Focus meeting is due to be held on 12 November. Efforts are currently concentrating on trying to bring the topics in line with CPP Performance Management. Martin Turnbull will arrange a Performance Management session and it is hoped that the two young people who will attend this next meeting will bring young peoples' ideas with them.</p> <p>The Youth Focus was thanked for developing discussions with our young people.</p> <p>Glenn Heritage will give Roanna the CVS starter packs on Performance Management, and if Roanna needs support for the meeting on 12 November she should contact Partners for assistance.</p> <p>Martin Turnbull/Roanna Young to contact David Clements for support – david.clements@argyll-bute.gov.uk</p>	<p>Roanna Young Martin Turnbull</p>
10.	<p>AOCB</p> <p>a) Population Growth</p> <p>The working group has a very broad remit, with the focus on population attraction and the economic downturn. The on line questionnaire has helped with collecting information from Partners and has illustrated the risks we are facing, now we have to develop means of dealing with the risks and driving forward economic growth during these difficult times, ensuring this all links in with the SOA and Community Plan</p> <p>b) HUBBUS update</p> <p>Action Point - Postponed to next Management Committee Meeting - 21 Jan 2009</p> <p>c) Maximising Office Facilities</p> <p>This dialogue is centred around office rationalisation and changes happening within the Oban area.</p> <p>Strathclyde Fire and Rescue repeated the offer to use their facilities when available, with the HUBBUS project being a strong possible user.</p> <p>It was also noted that where VC is used and training and etiquette be followed.</p>	<p>Ray McIntosh- Walley</p>

ITEM	DETAIL	ACTION
	<p>Action Point – Dialogue Noted</p> <p>d) LocalView Argyll and Bute Council is going through a process of developing a “local View” on the website. This will be an opportunity for Partners to share and highlight facilities and services for the general public. The need now is to identify the process for GIS capability – how can we share data within the Council and with Partners.</p> <p>Action Point – Sonya Thomas to circulate e-mail from Brian Barker</p> <p>e) Scottish Rural Gathering The Scottish Rural Gathering Conference will be held on 21/22 November 2009 in West Lothian. It is aimed at discussing topics of rural issues. All Partners are encouraged to attend.</p> <p>Action Point – Sonya Thomas to circulate letter to all Partners</p>	<p>Sonya Thomas</p> <p>Sonya Thomas</p>
11.	<p>CPP MEETING SCHEDULE 2009</p> <p>Agreed.</p>	
12.	<p>DATE OF NEXT MEETING</p> <p>21 January 2009 in the HIE Board Room, Lochgilphead.</p>	

Argyll and Bute Community Planning Partnership**Management Committee**
21 January 2009

Budget update

1. SUMMARY

- 1.1 The Community Planning Partnership (CPP) full partnership meeting of 7 November 2007 agreed a budget for the core costs of running the CPP – specifically costs for the Community Planning Manager, citizen's panel and admin costs associated with running the main CPP meetings and conference.
- 1.2 In recent years, the CPP budget has been managed on the basis of reducing a surplus built up in previous years – i.e. running on the basis of costs slightly exceeding income. This, combined with some partners not contributing, leaves the CPP facing a budget deficit in 2009/10 of approx £15,000 (assuming contributing partners continue the same level of support).
- 1.3 This paper asks partners to identify how they will collectively fill the gap in the CPP's core running costs.

2. RECOMMENDATION

- 2.1 Partners consider the CPP budget and agree future contributions to ensure that core costs are met.

3. BACKGROUND

- 3.1 The Argyll and Bute CPP is funded through contributions made by partners to cover the core costs of running the partnership and the Citizens Panel. Other costs are covered directly by individual partners or through separate arrangements focused on a particular topic or area.
- 3.2 Changes that have affected different partners have reduced CPP income – for example:
 - the absorption of Careers Scotland by HIE and the dissolution of Communities Scotland reduced the number of partners contributing
 - some partners, e.g. Scottish Enterprise, stopped contributing when facing difficulties and contributions have

not resumed

- others have agreed to contribute, but the funds have not been forthcoming – e.g. Forestry Commission, VisitScotland

- 3.3 Some partners, whether longstanding or recent members, have participated in the process but not made a cash contribution to core costs.
- 3.4 SNH has been an active partner and contributor, but changes to grant making rules mean that they are no longer allowed to contribute (from 1 April 2009).
- 3.5 In previous years this has not been a major issue because the budget had a surplus that has gradually been reduced each year. However, 2009/10 will see the CPP facing a deficit on its core costs.
- 3.6 Details of the 2008/9 budget and projected spend for 2009/10 are detailed at the appendix. The expenditure for each year has been reviewed and reduced from the figures originally agreed for 2008/9 to take account of reduced income and actual spending patterns.

