

**THE COMMUNITY ENGAGEMENT STRATEGIC GROUP – THURSDAY 23 APRIL 2009**

**ACTION SHEET**

ITEM NO.	TITLE OF REPORT	DECISION	ACTION BY
	Present	<p>Councillors McGillivray (Chair), Bell, Murdoch, Russell, Rebecca Kail, Eileen Bush, Elaine Brown, Sandra Dow, Mike Devenney, Inspector Jim Masson, Lorna Cresswell and Wing Commander Carter.</p> <p><u>IN ATTENDANCE</u> Community Planning &amp; Development Manager, Equal Opportunities Officer (in respect of Item 5), Community Planning Officer, Mr Weaver (in respect of Item 8, Lisa Sutherland, ICT Officer (in respect of Item 7), Sarah Riley-Evans, RAF Lossiemouth, Fairer Scotland Manager (in respect of Item 6) and Mrs C Carswell, Committee Services Officer as Clerk to the meeting.</p> <p><u>APOLOGIES</u> Apologies for absence were intimated on behalf of Councillor J Hamilton (The Moray Council), Alastair Kennedy (Joint Community Council), Dave Thewliss (Grampian Fire &amp; Rescue), Carin Schwartz (Moray Area Forum), Martin Johnson (HIE Moray) and Jim Johnston (Moray Chamber of Commerce).</p>	
1.	Minute of Last Meeting dated 22 January 2009	Mrs Dow advised that she had put her apologies in for the last meeting and the Clerk advised that the minute would be amended to reflect that, thereafter the Minute of the Meeting of the Community Engagement Group dated 22 January 2009 was submitted and approved.	Clerk
2.	Community Engagement Consultation	Following consideration, the Community Engagement Group approved the proposals for the consultation process outlined in the paper subject to any amendments highlighted at this meeting and that a press release be issued and the consultation document placed on the website.	CPDM

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3.	Community Engagement Action Plan	Following consideration, the Community Engagement Group agreed to approve the further work carried out on the Community Engagement Action Plan since the last meeting of the Group, including the identification of appropriate milestones, timescales and lead partner responsibility against each of the actions within the Plan.	CPO
4.	Citizens' Panel	<p>Following consideration, the Committee agreed to:-</p> <p>(i) recommend to the Board:-</p> <ul style="list-style-type: none"> <li>• The continued use of the Citizens' Panel as a means of engaging with the local community and informing the decision-making of the board</li> <li>• The use of an external consultancy to manage the Panel and future programme of surveys; and</li> </ul> <p>(ii) all partners being involved in surveys being issued, if they wished to be.</p>	CPO
5	Moray Equality Forum	<p>Following consideration, the Community Engagement Group agreed to:-</p> <p>(i) recommend that Community Planning Partners accept the Moray Equality Forum recommendations to participate in the training that has been suggested by the Forum; and</p> <p>(ii) that invitations would be sent to all Community Planning partners.</p>	CPDM
6.	Fairer Scotland Fund Proposals	Following consideration, the Community Engagement Group agreed to contribute to the achievement of the Fairer Scotland Fund objectives and put forward any proposals on how the fund could be invested.	CPDM

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7.	Community Planning Website	<p>Following consideration the Community Engagement Group agreed to:-</p> <p>(i) approve recommended actions to be implemented as a result of the feedback to encourage greater “buy-in” to the website at a strategic level and promote the importance of the website throughout the partnership; and</p> <p>(ii) recommend to the Community Planning Board that all theme groups should have a standing item regarding the website so that partners take ownership of the website jointly.</p>	CPO
8.	Digital Stories	<p>Following consideration the Community Engagement Group agreed to:-</p> <p>(i) the promotion of Digital Stories for Public Performance Reporting and communicating Community Planning issues and information to the public; and</p> <p>(ii) encourage the Partners to create their own Digital Stories.</p>	CPO
9.	Items for Noting	<p>Action Notes from Community Planning Board and Theme Groups.</p> <p>Councillor Russell asked that all action sheets be standardised in terms of font and attendance.</p>	Clerk
10.	Date of Next Meeting	The next meeting would be held on Thursday 13 August 2009 at RAF Kinloss.	Clerk