

Argyll and Bute Council
Comhairle Earra Ghaidheal agus Bhoid

Corporate Services
Director: Nigel Stewart



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3 August 2009

NOTICE OF MEETING

A meeting of the **SOCIAL AFFAIRS THEMATIC CPP GROUP** will be held in the **COUNCIL CHAMBER, KILMORY, LOCHGILPHEAD** on **MONDAY, 10 AUGUST 2009** at **10:00 AM**, which you are requested to attend.

Nigel Stewart
Director of Corporate Services

BUSINESS

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATIONS OF INTEREST (IF ANY)**
3. **ROLE OF THEMATIC GROUPS AND TERMS OF REFERENCE**
Presentation by Community Planning Manager and Report by Area Corporate Services Managers (Pages 1 - 4)
4. **MEMBERSHIP OF GROUPS**
Report by Area Corporate Services Manager (Pages 5 - 6)
5. **DEVELOPMENT OF COMMUNITY PLAN THEMATIC PAPER**
Report by Social Affairs Thematic Lead (to follow)
6. **INTEGRATION OF EXISTING STRATEGIC PARTNERSHIPS**
Report by Community Planning Manager (to follow)
7. **CPP CONFERENCE**
Report by Community Planning Manager (to follow)

SOCIAL AFFAIRS THEMATIC CPP GROUP

Councillor Vivien Dance
Councillor Anne Horn
Councillor John McAlpine
Councillor Neil Mackay
Douglas Hendry
Chief Inspector Marlene Baillie
Derek Leslie
Housing Association Rep

Councillor Mary Jean Devon
Councillor David Kinniburgh
Councillor Roderick McCuish
Councillor James McQueen
Lynn Smillie
Paul Connolly
Third Sector Rep

Contact: Fiona McCallum Tel: 01546 604406

**Way forward for the future
Development of the Thematic Community Planning Groups**

Terms of Reference

1. Monitor and review achievement of key outcomes in the Community Plan within the relevant thematic areas ensuring appropriate performance measures are in place.
2. Support and encourage effective collaboration and coordination between and within public, voluntary and community organisations operating in Argyll and Bute within the relevant thematic area.
3. To give effect to the Community Engagement Strategy at a thematic level.

Social Affairs

We want Argyll and Bute to be a place where people can be supported to lead healthy, safe, independent and fulfilling lives

Supporting People

- Health Improvement (alcohol/drugs, community safety)
- Adult Care
- Children and Families

Improving Opportunities

- Community learning
- Inclusive communities (developing 3rd Sector- increased activity, better links)

Linked to National Outcomes 1,2 and 3

Economy

We want Argyll and Bute to be a place where people can enjoy and benefit from high quality rural and urban environments

Biodiversity

- Controlling invasive species
- Rehabilitation of species (i.e. beaver)

Global Impact

- Modernising waste management
- Climate Change

Linked to National Outcomes 10,12, 13 and 14

Environment

We4 want Argyll and Bute to be a place where businesses thrive and local people have a broad range of skills

Renewables

- Jobs and training
- Economic benefits

Environmental linkages

- Exploiting the environment for economic growth (eg SAMS Dunstaffnage)

Competitive towns

- CHORD

Linked to National Outcomes 4,5,6,7,8,9 and 11

Identify Partners

To be

Operational Arrangements

Meet ? times a year : August, November, February and May

General Practical Arrangements

- a. Dates for meetings will be agreed at the final meetings of each calendar year.
- b. The Chair can convene additional meetings at the request of four or more partners or if he/she considers there is good reason.
- c. At least seven clear days before CPP meetings public notice will be given on the Council's website
- d. Agendas and all related papers will be available on the Council website www.argyll-bute.gov.uk or through a link on the Community Planning website www.argyllandbutecpp.net
- e. Items not on the agenda will only be considered if they are urgent and with the agreement of the chair and members of the partnership/ committee present
- f. Meetings will be open to the public. The members of the partnership/ committee can resolve to exclude the public if an item is deemed sensitive.
- g. Quorum - One quarter of the partners represented must be present for any decision making. If after ten minutes no quorum is achieved the meeting will be deemed inquorate and not take place.
- h. Minutes of meetings will be taken by a member of Council and will be made available on the Council's website www.argyll-

bute.gov.uk or through a link on the Community Planning website
www.argyllandbutecpp.net

- i. Members of the CPP must declare any interest, financial or non-financial, if any contract is to be discussed

Meeting 1 – August 2009

Lead Officer report on the process of developing content of Community Plan 2009 -2013 relating to specific thematic community planning grouping

