

THE MORAY COUNCIL
MINUTE OF COMMUNITY PLANNING BOARD
THURSDAY 22 AUGUST 2013
CHAMBERS, THE MORAY COUNCIL, 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
Andrew Anderson (Substituting for David Oxley)	HIE Moray
Megan Palmer-Abbs	Moray College
Mark McLaren	Police Scotland
Rae Cameron (Substituting for David Rout)	Scotland Fire & Rescue Service
Don Vass	tsiMoray
Adam Coldwells (Substituting for Christine Lester)	NHS Grampian
Anthony Standing	Skills Development Scotland
Roddy Burns, Chief Executive (ex-officio)	The Moray Council

ALSO PRESENT:

Councillors F. Murdoch and L. Creswell, The Moray Council, Anne Lindsay, Moray College and Fabio Villani, tsiMoray.

APOLOGIES

Apologies were intimated on behalf of David Oxley (HIE Moray), David Rout (Scottish Fire and Rescue Service), Christine Lester (NHS Grampian) and Alistair Merrill (Scottish Government) (ex-officio).

IN ATTENDANCE

The Corporate Director (Corporate Services), the Corporate Director (Environmental Services), the Head of Lifelong Learning, Culture and Sport, the Corporate Policy Unit Manager, the Community Support Manager, the Acting Community Learning and Development (CLD) Manager, the 16+ Learning Choices Development Officer, the ESOL Project Coordinator, Miss S. Flett, Project Officer, and Mr D. Westmacott, Committee Services Officer (all The Moray Council), as Clerk to the meeting.

1. WELCOME

The Board joined the Chairman in welcoming Megan Palmer-Abbs to this her first meeting of the Community Planning Board following her appointment as the Moray College representative on the Community Planning Board.

2. MINUTE OF MEETING OF COMMUNITY PLANNING BOARD DATED 23 MAY 2013

Councillors Divers and Paul advised that they had raised concerns regarding the composition of Community Planning Partnership Groups and noted that this had been omitted from the Minute. In response, the Chief Executive advised that the composition of Community Planning Partnership Groups had still to be completed and he would be liaising with the Board to finalise these before the next meeting.

Thereafter, the Minute of the Meeting of the Community Planning Board dated 23 May 2013 was submitted and approved.

3. FUTURE MEETING DATES AND VENUE

There was submitted a report by the Chief Executive (The Moray Council) asking the Community Planning Board to agree future dates and venues of meetings, taking into consideration the potential for webcasting.

On the invitation of the Chairman, Councillor Murdoch informed the Board of an alternative webcasting facility provided by the Findhorn Foundation. She advised that facility provided a cameraman, being led by a director, who would film the meeting that would stream live on a website and be made available for 72 hours following the meeting. Councillor Murdoch noted that this provision would require two rooms – one for the meeting and another for the director – and broadband access. During discussions, the Board agreed to trial the webcast facility provided by the Findhorn Foundation

During further discussions, concerns were raised by some members of the Board regarding the layout of the Chambers and it was agreed that to use alternative venues for meetings of the Board as way of transparency.

The Chairman, referring to the timetable for future meetings, proposed that the meeting scheduled for 24 October 2013 be moved to 31 October. This was unanimously agreed by the Board.

Thereafter, the Board agreed:-

- (i) the timetable for future meeting, as set out in Paragraph 3.3 of the report, subject to the meeting on 24 October 2013 being rearranged to 31 October;
- (ii) to use alternative venues for meetings of the Board; and
- (iii) to trial the use of webcasting facilities provided by the Findhorn Foundation.

4. SOCIAL ENTERPRISE STRATEGY 2013 - 2017

There was submitted a report by the Area Manager (HIE Moray) and Chief Officer (tsiMoray) seeking the Community Planning Board's endorsement and adoption of the draft Social Enterprise Strategy for Moray. A copy of the draft strategy, aimed at enabling a flourishing social enterprise sector to operate between 2013 and 2017, was provided as Appendix 1 to the report.

During discussions, Mr Vass queried whether it would be appropriate for a representative of tsiMoray to sit on the Moray Economic Partnership. The Corporate Director (Environmental Services) advised that discussions were planned to set up a voluntary sector umbrella group with the view of a representative sitting on the Moray Economic Partnership.

Following consideration, the Board agreed to:-

- (i) note the contents of the draft Social Enterprise Strategy 2013 – 2017, as set out in Appendix 1 of the report, and the intention of tsiMoray (Third Sector Interface for Moray) and Highlands and Islands Enterprise (HIE) to use the strategy as the basis for developing a delivery action plan;
- (ii) endorse and adopt the Social Enterprise Strategy as drafted; and
- (iii) recommend to the Moray Economic Partnership engaging with HIE and tsiMoray to support the development and implementation of a delivery plan based on the Social Enterprise Strategy 2013 – 2017.

