

THE MORAY COUNCIL
MINUTE OF THE COMMUNITY ENGAGEMENT GROUP
THURSDAY 19 MAY 2011
GRAMPIAN FIRE AND RESCUE SERVICES, ELGIN

PRESENT

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| Councillor McGillivray (Chair) | The Moray Council |
| Councillor Wright | The Moray Council |
| John Ferguson | The Moray Council |
| Martine Scott | The Moray Council |
| Carin Schwartz | Local Area Forums |
| Alaistair Kennedy | Joint Community Councils |
| Chief Insp Hugh Mackie | Grampian Police |
| Rae Cameron | Grampian Fire & Rescue |

APOLOGIES

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| Elaine Brown | NHS |
| Caitlin Forbes | Moray Youth Council |

IN ATTENDANCE

Roddy Burns, Chief Legal Officer and Emma Armit, Project Officer, Clerk to the Meeting.

1.WELCOME

Councillor McGillivray welcomed the members to the new Community Engagement Group. The work of the Group over the past 6-8 months was discussed and agreed that progress had been made with the strategy document and the action plan and that the group had presented to the Community Planning board a successful case to continue the Group to deliver the strategy and action plan.

2. APPOINTMENT OF CHAIR

Following the discussion of the Community Planning Board on 31 March where Councillor McGillivray was put forward as a nomination as a suitable Chair for the group. Insp Mackie seconded this and stated the link Cllr McGillivray has with the Safer and Stronger Theme Group and Communities Committee would provide value but, along with Mr Cameron requested that

the group retain and informal working style and kept focused on the direction of the group.

Following consideration the Board agreed that Councillor McGillivray remain as Chair to the Group

3. MEMBERSHIP

The Group discussed membership of the Group to remain as the previous Short Life Working Group with the addition of Councillor McGillivray as Chair and a Youth Council Representative which has been confirmed by Karen Delaney as Caitlin Forbes who will attend future meetings. The Group agreed that it is to remain of a smaller, limited composition to ensure focused direction constructive delivery of the action plan.

4. PREVIOUS COMMUNITY ENGAGEMENT GROUP

The Group discussed the former Community Engagement Group and recognised that previous members should have received further communications regarding the progression of the Short life Working Group to form a new, smaller Community Engagement Group. This decision was taken by the Community Planning Board on 31 March 2011 and the Group request that a letter be drafted on behalf of the Board to former members of the previous Group to communicate and reflect the decision taken. The group felt previous members can still have a part to play when there is specific agenda items relating to their areas of expertise but it would not be constructive to open the group to a wider membership on a regular basis.

5. OPERATIONAL ARRANGMENTS OF COMMUNITY ENGAGEMENT GROUP

The Group discussed the operational arrangements of the group. Committee Services have advised that they would not be able to provide clerking services on an informal basis.

The Group request that the clerking is met from within the Chief Executives staff in their role of supporting Community Planning. John Ferguson agreed to follow this up. Martine Scott is able to call meetings as requested.

6. UPDATE ON STRATEGY

The Group discussed the strategy. It was discussed that a vital part of the process would be to produce a 'Contact List/Directory' in terms of community engagement so a comprehensive list would facilitate the community engagement process. Resource implications were discussed surrounding this.

7. ACTION PLAN

The group discussed the action plan and how to progress the actions. Many actions cross cut the pillars of the strategy. The Group agreed on three major tasks which would address a number of the actions; a comprehensive Contact List/Directory of all Community Engagement contacts throughout organisations/agencies, a seminar to highlight the work of the group and a pilot within the community. The Group discussed the feasibility of a pilot to test and produce the tools needed to engage with communities and to gain evidence based results. John Ferguson highlighted concerns over two Moray areas going down in the SIMD, one being Lesmurdie and this would provide a suitable area to carry out the pilot. Roddy Burns advised that this would be proactive in terms of fulfilling the SOA in terms of addressing employability and social economic issues.

The Group decided that Roddy Burns would prepare a report regarding the pilot and the logistics of it and it would be submitted for the next meeting.

8. REPORT TO COMMUNITY PLANNING BOARD

A report is to go to the next meeting of the Community Planning Board on Thursday 7 July 2011 on the Groups action plan, required resources, measurements and potential actions and timescales. The Group agreed this would include the draft model for Community Engagement and the development of the 'CEG Contact List/Directory'. John Ferguson to draft and submit report on behalf of the Group.

9. BCE RECOMMENDATIONS

John Ferguson confirmed that the work of the separate Better Community Engagement Group (BCE) is finished and was highly valued. It is an operational group in relation to Community Engagement providing practical rules for engagement on the ground. The final BCE programme is to be circulated to the Group.

10. HEALTH COUNCIL REPRESENTATIVE

The Group discussed the previous request from the Health Council to have a representative on the group. John Ferguson confirmed that the Health Council is a separate organisation from the NHS and it is a statutory organisation which reports to the Scottish Government Secretary for Health and is completely independent from the NHS. They work to encourage public participation and engagement. This item was previously discussed at the Healthier Theme Group and referred to this Group. Concerns were raised regarding inviting more representatives onto the group and the group numbers increasing.

The Group decided to invite the representative to the next meeting to discuss what they can contribute to the group and decision will be deferred until after that.

11. SEMINAR DATES

The Group discussed holding a Seminar for front line Officers, Community members, and the core members of the previous Community Engagement Group. The aim of the seminar will be to outline the intentions of the group in relation to the strategy and action plan and the way forward. It was agreed that this should be a short, informal seminar termed 'Awareness Day' and should concentrate on the draft model for Community Engagement which is to be produced by John Ferguson, Martine Scott and Roddy Burns based on the Grampian Police Local Inspector Policing Plan. This will include the 'Three Tier Approach', the 'Two-Way information Flow' and the Key Individual Networks (KIN) as highlighted by Insp Mackie. The seminar will take place on 29th June at 2pm-4pm. Spynie was identified as a suitable venue and enquiries are to be made regarding booking. Teas/coffees are to be provided. Insp Mackie submitted his apologies for this date.

12. DATE FOR NEXT MEETING

The next meeting of the Community Engagement Group is Thursday 16 June 2011 at Grampian Fire & Rescue Services, Wards Road, Elgin.