



MORAY COMMUNITY PLANNING PARTNERSHIP

SINGLE OUTCOME AGREEMENT

Wealthier & Fairer

**(National Outcomes 1, 2 and 13
Quarter 1 & 2 Milestone updates April to
September 2009/10)**

Wealthier & Fairer Milestones Quarter 1 & 2

Wealthier & Fairer
Local Outcome: Maintain the rate of business start ups
Key Action: Business Gateway
 Overall, Key Action 40% complete. 4 of the 5 underlying milestones due to be completed in this reporting period have been with the remaining milestone well progressed.

Milestone	Milestone Due Date	Milestone Note	Progress
Establish Business Gateway in Moray as the centre for all business enquiries - Q1	30 Jun 2009	Business Gateway in Moray began operation on 1st April 2009 based at 17 High Street, Elgin.	100 %
To develop and begin a programme of business training workshops on a monthly basis - Q1	30 Jun 2009	Programme of training workshops developed through a training provider (Consentia) in Q1.	100 %
Provide information and advice to at least 80 new or existing businesses during the quarter - Q2	30 Sep 2009	Provided information and advice to new and existing businesses exceeding 80 in number during quarter 2.	100 %
To have provided assistance and support in the creation of at least 20 new businesses during the quarter - Q2	30 Sep 2009	Provided assistance and support leading to the creation of 32 new businesses during quarter 2	100 %
Run a number of business training workshops with a full uptake - Q2	30 Sep 2009	Ran 18 business workshops during the quarter with an uptake of 90%.	90 %

Wealthier & Fairer
Local Outcome: Maintain the rate of business start ups
Key Action: Business parks and industrial units
 Overall, Key Action 36% complete. 2 of the 6 underlying milestones due to be completed in this reporting period have been with the remaining 4 milestones under progress.

Milestone	Milestone Due Date	Milestone Note	Progress
Enterprise Park Forres; report on the progress made with the construction of Science unit - Q1	30 Jun 2009	Science unit construction progressing and reported to relevant groups. Construction completion is due by November 2009.	100 %
Buckie Business Park; report on the continued discussions on purchasing land for development with conditional missives - Q1	30 Jun 2009	Discussions delayed pending the outcome of associated planning decisions.	25 %
Elgin West Business Park; report on the site investigation - Q1	30 Jun 2009	Elgin West site investigations due for completion by end of October 09. Access to site delayed.	25 %

Enterprise Park Forres; report on the progress made in the construction of the Science unit. Begin to outline refreshed inward investment propositions to attract businesses and activity to the area - Q2	30 Sep 2009	Science building construction still going according to plan and on budget. Completion due in November 09. Some interest exhibited but no agreement to lease to date. Revised promotional plan for Enterprise Park Forres due by end of November 09.	100 %
Buckie Business Park; conclude conditional missives in purchasing of land for development - Q2	30 Sep 2009	Unable to conclude pending outcome of associated planning applications. Planning application to TESCO approved 29/09/09. HIE can now progress discussions with landowner and other interested parties.	50 %
Elgin West Business Park; conclude initial site investigations - Q2	30 Sep 2009	Site investigation and report due to conclude mid October 09. Outcome will advise HIE of potential site valuation and indicative yield on investment.	90 %

Wealthier & Fairer
Local Outcome: Businesses in Moray will grow GVA
Key Action: Account Management Programme
Overall, Key Action 40% complete. All 2 of the underlying milestones due to be completed in this reporting period have been.

Milestone	Milestone Due Date	Milestone Note	Progress
Identification, development and delivery of growth plans and associated projects with businesses of significant growth potential in Moray, and report on progress made by end of quarter- Q1	30 Jun 2009	Moray AO to agree 26 growth plans with businesses of growth potential and 10 growth plans for Social Enterprises by the end of March 2010. At the end of Quarter 1 five business growth plans agreed and three Social Enterprise plans agreed. Projects being assessed on research and development activity, building grant for expanded premises, Capex for plant and machinery and Management and Development training for senior and supervisory staff.	100 %
Continue development and delivery of growth plans and associated projects, reporting on progress made by end of quarter - Q2	30 Sep 2009	At the end of period 2 five business growth plans agreed and five Social Enterprise plans agreed. Eleven business support projects approved at a combined value of £466k. Types of approval range from R&D grant. Building grant, Assistance to tourism group and graduate placement. Projected to rise to 16 plans agreed by mid November 09 and to 26 by end of March 09 with GVA of £21m.	100 %

Wealthier & Fairer
Local Outcome: Businesses in Moray will grow GVA
Key Action: Moray Towns Partnership
Overall, Key Action 39% complete. 5 of the 8 underlying milestones due to be completed in this reporting period have been with the remaining 3 milestones under progress.

