

SPECIAL COMMUNITY PLANNING BOARD MEETING – WEDNESDAY 10 JUNE 2009

ACTION SHEET

ITEM NO.	TITLE OF REPORT	DECISION	ACTION BY
	Present	<p>Councillors G McIntyre (Chair) J Hamilton, G McDonald, E McGillivray, Martin Johnson HIE Moray, Sharon Milton Grampian Police, and Eileen Bush MVSO</p> <p><u>IN ATTENDANCE</u> Alastair Keddie, Chief Executive, The Moray Council, Roddy Burns, Chief Legal Officer, The Moray Council, Bridget Mustard, Corporate Policy Unit Manager The Moray Council, John Ferguson, Community Planning & Development Manager The Moray Council, Roy Anderson, Community Planning Officer The Moray Council, and , The Moray Council, Clerk to the Meeting.</p> <p><u>APOLOGIES</u></p> <p><u>ALSO IN ATTENDANCE</u> Liz Hunter, Scottish Government</p>	Clerk
1.	Single Outcome Agreement - End of Year Monitoring Statements	<p>Following consideration the Board:</p> <ul style="list-style-type: none"> (i) approved the current analysis of performance against the actions addressing the national and local outcomes over the first year of the SOA; (ii) approved the draft public performance report; (iii) noted the current performance against the indicators and that this position will be updated as information becomes available; and (iv) noted, in the event of changes, finalised reports will be submitted to this group at the next meeting. 	CPUM

ITEM NO.	TITLE OF REPORT	DECISION	ACTION BY
2.	Single Outcome Agreement - Local Delivery Action Plan	<p>Following consideration the Board:-</p> <ul style="list-style-type: none"> (i) approved the further amendment required in the SOA in relation to Curriculum for Excellence from Scottish Government; (ii) agreed an event for the minister at the official signing of the SOA based on the outcomes highlighted in the performance monitoring reports; (iii) noted that public performance reports are required and will be based on the performance monitoring; (iv) noted that a review of SOA will need to be undertaken during the year; (v) considered moving the inequalities local outcome from Safer & Stronger to Wealthier & Fairer Strategy Group; and (vi) noted scrutiny arrangements are still to be finalised. <p>In relation to specific actions from the special meetings, the Board:</p> <ul style="list-style-type: none"> (i) agreed key actions as attached with amendments stated in 4.4 (I) - (II); (ii) noted SMART targets and milestones required more time to finalise with lead officer; (iii) considered additional resources for key actions stated in 4.7 and any action required to address them; (iv) agreed revised membership as stated in 4.10 (I) - (v) and noted concerns of the partners on resourcing the groups; (v) agreed to the operating procedures for the strategic groups contained in 4.16 (I) - (vi); and (vi) advised the North East Joint Public Sector Group in relation to consultation on strategies and plans; 	CPUM
3.	Partnership Risk Register (2009 / 10)	<p>Following consideration the Board agreed:</p> <ul style="list-style-type: none"> (i) to consider and approve the revised risk matrix to inform the Partnership Risk Register (2009 / 10); and (ii) to identify and assess further risks for inclusion in the Risk Register on the basis of the revised matrix 	CPO

ITEM NO.	TITLE OF REPORT	DECISION	ACTION BY
4.	Community Planning Strategic Groups Operating Procedures	Following consideration the Board agreed to approve the revised version of the Operating Procedures for the Community Planning Strategic Groups.	CPO
5.	Fairer Scotland Fund - Financial Inclusion		CPDM
6.	Fairer Scotland Fund	Following consideration the Board agreed to note arrangements for performance management and the revisions to the Fairer Scotland Fund submission process.	CPDM
7.	Budget Report		CPUM
8. (a)	Action Sheet from Meeting of Community Planning Board dated 7 May 2009	Noted	

Key: CPUM – Corporate Policy Unit Manager

ITEM NO.	TITLE OF REPORT	DECISION	ACTION BY
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GREENER STRATEGIC GROUP MEETING – 26 MARCH 2009

