

THE MORAY COUNCIL

MINUTE OF MEETING OF COMMUNITY PLANNING BOARD

THURSDAY 4 MARCH 2010

FORRES

PRESENT

Councillor J Divers	The Moray Council
Councillor G McDonald	The Moray Council
Councillor E McGillivray	The Moray Council
Councillor J Hogg (Substituting for Cllr Wright)	The Moray Council
Councillor J Russell (Substituting for Cllr McIntyre)	The Moray Council
Councillor A McDonald (Substituting for Cllr Paul)	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, The Moray Council, Andrew Fowlie NHS, Jacqui Taylor Fairer Scotland Fund Manager The Moray Council, Bob Ramsey, Research & Information Officer, The Moray Council, Shelley Flett, Project Officer, The Moray Council, and Moira Patrick Principal Committee Services Officer, The Moray Council, Clerk to the Meeting.

APOLOGIES

Apologies for absence were submitted on behalf of Councillors J Hamilton, P Paul, G McIntyre and A Wright

1. CHAIR

In the absence of the Chairman, the Meeting unanimously agreed that Sharon Milton, Grampian Police, take the chair.

2. MINUTE OF MEETING DATED 19 NOVEMBER 2009

The Minute of the Meeting of the Community Planning Board dated 19 November 2009 was submitted and approved.

Under reference to paragraph 7 of the Minute 'Governance Arrangements' it was agreed that the Corporate Policy Unit Manager write to Partners seeking a formal response to the issues raised regarding the growth of the Community Planning Board's role and decision making responsibility.

3. MINUTE OF SPECIAL MEETING DATED 10 FEBRUARY 2010

The Minute of the Special Meeting of the Community Planning Board dated 10 February 2010 was submitted and approved.

4. SCOTTISH INDEX OF MULTIPLE DEPRIVATION (SIMD)

There was submitted a report by the Community Planning and Development Manager asking the Board to consider how it responds to the Scottish Index of Multiple Deprivation (SIMD) 2009 and how the key issues and areas identified in the report could be targeted.

The report was supported by a presentation from Jacqui Taylor Fairer Scotland Fund Manager on the SIMD Site developments and Bob Ramsey, Research & Information Officer on the Moray Performs website.

Following lengthy discussion the Board agreed:

- to a partnership approach to tackling deprivation
- that further research is carried out with affected communities, and
- that a report be submitted to the next meeting providing an update of progress, timescale, outcome and way forward.

5. GOVERNANCE ARRANGEMENTS - POSSIBLE MERGER OF COMMUNITY PLANNING & COUNCIL COMMITTEE STRUCTURES

There was submitted a report by the Corporate Policy Unit Manger asking the Board to approve in principle a proposal to pilot a merger of the community planning and council committee structures.

During discussion Councillor G McDonald raised concern regarding the proposal to align the meetings of the Community Planning Theme Groups with the Service Committees of the Moray Council, stating that, in his opinion, the meetings would be too lengthy with those Elected Members of the Moray Council who are not on the Theme Group having no clear time when they should be in attendance for the Service Committee element of the meeting. He also raised concern with regard to the proposal that the Theme Group meetings should last approximately one hour would result in Members and

Partners not having time to properly debate issues. He therefore moved that no alignment of the community planning and committee structures be undertaken. Councillor Divers seconded the motion.

In response the Chair stated that whilst she noted the concerns raised, she was minded to agree the concept in principle for the pilot and thereafter take a critical look at the outcome and thereafter moved, as an amendment, approval of the recommendation to pilot an alignment of the community planning and council committee structures. Eileen Bush, MVSO, seconded the amendment.

On a division there voted:

For the Motion (4)	Councillors G McDonald, J Divers, A McDonald and J Russell
For the Amendment (8)	Sharon Milton, Eileen Bush, Councillors J Hogg and E McGillivray, Calum MacPherson, Mike Devenney, Charles Muir and Rae Cameron
Absentions (1)	Alastair Keddie

Accordingly the Amendment became the finding of the meeting and the Board agreed:

- (a) in principle the proposal to pilot a merger of the community planning and council committee structures;
- (b) to note that a more detailed report would be submitted to the Moray Council meeting on 17 March 2010 for consideration;
- (c) to note that if approved by The Moray Council that the pilot will begin with the first joint meeting at the scheduled meeting of the Economic Development & Infrastructure Services Committee to be held on 20 April with a second joint meeting being held on 24 August, and
- (d) to note that following the two joint meetings a report on the evaluation of the pilot will be submitted to The Moray Council meeting scheduled on 15 September 2010 and thereafter to the meeting of this Board on 16 September.

