

COMMUNITY ENGAGEMENT GROUP MEETING – TUESDAY 8 OCTOBER 2019

MAIN INKWELL ROOM, ELGIN YOUTH CAFÉ – 1.30 PM

ITEM NO	TITLE OF REPORT	DECISION	ACTION BY
	<p align="center">Present</p> <p align="center">Apologies</p> <p align="center">In Attendance</p>	<p>Alastair Kennedy (Joint Community Council) Bruce Milne (Scottish Fire & Rescue Service) Councillor Graham Leadbitter, TMC Don Vass (tsiMoray) Fiona Rolt (Area Forums) (Chair) Irena Patterson (Moray Disability Forum) Jacqui Taylor (Moray College UHI) Laura Sutherland (MHSCP) Norman Stevenson (Police Scotland)</p> <p>Anita Milne (MFCHA) Councillor George Alexander, TMC Fabio Villani (CPOG rep) Grant Nicoll (Scottish Fire & Rescue Service) Ian Todd (TMC) Karen Chamberlain (HIE)</p> <p>Denise Whitworth, TMC Barry Jarvis, Community Support Worker, TMC Jill Sowden, Community Support Worker, TMC Tracey Rae, Community Support Worker, TMC Jacqui Graham, Minute Taker</p>	
	<p align="center">Apologies & Welcome</p>	<p>Fiona welcomed everyone to the meeting, introductions were done around the table and apologies were noted as above.</p> <p>Fiona advised that Bridget Mustard had recently retired from the Council, the Group took the opportunity to record their thanks to Bridget for all the work she had done.</p> <p>The Group then noted and congratulated Denise on her new role as Depute Chief Executive (Education, Communities and Organisational Development). It was also noted that it is unlikely that Denuse would continue as lead officer for CEG</p>	

1.1	Previous Minute - 21 May 2019	<p>The minute was agreed as an accurate record of the meeting with the following minor amendment –</p> <p>Page 4, under 5.1 2nd line should read “funding for 5 local community development officers”.</p> <p>The minute was then approved by Don Vass and seconded by Alastair Kennedy.</p>	
1.2	Matters Arising	<p><u>COSLA/Consul Tool</u></p> <p>Jill Sowden gave an update from the COSLA event held on 12 September 2019 where the Consul tool was discussed. It was noted that it was early days and during the pilot phase it had been identified that some amendments needed to be done, after which the tool would be reissued. The COSLA training officer had agreed to come to Moray to provide a briefing/training session on the tool.</p> <p><u>Engagement checklist</u></p> <p>Note that this action is to be carried forward to next CEG meeting.</p>	
2.1	Moray Council's New Participation Requests	<p>Jill Sowden provided a presentation on Participation Requests. Jill explained the Participation Requests had come from the Community Empowerment Act 2015 and enable communities to request to participate in decisions and processes which are aimed at improving outcomes. There have been no requests to the council to date. Jill went on to cover what these requests are and what they are not, who can make requests and what a public service authority is (currently not MIJB, although that is likely to change). She explained what community participation bodies need to do to submit a request and what information needs to be included and went on to set out the process and timescales thereafter. In relation to decisions, it was noted that there is a presumption of acceptance of the request unless there are specific reasonable grounds for refusal e.g. don't meet assessment grounds, there has been a similar request in previous 2 years. Jill also referred to examples from other councils. Jill will be attending the JCC and various other meetings to inform others</p>	

		<p>about the Participation Requests and can tailor presentations to suit the audience.</p> <p>ACTION – Jacqui to circulate an electronic copy of Jill’s presentation to the Group which can be shared more widely at the discretion of members.</p>	
2.2	Update and Next Steps of the two LOIP Locality Plans in Buckie Central East and New Elgin East	<p><u>Buckie</u></p> <p>The Plan was launched on 14 August and now has 4 sub-groups set up (diagram tabled at meeting that includes current group membership) to take forward the work set out in the plan, monitor the implementation and provide feedback to the community. Tracey highlighted the food poverty work and dependency on food parcels that has been identified and referred to figures from the local providers to illustrate this. As a result have visited Lhanbryde to learn from a project there and have set up community lunches with first one on 1 November and 2 others planned on 12 December and 16 January. Each event will have a different theme e.g. eating well for less, social isolation, financial support. The Group is working on identifying outcomes and linking these to the Buckie plan.</p> <p>The connectivity group are working on the DialM service and a park smart project. The other sub groups have also met and are working to better define the outcomes they plan to achieve. Tracey also advised that other officers from the CPP are supporting particular working groups (e.g. young people).</p> <p>Reference was made to the plans and the way in which they are set out with particular reference to the expression of outcomes and measurement of impact. It was noted that this is challenging when working with communities. It was also noted that there are also higher level measures that were used to identify the areas to work which should provide a long term measure of the impact of the work.</p> <p><u>New Elgin</u></p> <p>The Plan was launched on 14 September with a design for the cover of the plan provided by</p>	