ACTION SHEET

ITEM NO.	TITLE OF REPORT	DECISION	ACTION BY
	Membership of the Group	<p>Present :- Cllrs Murdoch (Chair), Cree, Coull as substitute for Leadbitter, Ogilvie, and Russell. Alex Tait, NHS Grampian and Matt Young, Forestry Commission Scotland.</p> <p>Apologies for absence were intimated on behalf of Tom Inglis, SEPA, Martin Johnson, HIE Moray, David Bale, SNH</p>	Clerk
1.	Action Sheet from 11 December 2008	Approved.	
2.	Single Outcome Agreement 2008/09 - Quarter 3 Updates	Following consideration the Group scrutinised and noted the update of performance regarding the Performance Indicators relating to the Greener theme, as laid down in the Single Outcome Agreement 2008/09.	CPUM
3.	Single Outcome Agreement 2009-10	<p>Following consideration the Group agreed :-</p> <ul style="list-style-type: none"> (i) to note the current status of Single Outcome Agreement (SOA) 2009-10; (ii) to become involved in the development of the local delivery action plans; and (iii) that tags be noted beside the local delivery action plan to highlight where the Greener Group is to contribute; (iv) that Forestry Commission Scotland would like involvement in Healthier theme activity group, the Wealthier & Fairer Group in relation to timber transportation and any fuel poverty action group; (v) that local delivery action plans developed are circulated to group for information; and (vi) to add total road accidents in outcome 1. 	CPUM H/Dev Servs

ITEM NO.	TITLE OF REPORT	DECISION	ACTION BY
4	Flood Alleviation	Following consideration, the group agreed to work with the flood alleviation team to have an influence on the design and bio-diversity of landscaping surrounding the schemes in conjunction with appropriate community groups and in dealing with Highland Council to investigate their priorities for rivers that affect Moray.	H/Dev Servs
5.	Environmental Activities List	<p>Following consideration the Group agreed:-</p> <ul style="list-style-type: none"> (i) to the setting up of operational groups to address the greener groups priorities in relation to SOA outcomes 12 and 14, including energy efficiency, the development of a Moray wide renewables strategy, fuel poverty (if appropriate to the Greener Group), awareness raising events and possibly green travel planning, with some groups possibly being amalgamated; (ii) to note Forestry Commission should read Forestry Commission Scotland; (iii) to recommend that the Community Planning Board consider resources to assist with Greener group's activities; and (iv) that a revised proposal for operational groups be drawn up by the Head of Development Services and circulated to all Greener group members before submission to the Community Planning Board. 	H/Dev Servs
6.	Community Environmental Fund and Environmental Awards	The group agreed not to hold an Environmental Awards Ceremony this year and that the Events and Awareness Raising Operational Group to consider holding an event for 2010.	H/Dev Servs
7.	Business Seminar	<p>Following consideration the group agreed:-</p> <ul style="list-style-type: none"> (i) to hold a business seminar later in the year; (ii) hold a bigger festival next year organised by the Events & Awareness Raising Operational Group; (iii) look at funds from LEADER, Fairer Scotland Fund, HIE; and look at the timing of the event i.e. whether evening or weekend; and (iv) to note that further information on arrangements should be made available to members of the Group in due course. 	H/Dev Servs

ITEM NO.	TITLE OF REPORT	DECISION	ACTION BY
8	Fairer Scotland Fund Proposals	<p>Following consideration, the group agreed to:-</p> <p>(i) note that timescales for bids would be published on the website; and</p> <p>(ii) note that anyone can apply but that it must relate to key priorities of the Theme Groups and the Single Outcome Agreement.</p>	H/Dev Servs
9	Date of Next Meeting	The meeting noted that the next meeting of the Group will be held on Thursday 18 June 2009.	
10	Items for Information		
(a)	Action Sheet from meeting of the Community Planning Board dated 5 February 2009	Noted. Councillor Murdoch felt that the action sheet does not give enough information and the Corporate Policy Unit Manager advised that she was looking to address cross-cutting themes.	-----
(b)	Carbon Management Plan	The Planning Officer advised that this had been agreed at the Policy & Resources Committee and that she would be happy to discuss it further with any partner.	EG P/Officer

Key: CPUM – Corporate Policy Unit Manager, The Moray Council
H/Dev Servs - Head of Development Services, The Moray Council
EG P/Officer - Emma Gordon, Planning Officer, The Moray Council

