

## Notice of Meeting and Agenda Forum for Empowering Communities Group

Date	Time	Venue
Wednesday, 21 March 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; and K Graham, Renfrewshire Wide Credit Union.

### Present

### In Attendance

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### 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.

- |          |   |                |
|----------|---|----------------|
| <b>1</b> | <b>Minute of Previous Meeting</b>   | <b>3 - 6</b>   |
|          | Minute of previous meeting held on 13 December 2017.  |                |
| <b>2</b> | <b>Rolling Action Log</b>   | <b>7 - 8</b>   |
|          | Report by Director of Finance & Resources.  |                |
| <b>3</b> | <b>Renfrewshire Draft Community Justice Outcomes Improvement Plan 2018 to 2021</b>  |                |
|          | Report by Head of Child Care & Community Justice, Children's Services, Renfrewshire Council.  |                |
| <b>4</b> | <b>Making Places: Foxbar</b>  |                |
|          | Presentation by Placemaking Team Leader, Development & Housing Services, Renfrewshire Council.  |                |
| <b>5</b> | <b>Review of Community Level Governance</b>   | <b>9 - 32</b>  |
|          | Presentation by Partnerships Planning & Development Manager, Chief Executive's Service, Renfrewshire Council. (Consultation document attached for information). |                |
| <b>6</b> | <b>Renfrewshire Access Panel: Update on Current Issues</b>  | <b>33 - 36</b> |
|          | Report by Chair of Renfrewshire Access Panel.   |                |
| <b>7</b> | <b>Dear Group Action Plan</b>   | <b>37 - 44</b> |
|          | Joint report by Partnerships Planning & Development Manager, Chief Executive's Service, Renfrewshire Council and Chair of Renfrewshire Access Panel.            |                |
| <b>8</b> | <b>Improvement Service: Community Empowerment Action Learning Programme</b>   | <b>45 - 46</b> |
|          | Report by Community & Partnership Manager, Engage Renfrewshire.   |                |

## Minute of Meeting Forum for Empowering Communities Group

Date	Time	Venue
Wednesday, 13 December 2017	14:00	Engage Renfrewshire, 1 Falcon Crescent, Paisley, PA3 1NS

### **PRESENT**

L Ritchie, Leap; and Steven Cruickshanks, Renfrewshire Access Panel.

### **CHAIR**

S Graham, Partnership Manager (Renfrewshire Council), presided.

### **IN ATTENDANCE**

I Cunninghame, H Kay, K Miller, K McIntyre and S Miller (all Engage Renfrewshire), S Graham, S Tkacenko and R Devine (all Renfrewshire Council).

### **APOLOGIES**

A McNiven, Engage Renfrewshire; and K Taylor, Renfrewshire Citizens Advice Bureau.

### **DECLARATIONS OF INTEREST**

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

**1 MINUTE OF PREVIOUS MEETING**

There was submitted the Minute of the meeting of the Renfrewshire Forum for Empowering Communities Thematic Group held on 20 September 2017.

**DECIDED:** That the Minute be approved.

**2 ROLLING ACTION LOG**

The Rolling Action Log was submitted for approval.

**DECIDED:**

(a) That it be agreed that actions RFG140617(3b), RFG140617, RFG 200917(4a) and RFG 200917(4b) be removed from the Action Log as these actions were now complete; and

(b) That the Rolling Action Log be approved.

**3 CITY OF CULTURE 2021**

The Group was advised that Paisley had been unsuccessful in bidding for the title of UK City of Culture 2021. A brief summary of feedback received from DCMS in terms of the Bid was provided. It was highlighted that the community engagement undertaken had been highlighted as a strength.

There followed discussion in connection with various elements of the Bid which had been embedded within the Community Plan and the desirability of ensuring that the work undertaken in respect of the Bid, and the positivity, momentum and energy generated were utilised to drive forward future local projects. In addition reference was made to local and rural transport systems, their potential to impact on isolation and the intention to raise the issue with SPTE. It was agreed that a link to the Scottish Disability Equality Forum transport survey be circulated to members of the Group.

**DECIDED:**

(a) That the information provided be noted; and

(b) That arrangements be made to circulate a link to the Scottish Disability Equality Forum transport survey to members of the Group.

**4(a) OUR RENFREWSHIRE AND OUR RENFREWSHIRE: LOCALITY PLAN**

The Partnership Manager advised that the Community Plan 2017/27, which had been entitled "Our Renfrewshire" had recently been launched and that 'glossy' copies of the documents would be available in due course. It was noted that the Locality Plan was currently in development.

A synopsis of the vision, themes and priorities of the Community Plan and the proposed methodology to be adopted to achieve the desired outcomes was provided.

**DECIDED:** That the position be noted.

#### 4(b) **COMMUNICATING THE COMMUNITY PLAN - ROLE OF FORUM MEMBERS**

The Group undertook a workshop in connection with the vision, themes and priorities of the Community Plan, the proposed methods of achieving these and the role community groups could play in delivering key messages to appropriate audiences.

It was noted that the feedback received during the workshop in terms of the Community Plan priorities, of Thriving, Well, Fair and Safe, would be incorporated into the Community Planning process. In addition it was agreed that Police Scotland be invited 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.

**DECIDED:** That 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.

#### 5 **LOCAL AREA COMMITTEE REVIEW**

The Partnership Manager made a presentation on the review of Local Area Committees and highlighted feedback received in response to the recent consultation in terms of the function and remit of LACs; LAC boundaries; LAC membership, including voting issues; and grants.

**DECIDED:** That the presentation be noted.

#### 6 **GREENER COMMUNITIES**

There was submitted a report by the Chief Executive, Engage Renfrewshire, relative to the proposed establishment of an informal grouping of third sector organisations with expertise and interest in environmental issues as a sounding board for responding to greener issues.

