

THE MORAY COUNCIL
MINUTE OF MEETING OF COMMUNITY PLANNING BOARD

THURSDAY 27 MAY 2010

ELGIN

PRESENT

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

APOLOGIES

Apologies for absence were intimated on behalf of Councillors J Divers, E McGillivray and G McIntyre (Chairman).

IN ATTENDANCE

Bridget Mustard, Corporate Policy Unit Manager, The Moray Council, John Ferguson, Community Planning & Development Manager, The Moray Council, Laura Stien Research & Information Officer, The Moray Council Tracey Gervaise NHS (Substituting for Andrew Fowlie) and Donna Skene Project Officer The Moray Council, Clerk to the Meeting

ALSO IN ATTENDANCE

Liz Hunter The Scottish Government

1. CHAIR

In the absence of the Chair, Councillor A Wright, took the chair.

2. MINUTE OF MEETING DATED 4 MARCH 2010

The Minute of the Meeting of the Community Planning Board dated 4 March 2010 was submitted and approved subject to the use of the word “merger” being replaced by the word “alignment” referred to under Item 5 : Governance Arrangements – Possible Merger of Community Planning & Council Committee Structures.

Councillor Wright advised that this item should have been referred to the Council first before having been brought to the Community Planning Board. He advised that a report will be submitted to an appropriate meeting of the Council to consider how to progress this and the outcome will then be reported back to a future meeting of the Board.

There was also a query over Item 13 : Risk Register with reference to the risks. Mrs Mustard advised that this would be explained in a later report on the agenda.

3. SINGLE OUTCOME AGREEMENT - QUARTER 4 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 fourth quarter of the 2009/10 SOA.

The Corporate Policy Unit Manager thanked all the partners who had contributed toward the compilation of this report.

Following consideration, the Board agreed to note that exception comments are made against key actions between 0 and 74% complete, at the end of the fourth quarter, within section 4.4 of the report; and the comments made within section 4.5 against key actions identified as being at risk of not achieving 2009/10 target;

The meeting further noted that in response to the query raised by Councillor McDonald in regard to the timescale for the NHS to comment on the governance statements, Mrs Gervaise agreed to follow this up and report back.

In relation to the future production of the agenda, it was agreed that placing the detailed appendices on the website is acceptable.

4. IMPLEMENT SOCIAL INCLUSION STRATEGY

There was submitted and noted a report by the Community Planning and Development Manager providing a progress report in relation to the implementation of the Social Inclusion Strategy under National Outcome 7 Local Outcome 3 : Inequalities in Moray will be addressed.

5. FAIRER SCOTLAND FUND

There was submitted a report by the Community Planning and Development Manger providing a progress report in relation to the implementation of the Fairer Scotland Fund under national Outcome 7 Local Outcome 3 : Inequalities in Moray will be addressed.

Following consideration, the Board agreed to note the progress made in the implementation of the Fairer Scotland Fund and that the outcomes of the survey report be circulated to the board members.

The meeting further noted that, following the resignation of Jacqui Taylor, Susan Eddie had been appointed as the Fairer Scotland Fund Manager with effect from Monday 7 June 2010.

6. LOCAL DELIVERY ACTION PLAN ACHIEVEMENTS FOR 2009-10 AND LOCAL DELIVERY ACTION PLANS FOR 2010-11

There was submitted a report by the Corporate Policy Unit Manager asking the Board to approve the Local Delivery Action Plans' achievements for 2009-10 and Local Delivery Actions Plans for 2010-11. The report also asked the Board to consider proposals for improving the involvement of the theme groups in the key actions.

Following consideration, the Board agreed:-

- (i) the content of the Local Delivery Action Plan Performance 2009-10 for public performance reporting purposes;
- (ii) the Local Delivery Action Plans 2010-11 in principle and remit them to the Community Planning Statutory Partners to consider if the action can reflect more partnership activity;
- (iii) to reinstate the LDAP for GIRFEC;
- (iv) to alert the lead officers and theme groups to the full suite of LDAPs which is now available;
- (v) that committee and community planning statutory partners should be consulted on proposals to align Community Planning Partnership and Moray Council committee structures;
- (vi) that the lead officer for "affordable housing" consider a more challenging target;
- (vii) that amendments, additions and deletions to the LDAPs should be captured during the year;

(viii) the proposals in relation to operational groups viz :-

- (a) identify a responsible officer for the relevant actions to develop and implement a strategy and then disband the associated operational group;
- (b) limit representation on operational groups to a core group and consult other specialist officers as requested;
- (c) strategies should be reported back to relevant strategic theme group for consideration and approval rather than operational group;
- (d) refer detailed consideration of any changes to key actions for strategic theme groups for further consideration except for road safety which it was agreed to remove from Wealthier and Fairer to Safer and Stronger to Community Planning Statutory Partners and Committee; and
- (e) review the effectiveness of the Community Engagement Group.

7. SCOTTISH COMMUNITY FIRE SAFETY STUDY

There was submitted and noted a report by Grampian Fire and Rescue Service informing the Board on the themes and key outcomes of the Scottish Community Fire Safety Study report and the links to risk reduction activity in Moray by Grampian Fire and Rescue Service and its Partners.

