

Argyll and Bute Council
Comhairle Earra Ghaidheal agus Bhoid

Customer Services
Executive Director: Douglas Hendry



Kilmory, Lochgilphead, PA31 8RT
Tel: 01546 602127 Fax: 01546 604444
DX 599700 LOCHGILPHEAD
e.mail –douglas.hendry@argyll-bute.gov.uk

1 June 2010

NOTICE OF MEETING

A meeting of the **ECONOMY THEMATIC CPP GROUP** will be held in the **COUNCIL CHAMBER, KILMORY, LOCHGILPHEAD** on **TUESDAY, 8 JUNE 2010** at **10:30 AM**, which you are requested to attend.

Douglas Hendry
Executive Director - Customer Services

BUSINESS

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATIONS OF INTEREST (IF ANY)**
3. **MINUTES**
Economy Thematic CPP Group 24 February 2010 (Pages 1 - 8)
4. **PERFORMANCE MANAGEMENT**
Report by Performance Manager (Pages 9 - 10)
5. **TOURISM**
 - (a) Presentation by David Adams McGilp, Visit Scotland
 - (b) Presentation by France Webster on Skills Development Scotland's Input to Tourism
6. **UPDATE ON COMMUNITY PLAN/PARTNER UPDATES**
7. **PARTNER ACCESS TO PYRAMID**
Report by Head of Customer and Support Services (Pages 11 - 12)
8. **PRINCIPLES OF REPRESENTATION AT CPP**
Report by Community Planning Manager (Pages 13 - 14)

9. REPORTING TO MANAGEMENT COMMITTEE

Verbal Update from Area Customer Services Manager

10. INTEGRATION OF PARTNERSHIPS

Joint Report by Area Customer Services Manager, Community Planning Manager and Economic Development Manager (to follow)

11. FUTURE WORK PROGRAMME(Pages 15 - 18)

ECONOMY THEMATIC CPP GROUP

John Binning, SPT

David Cannon, Cal Mac

Douglas Cowan, HIE (Thematic Lead)

Mike Geraghty, SEN

Jane MacLeod, Mid Argyll Chamber of Commerce

Councillor Donald MacMillan, ABC

Councillor Ellen Morton, ABC

Robert Pollock, ABC

Councillor Ron Simon, ABC (Chair)

Ishabel Bremner, ABC

Allan Comrie, SPT

Councillor Robin Currie, ABC

Councillor Alister MacAlister, ABC

Councillor Alex McNaughton, ABC

Councillor Andrew Nisbet, ABC

Councillor Elaine Robertson, ABC

David Clements, ABC

Shirley MacLeod, ABC

Provost William Petrie, ABC

David Adams McGilp, Visit Scotland

Judy Orr, ABC

Eileen Wilson, CPP

Contact: Fiona McCallum Tel: 01546 604406

MINUTES of MEETING of ECONOMY THEMATIC CPP GROUP held in the COUNCIL CHAMBER, KILMORY, LOCHGILPHEAD on WEDNESDAY, 24 FEBRUARY 2010

Present: Councillor Ron Simon, Argyll and Bute Council (Chair)

Douglas Cowan, CPP Thematic Lead, HIE
Councillor Robin Currie, Argyll and Bute Council
Councillor Alister MacAlister, Argyll and Bute Council
Councillor Donald MacMillan, Argyll and Bute Council
Councillor Andrew Nisbet, Argyll and Bute Council
Councillor Elaine Robertson, Argyll and Bute Council
Robert Pollock, Head of Economic Development and Strategic Transportation, Argyll and Bute Council
Mike Geraghty, Argyll and Bute Social Enterprise Network
Jane MacLeod, Mid Argyll Chamber of Commerce
Frances Webster, Skills Development Scotland
David Cannon, Cal Mac
Margaret McSparran, HIE

Attending: Shirley MacLeod, Area Corporate Services Manager, Argyll and Bute Council
Ishabel Bremner, Economic Development Manager, Argyll and Bute Council
David Clements, Performance Manager, Argyll and Bute Council
Audrey Martin, Senior Planning/Development Officer, Argyll and Bute Council
Jonathon Welch, Transport Planner

The Chair ruled, and the Group agreed, to vary the order of business.

