

# MORAY COMMUNITY PLANNING PARTNERSHIP

## MINUTE OF COMMUNITY PLANNING BOARD

THURSDAY 11 FEBRUARY 2016

MORAY COLLEGE CONFERENCE ROOM, ELGIN

### PRESENT

Councillor Allan Wright (Chairman)	The Moray Council
Councillor Gary Coull	The Moray Council
Councillor John Divers	The Moray Council
Mr David Oxley	HIE Moray
Councillor John Cowe	HITRANS
Mr Joe Bodman (substituting for Mrs Megan Palmer-Abbs)	Moray College UHI
Mrs Christine Lester	NHS Grampian
Chief Superintendent Campbell Thomson	Police Scotland
Mr David Meldrum (substituting for Mr David Rout)	Scottish Fire & Rescue Service
Mr David McCallum (substituting for Mr Anthony Standing)	Skills Development Scotland
Mr Don Vass	tsiMORAY
Mr Roddy Burns, Chief Executive (ex-officio)	The Moray Council
Mr Mike Palmer, Location Director (ex-officio)	Scottish Government

### APOLOGIES

Apologies were intimated on behalf of Councillor Stewart Cree (The Moray Council), Mrs Megan Palmer-Abbs (Moray College UHI), Mr David Rout (Scottish Fire & Rescue Services) and Mr Anthony Standing (Skills Development Scotland)

### IN ATTENDANCE

Mr Chris Littlejohn, Head of Health Improvement and Mrs Tracey Gervaise, Public Health Lead and Programme Manager (Early Years Collaborative) (both NHS Grampian), Councillor Lorna Creswell, Mr Mark Palmer, Corporate Director (Corporate Services), Mr Laurence Findlay, Corporate Director (Education and Social Care), Mrs Rhona Gunn, Corporate Director (Economic Development, Planning & Infrastructure), Mrs Bridget Mustard, Corporate Policy Unit Manager and Mr Darren Westmacott, Committee Services Officer as Clerk to the Meeting (all The Moray Council).

## 1. MEMBERSHIP

The Chair moved that, as of 1 April 2016 when the Integration Joint Board (IJB) becomes a formal entity under legislation, the Chair of the IJB be appointed to the Moray Community Planning Board with full voting rights. This was unanimously agreed by the Board.

The Board, in noting that this would be her last meeting as the NHS Grampian representative, joined the Chair in thanking Mrs Lester for her contribution to community planning in Moray and wished her well for the future. The Board noted that Mrs Susan Webb, Acting Director of Public Health would be the new NHS Grampian representative on

the Board.

## **2. MINUTES OF PREVIOUS MEETINGS**

### **(a) COMMUNITY PLANNING BOARD DATED 8 DECEMBER 2015**

The minute of the meeting of the Community Planning Board dated 8 December 2015 was submitted for approval.

Referring to paragraph 4 of the minute, the Chair sought an update on the arrival of families under the Syrian Vulnerable Persons Resettlement Scheme. Mr Findlay (The Moray Council) advised that three families would be arriving the following week with a further family arriving the week after that. He noted that a small welcoming party would be meeting the families at the airport and accompanying them to Forres. Mr Burns (The Moray Council) thanked all partners for their collaborative working to ensure arrangements were in place for the families' arrival.

Mr Bodman (Moray College UHI), referring to paragraph 2, advised that Mrs Palmer-Abbs had requested that the report regarding groups under Employability Moray provided information on what groups currently exist as well as what was being proposed in order to provide a comparison. The Board agreed to amend the minute accordingly.

Referring to paragraph 5(a), the Chair noted that Mrs Gervaise (NHS Grampian) had proposed a number of accuracy amendments and advised the Board accordingly. The Board agreed to amend the minute accordingly.

Thereafter, the Board approved the minute of the meeting of the Community Planning Board dated 8 December 2015, subject to:-

- (i) Paragraph 2 being amended to reflect that the report regarding groups under Employability Moray was to provide information on what groups currently exist, as well as what was being proposed, in order to provide a comparison; and
- (ii) Paragraph 5(a) being amended as per Mrs Gervaise's email to the Clerk dated 5 February 2016.

### **(b) COMMUNITY PLANNING OFFICERS GROUP DATED 12 NOVEMBER 2015**

The minute of the meeting of the Community Planning Officers Group dated 12 November 2015 was submitted for approval.

Mr Oxley (HIE Moray), referring to 'Present' on page 1, advised that it was HIE Moray and not Forres. The Board agreed to amend the minute accordingly.

Thereafter, the minute of the meeting of the Community Planning Officers Group dated 12 November 2015 was approved, subject to HIE Forres being amended to HIE Moray under 'Present'.