The report referred to the restructuring of the Renfrewshire Community Planning Partnership which had resulted in the discontinuation of the Greener Renfrewshire Planning Thematic Board and the expansion of the remit of the Forum for Empowering Communities to include oversight of community and third sector involvement in progressing greener/environmental activity which had previously been undertaken by the Greener Communities Sub-Committee. A summary of developments scheduled to be progressed during 2018 was provided. Accordingly it was proposed that the Forum for Empowering Communities establish an informal grouping of third sector organisations with an environmental focus, to act as a sounding board to respond to environmental issues that required a community response and a source of issues to be raised with community planning partners. It was highlighted that the grouping would not be constituted as a formal sub-Committee of Renfrewshire Forum for Empowering Communities, would be convened 3 or 4 times a year, as necessary, to respond to specific issues and discuss issues raised within the Partnership. The format for meetings would be flexible and vary according to the subject being discussed and the organisations attending. In addition to meetings or events social media would be utilised to keep members informed of developing issues that required a response or presented opportunities to be pre-active on the Greener agenda.

It was noted that invitations would be sent to third sector organisations in Renfrewshire seeking expressions of interest in being part of the grouping. During discussion it was also agreed that arrangements be made to circulate, to members of the Group, a copy of the Baseline survey response submitted by LEAP.

**DECIDED:** That it be agreed that 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.

7     **DEVELOPMENT OF ASSET TRANSFER TOOLKIT**

The Partnership Manager provided an update in respect of the development of the Asset Transfer toolkit. Options in terms of the format of the toolkit were outlined.

Reference was made to best practice, the experience of local community groups and the current position regarding local asset transfer requests.

**DECIDED:**     That the position be noted.

8     **DATE OF NEXT MEETING**

**DECIDED:**     It was noted that the next meeting of the Forum for Empowering Communities Group would be held at 2pm in Engage on 21 March 2018.

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

<div> <div> <div></div> <div></div> <div></div> </div> <div> <div>Action is on track</div> <div>Areas for concern that will impact on completion date if not fixed. Action required to bring up to satisfactory level</div> <div>Past deadline date and action required.</div> </div> <div>KEY</div> </div>					
Action No.	Action	Action Owner	Status	Expected Date of Completion	Actual Date of Closure
<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.09.02.16(4)</u>	<u>Community Learning &amp; 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>RFG.200917(3)</u>	<u>Culture &amp; the Community Plan</u> • 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  Further discussion to take place at an additional Executive Group scheduled for February.
<u>RFG.13.12.17(3)</u>	<u>City of Culture 2021</u> arrangements be made to circulate a link to the Scottish Disability Equality Forum transport survey to members of the Group.	AMcN/SG		Future meeting	

Action No.	Action	Action Owner	Status	Expected Date of Completion	Actual Date of Closure	Update & Comments
<u>RFG.13.12.17(4b)</u>	<b><u>Communicating the Community Plan – Role of Forum Members</u></b> 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>	<b><u>Greener Communities</u></b> 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				



# Review of Community Level Governance



**Consultation Paper**

**#ourRenfrewshire**

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# Summary

We would like peoples' views on the proposals for changing community level governance arrangements (currently, these are known as Local Area Committees). The proposals cover five themes; function, membership, boundaries, meetings and grants. The proposals are summarised below.

## Function

- To have new key aims, including; making connections between community groups and the wider community; identifying, setting and sharing goals for the local community; listening to, consulting and representing local communities; and distributing grants to support local activities.
- For the meetings to change from being 'committees' to being partnerships. The new partnerships could be named locally and would become part of the Community Planning Partnership, rather than a formal committee of the council

## Membership

- To extend voting rights to other community representatives, not just elected councillors.
- To have officer representatives at the meetings, from the Council, Police Scotland, Renfrewshire Health & Social Care Partnership and Engage Renfrewshire.
- To have more local people involved with the partnerships, either directly through events or through being fed back to by a local attendee.

## Boundaries

- To move from 5 area meetings based on ward boundaries, to 7 area meetings, based on community council boundaries.

## Meetings

- To make meetings more accessible and participative, by having a balance of items on the agenda, improving reports and presentations, ensuring meetings are in good and accessible venues and that they are the right length.

## Grants

- To have local grants for smaller local projects and a separate fund for projects that will run across the partnership areas.
- To support areas to use participatory budgeting in allocating grants and start by allocating the Youth Challenge Fund in this way.



# Introduction

**In 2016, Renfrewshire Council agreed changes to the governance arrangements for the Community Planning Partnership, and as part of this work it was agreed that a review of community level governance would be carried out.**

When we talk about Community Level Governance, we mean the formal structures by which local communities engage with the Council and other public services. Currently in Renfrewshire, this is done through a structure of committees called 'Local Area Committees' (or 'LACs') which were established as formal committees of the Council in 2007.

We have reviewed our current system of Local Area Committees to understand how well they work, as well as looking at other models across Scotland. In particular, the review has explored how Local Area Committees might best meet the requirements of the Community Empowerment (Scotland) Act, and provide an enhanced role for communities to engage with the wider Community Planning Partnership.

Following what we have learnt from the review, we have developed a series of proposals for a future model of community level governance. This consultation sets out the proposals we have developed, and seeks views on whether **(a)** people agree with the direction of these proposals and **(b)** how we should put these proposals into action.



## Why we are consulting?

**The proposals outlined in the consultation paper have been developed following engagement with a range of stakeholders, but we recognize that in order to develop a model that works, we need to talk to a wider range of people.**

Fundamentally, community level governance is about what works for communities. For this reason, it is essential that we work together with communities to design and deliver a model that meets their needs. Our aim is to have a model of community governance that reflects the views and requirements of communities, and in turn, that this encourages people to be more involved.

The consultation will inform the paper which will go to Council and Community Planning Partnership with details of a new model to be agreed. If this model is approved, then it would be implemented in 2018/19 and this would be done in partnership with a range of community led organisations.

As a Council, our Local Area Committee system is a formal committee of the Council. As structures are currently part of our Standing Orders, changes to this system need to be approved by Council. We have also proposed moving our community level governance arrangements into the Community Planning Partnership structure, so if these proposals are taken forward they will also need to be agreed by the Community Planning Partnership.

## How we will consult?

**We have already done some engagement with people as part of our review of current arrangements. We will build on this engagement in our full consultation.**

As is standard, a consultation paper will be produced with information about the proposals, and consultation questions as detailed in this document. It will be possible to respond to this online, via email or using a paper copy.

In addition, a series of consultation events will be held during the consultation period, which will be carried out in community locations across Renfrewshire.

Key stakeholders include elected members, community councils, current Local Area Committee attendees, community organisations with a local interest, community anchor organisations, and organisations supported or funded through the existing Local Area Committee structures.

