

**COMMUNITY ENGAGEMENT GROUP MEETING – 15 MARCH 2016**

ITEM NO	TITLE OF REPORT	DECISION	ACTION BY
	Present	<p>Don Vass (tsiMoray), Councillor Gowans, Anita Milne (MFCHA), Anne Lindsay (Moray College UHI), David Meldrum (Scottish Fire &amp; Rescue Services) Kev McPherson (Police Scotland), Fabio Villani (CPOG rep) Lead Officer, Ian Todd (TMC), Irena Patterson (Moray Disability Forum), Tracey Gervaise (MHSCP),</p> <p><b><u>APOLOGIES</u></b> Apologies were received from Alastair Kennedy (Joint Community Council), Councillor Morton, Fiona Robb (HIE), Fiona Rolt (Area Forums), Councillor Cree, Steven Christie (Tenants Forum).</p> <p><b><u>IN ATTENDANCE</u></b> Andrea McArthur, Minute Taker</p>	
1.	Apologies & welcome	<p>Fabio welcomed everyone to the meeting and introductions were made around the table. Councillor Cree, Chair, is unable to attend and Fabio asked whether anyone would like to chair the meeting. No-one able to take the Chair therefore Fabio suggested he would chair – all in agreement.</p> <p><b>AGREED: Fabio to chair this meeting</b></p> <p>Apologies noted as above.</p>	
2.	Previous Minute 25 February 2016	The minute was agreed as an accurate record of the previous meeting.	
3.	Matters Arising	<p>(i) Relationship between CEG and CPP Thematic Partnerships – Fabio advised that this had not been progressed however it would be discussed at the next meeting of the Community Planning Officers Group in April 2016 to see how it can be ‘shaped’. There is a good general understanding at officer level.</p> <p>(ii) Draft Agreement &amp; Forms Expenses Claims – Fabio advised of a historical document that had been produced under the CPP back in 2007. Agreed that this could be updated to reflect an agreement. <b>ACTION: Andrea</b> to update and circulate for comment</p> <p>(iii) Jess had provided a written update on Item 3 – Improvement Plan Point 1 (pg3 previous minute)</p>	

		<p>'Hope that the new website and calendar will go live in April 2016 and there will not be an opportunity for a 'play' version of the site; if there is any features/information etc. that you would like to see, please email <a href="mailto:communityplanning@moray.gov.uk">communityplanning@moray.gov.uk</a> generic address and these will be included if at all possible.'</p> <p>(iv) Item 3 Improvement Plan Point 5 (pg4 previous minute) - Training requirements need to be fed back to Bridget as noted in Minute. Platform PR will now deliver the training. Available training dates to be distributed.</p> <p>(v) Confirmed that the next meeting of the sub group is scheduled to take place on Friday 18 March 2016 in the afternoon.</p> <p>(vi) Item 4 re Lateral North – the group were advised that this has been taken forward by Alastair.</p>	
4.	Improvement Plan – Point 6 Public Sector Employees	<p>There was some confusion over this item on the agenda. It was agreed at the meeting on 25 February 2016 that under Item 3, Improvement Plan Point 6, that this should be added to the agenda for the next CEG meeting. This was based on asking partners what links and networks they have with their staff to encourage participation in engagement events.</p> <p>Partners all have good communication channels with their staff to provide information. Need to be clear whether we are providing information on consultations and engagement to staff as individuals or staff as employees of our organisation.</p> <p>It was clarified that this part of the improvement plan relates mainly to partners making their staff aware of engagement opportunities and encouraging them to take part as individuals.</p> <p>Anne advised that information on consultation could possible be added to student newsletters. Consider how information could be 'rolled out' to students.</p>	
5.	Draft Moray Compact: consultation feedback and	<p>The consultation period on the draft Moray Compact is now closed. Fabio advised that there had only been a small amount of responses initially and an event was arranged for 2 March 2016 at which more responses</p>	