HEALTHIER STRATEGIC GROUP MEETING – 2 JULY 2009

ACTION SHEET

ITEM NO.	TITLE OF REPORT	DECISION	ACTION BY
	Present	<p>Councillors L Bell (Chair), B Jarvis, A McDonald, A McKay, J Sharp, Mr A Fowlie, Mrs T Gervaise (Substituting for Dr L Wilkie), Mrs E Brown and Mike Perera, NHS Grampian</p> <p><u>IN ATTENDANCE</u></p> <p>Mr S Riddell, Director of Community Services, Mrs J Mackie, Lead System Manager (substituting for Sally Chisholm), Mrs B Mustard, Corporate Policy Unit Manager, and Mrs S Kennedy, Committee Services Officer as Clerk to the Meeting</p> <p><u>ALSO IN ATTENDANCE</u></p> <p>Superintendent S Milton and Mrs A Slee.</p> <p><u>APOLOGIES</u></p> <p>Apologies for absence were intimated on behalf of Councillor J Hamilton, Mr C Muir, Dr L Wilkie and Mr R Anderson.</p> <p><u>OBSERVERS</u></p> <p>Mrs D Bosworth, Principal Accountant the Moray Council and Miss Vickie Walker, Summer Student.</p>	Clerk
1.	Minute of Meeting dated 9 April 2009	<p>The Minute of the meeting of the Healthier Strategic Group dated 9 April 2009 was submitted and approved subject to amendment of page 3 item 4 to replace Dr Lesley Wilkie with Mrs Tracey Gervaise.</p> <p><u>MATTERS ARISING</u></p> <p>MR S Riddell, Director of Community Services referred the Group to page 4 of the Minute, item 6 and advised that a written report on the Moray Alcohol and Drug Partnership would be submitted to the next meeting of this group</p>	Clerk

ITEM NO.	TITLE OF REPORT	DECISION	ACTION BY
2.	Single Outcome Agreement Performance Report (2008/09)	<p>Mrs A Slee entered the meeting during discussion of this item.</p> <p>Following consideration the Group agreed to:</p> <ul style="list-style-type: none"> (i) approve the analysis of performance against the actions addressing the national and local outcomes over the first year of the SOA; (ii) note the current performance against the indicators and that this position will be updated as information becomes available; and (iii) note the recommendations for improvement in the monitoring of the new SOA (2009/10) based on lessons learned from the conduct of the process during the first year. 	CPUM
3.	SOA 2009/10 - Oral Update	<p>Mrs B Mustard, The Corporate Policy Unit Manager updated the Group on the Single Outcome Agreement for 09/10 and congratulated everyone on meeting the deadlines in regard to local delivery action plans. However some smart actions still require some further work and the Research and Information Officers would be contacting officers so that these can be measured and reported to the Community Planning Board on 27 August 2009.</p> <p>In regard to the national position, she advised that all 32 Local Authorities had submitted their Single Outcome Agreements on time and that she had been notified of a Ministerial visit proposed for the 18 August 2009. The Healthier Strategic Group agreed to look at possible ideas for the visit, to include a digital story.</p> <p>Following further discussion Mrs B Mustard agreed to send out details to all members of the group confirming who the minister is that is visiting Moray.</p>	CPUM

ITEM NO.	TITLE OF REPORT	DECISION	ACTION BY
4.	Moray Alcohol and Drug Partnership - Oral Update	<p>Mr S Riddell, the Director of Community Services updated the Group on the work of the Moray Alcohol and Drug Partnership. He advised that the sub group structure was being formed and a lot of work was on going. He further advised that a number of documents would be submitted to the next meeting of this group for debate and signing off.</p> <p>He also advised that the Alcohol and Drug Service had been subject to a follow up inspection recently and that he had seen a draft report showing that inspectors were disappointed at the slow progress in Moray. However inspectors acknowledged that the new structure, linking in to the Community Planning Partnership, is a promising development.</p> <p>He intimated that all staff were in place and it will be important that strategic direction and implementation of an agenda for action is taken forward to ensure delivery of outcomes on behalf of the Healthier Strategic Group.</p>	D/Com Servs
5.	Recruitment of a Senior Health Improvement Post - Oral Update	Mr S Riddell, Director of Community Services advised that in regard to the post for a Senior Health Improvement Manager the budget had been approved and the post graded. The post will be advertised shortly, the officer would report to the Director and this post holder will have a lot of input into this group.	D/Com Servs
6.	Healthy Eating/Active Living Strategy	<p>Following discussion the Group agreed to support the intended strategic approach and oversee the level of commitment provided by the Community Planning Partnership, so to effectively plan, implement monitor and evaluate the Moray healthy Eating and Active Living Strategy and Action Plan.</p> <p>It was further agreed that the Director of Educational Services be invited to attend the next meeting of this group to discuss options around the possible use of educational establishment for a community kitchen.</p>	PHL, MCHSCP /Clerk
7.	Selling Alcohol Responsibly	<p>Following consideration the Group agreed to respond to the consultation on a new Code of Practice for Alcohol Retailers in respect of standardising alcohol measures in on-trade premises.</p> <p>It was further agreed that in regard to all reports of this nature that Mr John Campbell, the Alcohol and Drug Officer be included and consulted. He will respond to the consultation document and any comments should be forwarded to him.</p>	CPO