In addition to those currently engaged in existing arrangements, the consultation will seek views of those who are not currently engaged, such as wider community members and organisations.

The consultation will run for 12 weeks from 22nd January to 15th April 2018, to allow sufficient opportunity to carry out a range of consultation events and for people to respond to consultation questions.

## Some terms used

### Community Empowerment

Community empowerment is about communities being supported to do things for themselves and people having their voices heard in the planning and delivery of services.

### Community Planning Partnership

Community planning is about how public bodies work together and with local communities to design and deliver better services. Partners work together to improve local services, ensuring that they meet the needs of local people, especially for those people who need those services most.

### Local Area Committee (LAC)

This is the current local governance arrangement. Local Area Committees are formal committees of the Council. Anyone can attend a LAC, but only elected councillors can vote on decisions, including funding decisions.

### Participatory Budgeting

This is when community members directly decide how to spend part of a public budget.

### Stakeholders

People and organisations affected or involved.

### Standing Orders

Standing Orders are the written rules of a Council. Many of these rules are needed by law, but others are decided locally by the full Council.

## The proposals

There are nine key proposals that are being consulted on, across five key areas;

**Function**

**Membership**

**Boundaries**

**Meetings**

**Grants**

# Function

Currently, the aims of Local Area Committees are to promote active citizenship, to advance community wellbeing by shaping services around residents' needs, to provide local scrutiny of public services and to allocate delegated funds to fund local projects.

## Proposal one: Refresh the aims

Initial engagement indicated that current arrangements do not fully meet their current aims, and that many people feel the aims of community level governance are broader than their current function. While grant giving is an important part of the arrangements, we recognise there is significant potential value beyond grant-giving, and that current arrangements might not be fulfilling that potential.

Proposed key aims for new arrangements include:

- **Make connections and networks between community groups and the wider community**

Community level governance offers an opportunity to bring together elected members, public sector organisations, community councils and other community led organisations across an area. This has a clear purpose in terms of achieving social connections, networks and partnerships across a local area—and this should be a more explicit aim of the new arrangements.

- **Identify, set and share local community priorities**

Groups should then work with each other, their memberships and wider community to identify and share the priorities for the local area. This should be a focused set of priorities, which can be ambitious for the area but still achievable—rather than a 'wish list' for communities. In response, these priorities should be recognised by the Council and its partners, and should have a material impact on how public services are delivered.

- **Listen to, consult and represent local communities**

Community level governance should engage local stakeholders and communities around their views, needs and aspirations for a local community – which should be part of a two-way information flow between them and local public services. Public services should work with groups for formal consultation activity, but more broadly should seek local insight through these structures. Likewise, community issues could be raised through this structure.

- **Distribute grants to support local activities**

Grant assistance should remain an important function, to allow locally controlled allocation of resources to community groups. Further proposals relating to grant funding can be found at section nine.

### 1a) Do you agree with the proposed aims of new arrangements?

☐ Strongly Agree

☐ Disagree

☐ Agree

☐ Strongly disagree

☐ Neither agree nor disagree

### 1b) Do you have any additional comments on the proposed aims?

Please include your answer here:

## Proposal two: Move from 'committees' to partnership

It is proposed that 'Local Area Committees' are not continued in their current form and are replaced with 'Local Partnerships' in order to reflect changes to function and remit. This emphasises the core purpose of the groups as working together and partnership, rather than a committee style function. New partnerships would work together to identify an appropriate name that reflects the geographical area covered by their partnership.

Community level governance should be owned by the community, rather than a committee function of the local authority. For this reason, it is proposed that the new partnerships become part of the Community Planning Partnership structure, and no longer function as formal committees of the Council.



## 2a) Do you agree with the proposed approach?

☐ Strongly Agree

☐ Disagree

☐ Agree

☐ Strongly disagree

☐ Neither agree nor disagree

## 2b) Do you have any additional comments on the proposals?

Please include your answer here:

# Membership

Currently, Local Area Committees are chaired by an elected member within the area, and supported by a lead officer from the Council at Head of Service level. While formal membership of Local Area Committees is reserved to the elected members within the relevant area, Local Area Committees are comprised of a number of constituted community and voluntary sector organisations, and are also attended by other community planning partners such as the Police, and Health and Social Care Partnership. They are open to all constituted community organisations within the relevant local area, and are held as public meetings.

## Proposal three: Voting rights extended

Engagement indicated that some groups feel disempowered by the lack of voting rights, while others feel it is proper for decisions to be made by elected members with a clear democratic mandate.

It is proposed that membership of new arrangements is widened to include equal numbers of elected members and community representatives, which would include representatives from relevant Community Councils operating in the area.

It is further proposed that new arrangements should seek to achieve decision making by consensus, but in areas where a decision is required, voting should be extended across the formal membership of the group.

It should be noted that where this decision relates to a function of the Council (i.e. the distribution of grant funding) this would be a recommendation which would require formal 'approval' from either a Council board or an officer with sufficient authority.

### 3a) Do you agree that voting rights should be extended?

☐ Strongly Agree

☐ Disagree

☐ Agree

☐ Strongly disagree

☐ Neither agree nor disagree

### 3b) Do you have any additional comments on the proposals to extend voting rights?

Please include your answer here:

## Proposal four: Other public services play a greater role

Where public services regularly attend Local Area Committees, their role is valued. However the presence and input of public sector partners is varied, and there are opportunities to maximize the role of the Council and its partners and use community level governance arrangements as an opportunity across the partnership to engage, consult and for two way information sharing with communities.

It is proposed that key partners have officer representatives in the new arrangements, and provide an active and open channel of communication between communities and their wider organisation. Based on our engagement, it is proposed that these key organisations are the Council, Police Scotland, Renfrewshire Health and Social Care Partnership and the third sector interface, Engage Renfrewshire. Other Community Planning Partners could be called in to participate in meetings where this was relevant.

### 4a) Do you agree that partners should play a greater role?

☐ Strongly Agree

☐ Disagree

☐ Agree

☐ Strongly disagree

☐ Neither agree nor disagree

### 4b) Do you have any additional comments on the proposals on public service involvement?

Please include your answer here:

## Proposal five: Wider engagement with the community

If community level governance has an increased role in representing the voices and ambitions of communities, then it is increasingly important that governance arrangements are representative of their communities, and able to hear a range of voices from within their networks and the wider community.

