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REPORT TO: COMMUNITY ENGAGEMENT GROUP ON 5
NOVEMBER 2009

SUBJECT: COMMUNITY ENGAGEMENT IMPLEMENTATION
GROUP - ACTION PLAN

BY: MORAY COUNCIL - CORPORATE POLICY UNIT
MANAGER

1. REASON FOR REPORT

1.1 The reason for this report is to invite the Group to note the current progress in relation to the Community Engagement Implementation Group Action Plan and agree a way forward.

2. RECOMMENDATION

2.1 It is recommended that:

- (i) the group note the current progress in relation to the community engagement implementation group action plan;
- (ii) the action plan is no longer required;
- (iii) the Community Engagement Implementation Group are disbanded; and
- (iv) any actions requiring development are identified by this group.

3. BACKGROUND

3.1 At the meeting of this group on 23 April 2009, it was agreed to approve the further work carried out on the Community Engagement Action Plan since the last meeting, including the identification of appropriate milestones, timescales and lead partner responsibility against each of the actions within the plan.

3.2 The Implementation Group meet on 19 May to discuss the action plan further. Some progress was made after that meeting to finalise the responsible officers. Due to illness of the chair, no further meetings of the Implementation Group took place. A copy of the most recent action plan is attached. **(Appendix)**

3.3 However progress against the actions has been undertaken, some of which is reported in other items on this agenda. In summary, the current position is:

Action	Progress
1. Map the structures of community engagement in Moray	Links with work by Ian Todd
2. Develop guidelines for community engagement in Moray	Community engagement framework proposed to this meeting
3. Provide training in community engagement	Better Community Engagement pilot
4. Develop an information sharing protocol	Being addressed Grampian-wide through a data sharing protocol group
5. Benchmark with other CPPs across Scotland	Addressed in community engagement framework report
6. Registration and recording of community engagement and consultation	Developed under VOICE project
7. Undertake a road show to promote the action plan on community engagement	No progress
8. Carry out regular performance monitoring and evaluation of community engagement to encourage a culture of continuous improvement	Addressed in community engagement framework report
9. Develop Key Information System	No longer being progressed
10. Provide an annual report to the community engagement group	No longer being progressed
11. Ensure the national standards of engagement are embedded in the practice of all the partners	Address in community engagement framework report

- 3.4 As a number of the projects are now moving forward, it is proposed that the current action plan is no longer required.
- 3.5 In addition, the Implementation Group has not met since May 2009 but progress continued to be address by the Community Planning & Development Manager and his team. Therefore it is also proposed that this group be disbanded and any actions for development be identified by this group.

4. SUMMARY OF IMPLICATIONS

- (a) **Single Outcome Agreement/Service Improvement Plan**
The Community Engagement Group is a key element of the strategic management of the Community plan and will have an overview of the community engagement processes of all theme groups. It will ensure community and user input to the work and planning of services through the Partnership and that of the partners.

(a) **Policy and Legal**

The Local Government Scotland Act 2003 requires that the Partnership engage with community bodies as part of the Community Planning Process. This group will contribute to National Outcome 15 contained in the Single Outcome Agreement, which is that "our public services are high quality, continually improving, efficient and responsive to local people's needs.

(b) **Resources (Financial, Staffing and Risks)**

The resources for implementing the community engagement process across the Partnership will be addressed through the work of the theme groups. If effective community engagement does not take place the risk of providing services without fully identifying or understanding community or service users needs could lead to inefficient delivery of services.

(c) **Consultations**

Consultation has taken place with the Community Planning & Development Manager, Moray Council.

5. **CONCLUSION**

5.1 **This Group created the Community Engagement Implementation Group to develop an action plan to oversee the operational development of community engagement. Despite the Implementation Group being unable to meet during the last few months, the Community Planning & Development Manager and his team have progressed a number of the actions. Given this it may no longer be required to continue with the Implementation Group and it may be more appropriate to have required actions are identified by this group.**

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Background Papers:
Ref:

Signature 

Date: 29/10/09

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