

THE MORAY COUNCIL
MINUTE OF MEETING OF COMMUNITY PLANNING BOARD

THURSDAY 19 NOVEMBER 2009

COUNCIL OFFICE, ELGIN

PRESENT

Councillor G McIntyre (Chairman)	The Moray Council
Councillor J Divers	The Moray Council
Councillor J Hamilton	The Moray Council
Councillor G McDonald	The Moray Council
Councillor J Russell (Substituting for Cllr McGillivray)	The Moray Council
Councillor P Paul	The Moray Council
Councillor A Wright	The Moray Council
The Chief Executive	The Moray Council
Callum MacPherson	HIE Moray
Mike Devenney	Moray College
Charles Muir	NHS Grampian
Sharon Milton	Grampian Police
Rae Cameron	Grampian Fire & Rescue
Eileen Bush	MVSO

IN ATTENDANCE

Bridget Mustard, Corporate Policy Unit Manager, John Ferguson, Community Planning & Development Manager, Jacqui Taylor Fairer Scotland Fund Manager Donna Skene, Project Officer, Carol Sheridan, Senior Employee Development Adviser and Donald Lunan, Planning & Development Manager, all of The Moray Council and Tracey Gervaise NHS Grampian and Moira Patrick Principal Committee Services Officer as Clerk to the Meeting

ALSO IN ATTENDANCE

Ruth Sime, Highlands and Islands Enterprise

APOLOGIES

Apologies for absence were intimated on behalf of Councillor E McGillivray

1. MINUTE OF MEETING DATED 27 AUGUST 2009

The Minute of the Meeting of the Community Planning Board dated 27 August 2009 was submitted and approved subject to amending the spelling of Jackie Taylor to read Jacqui Taylor as being 'In Attendance'

Under reference to paragraph 7 of the Minute, Councillor Wright noted that reports have not yet been submitted on resources for the healthy local delivery actions plans.

2. PRESENTATION BY HIE - YOUTH MIGRATION COMMUNITY PLAN

The Meeting noted a presentation by Ruth Sime, HIE on a study on Youth Migration which had been carried out by HIE. The presentation outlined the demographic context – regional and local, the study brief and methodology and its key findings.

Following the presentation she responded to Members questions and thereafter the Chairman thanked her for the presentation.

3. SINGLE OUTCOME AGREEMENT - QUARTER 1 & 2 MONITORING STATEMENTS

There was submitted a report by the Corporate Policy Unit Manager inviting the Board to consider an analysis of performance in addressing the national and local outcomes over the first and second quarter of the 2009/10 SOA.

Following discussion the Board noted:

- (i) the performance against the actions addressing the national and local outcomes over the first two quarters of 2009/10;
- (ii) that comments are made against actions between 0 and 25% complete, at the end of quarter 2, within the main body of the report

4. MONITORING OF LOCAL DELIVERY ACTION PLANS

There was submitted a report by the Corporate Policy Unit Manager asking the Board to consider the outcomes of discussions with the Strategic Theme Groups on their preferred methods of monitoring the Local Delivery Action Plans and the work of the operational groups.

Following consideration the Board agreed:

- (i) that all overall monitoring statements on the progress against the Local Delivery Action Plans are submitted to the strategic theme groups;
- (ii) to note that the strategic theme groups may ask for detailed reports arising from the monitoring statements on 1-2 projects;

- (iii) to recommend to all groups to consider providing space on the agenda for detailed discussion on one topic at the end of the meeting;
- (iv) that the practice of reviewing in brief the details of each project at the close of the meeting should be recommended; and
- (v) that brief monitoring reports are submitted on the work of the operational groups to enable the strategic theme groups to oversee progress.

5. REVIEW OF OPERATIONAL GROUPS

There was submitted a report by the Corporate Policy Unit Manager providing the Group with an updated list of the Community Planning Operational Groups.

Following discussion, during which concern was expressed regarding the number of operational groups and the resultant officers' time taken up attending the various groups, the Board agreed that:

- (i) the updated list of Operational Groups be presented to the Theme Groups as detailed in the report;
- (ii) the Theme Groups be asked to consider what added value is gained from the respective Operational Groups;
- (iii) the Theme Groups be asked to provide outcomes and timescales for each of the respective Operational Groups
- (iv) the Theme Groups be asked to consider the reasons for the setting up of the respective Operational Groups and whether still required;
- (v) the Theme Groups be advised that any proposal to establish a new Operational Group will require the approval of the Community Planning Board, and
- (vi) the Chief Executive look at aligning the Theme Groups with the Council's Service Committees and report back on the outcome.

6. STRATEGIC ASSESSMENT REVIEWS

There was submitted a report by the Corporate Policy Unit Manager which presented the Board with updated versions of the Community Planning theme strategic assessments: Safer and Stronger, Greener, Smarter, Healthier and Wealthier and Fairer.

Following consideration the Board agreed to:

- (i) a full scale review of all 5 updated Community Planning theme strategic assessments being undertaken and completed by summer 2011 in order to inform the next Single Outcome Agreement;
- (ii) note the intention of NHS Grampian to provide information to fill gaps in the health related strategic assessments;
- (iii) note that in future focus for the Board will only be on those areas not performing well.

7. GOVERNANCE ARRANGEMENTS

There was submitted a report by the Corporate Policy Unit Manager asking the Board to consider a number of issues regarding the growth of the Community Planning Board's role and decision making responsibility with a view to finding a way forward which falls in line with government expectations.

