

**SPECIAL MEETING OF WEALTHIER AND FAIRER STRATEGIC
GROUP
15 MAY 2009 – MORAY COLLEGE**

PRESENT

Councillor Allan Wright, Chair
Roy Anderson, Community Planning Officer, Moray Council
Mike Devenney, Moray College
Gordon Holland, Transportation Manager, Moray Council
Andy Jamieson, Anti-Social Behaviour Co-ordinator, Moray Council
Donald Lunan, Planning and Development Manager, Moray Council
Adrian Moar, Local Authority Liaison Officer, Moray Council
Bridget Mustard, Corporate Policy Unit Manager, Moray Council
Wing Commander McCord, RAF Kinloss
Councillor Gordon McDonald, Moray Council
Sandy Ritchie, Head of Direct Services, Moray Council
Councillor John Russell, Moray Council

APOLOGIES

Apologies were received from Dave Duthie, HITRANS, Andrew Fowlie, NHS, Stewart Halkett, Head of Development Services, Martin Johnson, HIE, Sharon Milton, Police and Matt Young. Forestry Commission

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:-

Maintain the rate of business start-ups				
NO1 LO1	Key Action 1	Providing Business Parks and Industrial Units	Martin Johnson	HIE
	Key Action 2	Delivering the Business Gateway	Donald Lunan	TMC
	Key Action 3	Marketing Moray for Business Start-ups and Employment Opportunities	Martin Johnson	HIE
Businesses in Moray will grow GVA				
NO1 LO2	Key Action 1	Account Management Programme	Martin Johnson	HIE
	Key Action 2	Partnership Response to Economic Recovery	Martin Johnson	HIE
	Key Action 3	Moray Towns Partnership	Donald Lunan	TMC
Moray will benefit from an improved and safer transportation infrastructure				
NO1 LO3	Key Action 1	Reduce the number of road accidents in Moray	Sharon Milton (with Amanda)	TMC
	Key Action 2	Elgin Traffic Management Plan	Sandy Ritchie	TMC
	Key Action 3	Develop an evidence base to support the case for investment in the A96, A95 and rail infrastructure	Gordon Holland	TMC
People in Moray will have access to better paid employment				
NO2 LO5	Key Action 1	Rural Development Strategy	Donald Lunan	TMC
	Key Action 2	Life Science Centre/UHI	Mike Devenney	MC
	Key Action 3	Expand the Apprentice Scheme to all Partners and to include graduates and manual workers	Carol Sheridan	TMC

NO = National Outcome; LO = Local Outcome; HIE = Highlands and Islands Enterprise; MC = Moray College; TMC = The Moray Council

In relation to additional resource requirements, the following key actions may require further resources –

- Providing Business Parks and Industrial Units

- Expand the apprentice scheme

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 following additional members:-

Core

- RAF

Specialist

- Susan Chalmers, Careers Scotland
- Adrian Moar, Local Authority Liaison Officer
- Andy Jamieson, Anti-Social Behaviour Co-ordinator
- Gordon Holland, Transportation Manager
- Carol Sheridan, Senior Employee Development Adviser, Moray Council

3. OPERATING PROTOCOLS

There was no time left at the meeting to enable consideration of the proposals. Therefore, at the suggestion of the Chair, it was agreed that the matter be deferred to the meeting of the Wealthier and Fairer Strategic Group on 21 May.

The following proposals were put forward and agreed at the meeting on 21 May.

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

- 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.