1. APOLOGIES FOR ABSENCE

Apologies for absence were intimated from Councillors Alex McNaughton and Ellen Morton and from representatives from SPT.

2. DECLARATIONS OF INTEREST

None declared.

3. MINUTES

The Minutes of the Economy Thematic CPP Group held on 25 November 2009 were approved as a correct record.

4. RENEWABLE ENERGY ACTION PLAN (REAP)

Following approval of the Community Planning Partnership Plan there was an action agreed to develop a Renewable Energy Action Plan (REAP) for Argyll and Bute. Argyll and Bute Council and Highland and Islands Enterprise are the lead Partners taking this forward to the initial draft stage and this initial draft has been circulated to consultees with

comments requested back by Friday 26 February 2010. It is proposed that once comments have been received these will be incorporated into the Draft Plan and that a joint meeting be arranged of the Economy and Environment Thematic CPP Groups to give a presentation on the Draft Plan and enable Partners to consider the best way in which to maximise the opportunities for economic benefit from renewables and at the same time safeguard the environment, one of the area's key assets.

Decision

Agreed to recommend to the Environment Thematic CPP Group that a joint meeting of the Economy and Environment Thematic CPP Groups take place on Monday 29 March 2010 at 1.00 pm in the Council Chamber, Kilmory, Lochgilphead.

5. TRANSPORTATION ISSUES

(a) STRATEGIC UPDATE ON LOCAL TRANSPORTATION STRATEGY

The current Local Transport Strategy for Argyll and Bute was endorsed by both the Council and the Community Planning Partnership in the spring of 2007 following extensive community consultation. The Strategy sets out plans and policies for transport in Argyll and Bute for the period 2007 – 2010 and also includes future transport aspirations in the area.

The Local Transport Strategy is scheduled to be revised in 2010 and a report and presentation advising on progress with this was considered.

A discussion also took place on the Scottish Ferries Review and David Cannon from Cal Mac responded to a number of questions.

Decision

1. Noted the contents of the report and presentation (a copy of which is attached to this Minute);
2. Agreed that the revised Strategy would need to take account of budgets set at a national and local level;
3. Acknowledged that the revised Strategy would have to make clear that different policies may apply to different areas of Argyll and Bute eg, ferries and buses will be more important to island and rural communities and train services will be more important to urban areas such as Helenburgh;
4. Agreed that it was important to develop the Passenger Transport Network with all Partners;
5. Noted that SPT were planning a major campaign regarding surcharges on concessionary ferry fares effective from April 2010;

6. Noted that David Cannon would arrange to provide information to the Group on Cal Mac's ticketing arrangements;
7. Acknowledged the good work Cal Mac have undertaken in respect of Tourism;
8. Noted that CMAL have confirmed that the new Islay ferry will only be able to serve Islay at Port Askaig and that funding of £3.5m for Port Ellen and £1.5m for Kennacraig has been identified to upgrade the piers to accommodate the new ferry; and
9. Noted that SPT had been unable to attend the meeting today due to the weather and agreed to continue to invite SPT to future meetings of the Group.

(Reference: Report by Head of Economic Development and Strategic Transportation, submitted)

(b) UPDATE ON ROAD EQUIVALENT TARIFF

Margaret McSparran from Highlands and Islands Enterprise (HIE) provided the Group with a very informative presentation on the work and activities HIE have undertaken in support of the RET Pilot which commenced in August 2008 and will run until the spring of 2011.

Thereafter Margaret responded to a number of questions arising from her presentation.

Decision

Noted the contents of the presentation (copy of which is attached to this Minute) and looked forward to further updates once the evaluation process was complete.