## **3. PUBLIC HEALTH ANNUAL REPORT**

The Board noted an informative presentation by Mr Littlejohn (NHS Grampian) on the

Director of Public Health's annual report and its findings. The presentation addressed health and wellbeing in Grampian and how NHS Grampian's 2020 Vision would protect, build and sustain these.

Mr Littlejohn advised that full report could be found at <http://www.nhsgrampian.org/dph>

The Board joined the Chair in thanking Mr Littlejohn for his presentation.

#### **4. EMPLOYABILITY MORAY**

Under reference to paragraph 2 of the minute of this Board dated 8 December 2015, a report by Mr Findlay (The Moray Council) invited the Board to consider proposals for the formation of a new partnership group 'Employability Moray' and relevant sub-groups.

In response to a query from the Board, Mr Findlay confirmed that Employability Moray would report to the Board.

Confirming that the membership contained within the report had been confirmed, Mr Findlay advised that a Chair had not been appointed and suggested that Councillor Sonya Warren had shown an interest in the work that the Partnership would be doing.

The Chair advised the Board that Councillor Warren was a businesswoman who had a lot of expertise and moved that she be invited to take the position of Chair of Employability Moray. This was agreed by the Board.

Following consideration, the Board agreed to:-

- (i) the formation of 'Employability Moray', its remit and membership, as set out in Appendix 2 of the report;
- (ii) invite Councillor Sonya Warren to the position of Chair of Employability Moray;
- (iii) the reorganisation of groups that will sit below Employability Moray, as detailed in Appendix 1 of the report.

#### **5. 10 YEAR PLAN**

A report by Mrs Mustard (The Moray Council) invited the Board to consider the draft text, target graphs and data sources (Appendix G) and governance (Appendix A) for Moray 2026 (10 Year Plan).

Mrs Lester (NHS Grampian) advised that references to the Health and Social Care Partnership (H&SCP) and the Integration Joint Board required to be reviewed to ensure accuracy. In response, Mrs Mustard requested that Mrs Lester provide appropriate wording to be incorporated.

In response to a query from the Board, Mr Palmer (The Moray Council) advised that the Community Planning Officer Group had proposed that, following the review of the 10 Year Plan in 2017, reviews of the Plan take place every two years in order to accommodate strains on resources. This was agreed by the Board.

Referring to the Governance document at Appendix A, Chief Superintendent Thomson

(Police Scotland) advised the Board that Chief Inspector Mackie had intimated that he would be willing to take the role of Lead Officer to the Public Protection Partnership. This was agreed by the Board.

Mrs Mustard requested that any changes and updates to data be submitted to her and noted that a final draft of the 10 Year Plan would be submitted to the next meeting of the Board.

Following consideration, the Board agreed:-

- (i) to note the draft text, target graphs and data sources (Appendix G) and governance (Appendix A) for Moray 2026 (10 Year Plan) and submit any changes and updates to date to Mrs Mustard (The Moray Council);
- (ii) that Chief Inspector Mackie (Police Scotland) become Lead Officer to the Public Protection Partnership;
- (iii) to note that a final draft of Moray 2026 would be submitted to the next meeting of the Board for approval; and
- (iv) that, following the review of the 10 Year Plan in 2017, reviews of the Plan takes place every two years.

## **6. COMMUNITY ENGAGEMENT SUB-GROUP PROPOSALS**

A verbal update by Mr Palmer (The Moray Council) invited the Board to consider proposals from the Community Engagement Sub-Group in relation to their operation and remit. Mr Palmer provided detail in relation to the Sub-Group's 6 point Improvement Plan.

Following consideration, the Board agreed to:-

- (i) endorse the work of the Community Engagement Sub-Group and its 6 point Improvement Plan;
- (ii) note that the Community Engagement Sub-Group will report to the Community Engagement Group; and
- (iii) reiterate the responsibility of the Community Engagement Group to co-ordinate community engagement in Moray.

## **7. MARKETING STRATEGY – IDENTIFY 2-3 ITEMS FOR POTENTIAL PRESS RELEASES**

A verbal update by Mrs Gunn (The Moray Council) invited the Board to identify 2-3 items for potential press releases.

The Chair moved that the renewal of the 10 Year Plan, the challenges faced and what has been learned be considered as an item for potential press release. This was agreed by the Board.

Mrs Lester (NHS Grampian) moved that the Director of Public Health's annual report, with a link to the document, be considered as an item for potential press release. This was

agreed by the Board.

Mr Palmer (Scottish Government) moved that the development and formation of Employability Moray be considered as an item for potential press release. This was agreed by the Board.

Following consideration, the Board agreed the following items as potential press releases:-

- (i) the renewal of the 10 Year Plan, challenges faced and lessons learned;
- (ii) the Director of Public Health's annual report, with a link to the document; and
- (iii) the development and formation of Employability Moray.