



Community Council Member's Handbook 2021 - 2025

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Welcome

Firstly, congratulations on becoming a Community Councillor!

Community Councils across Moray are a hugely important part of our democratic structures, they are a focal point for community discussion on a wide range of issues, a key link between public bodies and the communities they serve and a forum that uses the broad and varied experiences of its members to formulate consultation responses, raise specific concerns and lobby for changes that will benefit their community.

They are also focal points and co-ordinators of community action – never more so than in the past couple of years during the response to the Covid pandemic where community councillor's right across Moray have been at the heart of their community's response supporting the most vulnerable such as those who have been shielding and people on furlough with reduced income.

Before I became a Councillor I was, for several years, a community councillor on Elgin Community Council and thoroughly enjoyed my time there. As a Moray Councillor I still regularly attend my local community council and listen carefully to the issues under discussion.

The role of Community Councils has always been significant but all the more so with the advent of the Community Empowerment Act, which has opened up new opportunities for localism and community activism.

As a community councillor I felt that one of the best skills was simply paying attention, which may sound a bit flippant but I mean that in the broadest sense. Not simply in the meetings but when walking around the community, the issues being raised through the letters pages of the local press, the comments on social media, chance conversations in the street. What was a passing comment before is now a useful nugget of information that adds to the mix and informs your view and the work of the community council.

Most of all enjoy the experience and I look forward to working with you.

Yours for Moray

Graham Leadbitter

Leader, Moray Council

August 2021



Foreword

As a Community Councillor you are vital to local democracy, providing an important link between your communities and the Moray Council. Community Councillors have frequently contributed their intimate local knowledge to issues being considered by Moray Council, and have made significant impact as a result.

In the course of your duties I am happy to offer you the full support of the council's officers, and their expertise and experience of local government. My staff can help guide you through the processes and procedures you will no doubt encounter, and can assist you in fulfilling your role as representative of your community.

My sincere congratulations to you, and I look forward to meeting you in person in the near future.

Roddy Burns

Chief Executive, Moray Council



Introduction

I would like to take this opportunity to welcome you as a Community Councillor.

There's no doubt this will be an exciting term of office for all our Community Councils in Moray and the Joint Community Councils of Moray. For those of you who are new to Community Councils, I am also just starting in this role and with Moray Council. I am excited to be starting this role at the beginning of the community council cycle.

I am your local Community Council Liaison Officer, I am your first point of contact for all your queries and I will be delighted to assist you with addressing any matters.

I believe in the personal development of each Community Councillor in Moray as well as the collective growth of each Community Council in order to be able to represent the views and support your local communities.

This Handbook has been developed as a tool that will help to equip you in fulfilling your role as a Community Councillor and over the term of office I will continue to send you information, updates and training materials. By no means does this Handbook look to cover every aspect of Community Council business and if you have any specific queries or requests please contact me directly to discuss the development of these.

I hope you find this Handbook a useful working document.

I look forward to working with you and seeing you at Joint Community Councils of Moray meetings.

Debra Duke
Community Council Liaison Officer
Moray Council





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