

Notice of Meeting and Agenda Forum for Empowering Communities Group

Date	Time	Venue
Monday, 25 June 2018	14:00	Engage Renfrewshire, 1 Falcon Crescent, Paisley, PA3 1NS

KENNETH GRAHAM
Head of Corporate Governance

Membership

M Mathieson, Barnados; I McLean, Bridgewater Housing Association; A Clark, Create; A McNiven, Engage Renfrewshire; S Duncan, Leap; A Fraser, Linstone Housing Association; J Wilby, Paisley West & Central Community Council; S McLellan, RAMH; S Cruickshank, Renfrewshire Access Panel; K Taylor, Renfrewshire Citizens Advice Bureau; K Graham, Renfrewshire Wide Credit Union; N Hansen, ROAR; and L Devine, Save the Children.

Chair

A McNiven, Chief Executive, Engage Renfrewshire.

Items of business

Apologies

Apologies from members.

Declarations of Interest

Members are asked to declare an interest in any item(s) on the agenda and to provide a brief explanation of the nature of the interest.

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|-----------|---|----------------|
| 1 | Minute of Previous Meeting | 3 - 8 |
| | Minute of previous meeting held on 21 March 2018. | |
| 2 | Matters Arising | |
| 3 | Rolling Action Log | 9 - 10 |
| | Report by Director of Finance & Resources. | |
| 4 | Tackling Violence within Communities | |
| | Presentation by Police Scotland. | |
| 5 | Year of Young People | 11 - 12 |
| | Report by Chief Executive's Service, Renfrewshire Council. | |
| 6 | Older People's Wellbeing | |
| | Verbal update by ROAR. | |
| 7 | Local Governance Review | |
| | Verbal update by Chief Executive's Service, Renfrewshire Council. | |
| 8 | Improvement Service: Community Empowerment Action Learning Programme | 13 - 16 |
| | Report by Chief Executive's Service, Renfrewshire Council. | |
| 9 | Early Action Systems Change | |
| | Verbal update by Engage Renfrewshire. | |
| 10 | Timetable of Meetings for the Forum for Empowering Communities Group | 17 - 18 |
| | Report by Director of Finance & Resources. | |
| 11 | Date of Next Meeting | |



Minute of Meeting Forum for Empowering Communities Group

Date	Time	Venue
Wednesday, 21 March 2018	14:00	Engage Renfrewshire, 1 Falcon Crescent, Paisley, PA3 1NS

PRESENT

I McLean, Bridgewater Housing Association; A McNiven, Engage Renfrewshire; J Wilby, Paisley West & Central Community Council; S McLellan, RAMH; S Cruickshank, Renfrewshire Access Panel; and K Graham, Renfrewshire Wide Credit Union.

CHAIR

A McNiven, Chief Executive, Engage Renfrewshire.

IN ATTENDANCE

S King, Barnardos; I Cunninghame, H Kay, K McIntyre, K Miller and S Miller (all Engage Renfrewshire); A Torrance, A Scott, J Mackie, S Graham and C MacDonald (all Renfrewshire Council); R Robertson, Renfrewshire Health & Social Care Partnership; N Hanssen, ROAR; and L Devine, Save the Children.

APOLOGIES

M Mathieson, Barnados; A Clark, Create; A Fraser, Linstone Housing Association; and S Duncan, Leap.

DECLARATIONS OF INTEREST

There were no declarations of interest intimated prior to commencement of the meeting.

SEDERUNT

A McNiven welcomed Laura Devine from Save the Children and Nicola Hanssen from ROAR as new members to the Forum for Empowering Communities Group.

1 MINUTE OF PREVIOUS MEETING

There was submitted the Minute of the meeting of the Renfrewshire Forum for Empowering Communities Group held on 13 December 2017.

DECIDED: That the Minute be approved.

2 ROLLING ACTION LOG

The Rolling Action Log was submitted for approval.

DECIDED:

(a) That action RFG.13.12.17(3) be removed from the Action Log as it was now complete;

(b) That the updates be noted; and

(c) That the Rolling Action Log be approved.

3 RENFREWSHIRE DRAFT COMMUNITY JUSTICE OUTCOMES IMPROVEMENT PLAN 2018 TO 2021

There was submitted a report by the Head of Child Care and Criminal Justice relative to the Draft Community Justice Outcomes Improvement Plan 2018/21 which was currently subject to consultation. The Draft Plan was due to be submitted to the Scottish Government by 31 March 2018. A copy of the draft plan was appended to the report.