6. REVIEW OF ECONOMY COMMUNITY PLAN ACTIONS/PARTNER UPDATES

Partners provided information on work currently being undertaken in respect of the Economy Community Plan Actions.

Highlands and Islands Enterprise

Successful Businesses – Douglas Cowan advised that HIE were currently engaged with around 70 businesses in the Argyll and Isles area. They were noticing that the effects of the current difficult economic climate were not consistent across the various sectors of the community but were nevertheless challenging. He advised that unemployment was continuing to rise across the whole area particularly in Rothesay and Dunoon (2nd) and Campbeltown (4th).

Sustainable Economic Assets – Douglas referred to renewables and

advised that HIE were continuing to work with WELCON Towers at Machrihanish to support their expansion. Employment at the factory was increasing and HIE were working with the company to support recruitment and training.

Marine Science – Douglas advised that the Scottish Association for Marine Science (SAMS) at Dunstaffnage have been awarded a contract to extend their research and education facility and that HIE were taking the lead in the science park.

Douglas confirmed that the major priority for HIE was economic growth.

Argyll and Bute Council

Economic Development Action Plan – Robert referred to the Draft Plan which had received very positive feedback from Partners.

CHORD Projects – Robert provided an update on progress to date with each of CHORD Projects which were about the regeneration and economic development of 5 towns across Argyll and Bute.

Campbeltown (Townscape Heritage Initiative) – Council working with Historic Scotland to identify a number of key buildings in Campbeltown to bring them into use again.

Campbeltown (Development of Marina) – looking to expand marina to a transit marina, Robert confirmed that a grant of £500,000 had been secured to undertake a feasibility study.

Campbeltown (Realignment and Development of Kinloch Road) – Robert advised that design works for road were now complete and that Council were entering discussions with Argyll Community Housing Association (ACHA) re housing for this area.

Helensburgh (Redevelopment of Esplanade and Streetscape and Traffic Management for Town Centre) – Robert confirmed that the Design Teams for each of these projects were now in place.

Oban (Potential for Transit Marina) – Robert confirmed that a full business case had been undertaken which identified significant challenges and uncertainties. The Council were currently working with Oban Bay Marine to revise their plans for a Marina.

Oban (Development Road) – this was looking at the potential for a £15m road to open up significant parts east of Oban for development. Robert confirmed that successful meetings with Transport Scotland had taken place in December and February.

Rothesay (Town Heritage Initiative) – Council were currently looking to identify buildings for this funding.

Rothesay (Regeneration of Rothesay Pavilion) – this project will result in the full upgrading and refurbishment of Rothesay Pavilion, an iconic

Category A listed building in the Council's ownership, and will provide a high class tourism, arts and leisure facility for the Island of Bute and the wider Argyll and Bute and Scottish community.

Dunoon – currently looking at regeneration of waterfront. Assessing project in its entirety in order establish correct phasing.

Robert advised that the Council were continuing to try to lever in more European money and private sector investment for each of these Projects.

Business Gateway – Ishabel Bremner confirmed that the Council had agreed at its budget to provide Business Gateway with funding totalling £60,000 so that business start up grants could be offered to new, small businesses (£35,000 will be used to fund start up grants which will be £500 each and the rest will be used to assist with business growth for existing businesses). Ishabel also advised that an application seeking £40,000 from the European Regional Development Fund had been submitted.

Decision

1. Noted the updates provided by Partners;
2. Noted that Ishabel would investigate the possibility of Business Gateway being able to offer start up grants to young people on islands up to the age of 29 as was the case with PSYBT Awards;
3. Noted that Robert would confirm to Jane MacLeod, Mid Argyll Chamber of Commerce, the weighting being applied to local businesses seeking contracts through the CHORD projects.
4. Noted Jane's concern that the weighting being applied was too low and noted that the Council had to comply with strict EU laws on procurement;
5. Agreed that a progress report should be brought back to the next meeting on Business Gateway;
6. Endorsed the Chair's comment that the totality of public sector funding should be looked at; and
7. Noted that Business Gateway and Skills Development Scotland were currently working together in schools to raise awareness amongst young people on the idea of returning to the area after studies and setting up businesses.

