

## Minute of Meeting Forum for Empowering Communities

Date	Time	Venue
Wednesday, 01 February 2017	16:00	Engage Renfrewshire, 1 Falcon Crescent, Paisley, PA3 1NS

### PRESENT

I McLean, Bridgewater Housing Association; A McNiven, Engage Renfrewshire; S McLellan, RAMH; K Wallace, Renfrewshire Wide Credit Union; K Taylor, Renfrewshire Citizens Advice Bureau; S Graham, Renfrewshire Council; R Robertson, Renfrewshire Health & Social Care Partnership; and M Gallacher, Scottish Fire and Rescue Service.

### CHAIR

A McNiven, Chair, presided.

### IN ATTENDANCE

Very Rev L Hood and M Hershaw, both Commission on Parliamentary Reform; I Cunningham, S Miller, J Ferrie, H Kay and K Miller (all Engage Renfrewshire); and A Scott, S Tkacenko and C MacDonald (all Renfrewshire Council).

### APOLOGIES

Lynne O'Brien, Barnardos; A Clark, Create; and J Wilby, Paisley West & Central Community Council.

### 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 Forum for Empowering Communities Thematic Board held on 16 November 2016.

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

**2 ROLLING ACTION LOG**

The Rolling Action Log was submitted for approval.

**DECIDED:**

- (a) That the updates be noted; and
- (b) That the Rolling Action Log be agreed.

**SEDERUNT**

M Gallacher left the room.

**3 COMMISSION ON PARLIAMENTARY REFORM**

The Very Reverend Lorna Hood addressed members of the Board and advised that the Commission on Parliamentary Reform was established by the Presiding Officer to look at how the Scottish Parliament could engage better with the people of Scotland and how its work could be improved to deliver better scrutiny. She advised that having a strong, effective parliament was in all our interests. The laws passed and the Government policy considered at Holyrood directly affected many aspects of our daily lives therefore it was important that as many people as possible had a clear say in how those laws and policies would work.

She gave a brief overview of what the Commission were trying to achieve; outlined the four key principles; detailed the strategy to enable the Scottish Parliament to go back to its roots in being open, transparent and truly participative; and highlighted the ways that people could get involved and have their say.

Discussion took place on Cross Party groups, evidence to committees and participation in Parliamentary events. Board Members intimated that the Parliament should develop more imaginative and interactive educational materials to help people understand the difference between Parliament and Government; that all documents should use plain English, breaking up difficult technical information into manageable chunks; feedback should be given immediately after engagement to encourage continued interest and involvement; more digital platforms such as Skype should be used to involve more people; and there should be more focus on in depth engagement such as mini-publics.

It was noted that an on-line survey was open for everyone and the Commission were also seeking written views prior to 15 February 2017. It was noted that the Commission would submit its report to the Presiding Officer in June 2017.

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

#### **4 COMMUNITY JUSTICE - RENFREWSHIRE LOCAL OUTCOMES IMPROVEMENT PLAN**

There was submitted a report by the Head of Child Care and Criminal Justice, Children's Services, Renfrewshire Council relative to the Community Justice Local Outcomes Improvement Plan.

The report advised that the Community Justice Scotland Act 2016 required statutory partners to work together to prepare a plan for their local authority area, to be submitted to Community Justice Scotland by March 2017. A National Strategy for Community Justice and Outcomes, Performance and Improvement Framework was published on 24 November 2016 which partners had a duty to regard in their planning process.

Community Justice Renfrewshire had produced a Community Justice Local Outcomes Improvement Plan a copy of which was attached as an appendix. The plan set out their assessment against national outcomes and identified local priorities for action, along with a participation statement detailing actions taken to involve community bodies and third sector bodies in community justice and the preparation of the plan. It was noted that the draft had been sent for consultation to Community Justice Scotland and wider community consultation was also planned.

A Scott, Criminal Justice Service Manager spoke to the report and advised that the recommendation, as indicated within the report, had been amended. The report was not looking for approval but rather to note the content; that it would be subject to consultation and minor amendments; and to note that the Plan would be submitted to the Community Planning Partnership Board for approval for submission to Community Justice Scotland.

Discussion took place and it was agreed that the Community Justice approach be shared with the local housing associations through the FLAIR group.

#### **DECIDED:**

- (a) That the contents of the Community Justice Renfrewshire Local Outcomes Improvement Plan as outlined in appendix A be noted;
- (b) That the report would continue to be subject to consultation and minor amendments; and
- (c) That it be noted that the Community Justice Renfrewshire Local Outcomes improvement Plan would be submitted to the Community Planning Partnership Board for approval for submission to Community Justice Scotland.
- (d) That it be agreed that the Community Justice approach be shared with the local housing associations through the FLAIR group.

#### **5 COMMUNITY PLANNING & ASSET TRANSFER GUIDANCE**

There was submitted a report by the Chief Executive of Engage Renfrewshire relative to further guidance which had been published by Scottish Government in November and December 2016 regarding different aspects of the Community Empowerment (Scotland) Act 2015, relevant to Community Planning And Asset Transfer.