The report advised that the Community Justice (Scotland) Act 2016 received Royal Assent on 21 March 2016. Its purpose was to make provision for community justice, establishing a new national body (Community Justice Scotland) to oversee community justice and introduce requirements in relation to the achievement of particular nationally and locally determined outcomes, and to provide national, professional and strategic leadership for community justice in Scotland.

The report indicated that on 31 March 2017, under the new model, the Community Justice Authorities were disestablished and new community justice arrangements were put in place at both a national and local level from 1 April 2017. The new model required the statutory partners to cooperate at a local level in the preparation, implementation and review of a Community Justice Outcomes Improvement Plan for the local authority area, outlining how they would work together to address reoffending. On 1 April 2017 Community Justice Renfrewshire assumed full responsibility for local community justice arrangements and the Renfrewshire Community Justice Outcomes Improvement Plan 2017 to 2018 was published. The first annual progress report to cover period 1 April 2017 to 31 March 2018 was required to be published by 30 September 2018.

The report intimated that on 11 January 2018 the Scottish Government agreed funding in principle of £50,000 for each local authority to continue to support statutory partners fulfil their obligations under the Community Justice (Scotland) Act 2016. This funding was included in the Local Government Settlement figures and would be paid out from 1 April 2018 as part of the General Revenue Grants payments.

The report stated that Renfrewshire Draft Community Justice Outcomes Improvement Plan 2018/21 set out the local priorities for action in the next twelve months. It was noted that the priorities identified in the plan would include improved community understanding and participation in community justice; development of the employability pipeline to better meet the needs of people with convictions; reduction in homelessness for prison leavers; and improved access to information and support options for mental health.

The Criminal Justice Services Manager was then heard in response to questions from the Group on various aspects of the report. A McNiven intimated that it was important to ensure that the information contained within the report was communicated to third sector organisations. I McLean intimated that it would be beneficial for the Community Justice Team to give an update to the Homeless Providers Forum and potentially FLAIR. It was agreed that I McLean would liaise with A Torrance.

DECIDED:

- (a) That the contents of the Renfrewshire Draft Community Justice Outcomes Improvement Plan 2018/21 as outlined within the appendix to the report be approved;
- (b) That it be noted that the plan continued to be subject to consultation and minor amendments; and
- (c) That it be noted that the Renfrewshire Community Justice Local Outcomes Improvement Plan was required to be submitted to Community Justice Scotland by 31 March 2018.
- (d) That it be agreed that I McLean would liaise with the Community Justice Team with a view to an update being given at the Homeless Providers Forum and potentially the FLAIR meeting.

4 MAKING PLACES: FOXBAR

The Placemaking Team Leader gave a presentation in relation to the Making Places: Foxbar project.

The presentation gave a brief introduction to the project; outlined the objectives of the Local Place Plan; highlighted the key issues and approach taken; detailed the outcomes; and advised of the future programme.

DECIDED: That the presentation be noted.

5 REVIEW OF COMMUNITY LEVEL GOVERNANCE

The Partnership Planning & Development Manager, Chief Executive's Service, Renfrewshire Council gave a presentation relative to an update on the review of Community Level Governance.

The presentation gave a brief overview of the proposals; outlined a renewed set of aims; indicated the current and proposed boundaries; detailed the proposals for the meeting format; and highlighted the plans for grant funding.

DECIDED: That the presentation be noted.

6 **RENFREWSHIRE ACCESS PANEL: UPDATE ON CURRENT ISSUES**

There was submitted a report by the Chair of Renfrewshire Access Panel relative to an update on the work initiated by the Access Panel which demonstrated the opportunity for the Forum to engage Renfrewshire Community Planning Partners on issues important to the third sector.

The report noted that the Renfrewshire Access Panel had influenced service development on several key issues including involvement in the design of new public buildings, provision of work experience for children with disabilities and learning disabilities, engagement in improving streets and public spaces and the development of changing places toilets. The report indicated that the Access Panel was also a key member of Diversity Equality Alliance Renfrewshire (DEAR), which had developed the equalities agenda across Renfrewshire, had supported accessibility improvements at public meetings and facilitated work by a film group of disabled people in Renfrewshire to record the work of community groups.

DECIDED: That the progress being made by Renfrewshire Access Panel in working with community planning partners to improve services for people with disabilities be noted.

SEDERUNT

I McLean and S McLellan left the meeting prior to consideration of the following item of business.