Milestone	Milestone Due Date	Milestone Note	Progress
Begin implementation of marketing/tourism projects that received match funding through LEADER - Q1	30 Jun 2009	Projects that received Leader match funding are either completed or well under way.	100 %
Publication and distribution of 'Tear	30 Jun 2009	'Tear off Town Maps' and Leaflet projects have been completed for Lossiemouth and Forres.	100 %

off Town Maps' and leaflets to promote and improve information for visitors to Lossiemouth and Forres - Q1			
Preparation and submission of Scottish Government Town Centre Regeneration Fund for match funding for a number of Partnership projects - Q1	30 Jun 2009	The first bid to the Scottish Government Town Centre Regeneration Fund for match funding for a number of Partnership projects was submitted on time, however the bid was unsuccessful. A bid for the second round of funding has been submitted and currently awaiting outcome.	100 %
Publication and distribution of Business Directory/Handbook aimed at improving marketing of local businesses in Keith - Q2	30 Sep 2009	Keith are currently assessing situation and may divert resources to the Visitor Information Point Scheme.	0 %
Publication and distribution of Business Directory/Handbook aimed at improving marketing of local businesses in Lossiemouth and Forres - Q2	30 Sep 2009	Forres Handbook has been produced and being distributed, while Lossiemouth handbook will be completed by late November.	80 %
Keith - production of Leaflet wallets to help improve marketing of Keith - Q2	30 Sep 2009	Keith Information Wallets have been produced and distributed to Visitor Information points	100 %
Investigate future funding sources for Phase 2 of Moray Towns Partnership - Q2	30 Sep 2009	Investigations for future funding sources as part of Phase 2 of Moray Towns Partnership have begun and will continue.	50 %
Formation of the Buckie Business Association - Q2	30 Sep 2009	Buckie Business Association has been formed.	100 %

Wealthier & Fairer
Local Outcome: Moray will benefit from an improved and safer transport infrastructure
Key Action: Reduce the number of road accidents in Moray
Overall, Key Action 40% complete. All 4 of the underlying milestones due to be completed in this reporting period have been.

Milestone	Milestone Due Date	Milestone Note	Progress
Develop and agree set of performance information to be reported to the Wealthier and Fairer Strategic Group on a quarterly cycle - Q1	30 Jun 2009	The Road Safety Business Plan for 2009/10 has been developed and includes performance information to be reported to Wealthier & Fairer Groups quarterly.	100 %
Establish a programme of Road Safety education and training for coming year, targeting schools and general public - Q1	30 Jun 2009	The Road Safety Business Plan for 2009/10 has been developed and includes a programme of Road Safety education and training for the year.	100 %
Carry out Road Safety education and	30 Sep 2009	During the first 2 quarters of 2009/10, 44 S6 pupils have received "Driving Ambition" training and 16 young	100 %

training initiatives as setout in programme, reporting on events and attendances - Q2		people have attended "Young Drivers" training days. 22 schools have been visited and over 1,000 persons educated on the "Belt up in Moray" initiative and 80 people attended "Hot Strike" events. A total of 30 drivers have been warned regarding antisocial driving with 3 vehicles having been seized.	
Report quarterly performance data to Wealthier and Fairer Strategic Group - Q2	30 Sep 2009	Performance for quarters 1 and 2 will be reported to the Wealthier and Fairer Strategic Group on 3rd December 2009.	100 %

Wealthier & Fairer
Local Outcome: Moray will benefit from an improved and safer transport infrastructure
Key Action: Elgin Traffic Management Plan
Overall, Key Action 44% complete. All 4 of the underlying milestones due to be completed in this reporting period have been.

