

THE MORAY COUNCIL
MINUTE OF MEETING OF COMMUNITY PLANNING BOARD

THURSDAY 16 SEPTEMBER 2010

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PRESENT

Councillor G McIntyre	The Moray Council
Councillor A Wright	The Moray Council
Councillor J Hamilton	The Moray Council
Councillor G McDonald	The Moray Council
The Chief Executive	The Moray Council
Calum MacPherson	HIE Moray
Anne Lindsey (Substituting for Mike Devenney)	Moray College
Andres Fowlie (Substituting for 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 Councillor P Paul, The Moray Council, Charles Muir, NHS Grampian and Mike Devenney, Moray College

IN ATTENDANCE

Sandy Riddell, Director of Community Services The Moray Council, Bridget Mustard Corporate Policy Unit Manager, The Moray Council, John Ferguson Community Planning Development Manager, The Moray Council, Donna Skene Project Officer The Moray Council, Moira Patrick, Principal Committee Services Officer, The Moray Council Clerk to the Meeting.

ALSO IN ATTENDANCE

Liz Hunter The Scottish Government.

1. MINUTE OF MEETING DATED 27 MAY 2010

The Minute of the Meeting of the Community Planning Board dated 27 May 2010 was submitted and approved.

2. ESTABLISHING A PUBLIC PROTECTION FORUM IN MORAY

There was submitted a report by the Director of Community Services asking the Board to consider the proposed development of a Public Protection Forum within the community Planning Partnership structure and to consider the proposed structure as set out in the Appendix to the report.

Following consideration the Board agreed:

- (i) the establishment of a Public Protection Forum within the community Planning Partnership structure;
- (ii) the proposed structure as set out in APPENDIX 1 of the report and the draft remit as outlined in paragraph 4.4 of the report;
- (iii) that it be remitted to the Director of Community Services and the Divisional Commander of Grampian Police to undertake targeted consultation with key stakeholders on the proposed scope and detail of the forum's remit and membership and report the findings along with recommendations to the Safer and Stronger Strategic Group for final consideration.

3. MORAY VOLUNTARY SECTOR INTERFACE

There was submitted a report by the Chief Officer, Voluntary Action Moray (VAM) inviting the Board to agree that VAM takes on the interface role previously undertaken by Moray Voluntary Service Organisation (MVS0) which will formally be dissolved at an Extra-ordinary General Meeting to be held on 22 September 2010 and whose activities will transfer to VAM thereafter.

Following consideration the Board agreed that the VAM fulfils the Interface function previously undertaken by MVS0.

4. PROGRESS AND CHALLENGES

There was submitted a report by the General Manager, MCHSCP, reporting progress against Moray's Long Term Conditions (LTC) workstream. The report also highlighted the challenges for health and care services in delivering further improvements and considered the wider community planning opportunities that support personalised LTC care in Moray.

Prior to consideration of the report, the General Manager gave a short presentation to the Board on the challenges for health and care services in

delivering further improvements and responded to questions raised by the Board.

Following discussion the Board agreed:-

- (i) that there is a key role for the Healthier Strategic Group in leading Moray's successful delivery of Long Term Conditions Management as follows;
 - (a) positioning Moray as one of the Scotland's exemplar models for Community Based Care;
 - (b) achieving an Intelligence Led Communication Infrastructure that delivers real time case finding, risk stratification and anticipatory care for individual patients and populations;
 - (c) targeting community planning effort / resource at implementation of more productive models of community capability and resilience building, and

- (i) a short life working group be established to formulate a plan on how to harness the public's help in changing key behaviours and it was agreed that the working group consist of Andrew Fowlie, NHS Grampian, Councillors Wright, G McDonald, TMC, Calum McPherson, HIE Moray and Eileen Bush,VAM.

5. ECONOMIC IMPACT APPRAISAL OF MORAY RAF STATIONS

There was submitted and noted a report by HIE assessing the economic impact appraisal of the RAF presence in Moray and assessing the impact on the local economy of RAF activity. It also takes into consideration the wider impact on local services and infrastructure.

6. SINGLE OUTCOME AGREEMENT – QUARTER 1 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 quarter of the 2010/11 SOA.

During discussion some concern was raised in regard to the impact future budget issues may have in achieving key actions within the SOA and clarification was sought as to where responsibility lay in deciding on the future delivery of key actions where there is a budget implication and it was agreed that the Theme Groups be asked to highlight any resource issues which might affect outcomes and the delivery of key actions.

Following further consideration the Board agreed:

- (i) to note the performance against the key actions addressing the national and local outcomes at the end of the first quarter of 2010/11;
- (ii) to note the performance against the milestones for which the Community Planning Board is responsible;
- (iii) that the Theme Groups provide exception reports to the Board highlighting the resource issues preventing the delivery of the key actions.

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

7. GOVERNANCE ARRANGEMENTS

There was submitted a report by the Corporate Policy Unit Manager asking the Board to consider governance issues in relation to decision making and the authority of groups within the partnership.