Develop content for and monitoring the effectiveness of the Community Plan

Develop

Prepare revised work programme for reporting to ????? CPP Management Committee

Meeting 2 – November 2009

Receive baseline papers from relevant officers in respect of each priority identified

Begin the development of thematic PPG scorecard to reflect the 3 priorities for Pyramid

Create programme of meetings for 2010 to receive on a programmed basis further reports to take forward the identified activities and progress reporting to Executive

Linkages with Community Plan/Single Outcome agreement

- **Strategic partnerships** – Comprising relevant stakeholders, this small number of partnerships are focused on the key strategic issues for the area. Their remit is strongly focused on the outcomes in the Single Outcome Agreement

Development of Thematic Community Planning Scorecard

- Thematic Groups: will agree a relevant performance scorecard to provide information to the Council, CPP Partners and service users. The scorecard will focus on thematic priorities based on national and local outcomes detailed in the community plan and SOA.

- 1.1. Each level of the CPP will agree performance reporting arrangements using the template below:

Stakeholders	Identification of key stakeholders drawing from formal Community Planning partners; linked partnerships; service users; and communities (geographic and of interest)
Structure	Detail of how the partnership or group relates to the overall CPP structure ensuring links are clear for those who are expected to contribute to the partnership/group and the links where the partnership contributes – e.g. a thematic group will detail which strategic partnership contribute and indicate that it reports to the Management Committee
Vision	This is the main vision to which the partnership contributes – this will either be the overall leading rural area vision or elements of that vision relevant to the partnership
Plan and priorities	The key plans priorities and outcomes relevant to the partnership/group
Translates downwards:	Details which partnerships, partners and plans that are influenced by the key plans and priorities of the partnership/group
Type of report	Performance scorecard or other reporting arrangement
Measurements	The key success measures that will be monitored to ensure that the relevant outcomes are achieved
Report to	Detail of the partnership or group responsible for overseeing the performance of the group
Scorecard themes	These are the high level elements within the performance scorecard and are agreed by each group and the partnership to which it reports

Undertaken between November and March 2010

Community Engagement

Thematic Level Engagement	
<i>Internal Stakeholders:</i>	Policy and Performance Groups/CPP Partners/Services
Community Stakeholders:	Community Groups Service Users
Areas for Engagement	Thematic priorities Outcomes and customer feedback Improving for the future
Engagement Informs:	Corporate and Community Plans, SOA and in turn informs Area plans and service plans
Engagement reporting:	
Reporting Themes:	Development of policy themes Outcomes and customer feedback Improving for the future
Report to:	PPGs, Services and relevant CPP partners (including Strategic Partnerships)

ARGYLL AND BUTE COMMUNITY PLANNING PARTNERSHIP

PARTNERS INVOLVED IN THEMATIC COMMUNITY PLANNING GROUPS

1. SUMMARY

With the development of the Thematic Community Planning Groups the Argyll and Bute Community Planning Partnership is required to confirm core partners to participate in the newly established Thematic CPP Group

2. RECOMMENDATIONS

Consider the core Thematic Community Planning Groups Partners as outlined in Appendix 1

3 BACKGROUND

- 3.1 The Community Planning Partnership Constitution outlines the partners which are actively involved in partnership working across Argyll and Bute.
- 3.2 It is crucial to have the right partners actively involved from the beginning in the development of the Thematic CPP groups and the flexibility to involve representatives from other partners as and when required.
- 3.3 Appendix 1 outlines possible core partners to be invited to the first meeting of the Thematic CPP groups.

For further information please contact:

Lynn Smillie
Area Corporate Services Manager
Helensburgh and Lomond
01546 608820

ARGYLL AND BUTE COMMUNITY PLANNING PARTNERSHIP

Suggested Core Partners on Specific Thematic Community Planning Partnership:

Social Affairs Thematic CPP Group

CPP Lead: Douglas Hendry, Argyll and Bute Council
Argyll and Bute Elected Members
Strathclyde Police
Strathclyde Fire and Rescue
NHS Highland (AB CHP)
Third Sector
RSL's

Economy

CPP Lead: Douglas Cowan, Highland and Islands Enterprise
Argyll and Bute Elected Members
Scottish Enterprise
Argyll and Bute Social Enterprise Network
Argyll and Bute Council Head of Economic Development & Strategic Transportation

Environment

CPP Lead: Andrew Campbell, SNH
Argyll and Bute Elected Members
SEPA
SNH
Crofters Commission
Forestry Commission
Loch Lomond and Trossachs National Park
Scottish Government Rural Payments & Inspection Dept
Deer Commission
Argyll and Bute Council Head of Facilities