Councillor Donald MacMillan left the meeting.

7. ECONOMY THEMATIC CPP SCORECARD

Consideration was given to development of the Economy Thematic CPP Group Performance Management Scorecard.

Decision

1. Noted the contents of the Scorecard for the Economy Thematic CPP Group;
2. Agreed that until Partners have access to the Council's Performance Management System, Pyramid, the information on the Scorecard will not be helpful to the Group; and
3. Noted that work was being undertaken to enable Partners to have access to Pyramid and agreed to request the Head of ICT and Financial Services to bring a report to the next meeting of the Group on how this work was progressing.

(Reference: Report by Performance Manager, submitted)

Mike Geraghty left the meeting.

8. FUTURE WORK PROGRAMME

Consideration was given to the development of a work programme for the Group for 2010.

Decision

1. Agreed that the following items would be standing agenda items for the Group -

Performance Management
Partner Updates on Economy Actions within Community Plan
2. Agreed that Tourism would be the theme for the next meeting in May 2010 and that Construction/Housing Industry would be the theme for the meeting held in August 2010;
3. Agreed that an invitation should be extended to the Housing Associations to attend the meeting in August 2010; and
4. Agreed that Renewables should be discussed at joint meetings with the Environment Thematic CPP Group.

(Reference: Report by Area Corporate Services Manager, submitted)

9. INTEGRATION OF STRATEGIC PARTNERSHIPS

Consideration was given to the process for assessing whether or not existing Strategic Partnerships linked into the priorities of the Economy Thematic CPP Group.

Decision

Agreed that Shirley MacLeod, Isabel Bremner and Eileen Wilson should

meet to discuss this further and bring a report back to the next meeting of the Group in May 2010.

(Reference: Report by Community Planning Manager, submitted)

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**Argyll and Bute Community Planning
Partnership**



**Economy Thematic Group
8 JUNE 2010**

Thematic Group Scorecard

SUMMARY

The Community Planning Partnership's Economy Thematic Group has identified a number of areas of interest including the Economic Development Action Plan, as well as the Single Outcome Agreement and Community Plan.

Progress of these plans and strategies is monitored using Pyramid through the Economy Thematic Scorecard.

The Scorecard is attached for information and will be available at the meeting for consideration of performance.

For further information, please contact:

David Clements
Performance Manager

E-mail david.clements@argyll-bute.gov.uk

Telephone 01546 60 4205

Economy Thematic Group Scorecard		Actions due		On track	Status	Trend
		18		5		
National Outcomes (SOA)						
01	We live in a Scotland, attractive for business					✘
02	Economic potential, better employment opportunities					✘
03	We are better educated and skilled					✘
SOA Economy Outcomes		Total No	On track			
		113	53			
Community Plan - Economy		Total No	On track			
		5	3			
Community Engagement		Total No	On track			
		12				
CPP Thematic Risks		R = 1	A = 6	G = 2		
Risk - % exposure		FQ3 09/10	FQ4 09/10			
		40.44 %	40.44 %			
						↑

Economic Development Action Plan		Actions due		On track	Status	Trend
		18		4		
EDAP Theme - Competitive A&B						
EDAP Theme - Connected A&B						
EDAP Theme - Collaborative A&B						
EDAP Risks						
		R = 0	A = 7	G = 3		
Risk - % exposure		FQ3 09/10	FQ4 09/10			
		33.60 %	30.40 %			
						↑
Transport Strategy		Target		Actual	Status	Trend
% Increase using Council subsidised Bus Services		3.00 %				
Annual % Increase using Community Transport Schemes		0.50 %		-13.79 %	R	↕
External Funding - % of Planned Income Achieved		80.00 %		120.00 %	G	↗
ET02 - Road Casualties						
ABC07aA1 - Implement LTS action plan						
ABC07aM1 - Schemes on A816		Concerns, being addressed			A	↘
ABC07aM2 - Schemes on A818		Concerns, being addressed			A	↗
ABC07aM6 - Other schemes		Concerns, being addressed			A	↗
Oban Development Road		Concerns, being addressed			A	↗
Business Gateway		Target		Actual	Status	Trend
Business Start Ups H&L		56		51	A	↗
Business start ups supported A&B		72		72	G	↗
Number of Events/Meet Business Advisor Achieved		78		98	G	↗

