

**COMMUNITY ENGAGEMENT GROUP MEETING – 14 MARCH 2017**

| ITEM NO | TITLE OF REPORT                 | DECISION   | ACTION BY |
|---------|---------------------------------|--|-----------|
|         | Present                         | <p>Alastair Kennedy (Joint Community Council), Anita Milne (MFCHA), Anne Lindsay (Moray College UHI), Don Vass (tsiMoray), Fabio Villani (CPOG rep) Lead Officer, Fiona Robb (HIE), Fiona Rolt (Area Forums) (Chair), Ian Todd (TMC), Irena Patterson (Moray Disability Forum) and Tracey Gervaise (MHSCP).</p> <p><b><u>APOLOGIES</u></b><br/>                     Apologies were received from, Councillor Allan Wright, Councillor Patsy Gowans, Councillor Sean Morton, Councillor Stewart Cree, David Meldrum (Scottish Fire &amp; Rescue Services, Jaz McDougall, John Ferguson (TMC) Kate Stephen (Police Scotland), and Steven Christie (Tenants Forum)</p> <p><b><u>IN ATTENDANCE</u></b><br/>                     Bridget Mustard, TMC<br/>                     Mark Palmer, TMC<br/>                     Jess Barbier-Marsden, TMC<br/>                     Jacqui Graham, Minute Taker</p> |           |
| 1.      | Apologies & welcome             | Fiona Rolt welcomed everyone to the meeting.   |           |
| 2.      | Previous Minute 17 January 2017 | <p>The minute was agreed as an accurate record of the previous meeting.</p> <p>Proposed: Alastair Kennedy<br/>                     Seconded: Don Vass</p>  |           |
| 3.      | Matters Arising                 | <p><b>(i) Current Community Engagement and Participation Resources</b></p> <p>Fabio had just received draft addition from the College and he would send to Jacqui to circulate around the group.</p> <p>Fabio asked if anyone who had not already done so if they could complete submissions and submit for the next meeting on 23 May 2017.</p>   |           |

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|    |   | <p><b>(ii) Citizens Panel</b></p> <p>This has been referred back to CPOG as they hold the budget. Following discussion it was agreed to make a recommendation to CPOG to continue with Citizen Panel subject to available funding.</p> <p><b>SBAR Community Engagement and Participation Network</b></p> <p>Tracey agreed to look at this and to circulate around the CEG group.</p>   |  |
| 4. | Community Engagement 2016 Report          | <p>(i)</p> <p>Bridget advised that we are still in the same position, the templates had been sent out and she was waiting to hear back from everyone how they wish to continue.</p> <p>(ii)</p> <p>Following discussion on the feedback from the Short Life Working Group it was agreed that the members of the CEG would go through the list of 39 headings and pull out which topics would come under their remit.</p> <p>Everyone is to let Jess Barbier-Marsden know by 27 March which headings they are going to look at and Jess will send them the template for that specific heading.</p> <p>Jess will co-ordinate and update the list of headings as people reply to her so that she can report back on 28 March as to where we are at.</p> <p>It was agreed that there will be some overlapping but that this should start communication between the partners.</p> |  |
| 5. | Community Engagement & Participation 2017 | <p>Fabio went over the feedback which the Short Life Working Group had received on Questions 5 and 6.</p> <p>It was suggested making the calendar a standing item on the agenda under consultation lists so that Jess can populate the calendar. The calendar is available on the Your Moray site but could be populated more.</p>   |  |

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|    |                    | <p>It was agreed that communities should be able to influence the partners through Area forums, Community Councils, Community Halls and Associations, and that CEG should take ownership of the whole range of community engagement in community planning and take control of resources to enable better co-ordination.</p> <p>Bridget advised that free text is a lot to analyse and although interesting it does create a lot of work. It was also agreed to have consistency all the way through, also not to be crushed by the volume of work and being realistic about timescales.</p> <p>It was agreed that there needs to be two way communication and to possibly see why community planning may not be as high on the agendas with some groups as it may be, also we need to look at how CEG promotes within communities.</p> <p>It was also agreed that CEG need to help the Community Planning Partnership communicate better and that having conversations will give a better chance to reach out to communities e.g. instead of LOIP think about another name which may be easier and better for people to understand as people don't seem to know what it means.</p> <p>One quite successful way would be to build on from the Community Empowerment Act, Anita Milne said that Ian had given a presentation at a Forum meeting and had very good feedback</p> <p>Participatory budgeting (PB) is just a heading at the moment. Moray Council taking forward with Scottish Government about allocating 1% of budget via PB, and happy to be involved. Mark advised that it is likely there will be conditions attached.</p> <p>Anita Milne advised of the Money 4 Moray invitation for 23 May and to co-ordinate with CPOG together with consultants on PB, Anita to send details to Jacqui to look at a venue.</p> |  |
| 6. | Consultation Lists | <b>(i) Engagement Letter</b>  |  |

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|    |                    | <p>Fiona Rolt just reiterated to everyone to look at the email and letter which had been sent around the group on 2 March 2017 on behalf of David Meldrum and to distribute as widely as possible to colleagues.</p> <p>It was felt that the timescale of 24 March 2017 to return responses was quite tight. Fiona is to go back to David to ask if there would be any possibility of extending this deadline.</p> <p><b>(ii) Any other Consultations</b></p> <p>NHS Grampian Out of Hours Review – the draft questionnaire had been circulated for approval and plans were being worked on at the moment; Tracey would discuss this further at the next meeting.</p> <p>It was agreed to arrange for the 2027 strategic consultation to go onto the calendar.</p> <p>Irena advised she had been at a talk on Ambulance service who are to be getting 1,000 more paramedics but it was not clear how this was being funded. There is to be a pilot run, and although not a consultation as such there will be information passed on and that this may be something to put on the calendar.</p> <p>The 3 year Children’s Services Plan had to be ratified by the Chief Officers Group before going out for consultation, the Plan was being drafted at the present moment. Under Scottish Government statutory requirements the Plan has to be published on 1 April so it is a very short time scale which there is no way of getting round.</p> |  |
| 7. | AOCB               | Community engagement and participation practitioners currently meet in relation to health & social care. To include on agenda for next meeting.   |  |
| 8. | Next Meeting Dates | <p><b>CEG Development Session – 28 March 2017 at 9.30 am, Council Offices, Training Room 2, Annexe building</b></p> <p>Fabio went over the updated Development Plan – He advised that there would be a presentation by the Improvement Service on Place Standard tool at the session and then a more indepth presentation would follow at 2 pm in the Town Hall</p>   |  |

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|  |  | Jacqui is to add Alastair Kennedy to the list of attendees for the presentation at the Town Hall<br>Fabio also advised that Bridget would lead on the Community Empowerment Act and LOIP.<br><b>CEG Business Meeting - Tuesday 23 May 2017 at 10 am in Rm 1, Council Annexe building</b> |  |
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