7 **DEAR GROUP ACTION PLAN**

There was submitted a joint report by the Partnerships Planning & Development Manager, Chief Executive's Service, Renfrewshire Council and the Chair of Renfrewshire Access Panel relative to the Diversity Equality Alliance Renfrewshire (DEAR) Group Action Plan.

The report advised that the DEAR Group had reviewed its action plan for 2018/19 to ensure that actions remained owned by the members of the group rather than by public services. A copy of the action plan was attached as an appendix to the report.

DECIDED: That the action plan and work being delivered within Renfrewshire to ensure a strong equalities focus be noted.

8 **IMPROVEMENT SERVICE: COMMUNITY EMPOWERMENT ACTION LEARNING PROGRAMME**

There was submitted a report by the Community & Partnership Manager, Engage Renfrewshire relative to the Community Empowerment Action Learning Programme.

The report indicated that the Improvement Service and Scottish Community Development Service were supporting community planning partnerships to develop community empowerment and engagement. This was to be enabled through an action learning workshop spread over two days in February and May 2018 that allowed the community planning partnership to share good practice and identify questions for investigation. Issues for discussion were set out within the report. It was noted that the output of the discussion would inform further exploration of the issues at the second session.

DECIDED:

- (a) That the format of the Improvement Service action learning set be noted; and
- (b) That it be noted that the output of the discussion would inform further exploration of the issues at the second session.

**RENFREWSHIRE COUNCIL
RENFREWSHIRE FORUM FOR EMPOWERING COMMUNITIES GROUP
ROLLING ACTION LOG**

Action No.	Action	Action Owner	Status	Expected Date of Completion	Actual Date of Closure	Update & Comments
<u>RF.27.01.15(5)</u>	<u>Streets for All</u> Contact to be made with Renfrewshire Council, the Safer and Stronger Renfrewshire Thematic Board, the Jobs and Economy Thematic Board and the Greener Renfrewshire Thematic Board to discuss the possibility of introducing safer pavements as an equality outcome for Renfrewshire Council and the Community Planning Partnership		Carried over from Thematic Board	Future meeting		<u>RF.30.03.16(7)</u> (a) The Living Streets report to be submitted to the relevant Community Planning boards for consideration: and (b) Renfrewshire Access Panel to undertake further Living Streets reports of appropriate locations in Renfrewshire. The Living Streets report has been submitted to the Greener Board and will be submitted to the remaining Community Planning Boards in the November 2016 Board cycle. <u>September 2016</u> Agreed that a set of action be agreed and included in report prior to submission to Thematic Boards. <u>RF.16.11.16(2)</u> Item deferred to next meeting. <u>RF.01.02.17(2)</u> This action to be carried over into the new governance arrangements. <u>RF.21.03.18(6)</u> Update to Group on collaborative work and progress noted
<u>RF.09.02.16(4)</u>	<u>Community Learning & Development Regulations and Strategic Plan</u> The Senior Officer responsible for the CLD Regulations and Strategic Plan to report key successes and milestones through the Forum for Empowering Communities.	A Conboy	Carried over from Thematic Board	Future meeting		<u>August 2016</u> Development of the Stakeholder Engagement Framework continuing and an update to be reported at the meeting of the forum in November 2016 <u>RF.16.11.16(2)</u> Verbal update noted. <u>RF.01.02.17(2)</u> This action will be carried over into the new governance arrangements. <u>RF.21.03.18(2)</u> Progress update noted by Group.
<u>RF.200917(3)</u>	<u>Culture & the Community Plan</u> <ul style="list-style-type: none"> Culture through Community Plan themes to be raised with Exec Group Presentation on Local business /Forum/Renfrewshire Creative Network – enhancing cultural activity to be submitted to future meeting of Forum. 	AMCN AMCN/AC		Future meeting Future meeting	Dec 2017	<u>EG.08.12.17</u> Further discussion to take place at an additional Executive Group scheduled for February. <u>RF.21.03.18(2)</u> Update to Group on discussion which took place at Special Meeting of Executive Group on 21 February 2018.