	<p>next steps</p>	<p>were received. He circulated documents which provided information on the final Compact Consultation Meeting and also a collation of consultation comments.</p> <p>The group discussed comments received as summarised below:</p> <ul style="list-style-type: none"> <li>• Ensure there is consistency on how we refer to each other</li> <li>• Reduce/remove jargon</li> <li>• Use more 'plain English' where possible</li> <li>• Learn from comments on how this engagement has been carried out</li> <li>• 3 documents? Agreed the full document is crucial strategically and a smaller (1page/postcard) document to be created</li> <li>• Include glossary of terms in main document</li> <li>• How do we respond to consultation comments?</li> <li>• Further column on consultation comments document</li> <li>• Recognise that further tools require to be developed to take document forward</li> </ul> <p><b>AGREED:</b> main Compact document for CPB Strategic Level. Can then look at how the main document can be adapted to make more 'useable' for all.</p> <p><b>ACTION: Fabio</b> to move some text around and make available for circulation prior to the next CEG meeting for approval. The agreed document may then need to be submitted to CP Board for approval.</p> <p><i>CEG Minute 1 December 2015 Item 2(i) refers – to be presented to the CEG for approval and adoption in March 2016 and final document to be approved by CP Board in April 2016.</i></p> <p><b>AGREED:</b> continue working on the appendices of the main document (living document).</p> <p><b>ACTION:</b> create a short life working group to take forward the production of a postcard size document summarising Compact. Contact Andrea on <a href="mailto:andrea.mcarthur@moray.gov.uk">andrea.mcarthur@moray.gov.uk</a> if you wish to be part of this SLWG by 18 April 2016. Kev McPherson put himself forward to be part of the SLWG.</p>	<p>FV</p> <p>ALL</p>
6.	Community Learning & Development	The Community Learning & Development Plan (CLD Plan) is currently being implemented and taken forward by Karen Delaney, CLD Support Officer (TMC) and	

	<p>Plan Implementation</p>	<p>Fabio Villani (Chief Officer, tsiMoray). A Practitioners Network has been set up and a steering group to take the plan forward. Fabio is involved in the steering group.</p> <p>Fabio suggested it would be useful to invite Karen Delaney along to a future meeting of the group. Agreed that this would be useful and check availability for future dates.</p> <p>There was discussion within the group as to what role the CEG have in the implementation of the plan and clarity is sought regarding links to the Lifelong Learning Forum and employability.</p> <p><b>ACTION: Fabio</b> to discuss these links with the Community Planning Officers Group and report back. For background information please see previous minutes 15 September 2015 <a href="#">here</a>.</p> <p>Copy of the CL&amp;D Plan is circulated with this draft minute.</p>	<p>FV</p>
<p>7.</p>	<p>Participatory Budgeting Steering Group Update</p>	<p>Anita advised that the Scottish Government has allocated £60k of participatory budgeting funds for Moray and this has been match funded by a further £60k from Moray Council.</p> <p>The first pilot Money for Moray project will culminate in a public event on Saturday 28<sup>th</sup> May in Grant Hall, Rothes, where those in attendance will vote on which applicants should receive a share of the first £60k. The initiative is being administered by a Working Group consisting of volunteer representatives of community groups in Moray, supported by Moray Council's Community Support Unit. A second event will follow later in the year. Anita advised that some members of the working group had attended a similar event in Nairn to see how it 'works in practise' and this had been very useful in helping to inform for their own event.</p> <p>Any local community, voluntary or non-profit organisation can apply for funding from £200 to £5000, by completing a short application form. Groups in the towns of Elgin, Keith, Lossiemouth, Forres and Buckie are ineligible to apply as these areas already have access to economic development funds via the Four</p>	

		<p>Towns Partnership fund and Elgin BID. The project should provide economic benefit for as many people as possible from across the community, help to make Moray a better place for everyone and be a large or small project which benefit the local economy. Information on applications can be found <a href="#">here</a>.</p> <p>David asked whether the 6 Questions could be used on this event. Anita advised that this first event is a learning curve for them all however it could be considered for the next event.</p>	
8.	AOCB	<p>David asked if anyone was aware if a ‘Big Lunch’ in June was being held by any organisations – please advise David if anyone is aware as the Scottish Fire &amp; Rescue Services are keen to support such an event.</p> <p>Fabio reminded everyone that Join the Dots event is happening on Wednesday 23 March 2016 in Elgin Town Hall. Information can be found <a href="#">here</a>.</p> <p>Irena advised that the recent Access to Streets audit in Elgin had highlighted some issues and these are being taken forward.</p> <p>Disabled Day scheduled to take place on Saturday 19 March 2016 has been cancelled and another date will be rescheduled.</p> <p>Inclusion Scotland Money – Irena advised that applications are invited from 1 April 2016 and a bid will go in for £40,000 of the available research money. The college hopefully will help in initial research work if successful which could mean all money remain in Moray. Additionally discussion will take place with tsiMoray in taking this forward too. Research would focus on working together with professionals to make the best use of money that is available and ensure disabled people have a voice to find new ways in which we can work together to the same end.</p>	
9.	Next Meeting Dates	<p>The next meeting will be held on <b>Tuesday 3 May 2016 at 10.00am in the Inkwel Small Meeting Room</b>, Elgin Youth Café.</p> <p><b>Tuesday 5 July 2016 at 10.00am</b> – The Gallery, Elgin Library</p>	

		Tuesday <b>23 August 2016 at 10.00am</b> – Inkwell Small Meeting Room, Elgin Youth Cafe	
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