Argyll & Bute Strategic Partnerships - under development	
Argyll & Bute Social Enterprise Network	
Construction Excellence Partnership	
Argyll & Bute Social Economy Partnership	
Argyll & Bute Renewable Alliance	
Argyll and the Islands LEADER Local Action Group	
Argyll Regional Project Assessment Committee	

**ARGYLL & BUTE COUNCIL
CUSTOMER & SUPPORT SERVICES
PARTNER ACCESS TO PYRAMID**

ECONOMY THEMATIC CPP GROUP

8 JUNE 2010

1. SUMMARY

At the meeting of 24 February 2010 the Economy Thematic CPP Group considered the development of the group scorecard within the Council's Pyramid performance management system and requested details on how access to the scorecard could be provided to partners. This report seeks to provide the requested information.

2. RECOMMENDATIONS

- 2.1 The proposals to provide access to 3 individuals from the CHP on a pilot basis by end of March are noted.
- 2.2 A further report will be made at a later date as to the suitability of the pilot solution for broader roll-out.

3. DETAIL

- 3.1 ICT and Financial Services will provide access to specified individuals nominated by the CPP group to the Pyramid portal. A form of browser based access will be provided to a secure https website address secured with appropriate certificates. Access will be given from the CHP data network IP address.
- 3.2 The Pyramid system administrator will be required to set up specific Pyramid logins and passwords for the nominated individuals. Most access to Pyramid utilises Active Directory such that network logins provide direct access to Pyramid without requiring the individual to login again. This will not apply to external third parties coming in via the Internet as they will not be given access to the Council network. Their access will be restricted to the Pyramid server only.
- 3.3 External third parties will require to have Java script enabled onto their PCs – ICT & Financial, Services will liaise with the appropriate contact in their organisation to facilitate this.
- 3.4 Details of 3 persons from the CHP have been provided and they will be used as a small pilot to ensure that this technical solution works satisfactorily. This is expected to be implemented by end of March.
- 3.5 The Pyramid system administrator will ensure that appropriate access rights are set up within Pyramid so that users have access to the relevant scorecards and are able to drill down to the elements within

them. Where appropriate read access can be extended to update access to the elements for which they are responsible. They will have full responsibility for ensuring that appropriate access rights are maintained within Pyramid for Partners.

- 3.6 Following successful implementation for the pilot, a review will take place to determine if the solution is suitable for broader roll-out to a wider group of Partners.

4 IMPLICATIONS

- 4.1 Policy: Supports full engagement from Partners
- 4.2 Legal: Data privacy considerations have been taken into account in proposed solution
- 4.3 Financial: None
- 4.4 Personnel: None
- 4.5 Equal Opportunities None

For further information, please contact Judy Orr, Head of ICT and Financial Services (Ext 5280)

Judy Orr
Head of ICT and Financial Services
2 March 2010



Principles of Representation at CPP

This document is for all CPP partners, whether representing or being represented, at all levels within the CPP structure. It may also be of interest to other stakeholders.

The CPP Partnership Agreement was adopted in May 2009. Under the new structure partner organisations are regularly required to represent each other at Management Committee, Thematic Partnerships, Local Community Planning level and at other strategic partnerships.

In order for this to work partners must be confident that they are fully informed of any discussions taking place and are able to feed into any debate. It is essential that information flows in both directions.