It is proposed that formal members of the new arrangements will have a responsibility to engage their wider membership and/or network to inform their participation on the group and also to disseminate information on the groups behalf. Wider meetings should be considered in more of an 'event' style which encourage wider attendance and facilitate local connections and networks to be established. This could be achieved through wider publicity of meetings and activities, and include presence on social media and digital channels.

### 5a) Do you agree that partnerships should engage more with the wider community?

☐ Strongly Agree

☐ Disagree

☐ Agree

☐ Strongly disagree

☐ Neither agree nor disagree

### 5b) How do you think wider engagement with communities would be best achieved?

Please include your answer here:

**5c) Do you have any additional comments on the proposals to widen engagement with the community?**

Please include your answer here:



# Boundaries

There is a current requirement to review Local Area Committee boundaries, following the establishment of an additional ward prior to the 2017 local elections. Since this time a temporary 'fix' has been in place to allow LACs to continue to function, but they now have an uneven spread of population and elected member representation and need to be revised.

## Proposal six: Move from 5 areas based on ward boundaries to 7 based on community council boundaries

We have looked at redefining community level governance boundaries using Community Council boundaries, as opposed to Ward boundaries as these are more representative of physical communities and settlements, and in many cases the ward boundaries run counter to natural communities.

Feedback from engagement indicated that equal populations between areas were the fairest, and whatever boundaries are in place should recognise the distinction between urban and rural issues.

The proposals that have been developed are also based on similarities within areas, rather than differences. For example, areas might have shared physical features, or similar types of regeneration activity planned.

The proposals also expand the number of areas to 7 from 5, recognizing the current Local Area Committee areas are very large and wide ranging in some places. It is recognised that this may represent an increase in resourcing for the areas.

The 7 new areas are proposed to be:

1. Renfrew
2. Inchinnan, Erskine, Bishopton and Langbank
3. Houston, Bridge of Weir, Brookfield, Kilbarchan, Lochwinnoch and Howwood
4. Johnstone, Linwood and Elderslie
5. Paisley North, Gallowhill, Ferguslie, Paisley West and Central
6. Paisley East, Ralston, Hawkhead/Lochfield, Hunterhill and Charleston
7. Foxbar/ Brediland and Glenburn

The proposed new boundaries are shown on the map overleaf.

A move away from ward boundaries means that elected member representation in the proposed arrangements would be more complex, with some elected members' wards spanning two areas.

We appreciate that boundaries can often be controversial, and welcome comments on the proposals.

## Proposed new boundaries in Renfrewshire



### 6a) Do you agree with the proposed move from ward boundaries to Community Council boundaries?

- |   |  |
|---|--|
| <input type="checkbox"/> Strongly Agree             | <input type="checkbox"/> Disagree          |
| <input type="checkbox"/> Agree                      | <input type="checkbox"/> Strongly disagree |
| <input type="checkbox"/> Neither agree nor disagree |  |

### 6b) Do you agree with the proposed groupings?

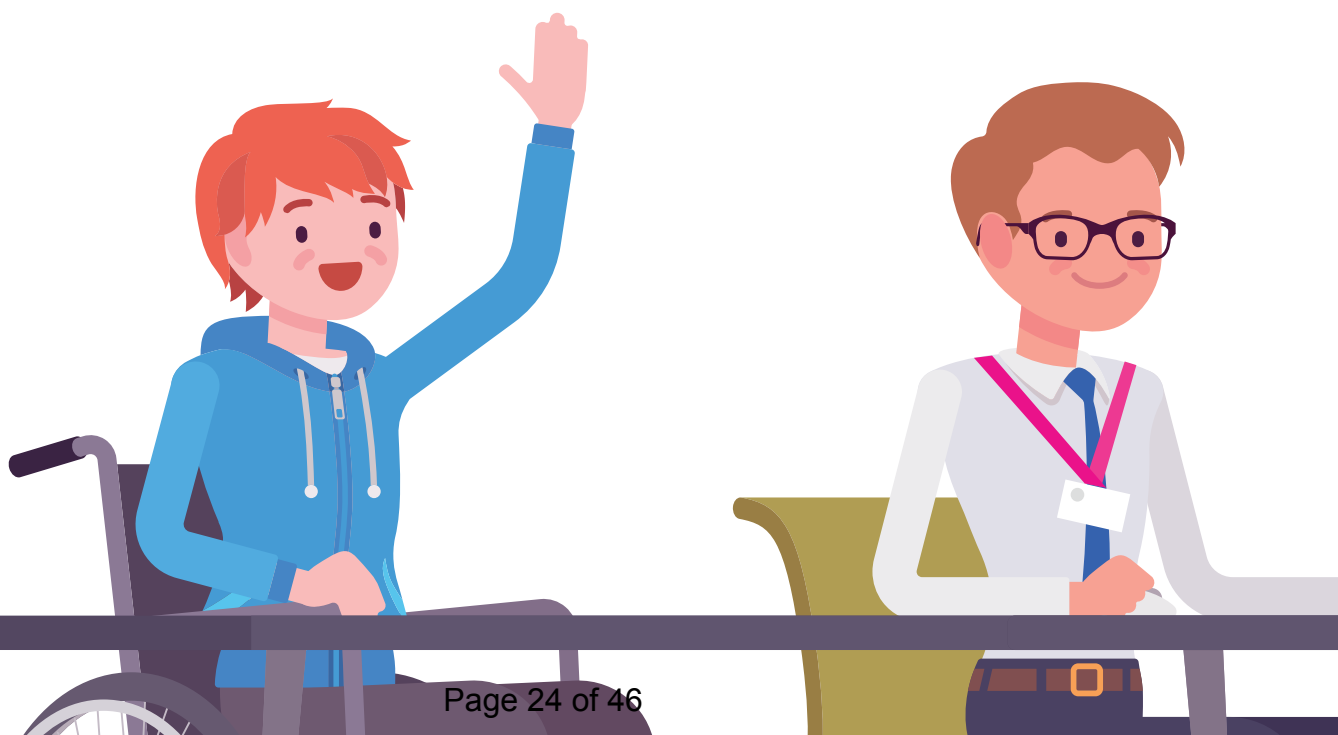
- |   |  |
|---|--|
| <input type="checkbox"/> Strongly Agree             | <input type="checkbox"/> Disagree          |
| <input type="checkbox"/> Agree                      | <input type="checkbox"/> Strongly disagree |
| <input type="checkbox"/> Neither agree nor disagree |  |