ITEM NO.	TITLE OF REPORT	DECISION	ACTION BY
8.	Community Planning Website	Following consideration the Group agreed to : (i) participate in establishing a network of content providers to provide regularly updated information for the Community Planning website. (ii) note that the Community Planning Officer will provide guidance on the content management of the site. (iii) note that the website will be a standing item on all future Theme Group agendas. (iv) actively promote the site as a key source of information about Community Planning in Moray.	CPO
9.	AOCB	None	Clerk
10.	Date of Next Meeting	The meeting noted that the next meeting of the Group would be held on Thursday 22 October 2009.	Clerk
11.	Items for Information (a) Action Sheet from Meeting of Community Planning Board dated 7 May 2009	The meeting noted the Action Sheet from the Community Planning Board meeting dated 7 May 2009.	Clerk

Key: CPUM - Corporate Policy Unit Manager, The Moray Council
 D/Com Servs - Director of Community Services, The Moray Council
 PLH, MCHSCP - Public Health Lead, MCHSCP
 CPO - Community Planning Officer, The Moray Council
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SAFER & STRONGER STRATEGIC GROUP – THURSDAY 21 MAY 2009

ACTION SHEET

ITEM NO.	TITLE OF REPORT	DECISION	ACTION BY
	Present	<p>Councillors E. McGillivray (Chair), M. McConachie, R. Shepherd and D. Stewart.</p> <p>IN ATTENDANCE Community Planning & Development Manager, Community Planning Officer, Corporate Policy Unit Manager, Transportation Manager, Chief Housing Officer, Anti-Social Behaviour Co-ordinator, Partnership Development Officer, Fairer Scotland Manager (in respect of Items 2 & 3) and Mrs C Carswell, Committee Services Officer</p> <p>APOLOGIES Councillor D Ross (The Moray Council), Liz Tait (NHS Grampian), Superintendent Sharon Milton (Grampian Police) and Dave Thewliss (Grampian Fire & Rescue)</p>	Clerk
1.	Minute from previous meeting held on 19 February 2009	The minute was approved as a true record of the last meeting.	Clerk
2.	Fairer Scotland Fund	<p>Following consideration the Group agreed:</p> <p>(i) to note progress made in the development of the fund.</p> <p>(ii) to consider how it could contribute to the achievement of the Fairer Scotland Fund objectives and put forward ideas on how the fund could be invested in line with its key priorities.</p> <p>(iii) to consider and agree proposed changes to the process for investment of the Fairer Scotland Fund.</p>	CP&DM
3.	Fairer Scotland Fund - Moray Youthstart	Following consideration the Group agreed to ask the Social Inclusion Implementation Group to carry out an investigation into the feasibility of the Moray Youthstart Partnership being used to develop initiatives to improve co-ordination and integrated working among services aimed at young people.	CP&DM
4.	Progress Review Against Performance Indicators Relating to Antisocial Behaviour and Community Safety for the Period January 2009 to March 2009	<p>Following consideration the Group agreed to note the update of Service Performance regarding the Performance Indicators relating to Antisocial Behaviour and Community Safety</p> <p>Note:- Corporate Policy Unit Manager updated Elected Members on who to contact in relation to anti social behaviour operational matters.</p>	CPUM

