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Your Moray - Your Community

REPORT TO: COMMUNITY ENGAGEMENT GROUP - 16 OCTOBER 2008

SUBJECT: ROLE AND REMIT OF THE COMMUNITY ENGAGEMENT GROUP

BY: MORAY COUNCIL – COMMUNITY PLANNING & DEVELOPMENT MANAGER

1. REASON FOR REPORT

1.1 To consider the role and remit for the Community Engagement Group

2. RECOMMENDATION

2.1 **That the Community Engagement group consider the revised role and remit for the group**

3. BACKGROUND

3.1 At the last meeting of the Community Engagement group held on 3 July 2008 it was agreed that consideration of the remit of the group be deferred to this meeting (*para 2 of the report refers*) and the group's role in the development of the Single Outcome Agreement be deferred until a training seminar could be held to brief group members on the roles and remits of the various theme groups, the 2009-2010 Single Outcome agreement, Community Engagement etc (*para 6 of the report refers*)

3.2 A training seminar was held on Thursday 9 October 2008 at which the group's role and remit was considered. A discussion on the group's role in relation to the Single Outcome Agreement took place and members of the group looked in detail at the role of the group. It was agreed that a summary of the key elements be presented in a late paper to this meeting. This is outlined in the role of the group and a draft remit is presented on the basis of the role agreed at the seminar

Role

3.3 The Role of this group will be to:

- scrutinise the community engagement practice of the Community Planning Partnership
- co-ordinate the community engagement activity of the partnership
- reassure the people of Moray that the partnership is listening and taking their views seriously in the process of community planning
- act as a conduit for partners to ensure that any engagement that they undertake is channelled to the correct method or agency
- share information on community engagement gathered through the processes of engagement

- embed good community engagement in the practice an of all partners
- support the structures of community engagement across the partnership

Remit

3.4 The remit of this group is to:

- ensure that the community engagement processes used across the partnership meet the National Standards for Community Engagement
- evaluate the partnerships community engagement practise against the National Standards for Community Engagement
- advise the partnership on best practice in community engagement
- record and register community engagement exercises
- ensure that there is no duplication of effort and that partners can carry out joint community engagement exercises.
- if necessary, develop new community engagement initiatives for the partnership
- ensuring that the partnership is visible and accountable to the community about what is being done to address their concerns
- ensuring the partnership engages with, involves and regularly offers feedback to the community to increase public confidence and reassurance
- ensure that all community engagement initiatives such as consultations are channelled to the best route for achieving the aims of the initiative
- ensure that all partnership community engagement initiatives are referred to the group
- gather data from the various community engagement mechanisms and initiatives carried out across the partnership
- facilitate the sharing of data and intelligence from the community engagement process across the partnership
- raise awareness and promote across the partnership the need for good quality community engagement
- support the development of good community engagement practice by providing advice, training and support to partners
- maintain and evaluate existing structure for community engagement e.g. citizens panel. equalities forum etc
- develop new mechanisms or structures of community engagement
- ensure that these structures are given adequate support
- act as a direct link between the Partnership, Community Councils, Area Forums and the Voluntary Sector

3.5 The next stage in the process of developing the work of the community engagement group will be in developing an action plan outlining how the strategic group will carry out its role and remit.

4 SUMMARY OF IMPLICATIONS

(a) **Community Plan / Theme Plans / Partner Plans**

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.

(b) 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.

(c) 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.

(d) Consultations

The Community Planning Partnership at the meeting of the Steering Group agreed the Community Planning Structure, which included the establishment of the Community Engagement Group. The members of the Community Engagement Group took part in a seminar on 9 October 2008

5. CONCLUSION

5.1 Following the training seminar held for the Community Engagement Strategic group on the 9 October 2008 an outline of the role of the group is presented for consideration.

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