		<p>competition with local primary pupils. A family fun day was used to launch the Plan and was attended by over 500 people. A group are now working to promote the use of New Elgin Hall and Moray Arts Development ran events in the school holidays with young people who were identified as potentially at risk of having a poor experience over the holiday period. It is planned to build on this work moving forward. A sub group of the hall committee has formed and is working with the Tsi development officer and others such as REAP to improve the outside area at the hall, based on feedback from the community. A project to address the seagull nuisance that has been identified is also progressing and informal feedback is that this is having an impact. Next, planning to work with the community group although New Elgin is different to Buckie and doesn't yet have the formal structure as this is not suitable for the needs at this time. A member of Elgin Community Council has been helping with this work and a Council Research and Information Officer has been assisting in explaining arrangements for monitoring progress. A link has also been made between the group and Elgin Men's Shed to consider how they might work together in future.</p> <p>It was confirmed that there are action plans in place for both the Buckie and New Elgin locality plans although these are not contained within the public facing documents. These have been presented to the Community Planning Board and set out the actions with the various lead partners, etc.</p> <p>It was agreed to circulate the link to the relevant CPB papers.</p> <p>The Group expressed their congratulations to the organisers on the success of the events.</p>	
3.1	(a) Quarterly Performance Reports on Engagement Activity	<p>Noted that there is no quarterly report as no agency reports on which to base this.</p> <p>As there do not appear to be any agency reports coming forward the Group considered how to address this. It was agreed to discuss a way forward with these quarterly reports at a development</p>	

		session. ACTION – Jacqui is to look at setting a date and venue for a development session in mid January 2020.	JG
	(b) Council Engagement Plans	Draft Corporate Plan was approved by the Council on 2 October 2019. There will be a public engagement activity which is currently in the planning stages with an evening event date pencilled in for November 2019. The engagement is likely to take the form of providing background information with the main focus being on how the community can contribute to the agenda moving forward and influence the way in which the council delivers its priorities with a view to transformation of how services are delivered in future.	
	(b) Action Plan	It was noted that there had been no updates since the last meeting. It was agreed that this be added as an item to the development session to be held in mid January 2020 along with the quarterly engagement reports.	
4.1	LOIP Locality Plans Update	This was covered in the presentations above	
	LOIP		
5.1	Development Sessions	It was agreed that a development session be scheduled for mid January 2020 where the following items be discussed:- <ul style="list-style-type: none"> • Review of Action Plan • Discussion on way forward with Quarterly Engagement reports. 	
6.1.	AOCB	<u>Statutory Review of Polling Places</u> The Elections Office is carrying out a review to decide the polling districts and polling places that will be used in future elections. The council has a duty under the Representation of the People Act 1983 to divide its area into polling districts and to designate polling places for each district.	

		<p>All electors in the constituency must have reasonable facilities for voting and the polling places we are responsible for must be accessible to all electors. The consultation runs until 11 November and it was agreed that Jacqui would circulate the link to the relevant information on the website.</p>	JG
	Next Meeting Dates	<p>It was agreed that Jacqui would look at scheduling the dates for 2020 once the Community Planning Board dates had been confirmed.</p> <p><u>Proposed Future Agenda Items</u></p> <ul style="list-style-type: none"> • Quarterly Performance Reports on Engagement Activity • Budget • LOIP Updates • Council engagement plans • Action Plan • Children and Families Services Plan • COSLA Consul tool 	JG