4. OPTIONS

- 4.1 There are three main options to fill the funding gap:
- for existing contributors to increase their annual contribution
 - to invite other active partners who do not contribute to join those that do
 - to use other funding allocated to the CPP, e.g. the Fairer Scotland Fund, to pick up some of the core costs
- 4.2 Partners are invited to decide on how the CPP core costs will be funded in future.

For further information contact:	Brian Barker
E-mail	Brian.barker@argyll-bute.gov.uk
Telephone	01546 604436
Date	12 January 2009

Community Planning Budget - Draft

	2008/9	2009/10
INCOME		
CPP budget surplus/deficit from previous year	20,724	
Core Funding Contributions From Partners¹		
HIE	14,132	<i>14,132</i>
NHS Highland	12,560	<i>12,560</i>
SNH ²		
Strathclyde Police	3,278	<i>3,278</i>
Strathclyde Fire and Rescue	3,371	<i>3,371</i>
Argyll and Bute Council	23,000	<i>28,000³</i>
Total Income	77,065	61,341
EXPENDITURE		
Direct/Indirect Employment Costs		
Staff Costs (Includes Admin, NI/Pension, Car allowance/Travel & Subsistence)	47,888	51,107
Conference Fees	1,300	1,300
General Costs		
Furniture	500	500
Photo-copying, Printing and Stationery	480	500
Postage	250	250
Telephone	1,000	1,030
Computer Software	250	260
Computer Hardware	1,000	1,030
IT Consumables	300	310
Publicity and Design Work	500	500
Meeting Expenses	3,000	3,100
Hire of Facilities	500	500
Third Party Travel and Subsistence	500	500
Consultants		
Hexagon (for Citizens Panel)	13,565	11,500
Total Expenditure	75,107	76,587
Projected surplus/deficit	1,958	-15,246

¹ Partner contributions shown in italics are not firm commitments. They are included at the same level as previous years to indicate the impact on the projected budget deficit for 2009/10 should funding remain at the same level as 2008/9.

² SNH are no longer allowed to make grants as they have done in the past.

³ Includes the equivalent of the previous SNH grant as local grants previously made by SNH are now part of the local authority settlement

This page is intentionally left blank

**Argyll and Bute Community Planning
Partnership**

**Management Committee
21 January 2009**

argyll and bute
communityplanningpartnership



FAB Planning Group report

1. SUMMARY

- 1.1 The Community Planning Partnership (CPP) Management Committee agreed to set up a limited life working group at its February 2008 meeting to manage the transition from the activities of the previous four constituent funding streams to the new Fairer Scotland Fund.
- 1.2 This report summarises the progress made by the limited life group and the handover of this work to the newly formed Fairer Argyll and Bute Partnership that had its inaugural meeting on 19 December 2008.

2. RECOMMENDATION

- 2.1 The Management Committee is asked to:
- note the progress made by the FAB Planning Group
 - endorse the FAB Plan for inclusion in the 2009 Single Outcome Agreement

3. BACKGROUND

- 3.1 The CPP Management Committee agreed to form a limited live working group in February 2008 to progress work on the newly announced Fairer Scotland Fund. The group was chaired by the Council's Policy and Strategy Manager.
- 3.2 The working group included a mix of members to ensure links to all the key stakeholders groups affected by the funding – specially:
- community learning and regeneration
 - community support
 - the NHS
 - social work
 - employability
 - European funding
- 3.3 The Fairer Scotland Fund is a repackaging of existing funding streams for 2008/9 with a modest increase for 2009/10 and

2010/11. The new fund has fewer conditions to allow greater flexibility – the greatest change was the removal of specific quotas for geographic targeting.