ITEM NO.	TITLE OF REPORT	DECISION	ACTION BY
5.	Review of Dog Fouling Procedure	<p>Following consideration, the group agreed:-</p> <ul style="list-style-type: none"> (i) to note the progress made by the Safer Co-ordinating Group to address dog fouling through education, early intervention and enforcement; (ii) to approve the amendments to the Dog Fouling procedures which will allow the issuing of fixed penalties without first delivering a warning; (iii) to issue a press release regarding the change in procedures; and (iv) to issue the information to Community Councils for their information. 	CPUM
6.	Council New Build	<p>Following consideration the Group agreed to:</p> <ul style="list-style-type: none"> (i) welcome the financial assistance from the Scottish Government (ii) note the progress achieved to date (iii) note that a verbal report on the Communities Committee's consideration of the proposals for Phase 2 will be made to the Safer and Stronger Strategic Group; and (iv) note that the tender evaluation and detailed financial implications for Phase 1 will be presented to the Policy and Resources Committee meeting on 2 June 2009 for consideration. 	CHO
7.	Fuel Poverty Strategy	<p>Following consideration the Group agreed to:</p> <ul style="list-style-type: none"> (i) note the strategy review; and (ii) note proposals for the development of a Fuel Poverty Strategy 2009 - 2014. 	CHO
8.	Local Housing Strategy Update 2008 - 09	Following consideration the Group agreed to note this report.	CHO
9.	Community Planning Website	<p>Following consideration the Group agreed to:-</p> <ul style="list-style-type: none"> (i) participate in establishing a network of content providers to provide regularly updated information for the Community Planning website. (ii) note that guidance on the content management of the site will be provided by the Community Planning Officer. (iii) note that the website will be standing item on all future Theme Group agendas. (iv) actively promote the site as a key source of information about Community Planning in Moray. 	CPO

ITEM NO.	TITLE OF REPORT	DECISION	ACTION BY
12.	Action Sheet from Community Planning Board Meeting - Thursday 7 May 2009	The Group noted the action sheet from the Community Planning Board.	
13.	Reflective Armbands	<p>Following consideration the Group agreed to note the progress of the Safer Route to School initiative involving the issue of reflective armbands.</p> <p>The group agreed that congratulations should be given to Councillors Irene Ogilvie and Anita McDonald for all their hard work in making this initiative a success.</p>	
14.	SOA Performance Report (2008/09)	<p>Following consideration the Group agreed to:-</p> <ul style="list-style-type: none"> (i) approve the analysis of performance against the actions addressing the national and local outcomes over the first year of the SOA; (ii) note the current performance against the indicators and that this position will be updated as information becomes available; and (iii) note the recommendation for improvement in the monitoring of the new SOA (2009/10) based on lessons learned from the conduct of the process during the first year. 	CPUM

Key: CPUM – Corporate Policy Unit Manager, The Moray Council
CP&DM – Community Planning Development Manager, The Moray Council
PDO – Partnership Development Officer
ASBC – Anti-Social Behaviour Co-ordinator
GP – Grampian Police

SMARTER STRATEGIC GROUP MEETING – 4 JUNE 2009

ACTION SHEET

ITEM NO.	TITLE OF REPORT	DECISION	ACTION BY
	Present	<p>Councillors Hamilton (Chair), Divers, A McKay, The Moray Council, H Mackie, Grampian Police, S Chalmers, Skills Development Scotland and A Lindsay, Moray College.</p> <p>IN ATTENDANCE</p> <p>Mrs B Mustard, The Corporate Policy Unit Manager, Mr R Anderson, the Community Planning Officer, Mr R Donald, the Acting Head of Educational Support Services, Mr J Carney, the Head of Children, Families and Criminal Justice and Mrs S Kennedy as Clerk to the meeting.</p> <p><u>APOLOGIES</u></p> <p>Apologies for Absence were intimated on behalf of Councillor M Shand and Mr S Coady, NHS Grampian.</p> <p><u>ALSO IN ATTENDANCE</u></p> <p>Councillor A Wright, the Moray Council</p>	
1.	Minute of Meeting dated	<p>The Minute of the meeting dated 12 March 2009 was submitted and approved as accurate.</p> <p>There were no matters arising.</p>	Clerk
2.	Single Outcome Agreement Monitoring Report (2008/09)	<p>There was submitted a report by the Corporate Policy Unit Manager inviting the group to consider an analysis of performance in addressing the national and local outcomes over the first year of the SOA 2008/09.</p> <p>Following consideration the group agreed to:</p> <ul style="list-style-type: none">(i) approve the analysis of performance against the actions addressing the national and local outcomes over the first year of the SOA;(ii) note the current performance against the indicators and that this position will be updated as information becomes available;(iii) note the recommendation of improvement in the monitoring of the new SOA 2009/10 based on lessons learned from the conduct of the process during the first year.	CPUM

