

MORAY COMMUNITY PLANNING PARTNERSHIP
MINUTE OF THE COMMUNITY PLANNING BOARD

THURSDAY 14 AUGUST 2014

ALEXANDER GRAHAM BELL CENTRE, MORAY COLLEGE UHI

PRESENT

Councillor Allan Wright (Chairman)	The Moray Council
Councillor Stewart Cree	The Moray Council
Councillor John Divers	The Moray Council
Councillor Gordon McDonald (Substituting for Councillor Pearl Paul)	The Moray Council
Councillor John Cowe	HITRANS
Mrs Megan Palmer-Abbs	Moray College
Mrs Christine Lester	NHS Grampian
Mr David Meldrum (Substituting for Mr David Rout)	Scottish Fire and Rescue Services
Mr Don Vass	TSI Moray
Mr Roddy Burns (ex-officio)	The Moray Council
Mr Alistair Merrill (ex-officio)	Scottish Government

ALSO PRESENT

Councillor Lorna Creswell (The Moray Council)

APOLOGIES

Apologies were intimated on behalf of Councillor Pearl Paul (The Moray Council), Mr David Oxley (HIE Moray), Chief Superintendent Mark McLaren (Police Scotland), Mr David Rout (Scottish Fire and Rescue Services) and Mr Anthony Standing (Skills Development Scotland).

IN ATTENDANCE

Mr Frank Hughes, Principal (Moray College), Mrs Jill Stewart, Acting Corporate Director (Environmental Services), Mrs Bridget Mustard, Corporate Policy Unit Manager, Mr John Ferguson, Community Planning & Development Manager, Mrs Shelley Lawson, Project Officer, Ms Louise Marshall, Research & Information Officer, and Mr Darren Westmacott, Committee Services Officer as Clerk to the Meeting (all The Moray Council).

Also in attendance by invitation, Mrs Tracey Gervaise, Public Health Lead and Programme Manager (Early Years Collaborative) (NHS Grampian), Mr John Campbell, Service Manager (Drugs, Alcohol and Mental Health) and Ms Amanda Ware, Research & Information Officer (both The Moray Council) in respect of Item 2 of the agenda; Mr Jim Grant, Head of Development Services and Mr Stephen Cooper, Head of Direct Services (both The Moray Council) in respect of Item 3 of the

agenda and Mr Andrew Stewart, Health & Transport Action Plan Programme Manager (NHS Grampian/NESTRANS) in respect of Item 8 of the agenda.

1. WELCOME

The Board joined the Chair in welcoming Mr Frank Hughes to his first meeting of the Community Planning Board following his appointment as Principal of Moray College.

2. RESIGNATION

Mr Alistair Merrill (ex-officio) (Scottish Government) advised the Board that he was resigning as Location Director in Moray after 3 years in post. He stated that it had been a pleasure working with the Community Planning Board and advised that his successor, Mr Michael Palmer, would accompany him to the September meeting of the Board, which would be Mr Merrill's last.

3. CHIEF OFFICER (HEALTH AND SOCIAL CARE INTEGRATION)(MORAY)

The Board joined the Chair in welcoming the appointment of Mrs Pamela Gowans as Chief Officer (Health and Social Care Integration)(Moray), stating that it was a significant step forward in the integration process and hoped to see Mrs Gowans at future meetings of the Board.

4. ORDER OF BUSINESS

The Board agreed to vary the order of business as set down on the agenda and agreed to take Item 8 "Health & Transport Action Plan" immediately following Item 3 'Communities & Sustainability Charts' to allow Mr Andrew Stewart, Health & Transport Action Plan Programme Manager (NHS Grampian/Nestrans) to attend other meetings.

5. MINUTE OF MEETING OF COMMUNITY PLANNING BOARD DATED 19 JUNE 2014

The minute of the meeting of the Community Planning Board dated 19 June 2014 was submitted for approval.

Under reference to paragraph 2 of the minute, Mrs Palmer-Abbs (Moray College) advised that she had submitted comments to be considered in her absence and queried if this had been done. In response, the Chair confirmed that Mrs Palmer-Abbs' comments had been circulated and incorporated at the appropriate junctures and that the minute would be amended to reflect this.

Thereafter, the Board approved the minute of the meeting of the Community Planning Board date 19 June 2014, subject to paragraph 2 being amended to reflect the consideration of Mrs Palmer-Abbs' comments submitted in her absence.

6. HEALTHIER CITIZENS

There was submitted a report by Mrs Tracey Gervaise, Public Health Lead and Programme Manager (Early Years Collaborative) (NHS Grampian) on the review of Charts 14, 15 and 30 in the Moray 2023: A Plan for the Future, providing the Board with their findings, proposing any changes to the targets and providing a confidence rating regarding the likelihood of achieving each target.