Milestone	Milestone Due Date	Milestone Note	Progress
Issue tenders for Consultant to push forward Elgin Traffic Management Plan - Q1	30 Jun 2009	Tenders issued for term contract.	100 %
Completion of Reiket Lane bridge replacement - Q2	31 Aug 2009	Reiket Lane Bridge replacement construction completed. Opened to traffic on 24 July.	100 %
Award contract for Consultant procurement - Q2	30 Sep 2009	Contract awarded on 1 September 2009.	100 %
Carry out initial ground investigation for Roads, High School and Housing projects - Q2	30 Sep 2009	Ground investigations completed early September. Awaiting final report on testing.	100 %

Wealthier & Fairer
Local Outcome: Moray will benefit from an improved and safer transport infrastructure
Key Action: Develop an evidence base to support the case for investment in the A96 and A95
Overall, Key Action 55% complete. 3 of the 4 underlying milestones due to be completed in this reporting period have been with the remaining milestone well progressed.

Milestone	Milestone Due Date	Milestone Note	Progress
Collate classified traffic flow information and traffic crash data for the A95 and A96 routes - Q1	30 Jun 2009	All crash data for both routes collected and also A96 traffic flow data. Still some A95 traffic flows to collect.	90 %
Engage with Transport Scotland officers to examine A96 options in Elgin - Q1	30 Jun 2009	Engagement with Transport Scotland officers to investigate A96 options has been carried out.	100 %
Complete Transport Scotland liaisons and agree an action list - Q2	30 Sep 2009	Concluded liaisons with Transport Scotland with the agreement on an action list.	100 %
Meet with Minister for Transport to discuss and promote proposals for A96 in Elgin - Q2	30 Sep 2009	Proposals for investment and development of the A96 in Elgin were discussed with Minister for Transport Stewart Stevenson MSP on the 7th October 2009.	100 %

Wealthier & Fairer
Local Outcome: People in Moray will have access to better paid employment
Key Action: Rural Development Strategy
Overall, Key Action 47% complete. All 8 of the underlying milestones due to be completed in this reporting period have been.

Milestone	Milestone Due Date	Milestone Note	Progress
Establish the LEADER team and Local Action Group (LAG) - Q1	30 Jun 2009	The LEADER Local Action Group has representatives from the following groups - Highlands and Islands Enterprise Moray, Scottish Natural Heritage, Forestry Commission Scotland, Scottish Rural Property and Business Association, National Farmers' Union, Moray Business Women, Moray Voluntary Service Organisation, Joint Community Council Moray, Moray Forum, Grampian Police, NHS, Moray Federation of Community Halls and Associations. The Economic Development and Infrastructure Committee (26/05/09) have been asked to consider elected member representation on the Local Action Group.	100 %
Approve at least £120,000 of LEADER funding to local projects - Q1	30 Jun 2009	Target exceeded, 7 projects approved with commitment of over £150, 000 of LEADER funds.	100 %
Carry out at least 5 LEADER presentations to Community Groups to promote awareness and applications - Q1	30 Jun 2009	Target exceeded, 11 LEADER presentations delivered.	100 %
Receive at least 25 initial enquiries	30 Jun 2009	Target met, 25 initial enquiries received and advice delivered.	100 %

from interested applicants, offering advice and guidance as appropriate - Q1			
Approve at least £80,000 of LEADER funding to local projects - Q2	30 Sep 2009	Target exceeded, 9 projects approved with a commitment of over £290,000 of LEADER funds	100 %
Recruitment of a LEADER Administrative Assistant/Development Officer - Q2	30 Sep 2009	Target met. Recruitment of an Administrative Assistant/Development Officer on 11 August 2009.	100 %
Carry out at least 5 LEADER presentations to Community Groups to promote awareness and applications - Q2	30 Sep 2009	Target exceeded, 6 LEADER presentations delivered.	100 %
Receive at least 25 initial enquiries from interested applicants, offering advice and guidance as appropriate - Q2	30 Sep 2009	Target met, 25 initial enquiries received and advice delivered.	100 %

Wealthier & Fairer
Local Outcome: People in Moray will have access to better paid employment
Key Action: Development of a Moray Life Sciences Centre
Overall, Key Action 30% complete. 1 of the 3 underlying milestones due to be completed in this reporting period has been with the two remaining milestones under progress.

