

**COMMUNITY ENGAGEMENT GROUP MEETING – TUESDAY 18 SEPTEMBER  
2018**

**TRAINING ROOM 1, COUNCIL ANNEXE – 9.30 AM**

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>Councillor Graham Leadbitter, TMC Don Vass (tsiMoray) Fiona Rolt (Area Forums) (Chair) Irena Patterson (Moray Disability Forum) Laura Sutherland (MHSCP)</p> <p>Alastair Kennedy (Joint Community Council) Anita Milne (MFCHA) Councillor George Alexander, TMC Fabio Villani (CPOG rep) Ian Todd (TMC) Jacqui Taylor (Moray College UHI) John Morgan (Scottish Fire &amp; Rescue Service) Karen Chamberlain (HIE) Maggie Miller (Police Scotland)</p> <p>Bridget Mustard, TMC Colin Bell, TMC (in respect of Item 2) Denise Whitworth, TMC Jacqui Graham, Minute Taker</p>	
	<p align="center">Apologies &amp; Welcome</p>	<p>Fiona welcomed everyone to the meeting and introductions were done around the table. Apologies were noted as above.</p>	
<p align="center">1.1</p>	<p align="center">Previous Minute - 14 August 2018</p>	<p>The minute was agreed as an accurate record of the meeting with the small amendment on Page 5 at 4.2 to change the word “Publie” to “Public”.</p> <p>The minute was then proposed by Don Vass and seconded by Fiona Rolt.</p>	
<p align="center">1.2</p>	<p align="center">Matters Arising</p>	<p>Ian had been unable to attend this meeting but had given the following updates –</p> <p><u>LOIP Locality Plans</u></p> <p>CSU on step 4 of the engagement plan and no update change from the last meeting, staff and</p>	

		<p>partners are still in the process of engaging in both localities.</p> <p><u>Participation Information</u></p> <p>The changes to the flyer suggested at the last meeting have been done, this will now be placed on the Council and Your Moray websites.</p> <p><u>CLD Plan</u></p> <p>Fiona advised that the updated Plan had been presented to the Community Planning Board last week and approved. It was agreed that Karen would come back to this Group in 6 to 9 months time to give an update.</p> <p>Fiona also advised that she had missed the last CLD Strategic Partnership meeting due to not having received an invitation but she will be going along to the next meeting on 28 September.</p>	
2	Waste Management Update	<p>Colin Bell gave an update to the Group following the introduction of the new cycle for bin collections.</p> <p>He advised that on the whole there had only been a few minor complaints. Due to the communication with the public and the paper calendars distributed to households, overall it had been a smooth transition to the new cycle.</p> <p>Colin and his staff had set out some bullet points of pros and cons for the new cycle and said very honestly that there should have been better communication with his own staff.</p> <p>The question was raised about distribution of calendars for 2019, it was agreed that not everyone has access to internet for an online copy. Although more costly and time consuming a paper copy through every letterbox would make sure everyone received the calendar. It was suggested that copies could be put in libraries, post offices etc but felt that as each area has a different calendar this would not be practical. It was also suggested that there could be a link on the Council website with a phone number</p>	

		<p>for people to request a 2019 calendar. Colin will take these suggestions on board and he will look at how the calendars will be distributed for 2019.</p> <p>Fiona thanked Colin for his update and that the Group felt it had been a good and positive campaign.</p>	
3.1 i)	Engagement Calendar	<p>Bridget advised that there had not been anymore updates for populating the calendar and the Group did feel that the calendar was possibly not the best tool to achieve the specific aim of sharing information.</p> <p>It was suggested producing a quarterly engagement plan noting upcoming activities as a word document.</p>	
4.1	LOIP		
	LOIP Update	There were no further update at the present time on the LOIP.	
4.2	Action Plan	<p>Denise distributed copies of the Action Plan for comment/discussion. Thereafter the Group discussed the various suggested actions.</p> <p>It was agreed to use national standards “audit questions” to give feedback to agencies before and after engagement (VOICE). Agreed that it would be good to identify 1 or 2 learning points from each feedback to build up learning log for future use.</p> <p>The Group is to look at holding a development day mid November to “pick and mix” from partner toolkits for engagement. It was agreed to ask Ian to speak to David Allan from SCDC to support the development day from his experience and Laura to contact Susan Stronach about her toolkit.</p> <p>It was agreed that Bridget would update the Action Plan with suggested comments/changes and would circulate it to the Group.</p>	
6.	AOCB	<p>Irena asked about the lack of time for consultation on disabled parking in Elgin, and that the 19 days given had not been long enough.</p> <p>Denise advised that she had spoken with Nicola Moss</p>	

		<p>who was going to get in touch with Irena, Fiona suggested Irena go back to the relevant department and ask for them to reconsider extending the consultation period.</p> <p>It was noted that for forward planning for the CEG agenda the following items would need considered –</p> <ul style="list-style-type: none"> <li>• Fire and Rescue – outcomes of consultation</li> <li>• tsiMoray consultation</li> <li>• Leancoil Hospital – update from Robin Paterson</li> <li>• Transportation</li> </ul>	
	<p>Next Meeting Dates</p>	<p>The next CEG meeting is to be held on Tuesday 4 December 2018 at 9.30 am in Meeting Room 1, Council Annexe.</p> <p><u>Proposed Agenda Items</u></p> <ul style="list-style-type: none"> <li>• Budget</li> <li>• LOIP Priorities – this to be the main focus of the meeting to look at performance measures and feedback.</li> <li>• Action Plan</li> </ul> <p>It was also agreed that the draft agenda will be circulated beforehand to the Group to ask if there are any further items for the meeting.</p> <p>It was agreed that Bridget/Jacqui would look at dates for CEG meetings for Jan – June 2019 sticking to Tuesday if possible and also try to link with Community Planning Board meetings.</p>	