Action No.	Action	Action Owner	Status	Expected Date of Completion	Actual Date of Closure	Update & Comments
<u>RFG.13.12.17(4b)</u>	<u>Communicating the Community Plan – Role of Forum Members</u> arrangements be made to invite Police Scotland to attend a future meeting of the Group, to give a presentation, similar to that made at the recent Police Licensing Seminar, relative to the Safe theme.	AMcN/SG				
<u>RFG.13.12.17(4b)</u>	<u>Greener Communities</u> an informal grouping be convened of third sector organisations with expertise and interest in environmental issues as a sounding board for responding to greener issues.	AMcN/SG				



To: Renfrewshire Forum For Empowering Communities

On: 25 June 2018

Report by:
Chief Executive, Engage Renfrewshire

TITLE:
Year of Young People

1. Summary

- 1.1 Renfrewshire Community Planning Partnership Executive Group considered at its meeting in March 2018 a presentation on the Year of Young People 2018 (#YOYP2018).
- 1.2 The Executive Group decided at the meeting that each partner organisation identify a Champion within their own organisation for the Year of Young People and to collate information about this activity. As the representatives of third sector action within Renfrewshire Community Planning Partnership it is proposed that Renfrewshire Forum For Empowering Communities also nominate a champion in order to celebrate the contribution of young people to the third sector and vice versa.

2. Recommendations

- 2.1 It is recommended that Renfrewshire Forum For Empowering Communities:
 - (a) Nominate as a representative of the Forum a Champion for young people to contribute to further activity taking forward the Year of Young People.
 - (b) Agree that members of the Forum provide information to the nominated Champion on activities taking place within their organisations to celebrate the Year of Young People.
 - (c) Agree that members of the Forum provide information to the Champion on how young people are listened to within their organisation, including arrangements for young people to be Board members.
 - (d) Agree to ask the wider third sector in Renfrewshire how they are celebrating the Year of Young People and collate this information to be included within the overall activity of partners within Renfrewshire.

3. Background

- 3.1 2018 has been designated by the Scottish Government as Year of Young People in Scotland. The Scottish Government commissioned in 2015 Children In Scotland, Scottish Youth Parliament and Young Scot to engage with young people to co-design the Year of Young People (#YOYP2018).
- 3.2 The Year of Young People is an opportunity for generations to come together and celebrate our nation's young people.
- 3.3 The objectives of the Year of Young People are to:
- Provide a platform for young people to have their views heard and acted upon.
 - Showcase the amazing talents of young people through events and media.
 - Develop better understanding, co-operation and respect between generations.
 - Recognise the impact of teachers, youth workers and other supporting adults on young people's lives.
 - Provide opportunities for young people to express themselves through culture, sport and other activities.
- 3.4 The Year of Young People 2018 has six themes:
- Culture – share and celebrate young people's talent and contribution to culture and arts.
 - Education – allow young people to have more say in their education and learning.
 - Enterprise and Regeneration – celebrate young people's role in innovation, entrepreneurship and the Scottish economy as well as making Scotland a greener and more pleasant place to live.
 - Equality and Discrimination – recognise the positive impact of young people in Scotland and encourage them to take the lead in challenging all forms of prejudice and discrimination.
 - Health and Wellbeing – make sure young people have the chance to lead healthy, active lives and understand the importance of mental health and resilience.
 - Participation – give young people the chance to influence decisions that affect their lives

Author : For more information about the report, please contact Stuart Graham, Partnerships Planning and Development Manager, Renfrewshire Council, 0141 618 7408



To: Renfrewshire Forum For Empowering Communities

On: 25 June 2018

Report by:

Engage Renfrewshire/Renfrewshire Council Chief Executive's Service

TITLE:

**Improvement Service: Community Empowerment
Action Learning Programme**

1. Summary

- 1.1 The Improvement Service and Scottish Community Development Service are supporting community planning partnerships to develop community empowerment and engagement. Two Action Learning Sets were delivered spread over two days in February and May 2018 to provide a setting for community planning partnerships to share good practice and identify questions for investigation. Similar learning sets have been delivered in a number of clusters, covering all community planning partnerships in Scotland.
- 1.2 The last meeting of Renfrewshire Forum For Empowering Communities helped shape input to the second Action Learning Set session. At this session, discussion was structured around what communities might say that community planning partnerships are doing well or could improve upon and emerging themes about what enables/hinders good community practice.
- 1.3 The collated output from all the Action Learning Set clusters will be collated and circulated to all community planning partnerships. This will provide and information source regarding good practice and challenges in community empowerment and participation across Scotland.

2. Recommendations

- 2.1 It is recommended that Renfrewshire Forum For Empowering Communities:
 - (a) Notes the content of from the Action Learning Set and arrangements for circulating output.

- (b) Notes further action to be carried out on behalf of Renfrewshire Community Planning Partnership to inform community engagement.