6. FAIRER SCOTLAND FUND

There was submitted and noted a report by the Community Planning and Development Manager advising the Board that the ring fencing of the cash allocation of the Fairer Scotland Fund will end in March 2010 and the control of the Fairer Scotland budget becomes the responsibility of the Moray

Council. In order that this can be implemented the delegation of control of the fund to the Board will be altered to reflect this changing situation.

7. SINGLE OUTCOME AGREEMENT - QUARTER 3 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 third quarter of the 2009/10 SOA.

During discussion concern was raised in regard to the reasons for slippage in regard to those actions detailed within the report as being at risk of not achieving the 2009/10 target and it was agreed that Lead Officers be instructed to provide reasons for slippages/blockages and advise of the action being taken to address them. It was further agreed that clarification was needed in regard to areas of responsibility, who was the responsible lead officer dealing with blockages and how they were progressing these.

Thereafter the Board agreed:

- to note the comments made against actions between 0 and 49% complete, at the end of the third quarter, within section 4.4 of the report;
- to note the comments made within section 4.5 of the report against actions identified as being at risk of not achieving 2009/10 target; and
- that Lead Officers provide a report to the relevant Theme Groups advising of reasons for slippages/blockages and what action is required to address them;
- that the Corporate Policy Unit Manager investigate slippage in relation to the Social Inclusion Strategy and report back to next meeting and that in meantime highlight particular issues to Board Members via e-mail, and
- that the Corporate Policy Unit Manager provide a report to next meeting of the Board giving details of areas of responsibility, who is dealing with them and what the blockages to progress are.

8. LOCAL DELIVERY ACTION PLANS - UPDATE ON MILESTONES 2010-11

There was submitted a report by the Corporate Policy Unit Manager asking the Board to note that the local delivery action plans will need to be updated for 2010-11.

Following consideration the Board noted that the local delivery action plans will require to be updated for 2010-11 and that it is anticipated that the revised plans will be reported to the next meeting.

9. MEMBERSHIP ON STRATEGIC THEME GROUPS

There was submitted a report by the Corporate Policy Unit Manager asking the Board to consider two requests for membership on the five strategic theme groups; nominating a representative for the Board for the launch of the Voluntary Sector structure; and ensuring representatives on the groups are fulfilling their roles.

The meeting noted that following a review of the Voluntary Sector structure to align with the community planning structure, the MVSO have asked for one representative from the Voluntary Sector to be part of each of the five strategic theme groups. This was agreed.

It was further noted that at the meeting of the Smarter Strategic Theme Group held on 17 December 2009, it was agreed that it be recommended to the Community Planning Board that a youth representative, with full voting rights, accompanied, for support, by another youth representative, with no voting rights, be appointed to each of the five strategic theme groups. The Corporate Policy Unit Manager advised that each of the youth representatives would also be supported at each of the meetings by a youth worker.

Following discussion, during which the need for the youth representatives to be accompanied with a support youth representative was queried, it was considered that no additional youth representative support would be necessary as the youth representatives would be accompanied and supported by a youth worker. In regard to voting rights, this was considered as important in terms of capacity building and allowing the youth members a voice, however it was noted that any voting rights could be restricted to non-financial matters only.

Concern was also raised on the need for a youth representative at each of the theme groups and it was suggested that it be left to the individual theme groups to consider the appointment of a youth representative. Following further discussion it was agreed that a youth representative be sought for each of the theme groups and that the position be reviewed in six months time.

The meeting further noted that due to the limited number of partners' in attendance, the December meeting of the Wealthier and Fairer Strategic Theme Group was cancelled.

During discussion a query was raised regarding the issue of a quorum and how this was calculated based on the partnership members and it was agreed that the Corporate Policy Unit Manager investigate this issue and amend the Partnership Agreement to define a quorum.

