

SPECIAL MEETING OF GREENER STRATEGIC GROUP 18 MAY 2009 – TOWN HALL

PRESENT

Roy Anderson, Community Planning Officer, Moray Council
David Bale, Scottish Natural Heritage
Stuart Beveridge, Estates Surveyor, Moray Council
Ian Bruce, Environmental Protection Manager, Moray Council
Councillor Stewart Cree, Moray Council
Dave Duthie, HITRANS
Fiona Geddes, Housing Strategy Officer, Moray Council
Emma Gordon, Planning Officer, Moray Council
Stewart Halkett, Head of Development Services, Moray Council
Councillor Fiona Murdoch, Moray Council
Bridget Mustard, Corporate Policy Unit Manager, Moray Council
Councillor John Russell, Moray Council
Chris Thompson, School Travel Co-ordinator, Moray Council

APOLOGIES

Apologies were received from Anne Anderson, Bill Anderson, Eileen Bush, Mike Devenney, Donald Duncan, Dave Gowans, Tom Inglis, Martin Johnson, Councillor Leadbitter, Councillor Ogilvie, Sandy Ritchie and Matt Young

1. KEY ACTIONS

The Chair welcomed everyone to the special meeting to agree the key actions for each of the local outcomes. He then asked Bridget to explain the format for the day.

Bridget explained that the purpose of the meeting was to agree no more than 3 key actions for each local outcome delegated to the theme group. For each key action she will ask for a nominated lead officer who will have to complete template to identify SMART targets, quarterly milestones and resource implications. The information will be reported back to the special meeting of the Community Planning Board on 10 June.

During discussion it may be that additional members are identified onto the group. At the end of the discussion, the group will be asked to consider membership changes if any are required to deliver against the outcomes.

Finally Roy will discuss the operational matters to assist the theme groups to identify ways to manage cross-cutting issues and to raise awareness of activities across the partnerships.

After discussion the following key actions for each local outcome was agreed:-

People will be able to access sustainable transport				
NO1 LO4	Key Action 1	Widening Travel Choice	Gordon Holland	TMC
	Key Action 2	Improvement of Paths Network	Ian Bruce	TMC
	Key Action 3	Travel Planning for Organisations and Schools	Chris Thompson	TMC
Residents and businesses will be protected against potential flood damage				
NO12 LO22	Key Action 1	Annual report on scheme progress and future programme, including rural communities and raising public awareness	Sandy Ritchie	TMC
Carbon Emissions and Climate Change Bill				
	Key Action 1	Awareness raising of alternative fuels, sources and building techniques	Stewart Halkett	TMC
	Key Action 2	Adoption of energy efficiency targets and objectives for existing buildings	Bill Anderson Alex Tait	TMC
	Key Action 3	Sustainable construction of new developments	Stewart Halkett	TMC
	Key Action 4	Green Procurement	Diane Law	TMC
Waste Management				
	Key Action 1	Development of Waste Diversion	Ian Bruce	TMC

NO = National Outcome; LO = Local Outcome; TMC = The Moray Council

In relation to additional resources required the following key action may require further resources:-

- Development of waste diversion
- Green procurement

2. MEMBERSHIP

At the end of the discussion, Bridget re-capped any potential changes in membership to ensure that all parties with an interest in delivering the outcomes were available to attend the meeting.

The group agreed to the specialist members:-

Specialist

- Fiona Geddes, Housing Strategy Officer, Moray Council
- Diane Law, Payments Manager, Moray Council
- Chris Thompson, School Travel Co-ordinator, Moray Council
- Bill Anderson, Energy Officer, Moray Council

As HIE has not attended any of the previous meetings and the key actions do not highlight HIE in particular, Bridget suggested that HIE not wish to continue be a member of the core group. It was agreed to raise this with HIE and Community Planning Board.

3. OPERATING PROTOCOLS

Roy then discussed the following suggestions for ensuring better awareness of the work across the partnership:-

- All strategies and plans should be clearly aligned to available resources to ensure that the measures set out are achievable and not simply aspirational.

Cllr. Wright advised that strategies should not be restricted to existing resources as resources will be aligned to priorities.

- The major corporate strategies and plans of the partners should be submitted to all Strategic Groups for consideration to ensure that they reflect agreed partner commitments. Strategies and plans should also highlight areas where there is potential for partnership working. Opportunity should also be given for Groups to comment on these strategies and plans at a draft stage in order that the potential impact on their own strategies can be taken into account.
- Each Theme Group should be presented with strategies and plans from other Theme Groups, which contribute to addressing their priorities. This should ensure that all relevant cross-cutting issues are picked up in relation to the key actions being implemented.

It was also agreed that the relevant parts of the strategies and plans could be extracted rather than the whole documents. Further the contribution of the partnership should be highlighted when circulating strategies.

- The evidence base of information available to all Theme Groups should be used effectively by them in carrying out and monitoring key actions in the Local Delivery Action Plans. All Groups should be held clearly accountable for any evidence documented in strategies, plans and reports to ensure the accuracy of such documents for scrutiny purposes.

- Operational Groups under each theme should be realigned, as required, to ensure that they reflect the agreed key actions to be addressed within each Local Delivery Action Plan.
- A summary of Theme Group meeting reports should be circulated to Community Planning Board partners to invite their input in advance of meetings taking place. This should ensure that cross-cutting issues are fully addressed at meetings.
- The draft minute of Theme Group meetings should be circulated to Board members to keep them informed of developments affecting them and any implications of such developments.
- It was also agreed that circulating the action notes from meetings was preferable to circulating the draft minute.

Other comments were:-

- Do not rely on the website to circulate information.
- A letter should be sent to partners ensuring their commitment to the system.
- Partners should be encouraged to submit more agenda items.