**6c) What do you think the advantages of the proposed boundaries are? (Please tell us if you're answering in relation to a specific area)**

Please include your answer here:

**6d) What do you think the disadvantages of the proposed boundaries are? (Please tell us if you're answering in relation to a specific area)**

Please include your answer here:





# Meetings

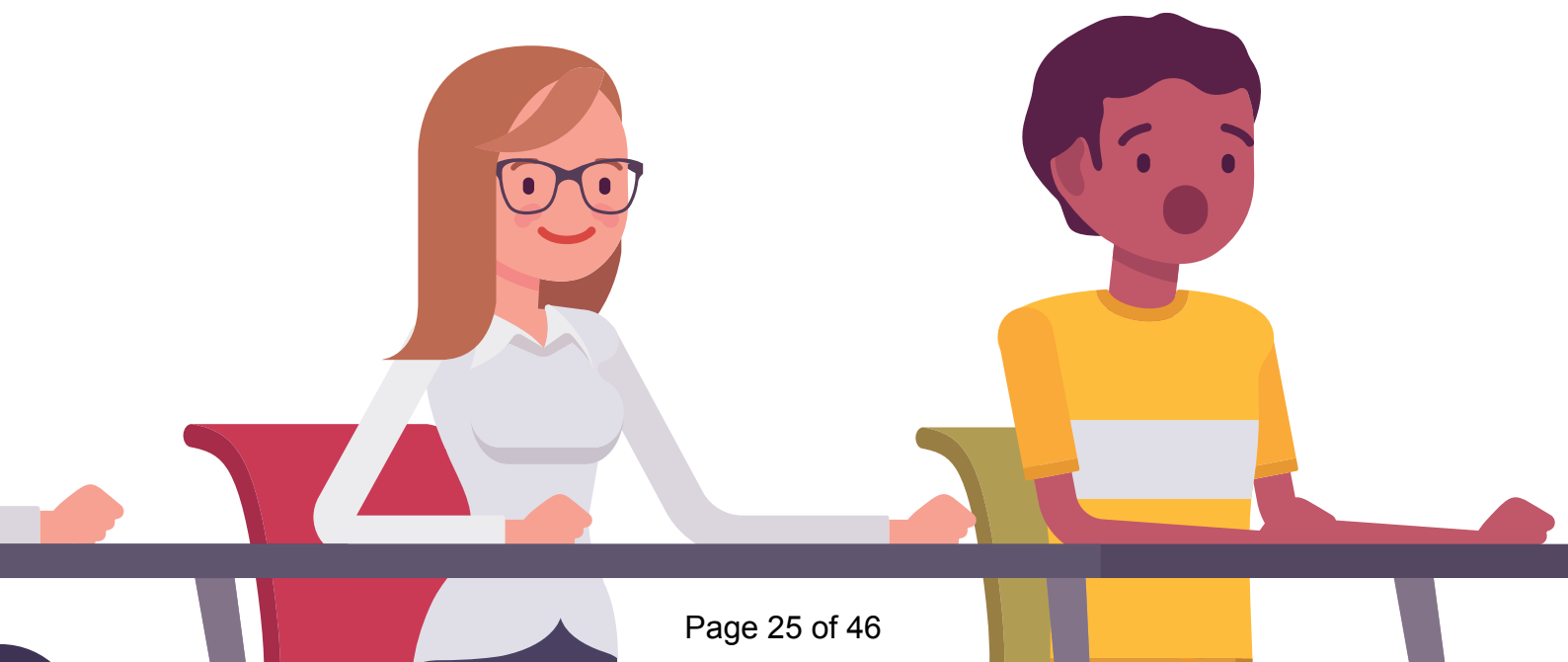
Business at Local Area Committees is comprised of predominantly officer reports and presentations from the Council and its partners around local performance, service changes and consultation. There is an open session on every agenda where communities can raise local issues. The first two meetings in the cycle (typically May and August) are usually predominantly focused on considering grant applications and awarding LAC funding

## Proposal seven: Meetings should become more accessible and participative

Feedback from early engagement indicated that while many value the professionalism and formality of Local Area Committee meetings, some consider them too formal and intimidating for people who are new or unfamiliar with the Council committee system.

Moving forward, it is proposed that meeting arrangements are adjusted to become more accessible and participative. There are a number of practical measures that have been suggested through early engagement, and as such it is proposed that the following are reviewed:

- balance of items on the agenda
- quantity and quality of formal reports and presentations
- venue choices and room layout
- length of meetings
- the accessibility of meetings for disabled people



### 7a) Do you agree with the proposals about meetings?

☐ Strongly Agree

☐ Disagree

☐ Agree

☐ Strongly disagree

☐ Neither agree nor disagree

### 7b) What else could be done to support more accessible and participative meetings?

Please include your answer here:

## Grants

Local Area Committees have a delegated budget, totalling £675,510 across the five areas. Any constituted community organisation in the relevant area can apply for a grant from the LAC for local projects and activities. Organisations serving citizens across several LAC areas can apply for funding from multiple LACs where appropriate. LAC funding is comprised of funding from relevant Common Good funds, Youth Challenge funding and General fund, and applications are considered under the appropriate fund.

## Proposal eight: Local grants for local projects

It is proposed that grant funding is offered through Local Area Committees, aligned to local priorities and awarded for activities which are unique to that local area. These grants should remain easy for small local community organisations to apply for.

Currently, Local Area Committees allocate a significant level of their funding to applications that cover a number of different Local Area Committee areas. Early engagement indicated that this process can be long-winded and unpredictable for organisations applying, and some LAC members feel that applications

are not always relevant to their local area. It is proposed that multi-area applications are moved to a central grants process administered by Council officers.

Engagement also indicated that more structure could be applied to the grants process to improve both the process, and the funding outcomes. It is proposed that a series of improvements are made to the grant application process to make sure that decisions are well informed and the process runs smoothly and efficiently.

### 8a) Do you agree that funding should be focused on local projects, in line with the community priorities that have been identified and agreed?