The Board noted presentations by Mrs Gervaise, Mr John Campbell, Service Manager (Drugs, Alcohol and Mental Health) and Ms Amanda Ware, Research & Information Officer (both The Moray Council) on each target and the Partnership's aims to achieve them.

Referring to Chart 14 '% of Adults Who Are Obese', the Board queried if a staged target would assist in meeting the target. In response, Mrs Gervaise advised that this would require to be negotiated with the Board, however she would be able to define stage targets using information that was available and stated that this would assist the management and monitoring of the target. Thereafter, the Board agreed that Mrs Gervaise submit a staged target to meet targets in Chart 14 '% of Adults Who Are Obese' for approval to a future meeting of the Board.

Acknowledging that Chart 15 '% of Adults Smoking' was ambitious, the Board agreed that Mrs Gervaise submit a staged target to meet targets in Chart 15 '% of Adults Smoking' for approval to a future meeting of the Board.

In response to a query regarding a breakdown of age groups for Chart 30 'People in Hospital with an Alcohol Dependence', Mrs Gervaise advised that narrative would be compiled regarding those who are accessing the service after discharge using data from the Moray Alcohol and Drug Partnership and be included against the target. Thereafter, the Board agreed that Mrs Gervaise submit a staged target to meet targets in Chart 30 'People in Hospital with an Alcohol Dependence' for approval to a future meeting of the Board.

Following consideration, the Board agreed to note the review of targets 14, 15 and 30 'People in Hospital with an Alcohol Dependence' in the Moray 2023: A Plan for the Future and agreed the following actions:-

Chart	Target	Confidence rating to achieve target	Action agreed
14	% of Adults Who Are Obese	1	Staged target to meet targets within chart to be submitted to a future meeting of the Community Planning Board (CPB) for approval.
15	% of Adults Smoking	1	Staged target to meet targets within chart to be submitted to a future meeting of the

			CPB for approval.
30	People in Hospital with an Alcohol Dependence	1	<p>Staged target to meet targets within chart to be submitted to a future meeting of the CPB for approval.</p> <p>Narrative to be compiled regarding those who are accessing the service after discharge using data from the Moray Alcohol and Drug Partnership and include against the target.</p>

7. COMMUNITIES AND SUSTAINABILITY CHARTS

There was submitted a report by Mrs Jill Stewart, Acting Corporate Director (Environmental Services) (The Moray Council) on the Communities and Sustainability Partnership's review of Charts 31, 32, 33, 34, 36 and 37 in the Moray 2023: A Plan for the Future, providing the Board with their findings, proposing any changes to the targets and providing a confidence rating regarding the likelihood of achieving each target.

The Board noted presentations by Councillor McDonald, Mrs Stewart, Mr Stephen Cooper, Head of Direct Services and Mr Jim Grant, Head of Development Services (both The Moray Council) on each target and the Partnership's aims to achieve them.

Referring to Chart 36 '% Local of Authority Collected Municipal Waste Recycled', the Board agreed to revise the target to '% of Waste Diverted from Landfill' as recommended by the Communities and Sustainability Partnership.

Following consideration, the Board agreed to note the Communities and Sustainability Partnership's review of Charts 31, 32, 33, 34, 36 and 37 in the Moray 2023: A Plan for the Future and agreed the following actions:-

Chart	Target	Confidence rating to achieve target	Action agreed
31	Number of Council Houses	3	Monitor progress.
32	% of Council Housing Stock Meeting the Energy Efficiency Standard	2	Monitor progress.

33	% Council Housing Stock Meeting The Moray Housing Standards	4	Monitor progress.
34	% Households in Fuel Poverty	2	Monitor progress.
36	% Local of Authority Collected Municipal Waste Recycled	3	Revise the target to ‘% of Waste Diverted from Landfill’.
37	Energy Consumption Kw/h (OOO)	2	Monitor progress.
38	CO2 (000)	2	Monitor progress.

8. HEALTH AND TRANSPORT ACTION PLAN

There was submitted a report by Mr Stewart, Health and Transport Action Plan Programme Manager presenting the refreshed Grampian Health and Transport Action Plan (HTAP) for endorsement and seeking ownership and responsibility for delivery of the Plan along with the Community Planning Boards in Aberdeen City and Aberdeenshire.

In response to a query from the Board, Mr Stewart advised that a strategy was being developed on safe cycling routes and agreed to circulate a timetable for its production.

Following consideration, the Board agreed to:-

- (i) endorse the refreshed Grampian Health and Transport Action Plan (HTAP);
- (ii) accept ownership and responsibility for delivery of the Plan to enshrine the work into collaborative working practices, along with the Community Planning Boards in Aberdeen City and Aberdeenshire; and
- (iii) note that Mr Stewart, Health & Transport Action Plan Programme Manager (NHS Grampian/Nestrans) would circulate a timetable for the production of a safe cycling routes strategy.

