

**THE MORAY COUNCIL**  
**MINUTE OF COMMUNITY PLANNING BOARD**  
**THURSDAY 23 MAY 2013**

**TRAINING ROOM 1, THE MORAY COUNCIL ANNEXE, ELGIN**

**PRESENT**

Councillor A Wright	The Moray Council
Councillor J Divers	The Moray Council
Councillor S Cree	The Moray Council
Councillor P Paul	The Moray Council
Mark Cooper	Police Scotland
Adam Coldwells	NHS Grampian
David Oxley	Highlands & Islands Enterprise
David Rout	Scotland Fire & Rescue
Fabio Villani	tsiMoray

**ALSO PRESENT:**

Councillor F Murdoch

**APOLOGIES**

Apologies were intimated on behalf of Anthony Standing, Skills Development Scotland, Anne Lindsay, Moray College and Christine Lester, NHS Grampian.

**IN ATTENDANCE**

The Chief Executive, The Moray Council, Alastair Merrill, Scottish Government, Bridget Mustard, Corporate Policy Unit Manager, The Moray Council, Shelley Flett, Project Officer, The Moray Council and Lissa Rowan, Committee Services Officer, The Moray Council as Clerk to the meeting.

**1. AWARD OF FUNDING**

Prior to the commencement of business, the Meeting noted that £31945 had been awarded to the Community Planning Partnership from the Scottish Funding Council in respect of English for Speakers of Other Languages (ESOL) and noted that a further report detailing how this funding would be used would be submitted to a future Meeting of the Community Planning Board.

## **2. MINUTE OF MEETING OF COMMUNITY PLANNING BOARD DATED 21 MARCH 2013**

The Minute of the Meeting of the Community Planning Board dated 21 March 2013 was submitted and approved.

Under reference to paragraph 6 of the Minute, the Chief Executive, the Moray Council advised that the Civic/Military Forum had been re-established. He further advised that the Community Covenant Grant Scheme Panel had their first meeting in April 2013 and intend to meet quarterly. The Civic/Military Forum will have their first meeting in June 2013 and will meet 6 monthly thereafter. This was noted by the Meeting.

## **3. HMP & YOI GRAMPAN – FAMILY CENTRE AND HELP HUB**

There was presented to the Meeting an oral update by the Chief Executive, The Moray Council on the HMP & YOI Grampian – Family Centre and Help Hub.

During discussion, the Chief Executive advised that he had emailed Criminal Justice in an effort to establish the expected benefits of the Family Centre and Help Hub. A response was expected imminently and would be circulated to Members of the Board on receipt. This was noted.

During further discussion, Councillor Wright advised that he was to attend the Highlands and Islands Leaders meeting next week to discuss the Family Centre and Help Hub and that, whilst he was minded to support it, he would consider feedback from other Local Authorities and report on the outcomes of this meeting to the Community Planning Board in due course.

Councillor Wright further advised that he was to attend the next Highlands and Islands Convention in Dumbarton in October 2013 where he was to report on the achievements of the Community Planning Partnership and agreed to provide an update to the Board following the Convention. This was noted.

## **4. TO INITIATE DIALOGUE ON THE PROCESS OF COMMUNITY LED LOCAL DEVELOPMENT IN MORAY**

Councillor Murdoch presented to the Meeting a report by the Chair of The Moray Leader Local Action Group providing the Board with information relating to the next steps in regard to the Moray LEADER Programme which include EU proposals for LEADER under the next programming period (2014-2020) to extend the LEADER approach across all EU Funds, applying a common approach, based on a single set of rules and using the term community led local development (CLLD). Councillor Murdoch further advised that all of Moray is now covered by LEADER funding.

During discussion, Councillor Murdoch invited Members of the Community Planning Board to a workshop entitled Turning Moray Upside Down – The

Bottom Up Approach, which is due to take place on Friday 14 June 2013. Councillor Wright encouraged Members of the Board to attend the Workshop if available. This was agreed.

## **5. COMPOSITION OF COMMUNITY PLANNING BOARD AND PARTNERSHIP GROUPS**

The Meeting noted an oral update by the Chief Executive, the Moray Council on the Composition of the Community Planning Board and Partnership Groups and further noted that this was almost complete. It will be circulated to Members of the Community Planning Board in the near future.