- |   |  |
|---|--|
| <input type="checkbox"/> Strongly Agree             | <input type="checkbox"/> Disagree          |
| <input type="checkbox"/> Agree                      | <input type="checkbox"/> Strongly disagree |
| <input type="checkbox"/> Neither agree nor disagree |  |

### 8b) Do you agree that 'multi-LAC' applications should be administered through a central grant fund?

- |   |  |
|---|--|
| <input type="checkbox"/> Strongly Agree             | <input type="checkbox"/> Disagree          |
| <input type="checkbox"/> Agree                      | <input type="checkbox"/> Strongly disagree |
| <input type="checkbox"/> Neither agree nor disagree |  |

### 8c) Do you have any additional comments relating to the grants proposals?

Please include your answer here:

## Proposal nine: Participatory budgeting

Participatory budgeting is a way for local people to have a direct say in how, and where, public funds are spent. The approach is recognised internationally and the Scottish Government is asking local councils to allocate more of their funding through participatory budgeting. By 2021, at least 1% of local government budgets in Scotland will need to be spent in this way. This method is being used more and more across Scotland as part of wider approaches to Community Empowerment.

It is proposed that local areas have the choice to deliver their grant funding through participatory budgeting, and that this would be supported by the Council.

It is also proposed that the Youth Challenge Fund should be distributed via Participatory Budgeting, where young people would decide on which projects should be funded for young people. This would allow young people the opportunity to influence and decide youth activities across the area but would also bring young people closer to civic participation and decision making.

### 9a) Do you agree that new arrangements should give choice for participatory budgeting?

☐ Strongly Agree

☐ Disagree

☐ Agree

☐ Strongly disagree

☐ Neither agree nor disagree

### 9b) Do you agree that young people should decide on the allocation of the Youth Challenge Fund through a participatory budgeting exercise?

☐ Strongly Agree

☐ Disagree

☐ Agree

☐ Strongly disagree

☐ Neither agree nor disagree

### 9c) Do you have any additional comments on the use of participatory budgeting as part of community level governance?

Please include your answer here:

## Next steps

The consultation period is due to run from 22nd January to 15th April 2018. Following this, responses will be collated and analysed, and a model for Community Level Governance arrangements presented to Council and Community Planning Executive Group for approval in May 2018.

# About you

We'd like to ask you some questions about yourself, so we can see if there are any trends in people's experiences, and to make sure we've reached a range of different people with our survey.

The survey is completely anonymous, and we keep the information in line with the requirements of Data Protection Act.

If you don't feel comfortable answering any of the questions, you can pick 'Prefer not to say'.

## Postcode

What is your postcode?.....

## Age

Please tell us your age in years: .....

Prefer not to say ..... ☐

## Gender

Male..... ☐

Female..... ☐

Other ..... ☐

Prefer not to say ..... ☐

## Transgender

Have you ever identified as being transgender?

Yes ..... ☐

No ..... ☐

Prefer not to say ..... ☐

## Disability

Do you consider yourself to have a disability?

Yes..... ☐

No ..... ☐

(A disability is a physical or mental impairment which has a substantial and long term adverse effect on a person's ability to carry out normal day-to-day activities—lasting or expected to last longer than a year.)

Prefer not to say ..... ☐

## Ethnicity

Asia, Asian Scottish, Asian British

Indian ..... ☐

Pakistani..... ☐

Bangladeshi..... ☐

Chinese..... ☐

Any other Asian Background, please write here:

.....

### Black, Black Scottish, Black British

Caribbean..... ☐

African..... ☐

Any other Black Background, please write here:

.....

### Mixed

Any other mixed background, please write here:

.....

### White

White Scottish..... ☐

White British..... ☐

White Irish..... ☐

White Polish..... ☐

White Gypsy Traveller..... ☐

White other..... ☐

### Other

Other ethnic background, please write here:

.....

Prefer not to say..... ☐

## Religion, religious belief or similar philosophical belief

Do you identify with any of the following belief systems?

None..... ☐

Church of Scotland..... ☐

Roman Catholic..... ☐

Other Christian..... ☐

Buddhist..... ☐

Hindu..... ☐

Muslim..... ☐

Jewish..... ☐

Sikh..... ☐

Pagan..... ☐

Prefer not to say..... ☐

### Other

Other Religion, religious belief or similar philosophical belief, please write here:

.....

## Sexual Orientation

Heterosexual/ Straight..... ☐

Gay/ Lesbian..... ☐

Bisexual..... ☐

Prefer not to say..... ☐

**Please send your responses to Community Planning, Renfrewshire Council, Cotton Street, Paisley, PA1 1WB by 15th April 2018**

This survey is also available online at:  
<https://www.surveymonkey.co.uk/r/communitylevelgovernance>

If you would like to request the survey in another language or format please telephone

**0141 618 4168** or email your request to [communityplanning@renfrewshire.gov.uk](mailto:communityplanning@renfrewshire.gov.uk)



RenfCPP



[renfrewshire.communityplanning](https://www.renfrewshire.communityplanning)



Renfrewshire  
Community Planning  
Partnership





**To:** Renfrewshire Forum For Empowering Communities

**On:** 21 March 2018

**Report by:**

Stephen Cruickshank, Renfrewshire Access Panel

**TITLE:**

**Renfrewshire Access Panel: Update On Current Issues**

**1. Summary**

- 1.1 Renfrewshire Access Panel is a key member of Renfrewshire Forum For Empowering Communities and has been successful in progressing a number of issues through Renfrewshire Community Planning Partnership to the benefit of disabled people and the wider community in Renfrewshire. The purpose of this paper is to update the Forum on some of the work initiated by the Access Panel, which demonstrates the opportunity for the Forum to engage community planning partners in Renfrewshire on issues important to the third sector.
- 1.2 In particular, Renfrewshire Access Panel has influenced service development on a number of key issues including involvement in the design of new public buildings such as the proposed new Paisley Museum, 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.
- 1.3 In addition to these service improvements, the Access Panel has also been a key member of Diversity Equality Alliance Renfrewshire, which has developed the equalities agenda across Renfrewshire, has 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.

**2. Recommendations**

- 2.1 It is recommended that Renfrewshire Forum For Empowering Communities notes the progress being made by Renfrewshire Access Panel in working with community planning partners to improve services for people with disabilities.