9. COMMUNITY PLANNING PARTNERSHIP ACTION PLAN

There was submitted a report by Mrs Bridget Mustard, Corporate Policy Unit Manager (The Moray Council) providing the Community Planning Board with a copy of the draft action plan from Audit Scotland’s Improvement Agenda, prepared by the Community Planning Officer Group. A copy of the draft action plan was provided as Appendix 1 to the report.

In introducing the report, Mr Roddy Burns, Chief Executive (ex-officio)(The Moray Council) advised that the recommendations should include that the Board instruct the Community Planning Officer Group to prepare a response for Action 1.3

regarding tackling equalities; instruct the Community Engagement Group to prepare responses for Actions 3.2 and 3.3 regarding community engagement and consultation; that the Health & Social Care and Children & Young People's Partnerships submit their existing prevention plans to the Board on 2 October 2014 and that an updated action plan be submitted to the Board on 2 October 2014.

Following consideration, the Board agreed:-

- (i) to note the draft action plan from Audit Scotland's Improvement Agenda, as prepared by the Community Planning Officer Group and detailed in Appendix 1 of the report;
- (ii) to instruct the Community Planning Officer Group to prepare a response for Action 1.3 regarding tackling equalities;
- (iii) to instruct the Community Engagement Group to prepare responses for Actions 3.2 and 3.3 regarding community engagement and consultation;
- (iv) that the Health & Social Care and Children & Young People's Partnerships submit their existing prevention plans to the Board on 2 October 2014; and
- (v) that an updated action plan be submitted to the Board on 2 October 2014.

10. COMMUNITY PLANNING PARTNERSHIP AGREEMENT

There was submitted a report by Mrs Bridget Mustard, Corporate Policy Unit Manager (The Moray Council) providing the Community Planning Board with a copy of the draft Community Planning Partnership Agreement for approval. A copy of the draft Agreement was provided as Appendix 1 to the report.

The Chair moved that consideration of this report be deferred to the next meeting of the Board and that any comments be submitted to Mrs Mustard.

There being no one otherwise minded, the Board agreed to:-

- (i) defer consideration of the draft Community Planning Partnership Agreement to the next meeting of the Board; and
- (ii) submit any comments on the draft Agreement to Mrs Bridget Mustard, Corporate Policy Unit Manager (The Moray Council).

11. SINGLE OUTCOME AGREEMENT – COMMUNITY PLAN PROGRESS UPDATE

There was submitted a report by Mrs Bridget Mustard, Corporate Policy Unit Manager (The Moray Council) inviting the Community Planning Board to consider the progress made towards the completion of the 2013-14 Single Outcome Agreement.

In response to a query from the Board, Mrs Mustard stated that she would confirm who the Main Contact was regarding Activity Agreements and advise the Board accordingly.

Following consideration, the Board agreed to note the performance against the milestones for which the Community Planning Board is responsible, as set out in Sections 4 and 5 of the report.

12. COMMUNITY EMPOWERMENT (SCOTLAND) BILL 2014

There was submitted a report by Mr John Ferguson, Community Planning and Development Manager (The Moray Council) detailing the progress made on the Community Empowerment (Scotland) Bill 2014 following its launch and identifying possible implications for the Community Planning Partnership.

In response to advice from Mr Merrill, Director of Procurement (ex-officio) (Scottish Government), the Chair moved that individual responses to the call for evidence to the Parliamentary Local Authority and Regeneration Committee be submitted to Mr Ferguson and presented to the Committee under a covering letter on behalf of the Community Planning Board.

There being no one otherwise minded, the Board agreed to:-

- (i) note the Community Empowerment (Scotland) Bill, in particular the implications for Community Planning in Moray;
- (ii) note the call for evidence to the Parliamentary Local Authority and Regeneration Committee; and
- (iii) submit individual responses to the call for evidence to Mr Ferguson, Community Planning and Development Manager (The Moray Council) for presentation to the Committee under a covering letter on behalf of the Board.

13. UPDATE FROM NATIONAL COMMUNITY PLANNING GROUP

There was presented and noted an oral update by the Chair on the recent meeting of the National Community Planning Group.

The Chair advised that there was an emphasis on prevention and noted that there was a well received presentation by Glasgow Community Planning Partnership on their three priority areas.

14. ANY OTHER COMPETENT BUSINESS

Mrs Christine Lester (NHS Grampian) expressed concern regarding communication from the Community Planning Officer Group. She sought clarification on the membership, date of meetings and minutes.

In response, Mrs Bridget Mustard, Corporate Policy Unit Manager (The Moray Council) advised that there had only been one meeting of the Community Planning Officer Group but would circulate the requested information.