4. KEY TASKS COMPLETED BY THE GROUP

- 4.1 The group focused on several key areas of work, in particular:
- development of an outline Plan and funding allocation to include in the 2008 Single Outcome Agreement
 - a needs analysis to review existing data and bring together information from a variety of sources to enable resources to be directed according to need
 - a review of existing activities to identify those that needed to continue and those that needed to change in response to the different objectives of the Fairer Scotland Fund and rules affecting how the money can be used
 - support for third sector organisations – allocating funding and inviting the third sector support organisations to come forward with proposals to access that funding
 - community engagement – extending local engagement to areas which were not previously in receipt of Community Regeneration Funds and strategic coordination of community engagement activities
 - drawing together other funding streams focused on equalities into a common process so that when the Fairer Scotland Fund is no longer ring fenced there is still a focus on tackling inequalities. Particular examples identified early on are the Health Improvement Fund (via the NHS) and Wider Role Funding (via the Registered Social Landlords)
 - changes to the governance arrangements to ensure that there is an effective ongoing partnership focused on tackling inequalities with input from a range of partner organisations and effective community input
- 4.2 Key outputs from the process are:
- the new FAB Partnership, chaired by Councillor George Freeman, that will oversee all ongoing work
 - the FAB Plan with recommended allocations for the Fairer Scotland Fund (detail about the Health Improvement and Wider Role funds have not been incorporated at this stage) – see appendix
 - the Needs Analysis, which has been published in summary form, but which also has numerous datasets that are available to partners (both can be accessed by contacting Chris Carr at chris.carr@argyll-bute.gov.uk (the data are applicable in other circumstances and partners are encouraged to use the information)
- 4.3 There has also been progress with the organisations that support the third sector, but no agreement at this stage on support to be provided via the Fairer Scotland Fund. Discussions are ongoing to

reach agreement, including involvement from the Scottish Government.

5. NEXT STEPS

- 5.1 The Planning Group is due to meet one more time to reflect on the process and identify any aspects where the process could have been improved.
- 5.2 The FAB Partnership now has responsibility for the FAB Plan and is due to meet again on 6 February
- 5.3 Discussions will continue with the Third Sector Steering Group with the aim of reaching agreement by the end of March 2009.

For further information contact:	Brian Barker
E-mail	Brian.barker@argyll-bute.gov.uk
Telephone	01546 604436
Date	6 January 2009

APPENDIX – the Fairer Argyll and Bute Plan

This page is intentionally left blank

Argyll and Bute Community Planning Partnership

CPP Management Committee
21 January 2009

Economic Development and The Fire (Scotland) Act 2005

1. SUMMARY

- 1.1 This paper highlights key factors within The Fire (Scotland) Act 2005 that have implications for the business community of Argyll and Bute.
- 1.2 Partners are requested to acknowledge the significant financial benefit of the tourism and care home/residential home business sectors to Argyll and Bute and to recognise the risks to businesses and communities consequent on implementation of the Act.
- 1.3 Partners are requested to acknowledge that the possibly significant financial implications to SME's of compliance with the legislation could result in closures with subsequent job losses and negative impact on the economy of Argyll and Bute.
- 1.4 Partners are requested to acknowledge the social effect on communities should a Care or a Residential Home be forced to close, particularly for Island and remote rural communities
- 1.5 Partners are requested to acknowledge that the priorities for economic development funding support of the Scottish Government do not recognise the risks to fragile economies of the implications of the Act.
- 1.6 Partners are requested to support the Recommendations

2. RECOMMENDATIONS

- 2.1 It is recommended that Members, in noting the contents of this paper, use all influence at their disposal to encourage the Scottish Government and our Enterprise partners to support existing businesses in the Tourism and Care/Residential Home business sectors at risk of closure, or financial hardship that would impede business growth, as a result of implementation of The Fire (Scotland) Act 2005.

3. STRATEGIC OVERVIEW

- 3.1 Part 3 of the Fire (Scotland) Act 2005 as amended (the Act) and the Fire Safety (Scotland) Regulations 2006 (the Regulations) came into force on the 1st October 2006. The responsibility for the enforcement of Chapter 1 duties under the Act is placed upon the enforcing authority as defined within Section 61 of the Act.

- 3.2 The Act and the Regulations apply to relevant premises as defined within the Act. Strathclyde Fire & Rescue exercise the powers and duties on behalf of the Board of Strathclyde Fire & Rescue as the Enforcing Authority.
- 3.3 The Scottish Government's 'Fire and Rescue Framework for Scotland' underpins the expectations in relation to statutory enforcement and 'Strategic Enforcement Guidance for Fire and Rescue Authorities and Joint Fire and Rescue Boards' documents.

