

**THE COMMUNITY PLANNING BOARD MEETING – THURSDAY 7 MAY 2009**

**ACTION SHEET**

ITEM NO.	TITLE OF REPORT	DECISION	ACTION BY
	Present	<p>Councillors G McIntyre (Chair), G McDonald, E McGillivray, P Paul, A Wright, J Divers, Martin Johnson HIE Moray, Sharon Milton Grampian Police and Dave Thewliss, Grampian Fire &amp; Rescue</p> <p><b><u>IN ATTENDANCE</u></b> Alastair Keddie, Chief Executive, The Moray Council, Bridget Mustard, Corporate Policy Unit Manager The Moray Council, Roy Anderson, Community Planning Officer The Moray Council, Polly Chapman, Anita Milne, MVSO.</p> <p><b><u>APOLOGIES</u></b> Apologies for absence were intimated on behalf of Councillors J Hamilton, The Moray Council, Andrew Fowlie NHS Grampian and Mike Devenney Moray College</p> <p><b><u>ALSO IN ATTENDANCE</u></b> Liz Hunter, Scottish Government</p>	Clerk
1.	Minute of Meeting dated 5 February 2009	Noted	Clerk
2.	Voluntary Sector Funding for Intermediary Organisations Post 2001	Following consideration the Board approved the model for local infrastructure support for voluntary and community activity from 2011	MVSO
3.	Single Outcome Agreement – 2009-2010	<p>Following consideration the Board agreed to:-</p> <ul style="list-style-type: none"> <li>(i) Support the work associated with the next stage in developing the Single Outcome Agreement (SOA) 2009-10 by supporting the special meetings;</li> <li>(ii) Approve SOA as presented;</li> <li>(iii) Hold a Special of the Board on 10 June</li> <li>(iv) Discuss proposals for ministerial visit at Special meeting;</li> <li>(v) Submit a detailed report on scrutiny of the SOA to the Special meeting;</li> <li>(vi) Note work to date on Equal Impact Assessment of SOA</li> </ul>	CPUM
4.	Single Outcome Agreement Performance Report for 2008-09	Following consideration the Board agreed to note that this item has been withdrawn from the agenda.	CPUM
5.	Regional Transport Partnership Representation within Community Planning Structures	Following consideration the Board agreed that the Convener represent HITRANS on Community Planning Board and HITRANS officer sit on Wealthier and Fairer theme group	Clerk

ITEM NO.	TITLE OF REPORT	DECISION	ACTION BY
6.	Community Planning 3 Year Budget	Following consideration the Board:- (i) Noted current position to the 3 year budget (ii) Approved proposals for budget spend in 2009-10 (iii) Agreed that a detailed report be submitted to the next meeting on participating budgetary and information on budget formula agreed by the NE partnership group (iv) Details be submitted to the Board on the Area Forum member composition	CPUM  CPDM
7.	Citizens' Panel – Future Arrangements	Following consideration the Board agreed:- (i) That a report be brought back to the next meeting detailing the surveys undertaken by the partners (ii) Continuation of ad hoc arrangements of the Panel (iii) That details of potential development of Area Forums and Community Councils and resources be included in the report	CPO
8.	Community Planning Strategic Group Operating Procedures	Following consideration the Board agreed the veto arrangements set out in the operating protocol be amended to recognise that decisions cannot be continually delayed	CPO
9.	Partnership Risk Register (2009/10)	Following consideration the Board agreed that the Risk Register should be sent out to Partners for consultation and a report submitted to next meeting of the Board. It was also agreed that the Risk matrix be circulated to the group for information	CPO
10.	Community Planning Website	Following consideration the Board agreed:- (i) supports the Community Engagement Group in promoting greater use of the Community Planning website as a key information sharing and publicity resource for the Partnership; (ii) notes the actions to be taken to address the issues of information gaps and outdated information on the Community Planning website, notably in relation to the Theme Groups; (iii) endorses the recommendation of the Community Engagement Group that the Community Planning website is a standing item on future Theme Group meeting agendas (iv) Send a letter from Board to theme groups to support website development (v) Look at establishing a wider audience for the e-bulletin	CPO
11.	New Community Plan	Following consideration the Board agreed to produce a document which explains the priorities in Plain English in electronic format	CPO
12.	0845 Telephone Numbers	Following consideration the Board agreed to note the report and send a reply to the Community Council who raised the issue and to investigate the call volume with partners	CPUM

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13.	Fairer Scotland Fund – Allocation of Funding	Following consideration the Board agreed that:- (i) Allocation of funding from the first round of funding be approved for the GIRFEC Development Officer and Domestic Abuse Forum Family Support Workers (ii) Allocation of funding for the Welfare Benefits Advisor be discussed at the financial inclusion service on 5 June to consider an integrated approval to increasing welfare benefit resources in Moray (iii) Submit a report to the Special meeting on 10 June on the outcome of the discussion regarding Welfare Rights Officer with detailed monitoring proposals on the Fairer Scotland Fund projects	
14.	Civil Service Jobs	Following consultation the Board noted the current position and that a further report will be submitted to a future meeting.	
14a	Local Government Committee	Following consideration the Board agreed to nominate Mike Devenney and if unable Ian Fraser	CPUM
15.	Items for Information		
(a)	Acton Sheet from Meeting of Safer & Stronger Strategic Group dated 19 February 2009	Noted	Clerk
(b)	Acton Sheet from Meeting of Wealthier & Fairer Strategic Group dated 19 February 2009	Noted	Clerk
(c)	Acton Sheet from Meeting of Smarter Strategic Group dated 12 March 2009	Noted	Clerk
(d)	Acton Sheet from Meeting of Greener Strategic Group dated 26 March 2009	Noted	Clerk
(e)	Acton Sheet from Meeting of Healthier Strategic Group dated 9 April 2009	Noted	Clerk
(f)	Acton Sheet from Meeting of Community Engagement Strategic Group dated 23 April 2009	Noted	Clerk

Key: CPUM – Corporate Policy Unit Manager  
CDM – Community Planning & Development Manager  
CPO – Community Planning Officer