

## THE MORAY COUNCIL

### MINUTE OF MEETING OF COMMUNITY PLANNING BOARD

THURSDAY 29 MARCH 2012

BOARD ROOM, MORAY COLLEGE, ELGIN

#### **PRESENT**

Councillor McIntyre (Chair)	The Moray Council
Councillor Divers	The Moray Council
Councillor G McDonald	The Moray Council
Councillor McGillivray	The Moray Council
Councillor Paul	The Moray Council
George McIntyre	HITRANS
Mark Cooper	Grampian Police
John Morgan	Grampian Fire & Rescue
Jana Hutt	Moray College (Substituting for Mike Devenney)
Andrew Fowlie	NHS (Substituting for Charles Muir)
Alastair Kennedy	Voluntary Action Moray (Substituting for Eileen Bush)
Acting Chief Executive	The Moray Council

#### **ALSO PRESENT**

Hannah Rosseter (Moray Youth Council), Alastair Merrill (Scottish Government) and Peter Murray and Frazer Burr (Grampian Fire & Rescue)

#### **APOLOGIES**

Councillor Hamilton	The Moray Council
Councillor Wright	The Moray Council
Andrew Anderson	HIE Moray
Mike Devenney	Moray College
Charles Muir	NHS
Eileen Bush	Voluntary Action Moray

#### **IN ATTENDANCE**

Corporate Director (Corporate Services) (in respect of Item 13), Corporate Director (Environmental Services), Corporate Policy Unit Manager, the Community Planning and Development Manager, Shelley Flett, Project Officer and Darren Westmacott, Committee Services Officer as Clerk to the meeting.

### **1. CHAIRMAN'S SPEECH**

The Chairman welcomed the Corporate Director (Environmental Services) to his first meeting of the Community Planning Board. The Chairman also welcomed Hannah Rosseter of the Moray Youth Council, and noted that she

would Chair Items 5 to 9, as agreed at this meeting on 7 July 2011 (paragraph 7 of the Minute refers).

The Chairman, stating that he was to step down as a Councillor at the next Local Government Council, gave thanks to the Board for their work in his term as Chairman and in particular expressed his thanks to Alastair Merrill for his advice and guidance.

## **2. ORDER OF BUSINESS**

The Board agreed to take Item 11 'Representation on Moray Economic Partnership' following Item 3 'Moray Economic Partnership Activity Update' to allow for continuation of topics.

### **3. MINUTE OF SPECIAL MEETINGS DATED 10 NOVEMBER 2011 AND 10 FEBRUARY 2012**

The Minutes of the Meeting of the Community Planning Board dated 10 November 2011 and 10 February 2012 were submitted and approved.

### **4. AN INTEGRATED APPROACH TO COMMUNITY PLANNING – ASSISTANT CHIEF FIRE OFFICER-GRAMPIAN FIRE & RESCUE SERVICES**

The Board noted a presentation by Peter Murray and Frazer Burr, Grampian Fire and Rescue Services on options to create an integrated approach to Community Planning following the implementation of a single Scottish Fire and Rescue Service.

### **5. MORAY ECONOMIC PARTNERSHIP ACTIVITY UPDATE**

There was submitted a report by the Planning & Economic Development Manager providing an update on the Moray Economic Partnership activity since 10 February 2012.

Following consideration, the Board noted:-

- (i) the Moray Economic Partnership activity update; and
- (ii) that a member of the Board would be required to attend the World Health Organisation event to be held at Brodie Castle on 15-17 September 2012 .

### **6. REPRESENTATION ON MORAY ECONOMIC PARTNERSHIP – ORAL REPORT BY ACTING CHIEF EXECUTIVE**

The Board noted an oral report by the Acting Chief Executive on representation on the Moray Economic Partnership.

Following consideration, the Board:-

- (i) agreed that the Corporate Director (Environmental Services) would become the representative on the Moray Economic Partnership;
- (ii) agreed that the Acting Chief Executive would become an ex-officio member of the Moray Economic Partnership;
- (iii) agreed to a representative from NHS Grampian being appointed to the Moray Economic Partnership;
- (iv) noted that the Acting Chief Executive would circulate the independent self evaluation conducted by the Moray Economic Partnership.

## **7. SINGLE OUTCOME AGREEMENT – QUARTER 3 MONITORING STATEMENTS**

There was submitted and noted a report by the Corporate Policy Unit Manager providing the Board with an analysis of performance in addressing the national and local outcomes over the third quarter of the 2011/12 Single Outcome Agreement.

At this juncture, and as agreed at the start of the meeting, the Chairman vacated the role, and Miss Rosseter assumed the role of Chairperson.

## **8. MORAY YOUTH COUNCIL**

There was submitted a report by the Corporate Policy Unit Manager updating the Board on the outcomes and success of the Community Planning Dialogue Evening held on Monday 7 November 2011 and sought approval of the suggestions arising from the event, as detailed in Section 3 of the report.