These expectations require Strathclyde Fire & Rescue to:

- Ensure that a regime of programmed audit is targeted to address risk, with the premises which pose the greatest risk to people from fire, receiving the highest priority;
- Fulfil our enforcement role in line with the provisions of the legislation and guidance issued by Scottish Ministers;
- Engage in partnership working with relevant stakeholders.
- Be committed to the firm but fair enforcement of Part 3 of the Act by the underlying principles of:
 - 1 Proportionality in applying the law in securing compliance;
 - 2 Consistency of approach
 - 3 Targeting of enforcement action
 - 4 Transparency about how we operate; and,
 - 5 Accountability for our actions.

4 DUTIES IMPOSED BY THE LEGISLATION

- 4.1 The legal duty, which is imposed by the legislation, seeks to achieve safety within the relevant premises in the event of fire can be summarised as follows:
- Carrying out a fire safety risk assessment of the relevant premises;
 - Identifying the fire safety measures necessary as a result of the fire safety risk assessment outcome;
 - Implementing these fire safety measures using risk reduction principles;
 - Putting in place fire safety arrangements for the ongoing control and review of the fire safety measures.
 - Complying additionally with the specific requirements of the fire safety regulations.

5 SAFETY OF OTHER PEOPLE

- 5.1 The legislation requires that proper consideration be given to the safety of other people, not merely employees, in case of fire in the relevant premises, which clearly requires the “fire risk assessment” to include due consideration and adequate fire safety arrangements for all ‘relevant persons’.
- 5.2 “Relevant persons” defined in Section 79 of the Act are persons who are, or may be lawfully, in the premises and persons in, or who may be in the immediate vicinity of, the premises whose safety would be at risk in the event of a fire in the premises (including Firefighters).

6 RESPONSIBLE PERSONS / DUTY HOLDERS

- 6.1 The responsibility for complying with the specific duties under Chapter 1 of the Act and the supporting Regulations rests with every employer, in respect of every (part of every) relevant premises; and every person who has, to any extent, control of a relevant premises - including anyone who has an obligation in relation to the maintenance, repair, or safety of any relevant premises.
- 6.2 This legislation applies to all ‘relevant premises’ used in connection with the carrying on of a trade, business or other undertaking (whether for profit or not) – other than domestic premises.

7 REQUIREMENT TO RISK ASSESS

- 7.1 The requirement to undertake a risk assessment of relevant premises is placed upon persons prescribed under sections 53 and 54 of the Act within the Regulations. It is essential that any risk assessment that is undertaken in respect of a ‘relevant premises’ is specific to fire safety and to the premises concerned. It is not the assessment that determines compliance with the legislation, but the *adequacy and appropriateness* of the actual fire precautions provided by the duty holder within the relevant premises when measured against the regulatory requirements.

8 MEASURING COMPLIANCE WITHIN ARGYLL AND BUTE

- 8.1 In order to measure the level of compliance within relevant premises, a standard auditing process is used. The results of each audit are then compared to benchmark standards and a compliance level is attributed to every relevant premises audited.
- 8.2 Compliance levels range from level 1 compliant through to level 5 when enforcement action, prohibition, or prosecution is recommended.
- 8.3 Within Argyll and Bute there are 9500 relevant premises within the community safety database. In order to manage resources effectively, a regime of programmed audit is targeted to address risk, with the premises that pose the greatest risk to people from fire receiving the highest priority. In the main, the premises that pose the greatest risk to people from fire are premises that provide sleeping accommodation i.e. Hotels, B&B’s, and Residential Care homes.

9 COMPLIANCE LEVELS

- 9.1 During 2007- 2008, **109** premises were audited across Argyll and Bute. **14%** premises were attributed a compliance level 1. **36%** premises were attributed with a compliance level 3, 4, or 5.
- 9.2 When an audit shows a premises with a compliance level 3, 4 or 5, evidence shows the issues relating to non compliance generally fall within the following categories:
- Lack of suitable and sufficient risk assessment and measures implemented to reduce the risk from fire;
 - Lack of an appropriate automatic fire detection system;
 - Lack of compartmentation to limit the growth and spread of fire.

10 AUTOMATIC FIRE DETECTION

- 10.1 It is essential to give the earliest possible warning of fire to people in buildings particularly when they are asleep or are not alert or fit enough to respond or react to a developing fire situation.
- 10.2 Experience has shown that in the *majority* of cases in premises that provide sleeping accommodation, the automatic fire detection system (if installed) does *not* provide adequate coverage for the type and use of the building. Generally, the automatic detection system (if installed) will cover only the common areas such as corridors, when there is a requirement for all compartments, this may include cupboards, to be provided with automatic detection.