If you are involved in Community Planning, at any level, you must demonstrate representation and ensure accountability:-

Clear lines of **accountability** allow representatives to speak with real authority. This does not mean that all decisions are subject to a consensus, at times a representative will have to present diverse, sometimes conflicting, views. Representatives should be prepared and able to explain decisions and actions.

Partners in a representation role should:-

- put into place reporting mechanisms that support the flow of information without creating unnecessary burdens;
- make arrangements that enable all partners to participate as fully as possible;
- ensure there is clarity about when one partner has a clear mandate to represent and when they do not.
- be clear about who they are representing

Other key principles of representation

- **Equality** – place equality, diversity and inclusiveness at the core of what they do
- **Leadership** – representatives will need to think and act strategically
- **Openness** – be as open as possible in all dealings and relationships
- **Purpose** – be clear about objectives and contributions – supporting them with a strong evidence base
- **Sustainability** – ensuring the continuation of the collective voice
- **Values** – identify and build on the values of community planning

It is not intended to prescribe how partners should organise themselves. However, a guiding set of principles should help partners develop arrangements that strengthen their representation, widen participation and

ensure transparency for other organisations taking part in events and meetings at which the representative is present.

Annual Review 2009/10

As part of the Annual review we will be asking partners to demonstrate

- how they are ensuring information flows within and between organisations
- that arrangements are in place to ensure that they are represented as appropriate in the CPP structure and associated strategic partnerships
- what they do to promote community planning

For further information contact: Eileen Wilson
Community Planning Manager
Eileen.wilson@argyll-bute.gov.uk

Telephone 01436 658726

ECONOMY THEMATIC CPP GROUP WORK PROGRAMME

	24 February 2010 Transport Theme	29 March 2010	8 June 2010 Tourism Theme	25 August 2010 Construction and Housing Industry Theme	24 November 2010	2011 February	2011 May	2011 August	2011 November
REAP	X Agreed to discuss at joint seminar with Environment Thematic CPP Group on 29 March 2010	X							
Local Transportation Strategy	X Report and Presentation Noted. Cal Mac to provide info on ticketing arrangements to Group. Agreed to invite SPT and Cal Mac to each meeting.								
RET	X Presentation from HIE noted. Further update to be brought to group on completed of Evaluation in Spring 2011.						X Report on outcome of evaluation of RET.		
Review of Economy Community Plan Actions/ Partner Updates	X Updates noted. Agreed to have as item at all meetings. Report to come to next meeting on Business Gateway.		X	X	X	X	X	X	X

Updated 24 Feb 2010

ECONOMY THEMATIC CPP GROUP WORK PROGRAMME

	24 February 2010 Transport Theme	29 March 2010	26 May 2010 Tourism Theme	25 August 2010 Construction and Housing Industry Theme	24 November 2010	2011 February	2011 May	2011 August	2011 November
Business Gateway			X Progress Report						
Performance Management	X Noted contents of Scorecard. Agreed to ask Head of ICT and Financial Service to bring report on progress with getting external Partners access to Pyramid.		X Report from Head of ICT and Fin Services re: progress with getting external Partners access to Pyramid.						
Future Work Programme	X Agreed Performance Management and Updates from Partners be discussed at each meeting. Agreed Tourism as theme for May meeting. Agreed Construction and Housing Industry Theme for Aug meeting and to extend invite to Housing Associations. Agreed discussion on REAP to take place at joint meetings with Environment Thematic CPP Group.		X	X	X	X	X	X	X

ECONOMY THEMATIC CPP GROUP WORK PROGRAMME

	24 February 2010	29 March 2010	26 May 2010	25 August 2010	24 November 2010	2011 February	2011 May	2011 August	2011 November
	Transport Theme		Tourism Theme	Construction and Housing Industry Theme					
Integration of Strategic Partnerships	X Report noted and agreed that E Wilson, I Bremnar and S MacLeod discuss further and bring back report to next meeting.		X						

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