Following consideration, the Board:-

- (i) noted the success of the Community Planning Dialogue Evening held on Monday 7 November 2011;
- (ii) agreed that for all members, when writing reports, consideration should be given to the use of easier language and less acronyms;
- (iii) agreed that during meetings, consideration should be given to addressing representatives by their first name rather than their title, where appropriate;
- (iv) agreed that a date be arranged for a Community Planning Dialogue Evening before the summer break; and
- (v) noted that the Youth Council would send invitations to representatives inviting them to attend a meeting.

## **9. CITIZENS' PANEL**

There was submitted and approved a report by the Corporate Policy Unit Manager asking the Board to consider extending the contract for the Citizens' Panel for a further six months.

## **10. KEITH AREA FORUM / KEITH AND STRATHISLA REGENERATION PARTNERSHIP**

There was submitted a report by the Community Planning and Development Manager informing the Board of a request from the Keith and Strathisla Regeneration Partnership to take on the role of Keith Area Forum.

Following consideration, the Board agreed to defer consideration of the request from Keith and Strathisla Regeneration Partnership to allow for the Acting Chief Executive and the Community Planning and Development Manager to approach the Partnership and local elected members to address concerns raised regarding governance.

## **11. MORAY THIRD SECTOR INTERFACE**

The Board noted an oral update from Mr Kennedy advising of the progress in setting up the Moray Third Sector Interface, which would be in operation from 1 April 2012.

## **12. COMMUNITY PLANNING WEBSITE**

There was submitted a report by the Corporate Policy Unit Manager asking the Board to endorse improvements to the provision of online information in respect of community planning.

Following consideration, the Board agreed changes to the community planning website, Yourmoray, to:-

- (i) incorporate performance information currently held under Moray Performs; and
- (ii) place greater emphasis on attracting and promoting information of interest to the local community.

At this juncture, Miss Rosseter vacated the role of Chairperson and Councillor McIntyre resumed his position of Chairman.

The Board joined the Chairman in congratulating Miss Rosseter for her work as Chairperson.

## **13. COMMUNITY PLANNING REPRESENTATION ON LEARNING & TRAINING OPPORTUNITIES**

The Board noted an oral report by the Community Planning & Development Manager in regards to Community Planning representation on Learning & Training Opportunities.

Following consideration, the Board agreed to note:-

- (i) that the Community Planning & Development Manager was giving advice to Skills Development Scotland in the tendering process for Learning & Training Opportunities; and
- (ii) that, as part of advice giving, the Community Planning & Development Manager had signed an ethical walls document preventing him discussing the matter with Community Planning Partners.

#### **14. REVIEW OF MORAY COMMUNITY PLANNING PARTNERSHIP AND THE MORAY SINGLE OUTCOME AGREEMENT.**

There was submitted a report by the Acting Chief Executive providing the Board with a revised Community Planning framework and draft Single Outcome Agreement for 2012-15 for consideration.

During discussions, a letter received from the Joint Community Councils of Moray, requesting direct representation on the Board, was circulated. Following further discussions, it was agreed to defer consideration until the outcomes had been agreed.

Following consideration, the Board noted:-

- (i) the revised community planning framework and new single outcome agreement, as attached to the report;
- (ii) the letter received from the Joint Community Councils of Moray requesting direct representation on the Board and agreed to consider once the outcomes have been agreed;
- (iii) that members and partners are to consider the draft single outcome agreement for 2012-15 in the context of the statement of ambition, the schedule of outcomes from the community planning workshops and the schedule of major policies and strategies and provide feedback by the end of April 2012;
- (iv) that the next meeting of the Board would be arranged for Mid-May 2012; and
- (v) that, subject to any final decision by the Board on the outcomes, the Board's advisors will, with a view to bringing back a delivery plan at the earliest possible opportunity, continue to:-
  - set out the likely activities required to achieve the draft outcomes; and
  - set out milestones and targets that can be used to measure success.

#### **15. ASSET MANAGEMENT PLANNING**

There was submitted a report by the Corporate Director (Corporate Services) asking the Board to consider the importance of asset management in the context of future community planning arrangements and advising the Board about 2 projects being promoted by the Scottish Futures Trust (SFT) in relation to asset management arrangements for Northern Scotland.

During discussions, it was suggested by Officers to invite Colin Proctor of SFT to a future meeting of the Board to provide more information about the Area Based Review proposed by the SFT. This was unanimously agreed by the Board.

Following consideration, the Board agreed to:-

- (i) engage with the Scottish Futures Trust (SFT) to secure the maximum longer term benefits for the Moray area from the proposed asset management study for Northern Scotland;
- (ii) participate in the ePIMS pilot project;
- (iii) set up a sub group of officers and partners with an interest in property to begin to look at Asset Management planning; and
- (iv) invite Colin Proctor of SFT to a future meeting of the Board to provide more information about the SFT.

#### **16. STATEMENT OF OUTSTANDING BUSINESS AT MARCH 2011**

The Board noted the statement of outstanding business.