11 COMPARTMENTATION

- 11.1 The ability of a building's design to contain a fire once started is critical to the protection of the property, the lives of the occupants and also to the surrounding people and buildings. It is the one fire mitigation tactic most clearly covered by legislation and also the one with which insurance companies are most concerned. **Fire Compartmentation** provides the opportunity of achieving both of the fire safety objectives: property protection and life safety

12 BUILDING CONSTRUCTION – CARE HOMES

- 12.1 There has only been one purpose-built facility in Argyll and Bute in recent years. The LA provision has seen upgrading and the fitting of sprinkler systems
- 12.2 Currently, there is one new facility due to come on stream in Dunoon but this is the first for elderly in about 8 years.
- 12.3 There has been a recent construction for children but the tradition is to use older properties - In Rothesay, all are older properties and in the Cowal area, all are older properties apart from the new development due to open in Dunoon.
- 12.4 Helensburgh, Oban and Lochgilphead- no new properties for some time.

13 FINANCIAL CONSIDERATIONS

The cost for upgrading the fire safety measures for businesses can be substantial. These are essential business operating costs that ought to be factored into the business planning process. Simple?

Case study 1

An existing medium sized hotel, 12 bedrooms, comprising ground and first floor levels. New owners recently bought business. Following a fire safety audit it was discovered that Automatic Fire Detection system did not cover all areas. System required to be extended to cover bedrooms. Owner obtained estimates for work required through local contractor. Estimate received **approximately £20 000**.

Case study 2

A three storey residential care building housing 24 residents. Following a fire safety audit it was discovered that the lift shaft that served all floors was not compartmented to restrict the spread of fire between floors thus putting the residents at risk in the event of fire. Legislation requires the lift and its shaft to be upgraded to an appropriate fire-resisting standard. **Estimated cost £ 170 000**

- 13.1 The harsh reality is, as in the case studies shown, no such financial planning has taken place. The outcome being that small, medium, and large enterprises within Argyll and Bute, when faced with a formal notice relating to non compliance and the measures required to achieve compliance, are faced with the decision on whether to try and obtain credit for the works to be carried out or close the business with the obvious impact on employees, the business owner, and the economy within the area involved.

14 FINANCIAL CONTRIBUTION TO THE ECONOMY OF ARGYLL AND BUTE

- 14.1 Tourism Sector - Visitor Accommodation – Hotels; Rented/Self Catering; B & B/Guesthouse

The research summary at Annex A shows that approx. **8000 jobs** are directly attributable to tourism accommodation and that income in this sector alone is worth approx **£241.7M p.a.**

- 14.1 Residential/Care Home Sector

The research summary at Annex B shows that there are approx **750** care beds in Argyll and Bute at an average weekly charge of £490 pp. (Note: there are wide fluctuations depending on the intensity of care, the location and the type of client) This indicates a potential turnover of approx **£19m+ p.a.**

15 SOCIAL CONTRIBUTION TO THE ECONOMY OF ARGYLL AND BUTE

- 15.1 Loss of a local hostelry to a remote or rural area can have significant social effect since these businesses sometimes provide the only locus for leisure and community activities.
- 15.2 Loss of a local Residential Care Home can have devastating effects on residents, loved ones and relations, particularly when the only alternative is to move residents many miles away.
- 15.3 Closures in Oban recently resulted in people having to relocate to Dunoon and Campbeltown. Furthermore, the islands of Mull, Islay and Tiree only have one care home each. Closures there would necessitate loved ones and relations having to travel excessive miles by plane, boat and car.
- 15.4 There are two care centres in Rothesay offering 24 hr care . Closure of any of these will cause major issues as the ferry trip is 45 minutes then a car journey to the nearest service .
- 15.5 Helensburgh has a number of services and the possibility of moving more easily into West Dunbartonshire although this would not be welcomed by Argyll people. Equally, Dunoon residents could, in theory, go over to Inverclyde but again this means using ferries.

16 IMPLICATIONS

- 16.1 **Risks** - Failure to provide assistance to businesses risks the loss of jobs and income in fragile areas of Argyll and Bute with consequent negative impact on the overall social and financial economy of the area.
- 16.2 **Policy** – Current Government policy makes no provision for financial assistance to businesses at risk of closure as a consequence of compliance with the Act
- 16.3 **Legal** – Strathclyde Fire and Rescue must implement the Act. This is not discretionary.
- 16.4 **Equal Opportunities** – Some of the most vulnerable sectors of our communities, including elderly, physically disabled and those with learning difficulties will be disproportionately affected by the consequent reduction in Care/Residential Home places should homes close through non-compliance.

