

**SPECIAL MEETING OF SAFER AND STRONGER STRATEGIC
GROUP
22 MAY 2009 – ELGIN TOWN HALL**

PRESENT

Roy Anderson, Community Planning Officer, Moray Council
John Ferguson, Community Planning & Development Officer, Moray Council
Andy Jamieson, Anti-Social Behaviour Co-ordinator, Moray Council
Adrian Moar, Local Authority Liaison Officer, Moray Council
Bridget Mustard, Corporate Policy Unit Manager, Moray Council
Councillor Michael McConachie, Moray Council
Councillor Eric McGillivray, Moray Council
Councillor Douglas Ross, Moray Council
Councillor Ronald Shepherd, Moray Council
Fiona Simpson, Equal Opportunities Officer, Moray Council
Jill Stewart, Chief Housing Officer, Moray Council

APOLOGIES

Apologies were received from Gordon Holland, Sharon Milton, Jacqui Taylor
Iain Terry and Dave Thewliss

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 onto the group will be identified. 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:-

Inequalities in Moray will be addressed				
NO7 LO14	Key Action 1	Implement Fairer Scotland Fund	Jacqui Taylor	TMC

	Key Action 2	Implement Social Inclusion Strategy	John Ferguson	TMC
	Key Action 3	Implement Safer Strategy	Andy Jamieson	TMC
	Key Action 4	Implement Equalities Schemes	Bridget Mustard	TMC
More people in Moray will have access to affordable housing				
NO10 LO18	Key Action 1	Increase the supply of affordable housing	Jill Stewart	TMC
	Key Action 2	Improve housing quality in the public and private sectors	Jill Stewart	TMC
Homeless people will be provided with appropriate accommodation				
NO10 LO19	Key Action 1	Tackle Homelessness	Jill Stewart	TMC
Our community will be resilient to emergencies				
NO11 L21	Key Action 1	Multi-agency approach to address issues of national security (Government's Contest Strategy)	Adrian Moar	GP
	Key Action 2	Implement Local Emergency Procedures	Sandy Ritchie	TMC

NO = National Outcome; LO = Local Outcome; TMC = The Moray Council;
GP = Grampian Police

Councillor Ross asked that all of the outcomes be circulated to the group for further consideration before agreeing to finalising the list. This was agreed. In addition it was agreed to circulate the local emergency procedure action to Councillor Cree for his interest.

There were no additional resource requirements arising from these key actions.

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.

It was agreed to have specialist representatives as follows:-

Sandy Ritchie, Head of Direct Services, Moray Council
Diane Law, Payments Manager, Moray Council

It was agreed to remove Gordon Holland from the representatives as Road Safety was now in Wealthier and Fairer Strategic Group.

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 limited to existing resources as resources will be aligned to agreed 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.
- 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 action note from Theme Group meetings should be circulated to Board members to keep them informed of developments affecting them and any implications of such developments.