Councillor Wright also invited Members of the Board to a briefing on the Community Planning Board in general which has been arranged on Monday 10 June 2013 at 9.30 am. This was noted.

During further discussion, the Meeting noted that it would be beneficial to have at least 2 of the Community Planning Partnership Groups on the Agenda of the Community Planning Board to enable them to report progress made against the Single Outcome Agreement and to enable the Board to scrutinise performance on targets.

## **6. AREA BASED REVIEW**

There was presented an oral update by the Chief Executive on the Area Based Review, informing the Board that a Working Party was formed in March 2013 and workshops had taken place with regard to Education, Leisure and Waste Management. He further advised that an interim report on the outcomes would be submitted to The Moray Council on 3 July 2013.

Councillor Wright further advised that he hoped the 10 year vision of the Council would be shared with the Partners and that this would ultimately be the vision of the Community Planning Partnership.

During discussion regarding the Community Engagement Group, Councillor Cree outlined the membership of the Group which consists of Criminal Justice, Community Justice, Community Councils, Area Forums, Moray Access Panel, Moray Federation of Community Halls and Associates, Third Sector, Youth Council, Moray Collaborative Learning Network, Equalities Forum, Tenants Forum and the Community Covenant Steering Group. Councillor Cree further advised that the Moray Access Panel declined the invitation to be involved however the Disability Forum were keen to be involved instead. He also advised that the Community Engagement Group are awaiting a representative from the Community Covenant Steering Group and that the Patient Participation Forum were also to join the Group. In response, Councillor Wright confirmed that he was not prescriptive on the composition of the Community Engagement Group and was content to leave this with Councillor Cree.

During further discussion, Adam Coldwells, NHS Grampian advised that they would be keen to become involved in the Community Engagement Group and it was noted that Councillor Cree, being Chair of the Group would liaise with Mr Coldwells in order to facilitate this.

## **7. EMPLOYABILITY & DEVELOPMENT OF A REGIONAL SKILLS INVESTMENT PLAN**

The Meeting noted an oral update by the Chief Executive, the Moray Council, on behalf of Mr Anthony Standing, Skills Development Scotland, on the draft Employability and Development of a Regional Skills Investment Plan and further noted that Skills Development Scotland hope to complete an exercise in June 2013 which will establish what skills employers in Moray are looking for so that investment can be targeted at the most appropriate areas.

## **8. DRAFT EMPLOYABILITY STATEMENT AND DRAFT ACTION PLAN**

There was submitted a draft report by the Chief Executive, the Moray Council on the Single Outcome Agreement Delivery Plans.

During discussion, it was noted that there is potential employment in Moray but often there is a lack of suitably skilled people able to undertake the role. The paper highlighted the work that is being undertaken by relevant agencies that are trying to bridge the skills gap. Mr Oxley of Highlands and Islands Enterprises (HIE) further advised that HIE are advising Department Heads and Guidance Teachers at schools of opportunities that are available to pupils and identifying the range of skills employers in Moray are looking for so that these skills can be taught.

During further discussion, Councillor Wright asked for clarification regarding the word "pipeline" in the phrase "development of a pipeline approach". In response the Chief Executive advised that this was jargon and it was agreed that Plain English be used in future reports.

Councillor Wright raised further concern that Moray was said to be in the bottom 3 areas for low salaries and in response to this, Mr Oxley, HIE agreed to establish if this was actually the case and report back to a future Meeting of the Board.

## **9. DELIVERY PLANS**

There was submitted a report by the Chief Executive asking the Board to consider the draft Single Outcome Agreement Delivery Plans.

During discussion concern was raised that there was too much information provided in the delivery plans to effectively scrutinise and it would be helpful to focus on partnership related issues.

Thereafter it was agreed that Members of the Board would review the delivery plans and feedback comments to Mrs Mustard, Corporate Policy Unit Manager, The Moray Council. Mrs Mustard also agreed to look at defining the performance indicators used to ensure that their link to the Single Outcome Agreement is understood.

## **10. INFORMATION ITEMS**

The Board noted the following information items:

- (i) Update on Single Outcome Agreement Quality Assurance Process
- (ii) Improving Community Planning in Scotland
- (iii) Procurement of Intermediate Care at Home