ITEM NO.	TITLE OF REPORT	DECISION	ACTION BY
3.	HMIE Joint Services for Children Interim Inspection June 2009	There was submitted and noted a report by the Children Interim Inspection Co-ordinator informing the group of the forth coming interim Inspection of Joint Services for Children by HMIE and the progress on the HMIE Joint Action Plan.	CPI Co-Ord
4.	Corporate Parenting	<p>There was submitted a report by the Smarter Co-ordinating Group providing the group with an update on the seminar on Corporate Parenting arranged by Mr Donald the Acting Head of Educational Support Services on Thursday 23 April 2009.</p> <p>Thereafter the Group noted:</p> <ul style="list-style-type: none"> (i) that the Corporate Parenting Seminar took place and was attended by a number of Elected Members and Officers of the Authority; (ii) the background to the seminar as set out in paragraphs 3.1 to 3.5; and (iii) the need for further development of Corporate Parenting within the Authority. 	A/H/Educ SS
5.	Smarter Co-ordinating Group	<p>There was submitted a report by Mr R Donald, the acting Head of Educational Support updating the group on the work of the Smarter Co-ordinating group over the last quarter.</p> <p>During discussions concern was expressed about the funding of GIRFEC and the group agreed that a report be submitted to the next meeting of this group.</p> <p>Thereafter the Group agreed to:</p> <ul style="list-style-type: none"> (i) note the update on the work of the Smarter Co-ordinating Group over the past quarter; and (ii) that a report be submitted to the next meeting of the Group outlining the importance of GIRFEC and possible funding streams. 	A/H/Educ SS

ITEM NO.	TITLE OF REPORT	DECISION	ACTION BY
6.	Community Planning website	<p>There was submitted a report by the Community Planning Officer inviting the group to assist in taking forward actions agreed by the Community Engagement Group to address a number of issues around information provided for the Community Planning website.</p> <p>Following consideration the Group:</p> <p>(i) agreed to participate in establishing a network of content providers to provide regularly updated information for the Community Planning website;</p> <p>(ii) noted that guidance on the content management of the site will be provided by the Community Planning Officer;</p> <p>(iii) noted that the website will be standing item on all future Theme Group agendas; and</p> <p>(iv) agreed to actively promote the site as a key source of information about Community Planning in Moray.</p>	CPO
7.	AOCB	None.	Clerk
7.	Date of Next Meeting	The meeting noted that the next meeting of the Group would be held on Thursday 24 September 2009 at 9:30 am.	Clerk
8.	Items for Information (a) Action Sheet from Meeting of Community Planning Board dated 7 May 2009	There was submitted and noted an Action Sheet from the Meeting of the Community Planning Board dated 7 May 2009.	-----

Key: CPUM - Corporate Policy Unit Manager, The Moray Council
A/H/EducSS - Acting Head of Educational Support Services
CPI Cp-Ord - Child Protection Inspection Co-ordinator
CPO - Community Planning Officers

WEALTHIER & FAIRER STRATEGIC GROUP MEETING – 21 MAY 2009

ACTION SHEET

ITEM NO.	TITLE OF REPORT	DECISION	ACTION BY
	Membership of the Group	<p><u>Present: Councillors J Russell (Chair), S Cree, G McDonald, P Paul, and A Wright, Mike Devenney, Moray College, Martin Johnson, HIE Moray and Jim Johnston, Chamber of Commerce.</u></p> <p>Also present:: Ian Fraser, HIE Moray</p> <p>Apologies for absence were intimated on behalf of Alan Bodman, Federation of Small Businesses and Gordon Holland, HITRANS.</p>	Clerk
1.	Minute of Meeting dated 19 February 2009	<p>Following consideration the Group agreed to approve the Minute as an accurate record of the meeting subject to the Elgin 'City for the Future' project being included under the items marked with a (P) under item 2 of the Minute "Wealthier and Fairer Priorities".</p> <p>There were no matters arising.</p>	Clerk
2.	Single Outcome Agreement (2009-10) – Progress Update (Oral Report)	<p>Mrs B Mustard, the Corporate Policy Unit Manager, updated the Group with regard to the Single Outcome Agreement. She advised that the SOA 2009/10 had been agreed by the Moray Council at a special meeting held on 12 May 2009 and by the Community Planning Board at its meeting on 29 May 2009. Thereafter, a series of special meetings had been arranged for the theme groups to agree their key outcomes.</p> <p>She further advised that overall, progression was going well and templates would be sent to lead officers for definition of milestones to measure progress and a report would be submitted to the Community Planning Board on 10 June 2009 to sign off the SOA for 2008/09. Thereafter, a public performance report would be submitted to this Group.</p>	CPUM