3 Background

- 3.1 The Improvement Service and Scottish Community Development Centre delivered an Action Learning Set for community planning partnerships across Scotland at two events during February and May 2018. Renfrewshire was part of the West of Scotland cluster. The purpose of the action learning set is to enable community planning partnerships to reflect on their own experience of community empowerment and engagement and to learn from good practice in other partnerships.
- 3.2 The first meeting of the West of Scotland Action Learning Set took place on 26 February, attended by Karen McIntyre, Engage Renfrewshire and Stuart Graham, Renfrewshire Council. A follow up session took place on 21 May 2018, attended by Karen McIntyre, Stuart Graham and Sofija Tkacenko, Renfrewshire Council Chief Executive's Service.
- 3.3 The follow questions and actions were identified at the first meeting to be developed:
- Ways to engage and support disenfranchised individuals/communities to take ownership of solutions to the issues they face.
 - Ways to identify community influencers in the digital world and work through them to engage with different communities. Carry out web analysis that would identify key community influencers in the digital world.
 - Develop a summary of existing "digi" support/services within Renfrewshire.
 - Ways to have conversations with people about their aspirations for their communities.
- 3.4 Renfrewshire Forum For Empowering Communities discussed these issues at the meeting held on 21 March 2018 in order to provide feedback for the second session on 21 May.
- 3.5 Discussions have taken place with Renfrewshire Council's communications team in order to progress the questions about identifying the key digital influencers in Renfrewshire. This work is now being taken forward to develop a better understanding of how community planning partners can connect effectively with communities in Renfrewshire through social media.
- 3.6 The second Action Learning Set session shared examples of community engagement between partnerships. The Improvement Service will now collate examples of good practice across Scotland and circulate to all partnerships to inform planning of future community engagement work.

- 3.7 Following the Action Learning Set meeting, it was agreed that the Renfrewshire attendees should follow up discussions with colleagues from Inverclyde, East Ayrshire, South Ayrshire and East Renfrewshire Community Planning Partnerships. The topics to be followed up on include engagement around health issues, food provision outwith school term times and the development of an indicator for community engagement. The purpose of these discussions is to inform planning of future community engagement work.

Author: : For more information about the report, please contact Stuart Graham, Renfrewshire Council, 0141 618 7408



To: **Forum for Empowering Communities Group**

On: **25 June 2018**

Report by:
Director of Finance & Resources

**TIMETABLE OF MEETINGS FOR THE
FORUM FOR EMPOWERING COMMUNITIES GROUP
SEPTEMBER 2018 TO DECEMBER 2019**

1. Summary

- 1.1 The purpose of the report is to submit for consideration the proposed calendar of meeting dates for the Forum for Empowering Communities Group for the period September 2018 to December 2019.

2. Recommendations

- (a) That the timetable of meetings from September 2018 to December 2019, as indicated within the report, be agreed.

3. Background

- 3.1 At the Council meeting held on 15 December 2016, the Renfrewshire Community Planning Partnership revised its governance arrangements to reflect the requirements of the Community Empowerment Act (Scotland) 2015 and changes that had emerged over the last three years to partnership working structures in Renfrewshire.



- 3.2 Under the new arrangements, the new community planning groups were amended to incorporate existing and emerging partnership arrangements where appropriate, thereby providing greater strategic focus and reduce duplication, recognising that some groups would maintain their own independent status outwith the formal community planning structure.
- 3.3 The Forum for Empowering Communities Group was given an enhanced role to maximise opportunities for engaging with communities emerging from the Community Empowerment Act 2015 and to ensure that the third sector and communities had a voice and would influence in shaping partnership decisions and activity.
- 3.4 A workshop which was held on 15 March 2017 to discuss the changes to the community planning structures proposed that the frequency of the Forum meetings be reduced from 5 meetings per year to 4 meetings per year and that the time of the meetings change to commence at 2pm. This was agreed.
- 3.5 The proposed dates and times are as follows:-
- Monday 3 September 2018 - 2pm at Engage Renfrewshire.
 - Monday 3 December 2018 - 2pm at Engage Renfrewshire.
 - Wednesday 20 March 2019 - 2pm at Engage Renfrewshire.
 - Wednesday 12 June 2019 - 2pm at Engage Renfrewshire.
 - Wednesday 4 September 2019 - 2pm at Engage Renfrewshire.
 - Wednesday 4 December 2019 - 2pm at Engage Renfrewshire.
- 3.6 The timetable takes account of all standard meetings of the Forum for Empowering Communities Group but does not take into account any ad-hoc meetings which might be held as and when necessary.

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