Following consideration the Board agreed:-

- (i) the governance arrangements and the decision making structure within the partnership as detailed at paragraphs 3.2 – 3.11 in the report, and
- (ii) that the word 'Decisions' at paragraph 3.8 of the report be amended to read 'Recommendations'.

8. ALIGNMENT OF COMMUNITY PLANNING & COMMITTEE STRUCTURES: REMITS, OPERATIONAL GROUPS AND PRE-PLANNED AGENDAS

There was submitted a report by the Corporate Policy Unit Manager asking the Board to note the progress on the alignment of the Community Planning Board and the Council committee structures and to consider any outstanding issues.

Following consideration the Board:

- (i) agreed to note that the alignment of the two structures had been approved and the progress made against the details on the remits, operational groups and pre-planned agendas for the theme groups to support the alignment;
- (ii) agreed to note that the remits for the Community Planning Board and theme groups are agreed ;

- (iii) in relation to operational groups, approved the changes to the operational groups based on the criteria agreed at the previous Board meeting in May;
- (iv) in relation to pre-planned agendas, approved the suggested items for discussion with the lead officers and theme group chairs to set agendas for upcoming meetings of the theme group.

9. NEW ARRANGEMENTS FOR COMMUNITY ENGAGEMENT GROUP

There was submitted a report by the Community Planning and Development Manager asking the Board to consider the response to the proposals to disband the Community Engagement Group and to decide on a course of action to ensure effective community engagement within the community Planning structures.

During discussion concern was raised in regard to the criticisms received from the Community Groups on how the decision to disband the Community Engagement Group was arrived at and it was agreed that a letter of apology from the Board be sent to those groups acknowledging that the decision making process was not followed in this instance.

Following further discussion the Board agreed:-

- (i) that the Community Engagement Group remains meantime on an ad hoc basis until the short life Community Engagement Working Group develops a draft framework/strategy by March 2011;
- (ii) that a meeting of the Community Engagement Group be called at that time to consider the recommendations from the short life working group, and
- (iii) that the Board write apologising to those Community Councils and Forums who were not consulted in regard to the proposal to disband the Community Engagement Group.

10. PROTOCOLS FOR LOCAL COMMUNITY PLANNING

Under reference to paragraph 11 of the Minute of the Community Planning Board dated 27 May 2010, there was submitted a report by the Community Planning and Development Manager asking the Board to consider the revised protocols for Local Community Planning which have been incorporated into a new Area Forum Handbook.

Following consideration the Board agreed to accept the revised protocols for Local Community Planning incorporated in the new Area Forum Handbook.

11. SOCIAL INCLUSION STRATEGY REVIEW

There was submitted a report by the Community Planning and Development Manager presenting a revised Community Planning Social Inclusion Strategy produced by the Social Inclusion working group and asking the Board to approve the publication of the Strategy and that it be distributed across partner agencies.

During discussion some concern was raised by the Chairman and the other Local Authority members regarding future budget implications which may prevent the delivery of actions within the Strategy and following further discussion it was suggested that in order to address the concerns raised that the elements of the Social Inclusion Strategy pertinent to the Council be taken back to the Policy and Resources Committee in order that consideration can be given by the Council to any financial implications arising from the Strategy document and a further report thereafter be brought back to the next meeting of the Board. This was agreed.

12. CITIZENS PANEL & PARTICIPATORY BUDGETING

There was submitted a report by the Corporate Policy Unit Manager asking the Board to note that consultants for the Citizens Panel and the Participatory Budgeting project have now been appointed.

The Corporate Policy Unit Manager provided the meeting with a brief presentation on the development of the Participatory Budgeting Project and thereafter responded to questions from the Board.

Thereafter the Board noted that both the Citizens Panel and Participatory Budgeting projects have moved into the implementation phase as the consultants have now been appointed.

13. SINGLE OUTCOME AGREEMENT – PUBLIC PERFORMANCE REPORT

There was submitted a report by the Corporate Policy Unit Manager asking the Board to note that the public performance report is due to be submitted to the Scottish Government by the end of September.

Following consideration the Board agreed:-

- (i) to note the draft of the public performance report prior to its submission to the Scottish Government ,and
- (ii) That a copy of the report is provided to Partners for their comments and that these be returned to Peter Jones, PPR & Communications Officer, The Moray Council by 23 September 2010.

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 against the Strategic Assessments and the process to capture theme risks.

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 10 June 2010
- (b) Wealthier and Fairer Group dated 10 June 2010
- (c) Smarter Strategic Group dated 24 June 2010
- (d) Greener Strategic Group dated 5 August 2010
- (e) Healthier Strategic Group dated 19 August 2010
- (f) Community Engagement Strategic Group dated 2 September 2010

16. DATE OF NEXT MEETING

It was noted that the next meeting will be held on 9 December 2010 at the Horizon Centre, Forres.