17 CONCLUSIONS

- 17.1 The challenge to businesses to comply with the requirements of the Act is putting severe financial strain on some of them, with the significant risk that they could decide to go out of business rather than comply with the requirements. The subsequent loss of jobs and damage to both the social and financial economies of Argyll and Bute, particularly in the current global financial climate, must be recognised. A provision of financial support to businesses to assist with compliance, subject to qualifying criteria, if set aside by the Scottish Government for allocation via the Enterprise partners would be of immense assistance.

August 2008

For further information contact:

Group Commander (B) David Penman – Strathclyde Fire and Rescue
Tel: 01546 604412

Background Papers;

- The Fire (Scotland) Act 2005 – see
http://www.opsi.gov.uk/legislation/scotland/acts2005/en/aspn_20050005_en_1
- Annex A – Tourism Research – Argyll and Bute
- Annex B – Care Homes in Argyll and Bute (info supplied by the Care Commission)

This page is intentionally left blank

Police Attendance at Community Alarm Activations

Since the last CPP meeting a number of developments have taken place. These include the agreement that has been reached for the Council's Homecare and Intensive Home Care Teams to provide a response during normal working hours. This will be when the named responder is not available and will be subject to the availability of resources. The Progressive Care Housing Pilot Scheme has also been established. This is due to commence in April of this year and will lead to ACHA, Bield and Cairn Housing Associations modifying the use of their sheltered housing complexes at Dunmar Court, and Torosay Court in Oban, Ford Spence Court in Benderloch and at Lorne Campbell Court in Campbeltown. Out of hours cover will be developed as part of this pilot exercise. In addition, ACHA and Bield are collaborating on a separate pilot for overnight cover in their sheltered housing complexes on Bute. Thereafter, the pilots will be evaluated in due course for potential adoption and extension although this will be subject to the availability of resources. In the meantime, an out of hours response service pilot is also being scoped and costed for the Helensburgh and Lomond area in the hope that it will attract Telecare Development Funding in due course.

The minute refers to the involvement of the Red Cross on Bute. Since the last meeting, a service level agreement has been established with the organisation for the development of a 6 month pilot service which is due to commence on the 19th of January. In the lead up to this, detailed planning has been undertaken to match appropriate local volunteers with Telecare clients to enable the provision of a key holder service. This is being introduced gradually in Bute, Helensburgh and Cowal.

From the foregoing, it should be clear that significant steps have already been taken in an attempt to reduce the burden that the Police have been experiencing. They will also help to ensure a more appropriate response to alarm calls in the future. In this regard, it is perhaps worth noting that the current and proposed arrangements have been reviewed by the Council's Risk Manager who is reasonably satisfied with the present position. However, the risk to service users could increase slightly in the short term as I have been advised that ACHA intend to cease their overnight warden service from next month onwards. Critically, as we move forward, Health and Social Work services together with the input from voluntary sector partners will have to be aligned appropriately to ensure that any risk to clients is kept to an acceptable level.

Malcolm MacFadyen
Head of Community Regeneration
Argyll and Bute Council

14 January 2009

This page is intentionally left blank

DATE of Funding Hub	29 th October 2008
PROJECT NAME	Isle of Luing Community Trust
CONTACT DETAILS	Norman Bissell, Norman.bissell@btinternet.com
Project Description	<p>The Trust aims to create and develop ideas and opportunities for the Luing Community to ensure a sustainable future and to celebrate its unique past. They have purchased land and plan to reinstate a historic slate industry building as a multi-purpose centre with café, exhibition and study area to meet demand for community space, tourism and income-generation. A 'Grow Your Own' vegetable and flower project is linked to this to provide revenue and a local food source.</p> <p>Funding of £724,000, is a mix of capital and revenue costs. The Trust met with the Funding Hub for advice on developing the business plan and sources of funding.</p>
Support from Funding Hub	The Isle of Luing Community Trust is in the early stages of finalising the business plan and exploring potential funding streams. The Hub has linked the Trust to support organisations to help develop the business plan, develop volunteering practices and identified potential funding sources. This development will meet CPP plan outcomes by providing facilities to support arts and cultural activities and furthering international recognition of Argyll and Bute's cultural importance, in particular through its international Geopoetics links.
Recommendations	For noting.

This page is intentionally left blank