ITEM NO.	TITLE OF REPORT	DECISION	ACTION BY
3.	Single Outcome Agreement 2008/09 – Quarter 4 Updates	<p>In regard to SOA performance reporting, Mrs B Mustard, Corporate Policy Unit Manager advised that extra columns had been added to the report to address progress and impact. She further advised that although a lot of actions had been dealt with by this group and a lot of activity was ongoing and to deliver a target of 79% after the first year was a very good position for the group to be in.</p> <p>During discussion members of the group expressed concern about the lack of data in pages 17 onwards for 2007/08, which the Corporate Policy Unit Manager agreed to investigate. With regard to page 12 of the report referring to Keith regeneration the group noted that this project still had to go out for a bid. With regard to the terminology used on page 3, para 3.5 of the report it was noted that reference to the Elgin By-pass should be removed. With regard to page 12 about increasing the potential and number of diverse businesses the figure in green in the report should read 40.</p> <p>Members also requested that in future they receive this information electronically in advance of the meeting.</p> <p>Thereafter, the Group:</p> <ul style="list-style-type: none"> (i) approved the analysis of performance against the actions addressing the national and local outcomes over the first year of the SOA; (ii) noted the current performance against the indicators and that this position will be updated as information becomes available; and (iii) noted the recommendations for improvement in the monitoring of the new SOA (2009/10) based on lessons learned from the conduct of the process during the first year. 	CPUM

ITEM NO.	TITLE OF REPORT	DECISION	ACTION BY
3(a).	Cross Cutting Issues - Proposals to Address	<p>Mr R Anderson, Community Planning Officer advised the group that discussions had arisen on cross cutting issues at a one of the special meetings of the theme groups. He intimated that a summary of theme group meeting reports would be circulated to Community Planning Board partners to invite their input in advance of meetings to ensure that cross cutting issues were being fully addressed and also to seek agreement for the proposals from each theme group.</p> <p>Thereafter, the Group agreed to the implementation of proposals to ensure that crosscutting issues identified within the new SOA (2009/10) is effectively addressed.</p> <p>Councillor Wright left the meeting at the conclusion of this item.</p>	CPO
4.	Wealthier and Fairer Priority Action Plan (2009/10)	<p>The Planning and Development Manager updated the group on the actions contained within the report, which had been updated to reflect progress against each priority over the past year and to identify the actions to be taken forward for 2009/10. It was further noted that an additional column had been added to the table linking the priorities with the SOA local outcomes for which this group has responsibility for. The aim being to assist the current process of compiling local delivery action plans for each of the local outcomes.</p> <p>Members expressed concern with regard to fairness and the Community Planning Officer advised that this issue would be addressed under the SOA and a further report would be submitted to this Group on progress. Concern was also expressed in regard to Elgin City of future.</p> <p>Thereafter, the group agreed:</p> <ul style="list-style-type: none"> (i) to approve the Wealthier and Fairer Priority Action Plan for 2009/10;and (ii) that Mr M Devenney, Moray College would submit a report to the next meeting of this group on Elgin, City for the future. 	P&DM

ITEM NO.	TITLE OF REPORT	DECISION	ACTION BY
5.	Economic Recovery Response Plan	<p>The group noted the update from Martin Johnson and Ian Fraser, HIE Moray with regard to the background to the economic response recovery plan as detailed in appendix 1 of the report.</p> <p>Thereafter, the Group agreed to:</p> <ul style="list-style-type: none"> (I) note the economic recovery response plan which has been put in place by HIE Moray to help local businesses address the worst effects of the economic recession; and (II) note that an updated report would be submitted to the Community Planning Officer. 	HIE
6.	Strategic Transport Projects Review: Meeting with the Minister for Transport	<p>Mr A Ritchie, the Head of Direct Services updated the group on the outcome of the recent meeting with the Minister for Transport. He referred the group to para 3.4 of the report, which identified the progress that had been reached. It was further noted that the Minister for Transport had requested a further meeting over the summer months and that dialogue would be on going. It was noted that a representative of Transport Scotland would be in attendance at the Transport Scotland STAG Awareness presentation at Committee on Tuesday 26 May 2009 on STAG.</p> <p>Thereafter, the Group agreed to:</p> <ul style="list-style-type: none"> (i) note the outcome of the meeting with the Minister for Transport concerning the Strategic Transport Projects Review (STPR); (ii) note that the Council's Transportation Manager, in conjunction with staff from Transport Scotland, will prepare an assessment of Elgin's traffic flows on the A96 in Elgin for a subsequent meeting with the Minister and will present a report of that meeting to this Group after that. 	H/DS

