

## Minute of Meeting Forum for Empowering Communities Thematic Board

Date	Time	Venue
Wednesday, 16 November 2016	16:00	Citizens Advice Bureau, Sherwood House, 7 Glasgow Road, Paisley, PA1 3QS

### PRESENT

A Clark, Create; A McNiven, Engage Renfrewshire; K Taylor, Renfrewshire Citizens Advice Bureau; S Graham, Renfrewshire Council; and R Robertson, Renfrewshire Health & Social Care Partnership.

### CHAIR

A McNiven, Chair, presided.

### IN ATTENDANCE

J Ferrie and H Kay (both Engage Renfrewshire); and S Tkacenko, D McAllion and C MacDonald (all Renfrewshire Council).

### APOLOGIES

S McLellan, RAMH; K Graham, Renfrewshire Credit Union; I McLean, Bridgewater Housing Association; A Fraser, Linstone Housing Association; J Wilby, Paisley West & Central Community Council; S Cruickshank, Renfrewshire Access Panel; and L O'Brien, Barnados.

### DECLARATIONS OF INTEREST

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

## **ORDER OF BUSINESS**

The Chair advised that Items 6 and 7 had been deferred to the next meeting of the Forum.

A McNiven opened the meeting by thanking K Taylor, Manager of the Citizens Advice Bureau for the tour of the new facilities and for hosting the meeting.

### **1 MINUTE OF PREVIOUS MEETING**

There was submitted the Minute of the meeting of the Renfrewshire Forum for Empowering Communities held on 30 August 2016.

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

### **2 ROLLING ACTION LOG**

The Rolling Action Log was submitted for approval.

**DECIDED:**

- (a) That Items RF.05.05.15(3), RF.01.09.15(6) and RF.17.11.15(4) be removed from the Action Log as these items were now complete; and
- (b) That the Rolling Action Log be approved.

### **3 RENFREWSHIRE ADVICE PARTNERSHIP**

A presentation was given by the Manager of the Citizen's Advice Bureau relative to the Renfrewshire Advice Partnership Project.

The presentation gave a brief overview of the Advice Partnership and the service it provided; highlighted the Tackling Poverty programme; and gave a walkthrough of the website.

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

### **4 SCOTTISH INDEX OF MULTIPLE DEPRIVATION 2016: RENFREWSHIRE BRIEFING**

The Data Analytics & Research Manager, Chief Executive's Service, Renfrewshire Council, gave a presentation relative to an overview of the Scottish Index of Multiple Deprivation (SIMD).

The presentation gave a brief overview of the application; drew attention to the Data Zones within the application; highlighted the overall deprivation within Renfrewshire; and outlined the next steps.

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

### **5 RENFREWSHIRE SINGLE OUTCOME AGREEMENT – THREE YEAR PROGRESS REPORT UPDATE**

There was submitted a report by the Lead Officer, Renfrewshire Forum for Empowering Communities Thematic Board relative to the remedial action on the Year 3 Progress for the Renfrewshire Forum for Empowering Communities Thematic Board Local Outcome Improvement Plan.

The report advised that at the meeting of the Community Planning Partnership Board in September 2016 the progress made by each Thematic Board in the three years since the Renfrewshire Community Plan 2013-23 was scrutinised and it was agreed that a further report be submitted to the December meeting which included details of improvement actions to mitigate the key challenges which had been identified. A number of measures were highlighted as not achieving target and the report provided detail on the progress and remedial actions on the indicators which were not achieving target.

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

## **6 PAISLEY 2021 – COMMUNITY, BUSINESS & EDUCATION ENGAGEMENT & PARTICIPATION WORKSTREAM**

There was submitted a report by the Chief Executive, Engage Renfrewshire relative to the Paisley 2021 Community, Business & Education Engagement & Participation workstream.

The report noted the ongoing community engagement process being carried out by Community, Business and Education Engagement & Participation Workstream for 'Paisley 2021' and encouraged all members of the Forum to share past and future cultural engagement events that were being planned or organised by any local groups and organisations within their networks.

**DECIDED:**

- (a) That it be agreed that members note the content of the report; and
- (b) That it be agreed that members note the collation of local information requested within the report.

## **7 TACKLING POVERTY UPDATE**

A McNiven gave a verbal update on the progress of the Tackling Poverty Action Plan which was approved by the Council and the Community Planning Partnership Board in June 2015.

**DECIDED:** That the verbal update be noted.

## 8 **COMMUNITY EMPOWERMENT (SCOTLAND) ACT 2015 – NEAR FINAL DRAFT GUIDANCE**

There was submitted a report by the Chief Executive, Engage Renfrewshire, relative to the Near Final Guidance for the Community Empowerment (Scotland) Act 2015.

The report indicated that the Near Final Guidance provided a strategic overview of community planning, including the purpose of community planning and summary of expectations. More detailed supporting guidance was included in relation to the principles of effective community planning, specific guidance on statutory plans (Local Outcome Agreements and Locality Plans), guidance on other provisions in Part 2 of the Act and links to supporting materials. A copy of the Community Empowerment (Scotland) Act 2015 Part 2 Community Planning Near Final guidance and Regulation was attached as an appendix.

It was noted that further guidance and secondary legislation would be reported to the Renfrewshire Forum for Empowering Communities Thematic Board as it emerged in due course.

**DECIDED:** That the Near Final Guidance on Part 2 – Community Planning of the Community Empowerment (Scotland) Act 2015 be noted.

## 9 **STAKEHOLDER ENGAGEMENT**

Under reference to the Minute of the Meeting of the Forum for Empowering Communities Thematic Board held on 30 March 2016, S Graham, Partnership Planning & Development Manager, Chief Executive's Service, Renfrewshire Council gave a verbal update relative to the Stakeholder Engagement Framework.

He advised that there had been a reshuffle of duties within Chief Executive's Service and that both he and C Grainger, Service Planning and Policy Development Manager, Community Resources were now responsible for the project.

He intimated that an exercise would be carried out shortly which would look at how much engagement was done and what technology was used in the process. He asked members to send him any examples they might have of good practice.

**DECIDED:** That the verbal update be noted.

## 10 **UPDATE FROM THE THEMATIC BOARDS**

Feedback reports from the members who had been present at the various Thematic Boards were submitted for noting.

**DECIDED:** That the feedback provided within the reports be noted.