Thereafter, the Board agreed:

- (a) to increase the membership of each of the five strategic theme groups to include one representative from the Voluntary Sector;
- (b) that one representative from the Youth Council (to be accompanied by a youth worker) be included on the membership of each of the five Strategic Theme Groups and this be reviewed in 6 months;
- (c) to note that the launch of the Voluntary Sector's revised structure had been postponed;
- (d) that Partners ensure their group representatives were available to attend meetings and report authors or nominated representatives are available to speak to submitted reports, and
- (e) that the Corporate Policy Unit Manager, amends the Partnership Agreement to define a quorum for the groups

10. REVIEW OF COMMUNITY PLANNING OPERATIONAL GROUPS

There was submitted a report by the Corporate Policy Unit Manager asking the Board to consider the changes to the operational groups as revised by the strategic theme groups and to consider any further recommendations arising from this information.

During discussion concern was raised in regard to the large number of operational groups remaining subsequent to the review, in particular those related to the Smarter Strategic Theme Group and it was agreed that a more extensive review of this particular Group be undertaken and that a further rationalisation of the other operational groups also be considered.

Further discussion raised concern regarding the lack of clarity as to the outcomes for each of the operational groups and how they link with the SOA, and it was agreed that this information be provided by each of the Groups. In addition concern was expressed in relation to the amount of officer time being taken up by attendance at the large volume of meetings generated by the operational groups and it was agreed that there should only be single officer attendance at these meetings in future.

Thereafter the Board agreed:-

- (a) the changes to the operational groups as revised by the strategic theme groups;
- (b) to note that further work is required to collect the outcomes for each operational group and to establish a reporting mechanism from the operational groups to the strategic theme groups;
- (c) that Theme Groups be advised that they require to provide absolute clarity as to the outcomes for each of the operational groups and show very clear linkages with the SOA;

- (d) that a further, more extensive review of the Smarter Theme Group Operational Groups be undertaken;
- (e) that a further rationalisation of the other operational groups be considered, and
- (f) that there be single Officer attendance at the Operational Groups (i.e. one from each partner).

11. COMMUNITY PLANNING THREE-YEAR BUDGET

There was submitted a report by the Corporate Policy Unit Manager asking the Board to consider the budget for the Community Planning Partnership for joint initiatives arising from the priorities of the Board.

Following consideration the Board agreed to:

- (a) note the current position, and
- (b) remit the management of the budget to the Community Planning Statutory Partners to administer on behalf of the partnership.

12. CITIZENS' PANEL - FUTURE ARRANGEMENTS

There was submitted a report by the Corporate Policy Unit Manager asking the Board to consider the options available for the future maintenance of the Citizens' Panel.

The Chair advised the meeting that whilst Grampian Police were investigating the possibility of managing the Panel on behalf of the Partnership, some work was required to be done in this regard by Grampian Police who are keen to look at efficiency of delivering the service in house, however there is no commitment at present within the organisation to manage the Panel. This was noted.

Following consideration the Board agreed to approve the continuation of the management of the Citizens' Panel through an external consultant for 1 year to enable Grampian Police an opportunity to investigate the possibility of managing the Panel on behalf of the Partnership.

13. RISK REGISTER

There was submitted a report by the Corporate Policy Unit Manager asking the Board to consider to remit the implementation of the Risk Register to the Community Planning Statutory Partners.

Following consideration the Board agreed to:

- (a) remit the implementation of the Risk Register to the Community Planning Statutory Partners;
- (b) note that regular reports on progress will be submitted to future meetings of the Board to give assurance that risks were being managed, and
- (c) clarification of governance arrangements in regard to risk and how the Theme Groups link into this be subject of a report to be brought back to the next meeting of the Board.

14. STRATEGIC ASSESSMENT FULL REVIEW PROCESS

There was submitted and noted a report by the Corporate Policy Unit Manager providing the Board with an update on progress to date in the full review of all five Community Planning Theme Group Strategic Assessments.

15. ITEMS FOR NOTING

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

- (a) Safer and Stronger Group dated 3 December 2009
- (b) Wealthier and Fairer Group dated 3 December 2009
- (c) Smarter Strategic Group dated 17 December 2009
- (d) Wealthier and Fairer Strategic Group dated 21 January 2010
- (e) Greener Strategic Group dated 21 January 2010
- (f) Healthier Strategic Group dated 4 February 2010
- (g) Community Engagement Strategic Group dated 18 February 2010

16. DATE OF NEXT MEETING

It was noted that the next meeting will be held on 27 May 2010 within the Committee Room, The Moray Council.