### 3. Background

- 3.1 Renfrewshire Forum For Empowering Communities acts as a vehicle to enable the third sector to raise issues for response by public sector partners within Renfrewshire Community Planning Partnership.
- 3.2 By connecting with appropriate managers within public services through the community planning structures, both through Forum meetings and directly with services, Renfrewshire Access Panel has been successful in influencing policy and service design. This has benefited disabled people, the wider Renfrewshire community and also the service providers themselves by enabling them to respond to equality duties in a positive manner.
- 3.3 A summary of some of the key activities that the Access Panel has progressed include the following:

#### Involvement In Design Of Proposed New Paisley Museum And Exhibitions

Renfrewshire Access Panel raised with Renfrewshire Council and Renfrewshire Leisure Limited feedback from disabled members of the public regarding accessibility of previous exhibitions held in museums, in the context of the design stage of the proposed new Paisley Museum.

The Access Panel was invited to discuss accessibility issues with the appropriate Head of Service in Renfrewshire Leisure Limited. Following this initial meeting, Renfrewshire Access Panel have been engaged with the architect developing the new museum design to provide advice on accessibility issues to influence the final project design.

#### Work Experience For Disabled and Learning Disabled Children

The Access Panel raised at a meeting of the Forum an issue regarding opportunities to improve the quality of work experience for disabled and learning disabled pupils approaching school leaving age. Through engagement with the Renfrewshire Tackling Poverty Programme, funding was secured to enable the Access Panel to work with special schools, the pupils themselves, Engage Renfrewshire and third sector organisations in the area to improve the quality of work experience provided.

This involved identifying third sector organisations willing to host work experience placements through the Volunteer Manager in Engage Renfrewshire. The Access Panel then worked with these organisations to provide advice and raise their awareness and capability of working with disabled and learning disabled children, with Tackling Poverty resource funding any physical adaptations necessary.

The Access Panel worked with the pupils themselves in order to identify interests and tailor the work experience to suit. Placements were identified initially with Renfrewshire Access Panel and the Environmental Training Team. Additional third sectors have become involved in providing placements in subsequent intakes.

Feedback from the pupils, their teachers and the host organisations on the quality of the experience and the impact on the pupils has been very positive. This has both enhanced the employability skills of the pupils and also raised the awareness of schools of the potential of the third sector as providers of work experience and ultimately employment.

### Improving Streets and Public Spaces

Renfrewshire Access Panel has proposed a number of initiatives to improve the quality of the public realm and streetscape environment in Renfrewshire in partnership with public services. This has involved provision of street audits and engagement with University of the West of Scotland students providing research on street materials. The initial work is now being expanded into a collaboration with other third sector organisations working on the falls prevention agenda in Renfrewshire.

### Development Of Changing Places Toilets

The Access Panel has campaigned for the provision of Changing Places Toilets in Renfrewshire. Renfrewshire Council responded to this by making a commitment to a programme of development of Changing Places Toilets beginning in 2018/19.

Renfrewshire Access Panel has met with Heads of Service in Renfrewshire Council and Renfrewshire Leisure Limited in order to provide advice and guidance on facilities required within the toilets and also the most appropriate locations for Changing Places Toilets to provide the maximum benefit to people with disabilities.

### Diversity Equality Alliance Renfrewshire

Renfrewshire Access Panel is a key member of Diversity Equality Alliance Renfrewshire (DEAR Group), which brings together organisations working in Renfrewshire towards equality outcomes. The DEAR Group has developed an Action Plan which is owned by the third sector organisations in the group, with significant contribution from the Access Panel. The DEAR Group is aligned with Renfrewshire Forum For Empowering Communities, strengthening the engagement of equalities groups with public services through the community planning structures.

The Access Panel has worked with Renfrewshire Disability Resource Centre to identify a resource available to Renfrewshire Community Planning Partnership to film community and third sector organisations. This has the potential to further raise the profile and understanding of community and third sector organisations by other community planning partners within Renfrewshire.

**Author:** : For more information about the report, please contact Stephen Cruickshank, Renfrewshire Access Panel





**To:** Renfrewshire Forum For Empowering Communities

**On:** 21 March 2018

**Report by:**

Stuart Graham/Stephen Cruickshank

**TITLE:**

**DEAR Group Action Plan**

**1. Summary**

- 1.1 Diversity Equality Alliance Renfrewshire (DEAR Group) is comprised of a number of equalities-focused groups in Renfrewshire, supported by Renfrewshire Council. The DEAR Group is part of Renfrewshire Community Planning Partnership's structure for engaging with communities and is aligned to Renfrewshire Forum For Empowering Communities.
- 1.2 THE DEAR Group has reviewed its action plan for 2018/19 to ensure that actions remain owned by the members of the group, rather than by public services. The DEAR Group Action Plan is attached to this paper for information

**2. Recommendations**

- 2.1 It is recommended that Renfrewshire Forum For Empowering Communities notes the DEAR Group Action Plan and work being done within Renfrewshire to ensure a strong equalities focus.

**Author:** : For more information about the report, please contact Stuart Graham, Renfrewshire Council



## Diversity and Equality Alliance in Renfrewshire Equality Outcome Action Plan 2018

**Equality Outcome 1: Underrepresented groups and those with protected characteristics are empowered to actively contribute and participate in public life**

	Action	Lead Member	Protected Characteristic
1.1	Develop a network for BME communities to enhance civic participation, identity and inclusion	WSREC /UWS	Race (BAME)
1.2	Investigate the opportunity to establish an integration network	Renfrewshire Health and Social Care Partnership Chief Executive's Service	Race (BAME)
1.3	Provide information and support to empower underrepresented groups and those with protected characteristics to access funding opportunities and support the sustainability of projects which increases contribution and participation in public life	Engage Renfrewshire WSREC	All
1.4	Raise awareness and disseminate the 'Guidance on Improving Physical and Social Accessibility'	All Members	Disability
1.6	Identify organisations of different faiths to help develop a better understanding and awareness of the issues and examples of good practice to foster good relations across the diverse communities of Renfrewshire	Renfrewshire Interfaith Group	Religion and Belief
1.7	Raise awareness of volunteering opportunities and provide updates on the take up of volunteering opportunities from BME communities	Engage Renfrewshire	Race (BAME)
1.8	Continue to build capacity relevant to vulnerable people who are, or have been, affected by homelessness.	Renfrewshire Health and Social Care Partnership	Not exclusive to protected characteristic
1.9	Promote better understanding of Homelessness, people with convictions and Gypsy Travellers	Renfrewshire Health and Social Care Partnership Community Justice Renfrewshire	Race (Gypsy Travellers), Not exclusive to protected characteristic
1.10	Improving access to support services (e.g. advice services, mental health), particularly for people for different ethnic groups.	WSREC / UWS	Race (BAME) Disability

