

**THE MORAY COUNCIL**  
**MINUTE OF MEETING OF COMMUNITY PLANNING BOARD**

**THURSDAY 10 NOVEMBER 2011**

**ELGIN**

**PRESENT**

Councillor McIntyre (Chair)	The Moray Council
Councillor Divers	The Moray Council
Councillor G McDonald	The Moray Council
Councillor Wright	The Moray Council
Councillor Paul	The Moray Council
Andy Anderson	HIE Moray
Mike Devenney	Moray College
Mark Cooper	Grampian Police
Rae Cameron	Grampian Fire & Rescue
Eileen Bush	Voluntary Action Moray
Roddy Burns, Acting Chief Executive	The Moray Council

**APOLOGIES**

Councillors J Hamilton and E McGillivray, Charles Muir, NHS.

**IN ATTENDANCE**

Corporate Policy Unit Manager, The Moray Council, Community Planning and Development Manager, The Moray Council, Tracey Gervais, NHS Grampian, Emma Gordon, Planning Officer, The Moray Council, Donna Skene, Project Officer, The Moray Council Karen Simpson, Project Development Officer, The Moray Council, Anna Jermyn, Research and Information Officer, The Moray Council and the Democratic Services Manager, The Moray Council as Clerk to the meeting.

**ALSO PRESENT**

Calum Elliot, Scottish Government and Mr J Royan, Chairman of the Moray Economic Partnership.

**1. (a) MINUTE OF MEETING DATED 7 JULY 2011**

The Minute of the Meeting of 7 July 2011 was submitted and approved.

## **1 (b) MINUTE OF SPECIAL MEETING DATED 22 AUGUST 2011**

The Minute of the Special Meeting of Community Planning Board dated 22 August 2011 was submitted and approved.

### **2. PRESENTATION ON “ADULT SUPPORT AND PROTECTION”**

On the invitation of the Chairman, Wendy Hinnie Training Facilitator, Education & Social Services, The Moray Council gave a presentation to the Board on Adult Support and Protection. The presentation gave an overview of the legislation and the expectations of all staff who may come into contact with “adults at risk” and provided an overview of the role and function of the Adult Protection Unit, Moray.

Following the presentation Ms Hinnie responded to questions from the Board and thereafter the Chairman thanked her for the presentation.

### **3. PROGRESS AGAINST MORAY ECONOMIC PARTNERSHIP (MEP) – ORAL UPDATE**

On the invitation of the Chairman, Mr Jim Royan, Chairman of the Moray Economic Partnership gave a presentation to the Board on the progress made by the MEP since it was formalised on 21 April 2011. The presentation outlined the four key themes of ‘people, business, communities and infrastructure’ and how each of these are being progressed and also summarised the next steps to be taken by the MEP.

Following the presentation Mr Royan responded to questions from the Board and thereafter the meeting joined the Chairman in thanking him for his presentation.

### **4. ECONOMIC STRATEGY PERFORMANCE INFORMATION**

There was submitted a report by the Acting Chief Executive asking the Board to consider the progress against the Moray Economic Strategy.

Following consideration the Board noted the progress made on the Moray Economic Strategy.

### **5. SINGLE OUTCOME AGREEMENT PRIORITIES – ORAL REPORT**

The Acting Chief Executive gave a short presentation to the Board on progress with the Single Outcome Agreement.

Following discussion it was agreed that a special meeting of the Board be held at which a workshop would be held to facilitate discussion and

agreement on the objectives and outcomes for the SOA. It was agreed that this be held on 7 December 2011 at 2.00pm.

## **6. REPORT ON PERFORMANCE**

There was submitted a report by the Drug and Alcohol Development Officer providing the Community Planning Board with a report on the priorities of the Moray Alcohol and Drug Partnership (MADP) and performance in 2010/11.

Following consideration the Board noted the progress made in relation to the performance against priorities set to address alcohol and drug misuse in Moray.

## **7. LOW CARBON VEHICLE PROCUREMENT SUPPORT SCHEME**

There was submitted a report by the Head of Development Services informing the Board of the Scottish Government's Low Carbon Vehicle Procurement Scheme 2011/12 and that funding has been allocated to the Community Planning Partnership for the procurement of low carbon vehicles.

During discussion a query was raised regarding the use of hydrogen fuelled vehicles and whether this type of vehicle was included with the Scottish Government's Scheme. In response Emma Gordon, Planning Officer, The Moray Council advised that only electric powered vehicles were currently being funded through the Scheme.

Calum Elliot, Scottish Government representative advised that he would raise this query with Ministers.

Following consideration the Board agreed to:-

- (i) Note that the Council has submitted an application to utilise the £77,000 of funding made available to the Moray Community Planning Partnership for electric vehicles and charging infrastructure; and
- (ii) Note that a report detailing the outcomes of the 12 month evaluation period for the vehicles purchased in 2010/11 will be referred to the Board when completed;
- (iii) Note that the query raised regarding the inclusion of hydrogen fuelled cars will be taken back to the Scottish Government by Calum Elliot.

