

## **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 3<sup>rd</sup> 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](http://www.argyll-bute.gov.uk) or through a link on the Community Planning website [www.argyllandbutecpp.net](http://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-](http://www.argyll-)

[bute.gov.uk](http://bute.gov.uk) or through a link on the Community Planning website  
[www.argyllandbutecpp.net](http://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:

<b>Stakeholders</b>	Identification of key stakeholders drawing from formal Community Planning partners; linked partnerships; service users; and communities (geographic and of interest)
<b>Structure</b>	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
<b>Vision</b>	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
<b>Plan and priorities</b>	The key plans priorities and outcomes relevant to the partnership/group
<b>Translates downwards:</b>	Details which partnerships, partners and plans that are influenced by the key plans and priorities of the partnership/group
<b>Type of report</b>	Performance scorecard or other reporting arrangement
<b>Measurements</b>	The key success measures that will be monitored to ensure that the relevant outcomes are achieved
<b>Report to</b>	Detail of the partnership or group responsible for overseeing the performance of the group
<b>Scorecard themes</b>	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

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