ITEM NO.	TITLE OF REPORT	DECISION	ACTION BY
7.	Moray Towns Partnership	<p>The Planning and Development Manager updated the group on the implementation of the Moray Towns Partnership 2009/10 aimed at the economic development of the towns of Buckie, Forres, Keith and Lossiemouth. He advised that funding had been agreed from the Economic Development budget and that match funding would be sought from Leader and the Scottish Government. He further advised that funding could be accessed through the town centre regeneration fund. It was also noted that town centres have to be defined and plans indicating town centre areas were circulated to the group. Bids for funding have to be submitted by June for the first round of funds and August for the second round and it was noted that officers would contact the Community Planning Partners to see what stage projects are at and he was confident that Moray would secure some funding.</p> <p>Thereafter, the Group agreed to:</p> <ul style="list-style-type: none"> (i) note the implementation of the Moray Towns Partnership action plan which is aimed at the economic development of the towns of Buckie, Keith, Forres and Lossiemouth; and (ii) note that a funding contribution of £100,000 was agreed from the 2009/10 Council Economic Development budget for the action plan which is costed at £200,000; and (iii) note that appropriate external funding applications will be submitted in order to match the Council's contribution. 	P&DM

ITEM NO.	TITLE OF REPORT	DECISION	ACTION BY
8.	Fairer Scotland Fund Proposals	<p>The Group noted the update from Mr J Ferguson, Community Planning & Development Manager and Ms J Taylor, Fairer Scotland Manager with regard to the Fairer Scotland Fund.</p> <p>Jacqui Taylor suggested that the chair of the group took on the responsibility for looking over the proposals to see that they meet the criteria of the wealthier and fairer theme group before they are presented to the Social Inclusion Implementation Group. The group agreed to delegate this responsibility to Councillor Russell, in his capacity as chair of the group. However concern was expressed in terms of monitoring the fund as it had been envisaged that the Community Planning Board would undertake this role.</p> <p>Thereafter, the Group agreed to:</p> <ul style="list-style-type: none"> (i) delegate authority to the Chair of the Wealthier and Fairer group to oversee proposals; (ii) note the progress made in the development of the fund; and (iii) note the achievement of the Fairer Scotland Fund objectives. 	CPDM
9.	Community Planning Website	<p>The Community Planning Officer advised the group that the new site had been live for 4 months, however there was a need to update the site and identify contact people and partners involved. Thereafter, the aim would be to promote the website to ensure that information is being passed down the line to the relevant people.</p> <p>Thereafter, the group agreed to:</p> <ul style="list-style-type: none"> (i) participate in establishing a network of content providers to provide regularly updated information for the Community Planning website; (ii) note that guidance on the content management of the site will be provided by the Community Planning Officer; (iii) note that the website will be a standing item on all future Theme Group agendas; and (iv) actively promote the site as a key source of information about Community Planning in Moray. 	CPO
10.	Date of Next Meeting	The meeting noted that the next meeting of the Group would be held on Thursday 10 September 2009.	Clerk

ITEM NO.	TITLE OF REPORT	DECISION	ACTION BY
11	Items for Information - Action Sheet from the meeting of the Community Planning Board dated 7 May 2009	Noted	Clerk
	AOCB	The group noted that the Sederunt would be amended to include Gordon Holland as the HITRANS member of the Wealthier and Fairer Group and that Alan Bodman would replace Robin Key as the representative for the Federation of Small Business.	Clerk

Key:

CPUM – Corporate Policy Unit Manager, The Moray Council
P&DM – Planning & Development Manager, The Moray Council
HIE – Ian Fraser, HIE Moray

H/DS - Head of Direct Services, The Moray Council
CPDM - Community Planning & Development Manager, The Moray Council
CPO - Community Planning Officer, The Moray Council