8. GRAMPIAN FIRE & RESCUE SERVICE (GFRS) PUBLICATIONS: 1. COMMUNITY RISK REDUCTION FOCUS; 2. EMERGENCY RESPONSE STANDARDS

There was submitted and noted a report by Grampian Fire and Rescue Service informing the Board of these recently published documents which play an integral role for Grampian Fire & Rescue Service and Community Planning Partners in the identification and management of risk throughout the Moray area.

In response to a query, Mr Cameron explained recent changes to support the voluntary fire activity at Gordonstoun School.

Superintendent Sharon Milton left the meeting at this juncture.

9. COMMUNITY ENGAGEMENT

There was submitted a report by the Community Planning & Development Manager informing the Board of a community engagement seminar to be held on 29 June 2010 and to update members on the use, by partners and stakeholders of the Moray Better Community Engagement (BCE) Demonstration Project, of the community engagement data base recording tool, VOICE (Visioning Outcomes in Community Engagement).

In relation to the use of the QWIZDOM participatory tool, the meeting asked for clarification as to whether the Transition Town Forres group had surveyed other public bodies prior to the purchase of QWIZDOM.

Following consideration, the Board agreed:-

- (i) to support the community engagement seminar to be held on 29 June 2010 and that the focus of the seminar would include hard to reach groups;
- (ii) to endorsed the use of VOICE (Visioning Outcomes in Community Engagement) and that its use be considered across the partnership; and
- (iii) that a demonstration of VOICE take place at the Seminar on 29 June 2010

Mr Cameron agreed to investigate if Grampian Fire & Rescue Service had a version of QUIZDOM and if so can it be used by partners.

10. SCOTTISH INDEX OF MULTIPLE DEPRIVATION (SIMD) 2009

There was submitted a report by the Community Planning and Development Manager updating the Board on the brief produced in response to the SIMD 2009 and to outline progress, timescale outcome, and a way forward.

Following consideration, the Board noted the updated analysis of deprivation in Moray using a combined topical and geographical approach by settlement. It presented Moray SIMD results and key component statistics in concise, illustrated papers that are accessible and it was agreed that the timing of consultation on this be carried forward.

After further consideration, it was agreed in principle to approve the research provided a report was submitted to Council's Policy and Resources Committee for approval of the associated budget. In addition, it was suggested that if the research was carried out the consultation be limited to the chairs of the community councils and area forums rather than full groups.

11. AREA FORUMS UPDATE

Councillor J Hamilton left the meeting during discussion of this item.

There was submitted a report by the Community Planning and Development Manager advising the Board of the current status of Area Forums across Moray, to reconsider the review of the protocols and to seek the Board' advice on how to proceed with activity in the Laich and Keith Forum areas.

Following consideration the Community Planning Board agreed:

- (i) to note the current position of the Area Forums;
- (ii) the protocols for local community planning; and
- (iii) that the strategic direction in the former Laich Forum area be delivered by quarterly meetings of Lossiemoth and Burghead Community Councils and Hopeman Community Association.

12. MORAY ASSISTED RECRUITMENT SCHEME

There was submitted a report by the Community Planning and Development Manager asking the Board to consider the next step for the Moray Assisted Recruitment Scheme (MARS) programme now that the European funding element had been unsuccessful.

Following consideration, the Board agreed to continue the MARS scheme with reduced number of apprentices to reflect the available funding.

Councillor A Wright left the meeting at this juncture.

13. CHAIR

The Chief Executive, Moray Council, took the chair.

14. STRATEGIC ASSESSMENT FULL REVIEW PROCESS

Councillor P Paul left the meeting during discussion of this item.

There was submitted a report by the Corporate Policy Unit Manager providing the Community Planning Board with an update on progress against the strategic assessments and the process to capture theme risks.

Following consideration, the Board agreed:-

- (i) to note the progress made against the Safer and Stronger strategic assessment and that the Smarter strategic assessment had begun, and
- (ii) to approve the use of the community planning risk matrix within the strategic assessment process to manage those risks which will be remitted to the community planning statutory partners to oversee.

Mr Cameron thanked Anna Jermyn, Research & Information Officer, Moray Council for her work in the production of the review.

15. PARTNERSHIP AGREEMENT - QUORUM

There was submitted a report by the Corporate Policy Unit Manager asking the Board to consider the definition of a quorum to be included in the Partnership Agreement.

Following consideration, the Board approved the definition of a quorum as stated in para 3.2 of the report : "a quorum would consist of 3 different partner representatives at the meeting" and that this be included in the Partnership Agreement.

It was further agreed that it be remitted to Mrs Mustard to agree wording which reflects that the Community Planning Partnership should not agree items which specifically affect a partner if that partner is not present at the meeting to speak on behalf of their organisation.

16. 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 18 March 2010
- (b) Wealthier and Fairer Group dated 18 March 2010
- (c) Smarter Strategic Group dated 1 April 2010
- (d) Greener Strategic Group dated 18 April 2010
- (e) Healthier Strategic Group dated 29 April 2010
- (f) Community Engagement Strategic Group dated 13 May 2010

17. DATE OF NEXT MEETING

It was noted that the next meeting will be held on Thursday 16 September 2010 at the Moray Council.

Mr MacPherson offered the use of HIE meeting rooms whenever the Partnership wished to hold this meeting outwith the Council HQ.