

THE MORAY COUNCIL
MINUTE OF MEETING OF COMMUNITY PLANNING BOARD

THURSDAY 31 MARCH 2011

ELGIN

PRESENT

Councillor McIntyre (Chair)	The Moray Council
Councillor Divers	The Moray Council
Councillor G McDonald	The Moray Council
Councillor Hamilton	The Moray Council
Councillor McGillivray	The Moray Council
Councillor Wright	The Moray Council
Councillor Paul	The Moray Council
Calum MacPherson	HIE Moray
Mike Devenney	Moray College
Mark Cooper	Grampian Police
Rae Cameron	Grampian Fire & Rescue
Eileen Bush	Voluntary Action Moray (VAM)
Charles Muir	NHS

APOLOGIES

Alastair Keddie, Chief Executive, The Moray Council

IN ATTENDANCE

Councillor Creswell, The Moray Council, Andrew Fowlie, NHS Grampian, John Ferguson, Community Planning & Development Manager, The Moray Council, Martine Scott, Project Development Officer, The Moray Council, Stewart Halkett, Head of Development Services, The Moray Council, Roddy Burns, Chief Legal Officer, The Moray Council (for item 11), Bridget Mustard, Corporate Policy Unit Manager, The Moray Council and Emma Armit, Project Officer, The Moray Council, Clerk to the Meeting

1. MINUTE OF MEETING DATED 9 DECEMBER 2010

The Minute of the Meeting of the Community Planning Board dated 9 December 2010 was submitted and approved.

2. SINGLE OUTCOME AGREEMENT – QUARTER 2 OUTSTANDING ACTIONS AND 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 2010/11 Single Outcome Agreement and the outstanding actions from quarter 2.

Mrs Mustard advised that there are a few areas in danger of not being met in relation to Greener however a report is being submitted to the Greener theme group to resolve this. Quarter 4 slippage is on course to be corrected by the year end through Theme groups and long term actions.

Following consideration the Board agreed to:-

- (i) scrutinise the performance against the key actions addressing the national and local outcomes at the end of the third quarter of 2010/11;
- (ii) scrutinise the performance against the milestones for which the Community Planning Board is responsible;
- (iii) consider any recommendations or further work to suggest to theme groups in relation to progress.

3. COMMITTEE SERVICES AND COMMUNITY PLANNING ALIGNMENT

There was submitted a report by the Corporate Policy Unit Manager asking the Board to consider extending the alignment of the community planning and committee structures for a further cycle.

Mrs Mustard advised that the review of the alignment provided positive feedback.

Following consideration the Board agreed to extend the alignment of the community planning and committee structures for a further cycle and the dates of the meetings agreed as attached. The Board also agreed to hold a workshop to further explore the ideas raised during the review to develop an aligned structure which reflects the needs of all parties.

4. SKILLS DEVELOPMENT SCOTLAND: NOMINEE REQUEST

There was submitted a report by the Community Planning and Development Manager notifying the Board of arrangements made for the Community Planning Board to have a representative of the partnership to work with Skills Development Scotland on the procurement and contracting process for “Get Ready for Work” and “Training for Work”.

Mr Ferguson advised that a representative from Jobcentre Plus has volunteered on behalf of the Community Planning Board and recommended this nominee due to their existing experience in the process.

Following consideration the Board agreed this nomination.

5. COMMUNITY PLANNING BUDGET – 2011-2012

There was submitted a report by the Corporate Policy Unit Manager asking the Board to note the budget contributions by partners and to consider the projects it will carry out next year based on these contributions.

Andrew Fowlie confirmed the NHS contribution and Rae Cameron clarified that Grampian Fire and Rescue Service's contribution of £12,000 includes £5,000 of which is ring fenced for Safe Drive Stay Alive.

Mrs Mustard advised that a decision on whether to extend the Citizens Panel Contract for a further year needs to be taken. Given that it was agreed that she would submit a further report on the Citizens Panel to the next meeting.

Following consideration the Board agreed the levels of funding contributions by partners and the proposals for the spend against the budget.

6. MORAY YOUTH COUNCIL

There was submitted a report by the Corporate Policy Unit Manager updating the Community Planning Board on discussions held with the Moray Youth Council and Voluntary Action Moray (VAM) and to present a draft of the proposed Induction Pack and suggested date for a Community Planning Dialogue Evening.

Discussion took place regarding appropriate venue, format of the evening and partners providing short presentations on the evening of 18th April. Councillor Wright highlighted the need to involve the Youth Council regarding arrangements.

Following consideration the Board agreed to approve the induction document and the evening on the 18th April with a less formal venue. All Partners agreed to present a five minute presentation.

The board also agreed to omit recommendation 2.1 (iii) for the Youth Council to pre-meet with the Chair prior to any strategic group meeting.

7. SOCIAL INCLUSION STRATEGY INCORPORATING FAIRER SCOTLAND FUND INTERIM EVALUATION

There was submitted a report by the Community Planning & Development Manager updating the Board on the development of a Social Inclusion Action Plan and provide an interim evaluation on the Fairer Scotland Fund investment.

John Ferguson advised that MARS is ongoing and a DVD of the Fairer Scotland Fund work is available to all Board members which portrays a good picture of the process. It was agreed that the DVD would be circulated.

Following Consideration the Board agreed to note:-

- (i) the interim evaluation of the Fairer Scotland Fund, the lessons learned and the next steps.
- (ii) the proposal to use the information from the final evaluation of the Fairer Scotland Fund, the mapping of social inclusion activity across partners and the outcome of the seminar on the 15 March 2011, to revise the Social Inclusion Action Plan for 2011/12 and beyond.