## **8. MORAY TOURISM DEVELOPMENT**

There was submitted a report by the Corporate Policy Unit Manager recommending that the Community Planning Board consider the establishment of a short life working group relating to Moray Tourism requested by the Wealthier and Fairer Strategic Group.

During discussion the meeting noted that a report was due to be submitted to the next meeting of the Moray Council's Economic Development and

Infrastructure Services Committee with a view to the re-constitution of the Moray Tourism Steering Group or new tourism body within Moray Council to work towards the Moray Economic Strategy.

Following further discussion the Board agreed that the Corporate Policy Unit Manager discuss the matter with the Corporate Director (Environmental Services) regarding the issues raised by the Wealthier & Fairer Strategic Group and that these be included in the report to the Economic Development & Infrastructure Services Committee.

### **9. THIRD SECTOR – ORAL UPDATE**

The Meeting noted the update on the progress regarding the merging of the 3 Moray voluntary sector organisations into one single organisation which will be fully operational by the end of March 2012.

### **10. SCOTTISH FIRE AND RESCUE SERVICE REFORM – SECONDMENT – ORAL UPDATE**

The Meeting noted the update given by Rae Cameron, Grampian Fire and Rescue, on the impact of the Scottish Governments decision to move to single police and fire services and the resulting impact on the attendance at the Community Planning Board by a representative of the Fire Service.

### **11. 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 Theme Groups at previous meetings.

### **12. VENUE OF NEXT MEETING**

It was agreed that the next meeting on 29 March 2012, be held in The Moray College.

**THE MORAY COUNCIL**

**MINUTE OF SPECIAL MEETING OF COMMUNITY PLANNING BOARD**

**FRIDAY 10 FEBRUARY 2012**

**THE SUPPER ROOM, ELGIN TOWN HALL**

Councillor Wright (Chair)	The Moray Council
Councillor Divers	The Moray Council
Councillor G McDonald	The Moray Council
Councillor E McGillivray	The Moray Council
Councillor McIntyre	The Moray Council
Andrew Anderson	HIE Moray
George McIntyre	HITRANS
William Findlay	Grampian Police
John Morgan	Grampian Fire & Rescue
Charles Muir	NHS
Eileen Bush	Voluntary Action Moray
Roddy Burns,	The Moray Council

**APOLOGIES**

Apologies for absence were intimated on behalf of Councillors J Hamilton and P Paul (the Moray Council) and Mike Devenney (Moray College).

**IN ATTENDANCE**

Corporate Policy Unit Manager, Corporate Director (Environmental Services) the Planning and Economic Development Manager, the Head of Community Care, Mrs D Skene, Project Officer, Miss K Simpson (The Moray Council) Mr K Hamilton (NHS) and Mrs S Kennedy, Committee Services Officer, The Moray Council as Clerk to the meeting.

**ALSO IN ATTENDANCE**

Mr C Elliot, Scottish Government.

**13. CHAIR**

Having chaired the last special meeting and in the interests of continuity it was agreed that Councillor Wright chair the meeting.

**14. MINUTE OF SPECIAL MEETINGS DATED 7 DECEMBER 2011  
AND 20 JANUARY 2012**

The Minute of the Special Meeting of the Community Planning Board dated 7 December 2011 was submitted and approved.

The Minute of the meeting of Community Planning Board dated 20 January 2012 was submitted and approved subject to removing Charles Muir's name from apologies and adding Councillor Hamilton's name to those present.

### **15. MORAY ECONOMIC PARTNERSHIP REVIEW – VERBAL REPORT**

The Economic Development Manager gave an oral update to the Board on the current position in respect of the Moray Economic Partnership Review.

In respect of High speed broadband it was noted that John Swinney, MSP had allocated further monies to this project but to date there was no further information available. The Chair advised that this issue required to be treated as a priority within the Economic Strategy.

The Acting Chief Executive advised that he and the Corporate Director (Environmental Services) had met with HIE to discuss this issue and he agreed to circulate an interim statement to all partners. The Corporate Director (Environmental Services) intimated that it may be beneficial to meet with Highland Council as well in respect of the shared aspects of Economic Development which would be complementary to the wider development. This was agreed.

### **16. REVIEW OF COMMUNITY PLANNING**

There was submitted a report by the Acting Chief Executive asking the Community Planning Board to consider the information used to progress Community Planning and the Single Outcome Agreement.

During discussion, the Acting Chief Executive advised the meeting that a series of actions had arisen from the workshops; however there were two updates not in the report, firstly that the Partnership fully supports the Scottish Government in terms of Economy/Education ensuring that priorities are sharp, meaningful and a valuable contribution. Secondly with regard to the review of Community Planning launched by Scottish Ministers where 6 questions will be asked of the partnership. It was noted that the short life working group consisting of the Scottish Minister, Mr McKay and Cosla will meet every two weeks and the Acting Chief Executive had received a lot of information and he would forward a copy of this all partners.