Following lengthy discussion during which it was noted that further consideration by each of the respective partner 'Boards' would be required before any decisions could be taken, the Board agreed that a formal response is sought from each partner regarding the following issues in order to guide the future shape of governance arrangements:

- Clarity of accountability for delivery of the Single Outcome Agreement
- Clarity of accountability and responsibility for delivery of individual outcomes
- Development of Service Level Agreements for outcomes delivered in partnership
- Ensuring data on outcomes is accurate and robust
- Sharing of strategic plans and budgets
- Consulting with partners in respect of strategic plans and budgets
- Long term aim of establishing the "Total Place" budget

8. PARTICIPATORY BUDGETS

The Corporate Policy Unit Manager updated the meeting in regard to the progress relating to two applications for funding. She advised that the application to COSLA excellence award for the Participatory Budgeting project under the 'One to Watch' category was unsuccessful and that the outcome of the funding application for the ASB pilot project was still awaited and was expected to be decided in December 2009.

9. CITIZENS PANEL - FUTURE ARRANGEMENTS

There was submitted a report by the Community Planning and Development Manager asking the Board to recognise the role of the Citizens' Panel as an integral component of the Community Engagement Framework, and to agree on recommendations for the continued running of the panel.

Following discussion during which the various views on the benefit and usefulness of the Citizen's Panel were raised the Board agreed:-

- (a) to recognise the value of the Citizens' Panel as an integral component of the Community Engagement Framework,
- (b) to the continued use of the Panel until the end of the current financial year and;
- (c) that a report on options for the future funding and operation of the Panel be submitted to the next meeting of the Board.

Councillor McIntyre left the meeting at this juncture and Councillor Wright took the Chair.

10. FAIRER SCOTLAND FUND

There was submitted a report by the Community Planning and Development Manager asking the Board to approve the allocation of funding from the Fairer Scotland Fund to the proposals recommended by the Social Inclusion Implementation Group as listed in Appendix 2 and note the reason provided for not approving continued funding for the GIRFEC development officer post.

Following consideration the Board agreed:-

- (a) to approve the allocation of funding as detailed at Appendix 2 of the report as recommended by the Social Inclusion Implementation Group, and
- (b) that continued funding for the GIRFEC development officer post be referred to the Chief Officers Group for Child Protection for consideration as a jointly funded post.

11. FINANCIAL INCLUSION STRATEGY

There was submitted a report by the Community Planning and Development Manager asking the Board to approve the Moray Financial Inclusion Strategy and the agreed key actions as outlined in Appendix 1 and the indicative amount of funding allocated by the Social Inclusion Implementation Group towards implementing the agreed actions.

Following consideration the Board approved the Financial Inclusion Strategy and key actions as outlined in Appendix 1 and the indicative amount of funding agreed by the Social Inclusion Implementation group towards implementing the agreed actions.

12. EMPLOYMENT OF YOUNG PEOPLE

There was submitted a joint report by the Planning and Development Manager and the Senior Employee Adviser asking the Group to explore the

possibilities of expanding the Council's new apprenticeship programme (Employment of Young People) to the Community Planning Partners.

Following consideration the Board agreed to:

- (a) endorse the discussions to expand the apprenticeship scheme to include all community planning partners, and to promote joint working with trainee placements, training, supervision and support; and
- (b) note the support by the Community Planning Partners as follows:
 - (i) Police - whilst supporting the principle of the scheme, for practical reasons are unable to take part in the apprenticeship schemes;
 - (ii) Fire and Rescue Services - unable to take part in the Scheme due to all of their support staff being based in Aberdeen;
 - (iii) HIE - willing to consult with their HR division regarding their ability to support the Scheme;
 - (iv) NHS – could consider taking this back to NHS Board but there may be restrictions;
 - (v) MVSO – this is an area voluntary sector could assist. It was noted that 20 voluntary sector organisations already included in initiative, and
 - (vi) College – noted that Moray College interested in the Scheme and will be able to take on up to two apprentices in 2010. Further suggested that an option could be to consider apprenticeship being shared across the Partnership.

13. MORAY EQUALITIES FORUM DIVERSITY DAY

There was submitted a report by the Corporate Policy Unit Manager asking that the Board release staff to give support to the Diversity Day which will be delivered by the Moray Equalities Forum on 15 December.

Following consideration the Board agreed to release staff to give support to the Diversity Day which will be delivered by the Moray Equalities Forum on 15 December.

14. ITEMS FOR INFORMATION

There was submitted and noted for information, the Action Sheets relating to the undernoted Community Planning Theme Groups, which had met to date:

- (a) Safer & Stronger Group dated 10 September 2009

- (b) Wealthier & Fairer Strategic Group dated 10 September 2009
- (c) Smarter Strategic Group dated 24 September 2009
- (d) Greener Strategic Group dated 8 October 2009
- (e) Healthier Strategic Group dated 22 October 2009
Under reference to paragraph 1 of the Action Sheet the meeting noted that the post of a Senior Health Improvement Officer would be referred back to the Community Planning Partners for consideration of this post being jointly funded with the NHS.
- (f) Community Engagement Strategic Group dated 16 October 2009

15. DATE AND VENUE OF NEXT MEETING

The meeting noted that the next meeting of the Board would be held on Thursday 4 March 2010 at 9.30am within the Horizon Centre, Forres.