

Minute of Meeting

Forum for Empowering Communities Group

Date	Time	Venue
Wednesday, 14 June 2017	16:00	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 Cruickshank, Renfrewshire Access Panel; and K Taylor, Renfrewshire Citizens Advice Bureau.

CHAIR

A McNiven, Chair, presided.

IN ATTENDANCE

I Cunninghame, H Kay, K Miller and S Miller (all Engage Renfrewshire); L Ritchie, LEAP; and S Graham and C MacDonald (both Renfrewshire Council).

APOLOGIES

L O'Brien, Barnados; S Duncan, LEAP; S McLellan, RAMH; and K Graham, Renfrewshire Wide Credit Union.

DECLARATIONS OF INTEREST

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

1 MINUTE OF MEETING OF FORUM FOR EMPOWERING COMMUNITIES THEMATIC BOARD

There was submitted the Minute of the meeting of the Forum for Empowering Communities Thematic Board held on 15 March 2017.

DECIDED: That the Minute be noted.

2(a) REMIT OF RENFREWSHIRE FORUM FOR EMPOWERING COMMUNITIES GROUP

There was submitted a report by the Chief Executive, Engage Renfrewshire relative to the remit for the Renfrewshire Forum for Empowering Communities Group (the Forum) which had been approved at the Community Planning Partnership Board on 7 December 2016.

The report intimated that the Forum had been given an expanded role within the revised Renfrewshire Community Planning Partnership structure and included elements of the agenda previously delivered through the Greener Renfrewshire Board and the development of responses to the Community Empowerment Act 2015.

An excerpt of the arrangements setting out the role of new community planning groups was attached as Appendix 1 and Appendix 2 detailed the output from the workshop held on 15 March 2017 to consider the transition and the operation of the Forum within the new arrangements.

DECIDED:

(a) That the role of the Forum as set out within the report be agreed; and

(b) That the method of operation of the Forum, as set out in Appendix 2 be agreed.

2(b) CONTRIBUTION AND ASKS

A McNiven asked members to ensure that they returned the pro-forma which had been emailed to them which related to methods of communication used in each of the partner organisations. He intimated that it was important to use partner networks and this would be helpful going forward in getting key information out to a wider range of partners.

Discussion took place on the areas of focus for the Forum agenda. A McNiven encouraged Members to be pro-active in bringing agenda items to the Forum.

DECIDED: That the verbal briefing be noted.

3(a) **MEMBERSHIP OF RENFREWSHIRE FORUM FOR EMPOWERING COMMUNITIES GROUP**

A McNiven intimated that in considering effective representation of organisations contributing to the Empowering Communities agenda it had been agreed that only Third Sector representatives would be members of the Forum for Empowering Communities Group while partner organisations would be invited along to contribute to the meetings. He advised that Engage staff would continue to attend in a support capacity.

DECIDED: That the verbal briefing be noted.

3(b) **NEW MEMBERS AND EXPANDED REMIT OF FORUM FOR EMPOWERING COMMUNITIES GROUP**

A McNiven advised that membership of the Forum would develop and expand going forward. The core group of existing Forum members would remain and other Third Sector and Public Sector partners would be invited to join for short/long-term projects depending on the agenda; the specialism; and area of knowledge.

It was noted that given the enhanced empowering communities agenda it was important to build the capacity of the Forum to incorporate existing representative and "umbrella" groups. It was agreed that an invitation be extended to the Renfrewshire Council Community Council Forum to become a member of the Forum.

A MacNiven indicated that as the Forum was taking on elements of the Greener Renfrewshire agenda, LEAP had been invited to join the Group. L Ritchie from LEAP was welcomed to the meeting. She advised that she was substituting for S Duncan who was unable to attend.

Discussion took place on the outstanding actions from the Forum for Empowering Communities Thematic Board. It was agreed that those actions would be added to the new action log for the Forum for Empowering Communities Group.

DECIDED:

(a) That it be agreed that a letter be sent to the Renfrewshire Council Community Council Forum to invite them on to the Forum;

(b) That it be agreed that the outstanding actions carried over from the Forum for Empowering Communities Thematic Board be added to the new action log for the Forum for Empowering Communities Group; and

(c) That the verbal briefing be noted.

4 **COMMUNICATION WITH THE THIRD SECTOR IN RENFREWSHIRE**

There was submitted a report by the Chief Executive, Engage Renfrewshire relative to communication with the Third Sector.

The report intimated that the Forum provided a link between the work of

Renfrewshire Community Planning Partnership and the wider Third Sector in Renfrewshire in order to ensure a flow of information and ideas relevant to empowering communities in Renfrewshire. Key opportunities for the Forum to communicate with the wider Third Sector were outlined within the report.

DECIDED:

(a) That the principles for communication with the wider Third Sector in Renfrewshire as outlined in the report be agreed; and

(b) That the framework for communication outlined within the report be agreed.

5 UPDATE ON DEVELOPMENT OF COMMUNITY PLAN 2017

S Graham gave a verbal update on the development of the Community Plan 2017.

He advised that the Local Outcome Improvement Plan and the Locality Plans would be in place for October 2017. Areas of need were currently being identified through gathered data.

He intimated that the Renfrewshire Community Planning Partnership would be hosting a series of Community Planning Conferences in June and July 2017. The conferences would provide an opportunity for the people of Renfrewshire to have their say on the priorities and vision for Renfrewshire. The conferences would take place in three locations: Renfrew, Johnstone and Paisley with daytime and evening sessions.

Members of the Forum were invited and encouraged to take an active role in the conferences and were urged to communicate the events to the wider Third Sector.

DECIDED: That the verbal update be noted.

6 FUTURE MODEL OF THIRD SECTOR INTERFACES

The Chief Executive, Engage Renfrewshire, gave a presentation on the future model of Third Sector interfaces.

The presentation outlined the structure of the current Third Sector interface network model; gave a brief overview of the governance; highlighted the contribution to Scottish Government's vision and policy commitments; noted the austerity measures and options; detailed the four core functions; and summarised the feedback and messages.

DECIDED: That the presentation be noted.

7 TIMETABLE OF MEETINGS FOR THE FORUM FOR EMPOWERING COMMUNITIES GROUP TO JUNE 2018

There was submitted a report by the Director of Finance & Resources relative to the timetable of meetings for the Forum for the period to June 2018.

Discussion took place on the time and location of the meetings. It was agreed that the next meeting would take place at Renfrewshire Credit Union offices, 41 High Street, Paisley at 2pm - 4pm and a poll would be sent out to ascertain the best time to hold future meetings.

DECIDED:

- (a) That it be agreed that the meeting on Wednesday 20 September 2017 commence at 2pm instead of 4pm, with a review of this arrangement to be undertaken for future meetings;
- (b) That it be agreed that the next meeting of the Forum be held at the Renfrewshire Credit Union Offices, 41 High Street, Paisley; and
- (c) That the timetable of meetings to June 2018 as indicated within the report be agreed.