## Equality Outcome 2: Women, older people and disabled people have access to safe and sustainable transport

	Action	Lead Member	Protected Characteristic
2.1	Analyse existing data from Seniors Fora and Community Transport surveys to identify transport issues	Renfrewshire Access Panel / UWS Paisley	Disability
2.2	Work with relevant partner agencies/groups including Network Rail to improve access to public transport	Renfrewshire Access Panel	Disability Gender/ Gender Identity Age
2.3	Run digital training courses/workshops on how to book My Bus service for digitally excluded My Bus service users	Renfrewshire Council	Age Disability
2.4	Work with partners to run a campaign about safe use of the buses for older people and disabled people, by increasing awareness of potential falls hazards.	ROAR – Connections for Life/ Renfrewshire Access Panel	Age Disability
2.5	Work with Partners to increase mobile parking opportunities	Renfrewshire Access Panel/ Renfrewshire Council	Disability



**Equality Outcome 3: Local people who experience discrimination and disadvantage have a better quality of life and live independently in their home wherever possible**

Action		Lead Member	Protected Characteristic
3.1	Improve accessibility of streets, pavements and public areas using the good practice identified in Living Streets "Streets For All?"	Renfrewshire Access Panel / RCPP	Disability
3.2	Research the establishment and feasibility of a local LGBT+ Support Helpline based on the Dundee model that helps to break down social isolation	Renfrewshire Council	Sexual orientation (LGBT+)
3.3	Ensure active input from Health and Social Care practitioners to address the issues impacting on LGBT+ community	Renfrewshire HSCP, Health Improvement & Health and Homelessness	Sexual orientation (LGBT+)
3.4	Provide information for wider circulation on how to access support for long term conditions	Renfrewshire Health and Social Care Partnership	Disability
3.5	Effectively promote self-directed support in Renfrewshire	Renfrewshire Access Panel/ Renfrewshire Council/ RHSCP	Disability

**Equality Outcome 4: Local people are positive about relations across the communities, promoting equality, celebrating diversity and promoting community cohesion and harmony**

<b>Action</b>		<b>Lead Member</b>	<b>Protected Characteristic</b>
4.1	Increase awareness and better understanding of BME communities and equality identities	WSREC	Race (BAME)
4.2	Increase awareness and better understanding of LGBT+ communities & issues they face	To be confirmed	Gender/ Gender Identity
4.3	Produce a calendar or campaigns and events that are supported by the members of the DEAR Group including: <ul style="list-style-type: none"> <li>• LGB&amp;T History month</li> <li>• Disability Awareness week</li> <li>• International Women's Day</li> <li>• Black History Month</li> <li>• Scottish Refugee Week</li> <li>• Mental Health and Arts Film Festival</li> <li>• 16 Days of Action against Domestic abuse</li> <li>• Scottish Interfaith Week</li> </ul>	Renfrewshire Council	Sexual orientation Disability Gender/ Gender Identity Race

**Equality Outcome 5: Communities with protected characteristics feel safe, confident and supported to report hate crime to police or third party reporting centres**

<b>Action</b>		<b>Lead Member</b>	<b>Protected Characteristic</b>
5.1	Continue to work in partnership with Police Scotland to raise awareness of the impact of hate crime	Police Scotland	Race Sexual orientation Disability Religion and belief
5.2	Train a range of partners to expand third party reporting centres in Renfrewshire	Police Scotland/ Disability Resource Centre	All
5.3	Support Police Scotland to deliver training that enables staff from statutory, voluntary and community organisation to signpost or assist victims or witnesses in reporting hate crime	Police Scotland	Race Sexual orientation Disability Religion and belief
5.4	Work in partnership with projects and initiatives to prevent hate crime and promote public safety and protection	Police Scotland	Race Sexual orientation Disability Religion and belief

**Equality Outcome 6: Vulnerable individuals or groups (including those with protected characteristics) are no longer subject to gender based violence, human trafficking or forced marriage**

<b>Action</b>		<b>Lead Member</b>	<b>Protected Characteristic</b>
6.1	16 Days of Action – Coordinate collective action to instigate cultural change, attitudes and perceptions of gender based violence	Renfrewshire Women's Aid/ Renfrewshire Rising/ Women and Children First	Gender/ Gender Identity
6.2	Increase awareness of the changing realities of human trafficking nationally and locally to shape local policy and combat child trafficking, domestic servitude, sex and force labour trafficking	Soroptimist International of Paisley	Gender/ Gender Identity Age



**To:** Renfrewshire Forum For Empowering Communities

**On:** 21 March 2018

**Report by:**

Karen McIntyre, Community & Partnership Manager, Engage Renfrewshire

**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. This is delivered through an action learning set spread over two days in February and May 2018 that enables community planning partnership to share good practice and identify questions for investigation.
- 1.2 A set of issues for discussion by Renfrewshire Forum For Empowering Communities is set out at section 3.3. The output of this discussion will inform further exploration of the issues at the second session of the action learning set.

**2. Recommendations**

- 2.1 It is recommended that Renfrewshire Forum For Empowering Communities:
  - (a) Notes the format of the Improvement Service action learning set, and
  - (b) Discusses the issues set out at section 3.3, in order to inform work at the second session.

**3. Background**

- 3.1 The Improvement Service is running an Action Learning Set for community planning partnerships across Scotland in conjunction with Scottish Community Development Centre. The action learning sets are organised in clusters, with Renfrewshire included within 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 takes place on 21 May 2018.

3.3 The follow questions and actions were identified at the first meeting for further development, to be brought back for discussion to the second session on 21 May:

- 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.

It was agreed that the issues identified above would be presented for discussion to Renfrewshire Forum For Empowering Communities to inform work to be brought back for discussion to the second action learning set on 21 May 2018.

**Author:** : For more information about the report, please contact Karen McIntyre, Engage Renfrewshire