5. ADVERTISING OPPORTUNITY

There was presented an oral update by the Chief Executive (The Moray Council) on an advertising opportunity available to Community Planning Partners. He informed the Board that The Moray Council had entered into an agreement with Scottish Provincial Press Ltd to provide an advertising service on The Moray Council assets for the purpose of revenue generation, advising the Board to contact Miss Flett if they wanted further information.

6. CITIZENS PANEL

There was presented an oral update by Councillor Cree on the Citizens Panel, informing the Board that the Community Engagement Group had recently agreed to support the continued use of the Citizens Panel for up to one year.

Councillor Cree advised that discussions were held regarding the possibility of other parties taking on the responsibilities the Citizens Panel currently have, such as Community Councils and Associations, but this was dismissed as they did not have the capacity to undertake the role.

In concluding, Councillor Cree advised that using the Citizens Panel allows Community Planning Partners to use expertise to create questionnaires as well as being able to combine and share information.

The Chairman, supporting the underlying aims of the Citizen's Panel, expressed concern at outside bodies interpreting answers to other organisation's questions.

Thereafter, the Board agreed to note Councillor Cree's oral update on the Citizen's Panel.

7. AREA BASED REVIEW APPROACH TO COMMUNITY PLANNING

There was submitted a report by the Corporate Director (Corporate Services) (The Moray Council) updating the Board on progress of the Council's Area Based Review Working Party, which is working on a 10 year plan to describe the future of Council services in Moray and a 4 year Council plan incorporating the financial plan to meet the challenging financial targets previously reported.

Following consideration, the Board agreed to:-

- (i) adopt the statement approved by the Council "that economic development should be recognised as the most important priority to enable Moray communities to flourish in the years ahead";
- (ii) note the timetable, attached as Appendix 3 to the report, established by the Council to finalise its 10 year plan by 20 November 2013 and a 4 year plan by 11 February 2014;
- (iii) note that work will be done to identify the key issues for Moray from the longer term planning arrangements from all Community Planning Partners, for incorporating into the 10 year plan for Moray; and
- (iv) investigate the feasibility of preparing a consolidated budget for all public services in Moray.

8. COMPOSITION OF MORAY COMMUNITY PLANNING PARTNERSHIP STRATEGIC BOARD

There was submitted and noted a draft composition of the Moray Community Planning Partnership Strategic Board and Partnership Groups by the Chief Executive (The Moray Council) for the Board's consideration.

During discussions, Mr Vass expressed the opinion that it would be appropriate for Moray to sit on the Moray Economic Partnership and the Children & Young People's Partnership. In response, the Chairman advised that the Chief Executive had intimated that the composition of Community Planning Partnership Groups had still to be completed and that he would be liaising with the Board to finalise these before the next meeting.

9. EARLY YEARS COLLABORATIVE AND REMIT TO CHILDREN AND YOUNG PEOPLE'S PARTNERSHIP

There was submitted a report by the Chief Executive (The Moray Council) requesting that the Community Planning Board agree to the Early Years Collaborative being formally added to future agendas, associated tasks be remitted to the Children and Young People's Partnership and for updates on the approach to be received by the Board.

Following consideration, the Board agreed that:-

- (i) the Early Years Collaborative be formally added to future agendas;
- (ii) tasks associated with the Early Years Collaborative be remitted to the Children and Young People's Partnership; and
- (iii) the Community Planning Board will receive regular reports from the Children and Young People's Partnership on the developments of the Early Years Collaborative Approach.

10. EMPLOYABILITY STRATEGY

There was submitted a report by the Chief Executive (The Moray Council) requesting that the Community Planning Board approve the Employability Strategy and ask the Employability Action Group to produce a detailed implementation plan. A copy of the draft Employability Strategy was attached as Appendix 1 to the report.

During discussions, Mr Vass noted that there was no recognition of the work done by the voluntary sector within the Strategy. In response, the 16+Learning Choices Development Officer confirmed that the Strategy would be amended to make reference to the work of the voluntary sector.

Thereafter, the Board agreed to:-

- (i) approve the Employability Strategy, attached as Appendix 1 to the report, subject to the inclusion of reference to the work of the voluntary sector; and
- (ii) task the Employability Action Group to produce a detailed Implementation Plan.

11. SKILLS DEVELOPMENT SCOTLAND POSITIVE DESTINATIONS

There was submitted a report by the Chief Executive (Skills Development Scotland) providing the Board with information and analysis in relation to the March 2013 follow up of the 2011/12 School Leaver Destination Return, national training programme results (1 April 2012 to 31 March 2013) and unemployed seeking analysis (1 June 2013).