In response to a question from Eileen Bush with regard to consultation on the draft Single Outcome Agreement (SOA), the Acting Chief Executive advised that the deadline for officers was the 29 March 2012 and a document would be presented to the new Council in May with clear guidance in terms of consultation.

In response to a question from Charles Muir with regard to the expectations of the partnership the Acting Chief Executive advised that the Scottish Government oversees that the Community Planning Partnership has covered the priorities and as the Council facilitates this as partners we need to see that

we have agreed the right priorities. An interim SOA will be circulated to partners to enable them to discuss this with their organisation.

Thereafter, the Community Planning Board noted the information used to progress Community Planning and the Single Outcome Agreement. It was also noted that the Acting Chief Executive would circulate a copy of the letter received from the Scottish Ministers in respect of the Community Planning Review to all partners.

## **17. CITIZENS PANEL**

There was submitted a report by the Corporate Policy Unit Manager asking the Community Planning Board to consider remitting the development of the Citizens Panel survey to the established Community Planning Editorial Working Group.

In response to a question from Eileen Bush re community consultation the Acting Chief Executive advised that Moray would be assessed by the Scottish Government and there would be objective engagement with the citizens of Moray, however this could be subject to change in respect of format /timing and variables.

Callum Elliot, Scottish Government advised that consultation would be a fundamental requisite.

Thereafter, the Community Planning Board agreed to remit the development of the Citizens Panel survey to the established Community Planning Editorial Group for a quick consultation to meet the 29 March deadline. The draft survey would be circulated for comment to the Community Planning Board Partners and Community Engagement Group.

## **18. COMMUNITY COVENANT**

There was submitted a report by the Corporate Policy Unit Manager asking the Community Planning Board to consider the Community Covenant and re-establish the Community Planning Senior Officer Group.

The Acting Chief Executive advised that he would like the Partnership to treat the covenant as a high Level Treaty. This was agreed.

Thereafter, the Community Planning Board agreed:

- (i) to note the content of the Community Covenant;
- (ii) to invite other organisations to sign up to the covenant agreed the partners listed in paragraph 3.6 of the report being additional signatories;
- (iii) that the 23 February 2012 would be the date for signing of the Community Covenant and all Board Members be invited and a suitable venue be sought;

- (iv) to re-establish the Community Planning Senior Officers Group with extended membership and remit; and
- (v) that the Acting Chief Executive advises Mr Bruce Crawford (Scottish Government of the arrangements for signing the Covenant.

### **19. RESHAPING CARE FOR OLDER PEOPLE – CHANGE FUND APPLICATION FOR 2012/13**

There was submitted a joint report by the General Manager, MCHSCP and the Head of Community Care updating the Board on the progress of the Change Fund 2011/12 allocation, informing the Board of the development of the Moray Partnership's draft Change Fund application for 2012/13 and seeking approval for submission of the finalised application to the Scottish Government.

Following consideration, the Community Planning Board agreed to:

- (i) note the progress being made by health, social care, housing, Independent and third sector partners, along with older people themselves, to implement local plans, supported by the Change Fund, for making better use of combined resources to improve outcomes for older people;
- (ii) note the development of the draft Change Fund application for 2012/13 to further shift the balance of care for older people in Moray; and
- (iii), approve the submission of the finalised application to the Scottish Government.

On the conclusion of this item, Councillor G McDonald left the meeting.

### **20. ESOL (ENGLISH AS A SECOND LANGUAGE) FUNDING APPLICATION**

There was submitted a report by the Community Planning and Development Manager seeking approval for an application to the Scottish Funding Council to support the provision of English as a Second Language from the Moray ESOL working group of the Lifelong Learning Forum.

Following consideration, the Community Planning Board agreed to support the application for additional funding for English as a Second Language (ESOL)

### **21. MORAY TRANSPORT SEMINAR REPORT**

There was submitted a report by the Corporate Policy Unit Manager asking the Community Planning Board to consider and commend the Moray Transport Seminar Report.



During discussion, the Board noted that the cost of this exercise represented good value for money and that the ring fenced money for community will be brought back to the change fund group for discussion. It was also noted that school buses could maybe utilised better. It further noted that Mr C Muir would provide contact for NHS and overall that this demonstrated that there was a need for a community co-ordinated strategic approach.

Thereafter, the Community Planning Board agreed to:-

- (i) note the Moray Transport Seminar report;
- (ii) commend the report to Partners; and
- (iii) remit it to Partners to action and report back to a future meeting.

## **22.DATE OF NEXT MEETING**

The next meeting will take place on Thursday 29<sup>th</sup> March 2012 at Moray College.