Milestone	Milestone Due Date	Milestone Note	Progress
Outline of Moray Life Science Centre Business Case to be developed - Q1	30 Jun 2009	The Moray Life Science Centre Business Case complete and agreed by the Board of Moray College in June 2009. £3m of ERDF has already been secured, Moray College has committed its share of the £9.75m cost, and HIE Moray are currently considering the request of £1.5m on the basis of the business case. NHS Grampian's £3.5m contribution presents some difficulty for the Board at a time of decreasing capital funding and growing demands.	100 %
Appointment of Project Manager and Design Team - Q2	31 Jul 2009	Moray College has taken on this role until now but this now has to be undertaken by a project specialist. Positions of Project Manager and Design Team members have been advertised and tenders received. Delays caused to appointment occasioned by uncertainties in relation to project scope (i.e. full campus redevelopment or just the Moray Life Sciences Centre).	50 %
Design Development RIBA Stage D - Q2	30 Sep 2009	Slippage caused by delay in appointing Project Manager and Design Team.	0 %

Wealthier & Fairer
Local Outcome: People in Moray will have access to better paid employment
Key Action: Expand the Apprentice Scheme to all Partners and to include graduates and manual workers
Overall, Key Action 45% complete. 7 of the 8 underlying milestones due to be completed in this reporting period have been with the one remaining milestone under progress.

Milestone	Milestone Due Date	Milestone Note	Progress
Advertise and start recruiting process for 2nd group of apprentices as part of the Moray Council Apprentice Scheme - Q1	30 Jun 2009	Adverts were placed in June 2009 for a second batch of apprentices as part of the Moray Council apprentice scheme. 12 were recruited, and started on 7th September 2009.	100 %
Negotiate trainee/graduate opportunities with service managers where there has been difficulty in filling professional posts - Q1	30 Jun 2009	Worked with a small number of departments who may be able to release funding from existing posts for new trainee positions. Trainee Building Standards Officer appointed, Trainee Monitoring Officer (Env. Protection) appointed.	100 %
Progress report on the 1st group (recruited Jan 2009) of Moray Council apprentices - Q1	30 Jun 2009	Progress on the first group of Moray Council apprentices was reported to Policy and Resources Committee on 25th August 2009. By July 2009 all 11 had commenced ECDL, and 3 had completed all 7 units. Also by July, all 11 had commenced their SVQ, and are on schedule with this qualification. An SVQ external examiner recorded a very satisfactory assessment of the training procedures and documentation taking place. Positive feedback has been received from both managers and apprentices. 6 apprentices have been invited to the European Youth Parliament in Elgin's twin town, Landshut, in October.	100 %
Explore opportunities of other funding bodies to develop further schemes that will benefit young people - Q1	30 Jun 2009	Worked with Jacqui Taylor to promote new scheme that will be aimed at more vulnerable young people, long term unemployed and Looked After Children. Funding applications completed	100 %
Recruit and place 2nd group of apprentices (minimum of 11) in operational areas - Q2	30 Sep 2009	12 new apprentices began their employment under the Moray Council apprentice scheme on 7th September 2009. They have been placed in the following services: ICT, Elgin; Sport-Leisure, Keith; Business Continuity, Elgin; Sports Development; Elgin, Legal, HQ Elgin; Chief Executive's Office (2), Elgin; Transportation, Academy Street, Elgin; Committee Services, Elgin; Registrars, Elgin; Youth Development; Housing P&D, HQ Elgin.	100 %
Develop 'buddy system' with 1st group of apprentices to develop a network of young staff to offer further support and encouragement - Q2	30 Sep 2009	Each of the apprentices now has a 'buddy'. Kirsty-Scott/Linzie-Sean/Lynne-Charlotte/Kayleigh-Chloe/Emma-Scott/Casey-Helen/Kerrie-Claire/Scott-Sophie/Scott-Rachel/Darlene-Niketa/Darren-Becki/Jenny-Emma. They have had an initial meeting followed by lunch 25th Sept.	100 %
Organise meeting with community partners to discuss opportunities for partners to introduce apprenticeship scheme within their agency - Q2	30 Sep 2009	Met with Moray College to explore possibilities of working together next intake. He is extremely positive that the college will be in a position to join the scheme. So far have been unable to meet with NHS, HIE, representatives.	33 %
Advertise and recruit for Apprentice Joiner, Plumber and Electrician - Q2	30 Sep 2009	Housing DLO has successfully recruited 3 new apprentices into Summer 2009.	100 %