

Notice of Meeting and Agenda Forum for Empowering Communities Group

Date	Time	Venue
Thursday, 28 November 2019	15:30	Engage Renfrewshire, 1 Falcon Crescent, Paisley, PA3 1NS

KENNETH GRAHAM
Head of Corporate Governance

Membership

M Mathieson, Barnados; I McLean, Bridgewater Housing Association; A McNiven, Engage Renfrewshire; J Wilby, Paisley West & Central Community Council; S McLellan, RAMH; S Cruickshank, Renfrewshire Access Panel; K Taylor, Renfrewshire Citizens Advice Bureau; N Hanssen, ROAR; and L Devine, Save the Children.

Chair

A McNiven, Chief Executive, Engage Renfrewshire.

To Follow Item

I refer to the agenda for the meeting of the Forum for Empowering Communities Group to be held on 28 November 2019 at 15:30 at Engage Renfrewshire offices and enclose the undernoted report relative to item 7 - Membership Update previously marked 'to follow':

Items of business

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| 7 | Membership of Forum for Empowering Communities
Report by Director of Finance & Resources, Renfrewshire Council. | 1 - 4 |
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To: **Forum for Empowering Communities**

On: **28 November 2019**

Report by:
Director, Finance & Resources,
Renfrewshire Council

MEMBERSHIP OF FORUM FOR EMPOWERING COMMUNITIES

1. Summary

- 1.1 At the meeting of the Forum for Empowering Communities (The Forum) held on 4 September 2019 it was agreed that the membership of the Group would be reviewed.
- 1.2 Members of the Forum are invited to contribute to the proposals as set out in sections 3 and 4 below.
- 1.3 The last meeting of the Forum held on 4 September 2019 also agreed to create member biographies. Appendix 1 details the form that it is proposed members will be asked to complete.

2. Recommendations

- 2.1 That it be agreed that the meeting of the Forum to be held on 2 June 2020 incorporates other community-based organisations;
- 2.2 That the Forum considers whether a member of the Forum performs a dual reporting role in respect of the DEAR Group or whether the Forum extends an invitation to a member of the DEAR Group, who is not a member of the Forum; and
- 2.3 That it be agreed that members complete the attached biography and send it along with a recent photograph by no later than 13 January 2020 to the Clerk.



3. Background

- 3.1 Several members have now resigned from the Forum and at the last meeting of the Forum held on 4 September 2019 it was agreed that the membership remain the same at present.
- 3.2 In order that the Forum remains the key link between the Community Planning Partnership, the third sector in Renfrewshire and our Community it was agreed that a larger meeting be held on a 6-monthly basis to inform and engage community-based organisations on the work of the Forum and the Renfrewshire Community Planning Partnership.
- 3.3 It is proposed therefore that the meeting of the Forum to be held on 2 June 2020 incorporate other community-based organisations.

4 DEAR Group

- 4.1 The DEAR Group contributes to the wider agenda of community empowerment through the Forum for Empowering Communities Group within the Renfrewshire Community Planning Structure, but it currently does not have a seat on the Forum.
- 4.2 At the meeting of the Forum held on 4 September 2019, it was agreed that a place should be made available on the Forum in order that reporting structures are complete.
- 4.2 Currently there are several members of the Forum who sit on the DEAR Group and members are invited to discuss whether one of those members should perform a dual reporting role or whether the Forum should extend an invitation to a member of the DEAR Group who is not a member of the Forum.

5 Biographies

- 5.1 At the last meeting of the Forum it was also agreed to create member biographies. Appendix 1 details the form which members will be asked to complete. It is proposed that a copy of the form will be emailed to members and the completed form, along with a recent photograph should be returned to the Clerk of the Forum (carol.macdonald@renfrewshire.gov.uk) by no later than **Monday 13 January 2020**.

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FORUM FOR EMPOWERING COMMUNITIES

MEMBERSHIP BIOGRAPHY

NAME	This should be your first and last name
DESIGNATION	
ORGANISATION NAME	
WHAT YOU DO WITHIN THE ORGANISATION	Whether you're the Chief Executive of your company or a mid-level specialist, use the next few lines of your bio to describe what you do in that position. Don't assume your audience will naturally know what your job title entails. Make your primary responsibilities known for the reader, helping them paint a picture of who you are during the day and what you have to offer the Public Sector.
ORGANISATION AIMS/ACCOMPLISHMENTS & WHICH COMMUNITES YOU ARE EMPOWERING	What are your organisations' aims and objectives and list any major achievements. Let us know which communities you are reaching out to and empowering and how this is accomplished.
HOW CAN PEOPLE CONNECT WITH YOUR ORGANISATION	Direct people to your website or provide a contact email or telephone number to contact you or your organisation.
WHO ARE YOU OUTSIDE WORK?	Let people get a sense of who you really are: <ul style="list-style-type: none"> • Education • Your family • Your hometown • Sports/Interests/Hobbies • Favourite Music and Travel
END NOTE	End your bio on a good note - it could be a quote or a funny note or just your mantra. Leaving your audience with something quirky or unique can ensure they will have a lasting impression of you.