During discussions, the Chairman requested a further report on the initial responses to the 2012/13 School Leaver Destination Return. In response, Mr Standing

confirmed that a report would be submitted to a future meeting of the Board following the completion of the survey on school leavers.

In response to a further query from the Board, Mr Standing agreed to provide further information about the types of contracts that those who entered into employment on leaving school are employed on.

Following consideration, the Board agreed to note:-

- (i) the contents of the report;
- (ii) that further information would be circulated to the Board on the types of contracts that school leavers, who entered into employment, are employed on; and
- (iii) that a further report on the initial findings of the 2012/13 School leaver Destination Return would be submitted to a future meeting of this Committee.

12. ELGIN NORTH AREA FORUM/SPICE FUND TRANSFER REQUEST

There was submitted a report by the Chief Executive (The Moray Council) informing the Community Planning Board of the bank account in relation to Elgin North Area Forum and requesting the Board to consider whether or not to transfer the remaining funds to the Strategic Partnership for Improving the City of Elgin (SPICE).

Following consideration, the Board agreed:-

- (i) not to transfer remaining funds from the Elgin North Area Forum at this time;
- (ii) encouraged the Community Support Unit to continue work towards resurrecting the Elgin North Area Forum; and
- (iii) that any further report on the matter submitted to this Board include a copy of the applying body's constitution.

13. MORAY ECONOMIC PARTNERSHIP

There was submitted a report by the Corporate Director (Environmental Services) (The Moray Council) providing the Community Planning Board with a status update on the Moray Economic Partnership and seeking support for arrangements to Chair the Partnership.

Following consideration, the Board agreed to:-

- (i) note the status update; and
- (ii) support arrangements for Councillor John Cowe to Chair the Moray Economic Partnership, as set out in Paragraph 3.13 of the report.

14. QUALITY ASSURANCE OF MORAY COMMUNITY PLANNING PARTNERSHIP'S SINGLE OUTCOME AGREEMENT

There was submitted and noted a letter from COSLA President Councillor David O'Neill commending the Moray Community Planning Partnership's Single Outcome Agreement following its recent quality assurance.

The Chief Executive expressed his thanks to Partners who assisted with the quality assurance process at short notice.

15. OUTCOME DELIVERY PLAN

There was submitted and noted a report by the Chief Executive (The Moray Council) presenting the Outcome Delivery Plan for the Community Planning Board's information.

16. LOCAL GOVERNMENT AND REGENERATION COMMITTEE 9th REPORT 2013 (SESSION 4)

There was submitted a report by the Convener, Local Government and Regeneration Committee (The Scottish Parliament) presenting the Board with the Committee's final report on its three-strand inquiry into public services reform and local government in Scotland.

In response to a query from Mrs Palmer-Abbs, the Chief Executive agreed to provide Mrs Palmer-Abbs confirmation as to whether "The Maturity Model" was being used by the Moray Community Planning Partnership.

Thereafter, the Board agreed to note:-

- (i) the contents of the report; and
- (ii) that the Chief Executive would provide Mrs Palmer-Abbs confirmation as to whether the Moray Community Planning Partnership currently uses 'The Maturity Model'

17. CPP SELF ASSESSMENT QUESTIONNAIRE RETURNS – REPORTING ON PROGRESS – SUMMARY REPORT

There was submitted and noted a report by the Chair of the Getting It Right For Every Child (GIRFEC) National Implementation Support Group updating the Board on progress towards commissioning information from Community Planning Partnerships on their state of readiness for GIRFEC implementation and to highlight the proposed next steps.

18. HMP AND YOI GRAMPIAN – FAMILY CENTRE AND HELP HUB

There was presented an oral update by the Chief Executive (The Moray Council) on the HMP & YOI Grampian – Family Centre and Help Hub. He advised that a recent meeting of the Highlands and Islands Leaders meeting had withdrawn its support for a proposed HMP & YOI Grampian - Family Centre and Help Hub.

Following consideration, the Board agreed to withdraw its support for a HMP & YOI Grampian - Family Centre and Help Hub.

19. SCOTTISH FUNDING COUNCIL ESOL GRANT FUNDING 2013/14

Under reference to Paragraph 1 of the Minute of this Board dated 23 May 2013, there was submitted a report by the Head of Lifelong Learning, Culture and Sport (The Moray Council) detailing how English for Speakers of Other Languages (ESOL) grant funding, awarded to Moray Community Planning Partnership through the Scottish Funding Council, is intended to be spent.

Following consideration, the Board agreed to note how the Scottish Funding Council ESOL grant allocation will be spent in Moray.

20. AVERAGE SALARIES IN MORAY

Under reference to Paragraph 8 of the Minute of this Board dated 23 May 2013, there was submitted and noted a report by the Area Manager (HIE Moray) providing the Board with information on average salaries within Moray.