8. MORAY COMMUNITY ENGAGEMENT STRATEGY

There was submitted a report by the Community Engagement Short Life Working Group asking the Board to consider and approve the Community Engagement Strategy that sets out requirements and actions of Community Planning Partners for the forthcoming years to achieve an actively engaged and involved community with Moray and to agree the future remit of a revised Community Engagement Group.

Rae Cameron highlighted and praised the work of the Short Life Working Group which was endorsed by Councillor McGillivray, Councillor McIntyre and Eileen Bush regarding the dedicated work and commitment from the group in relation to producing the strategy. A letter of thank you should be sent to the Group on behalf of the Board.

The need for a new revised group to continue to promote and monitor the strategy was highlighted and discussed regarding similar limited composition and retaining a degree of informality within the group. Councillor McGillivray, as Chair of Safer & Stronger and Communities, was nominated as an appropriate chair as well as a Youth Council representative to be nominated.

The group will be known as the Community Engagement Group and retain its limited and selected membership with a Youth Council representative invited to join the group. The Group will report to the Community Planning Board and requested to be clerked albeit informally due to the composition of the group.

Further discussion took place regarding the action plan which has not been approved within individual organisations and the group should bring back a report to the next meeting on their action plan, required resources, measurements and potential actions and timescales.

The ongoing business regarding a Health Council representative was raised and decided it should be passed to the first meeting of the Community Engagement Group to consider their representative request on the group.

Following consideration the Board agreed:-

- (i) to consider and approve the draft Community Engagement Strategy and action plan
- (ii) to agree the future remit and operational arrangements of the revised Community Engagement Group
- (iii) to send 'Thank You' letter to the Short life Working Group on behalf of the Board for their work.
- (iv) that a Youth Council representative to be nominated for the Group
- (v) informal clerking arrangements for the Group should be put in place, including dates for future meetings.
- (vi) the Group report to the Board on their action plan and required resources, measurements, potential actions and timescales.
- (vii) the Group need to consider the BCE recommendations as detailed in the report (**Item 9 below**)
- (viii) to consider Health Council representative request to join the Group

9. MORAY BCE PROJECT – FINAL PROGRAMME REPORT 2011

There was submitted a report by the Community Planning and Development Manager asking the Board to consider the contents of the Moray Better Community Engagement (BCE) Final Programme Report and its recommendations.

Mr Ferguson advised that Moray was one of ten projects in Scotland and recognised the voluntary input to the project which was endorsed by the Chair. He also suggested that the Moray BCE steering group have close links to the Community Engagement Group to assist with delivery of the strategy and action plan at an operational level.

Following consideration the Board agreed to refer the following recommendations to the Community Engagement Group for their consideration and action and to work alongside the Group:-

- (i) agree to consider the recommendations as outlined in the Moray BCE Final Programme Report.
- (ii) consider the future role of the membership of the Moray BCE steering group in developing Community Engagement in the future in Moray.

(iii) thank the volunteer membership of the Moray BCE Steering Group for their commitment to the process over the previous two years.

10.A NEW ECONOMIC STRATEGY FOR MORAY AND ELGIN – CITY REGION FOR THE FUTURE

There was submitted a report by the Head of Development Services providing the Board with an update on the work of the consultancy teams commissioned by the Community Planning Partnership on the 'Elgin – City Region for the Future' and the 'Moray Economic Strategy' projects, and advise as to arrangements for the presentations of the draft Final and Final Reports.

Mr Halkett advised that community based workshops will be taking place in Speyside, Lossiemouth, Forres, Elgin, Buckie and Keith with further presentations taking place to the Board on 12th May and the 9th June and outcomes from them will be used by partners for action planning and priorities.

Following consideration the Board agreed to note the current position on, programmes for the completion of, and the projects referred to in the report.

11. RESPONSE PLAN / ECONOMIC STRATEGY GOVERNANCE

Mr Burns gave an update on reporting back to the Task Force on the 15th April on the governance for the Economic Strategy and how to progress this over the next 3 to 6 months.

Discussion was held regarding the role of the Board and the Moray Development Board as well as the consultation process for the Draft Response Plan which has been approved.

Following consideration the Board agreed the governance and endorsed the proposed arrangements.

12. CHARITY ACCOUNT MANAGEMENT FOR THE FORRES AREA

There was submitted a report by Mr Macpherson, Highlands & Islands Enterprise, seeking endorsement of the concept of Community Account Management.

Mr MacPherson advised that 75 members of the public from the Forres Community attended the meeting in Forres on 30 March 2011 however Councillor Hamilton expressed concerns this was not a true representation of the community.

Discussion took place around the criteria within Moray for the LEADER funding and it was decided that urgent clarification was needed regarding the criteria. This funding is required for establishing a Development Officer post for the Forres area. An application will be made for LEADER funding which HIE is to match fund.

Following discussion the Board decided to note the following pending Mr Halkett gaining clarification of the criteria for the LEADER funding :-

- (i) that HIE and the FAF continue to engage with the communities in the Forres area to develop this proposal.
- (ii) that should community support be established, an application will be made for LEADER funding (50%) for a development officer to be employed the Forres area community. A concurrent application would be made to HIE for match funding.

13. COMMUNITY PLANNING BOARD: STATEMENT OF OUTSTANDING BUSINESS.

There was submitted and noted a report by the Corporate Policy Unit Manager informing the Board of progress in relation to follow up reports and actions requested by the Board and the Strategic Groups at previous meetings.

14. DATE OF NEXT MEETING

The next meeting will be held on Thursday 7 July 2011 in the Moray Council.