

Appendix B

Phase 1 Draft

Moray Better Community Engagement Demonstration Pilots

Draft Outline Framework Structure for Pilot Projects

Step 1

1. Ensure at an early stage that agency management / senior managers have been consulted with and agree to their staff / organisation participating in the BCE Pilot Project.
2. Establish local working group consisting of BCE Steering Group members.
3. Clarify role of the local BCE working group in the BCE Pilot Project area.
4. Identify CSU staff member as key contact / liaison between local agency staff and BCE local working group members.

Step 2

Local agency staff / BCE local working group members agree intended outcomes.

Step 3

Visioning outcomes in Community Engagement (VOICE)

Deliver mini training seminar to agency staff / BCE local working group members prior to planning and implementation of local BCE Pilot Project. Using VOICE as a toolkit to:

- a) Plan engagement activity.
- b) Conduct effective engagement activity.
- c) Monitor and record the process.
- d) Evaluate the outcomes.

Step 4

Overall Engagement Report (OER) and Summary Report (SR) produced, using VOICE programme, agreed and submitted by local agency staff / BCE local working group members to BCE Steering Group.

Step 5

Key learning points from each BCE Pilot Project will be drawn together and will feed in to and influence subsequent projects rolling out in Moray during 2010.

When will the BCE Pilot Projects take place?

Jan - Dec 2010.