**DECIDED:** That the provisions of the finalised Community Planning Guidance, draft final Asset Transfer Guidance for Community Transfer Bodies and draft final Asset Transfer Guidance for Relevant Authorities be noted.

## **6 COMMUNITY PLANNING GOVERNANCE ARRANGEMENTS**

There was submitted a report by the Head of Policy and Commissioning, Chief Executive's Service, Renfrewshire Council relative to the proposed new Community Planning governance arrangements.

The report advised that following discussion with Conveners and Lead Officers of the Community Planning Thematic Boards and agreement by Renfrewshire Council Community Planning Partnership Board, community planning structures in Renfrewshire would be changed from the second quarter of 2017. The review of community planning arrangements recognised that much good work had been achieved through the community planning Boards since they were established in 2013. The purpose of the changes to the community planning structures was to build on existing strengths of the Renfrewshire Community Planning Partnership, take account of changes to the partnership landscape since 2013 and further strengthen and streamline community planning meeting arrangements. A report detailing the new governance arrangements had been agreed by Renfrewshire Community Planning Partnership Board on 7 December 2016 and was attached as an appendix.

The new arrangements would commence from May 2017, with an early focus on delivery of the Local Outcome Improvement Plan (LOIP) and associated Locality Plans by 1 October 2017. Engagement with communities on development of the LOIP/Locality Plans would take place in February/March and May/June 2017. The Local Outcome Improvement Plan and Locality Plans would require to be signed off by all community planning partners by September 2017 prior to publication by 1 October 2017.

It was noted that the remaining meetings of the existing Community Planning Board structure would play a key role in shaping the priorities of the new LOIP and ensure that the positive elements of existing partnership working and delivery would transition effectively to the new working arrangements. In particular, the Forum for Empower Communities Thematic Board was asked to consider at its next meeting key questions which were detailed within the report.

The report intimated that Forum for Empowering Communities Thematic Board had made significant progress in delivering outcomes of the community plan that the Forum had led on. It was noted that it had been particularly successful in developing genuine community and third sector commitment to, and ownership of, the community plan. The Forum had been retained in the new Community Planning structure and it was intended that its remit would be enhanced.

### **DECIDED:**

(a) That the changes to the governance structure of Renfrewshire Community Planning Partnership and, in particular, the continuation of Renfrewshire Forum For Empowering Communities with an enhanced role within the new community planning arrangements be noted; and

(b) That it be agreed that Board Members participate in work which would take place during the first six months of 2017 to finalise details of the new arrangements and ensure an effective transition to new working arrangements.

## **SEDERUNT**

S McLellan entered the room during the next item of business.

### **7 RENFREWSHIRE COUNCIL STAKEHOLDER ENGAGEMENT**

There was submitted a report by the Partnerships Planning and Development Manager, Chief Executive's Service, Renfrewshire Council relative to the design and development of a Stakeholder Engagement Framework.

The report advised that a Stakeholder Engagement Framework was currently being developed in order to ensure a systematic and consistent approach to Council engagement with its partners, service users and communities. A presentation on the Stakeholder Engagement Framework was made previously to the Renfrewshire Forum For Empowering Communities on 30 March 2016, at which time the Forum had agreed to act as a Reference Group on the development of the external stakeholder aspect of this work, provide expertise and content for sections of the Framework and sign off before presentation to the Community Planning Partnership Board.

It was noted that the Stakeholder Engagement Framework would complement the development of the Local Outcome Improvement Plan and Locality Plans, as required by the Community Empowerment (Scotland) Act 2015 and also the requirement of the Fairer Scotland programme, published in 2016, for 1% of Council budgets be subject to Participatory Budgeting processes. It would also align with current and planned work to strengthen engagement with Community Councils, the Digital Renfrewshire Strategy and a review of the operation of Local Area Committees. An outline of the contribution required of Renfrewshire Forum For Empowering Communities to develop the Stakeholder Engagement Framework was set out within the report.

The report indicated that in terms of the Forum for Empowering Communities contribution to the development of the Stakeholder Engagement Framework, the next step was to establish a sub-committee of the Forum to contribute to the external stakeholder aspect of the Stakeholder Engagement Framework. Discussion took place in relation to establishing the sub-committee and I MacLean, K Taylor, S McLellan and R Roisin volunteered to take part in the sub-group.

### **DECIDED:**

(a) That it be agreed that a sub-committee of the Forum for Empowering Communities be established to provide content and advice on the development of the external stakeholder engagement component of the Stakeholder Engagement Framework;

(b) That it be agreed that members of the Forum would serve on the sub-committee to carry out the work outlined at (a) above; and

(c) That it be agreed that the sub-committee would be remitted to consider the list of issues outlined within the report.

## **8 ASPIRING COMMUNITIES FUND**

There was submitted a report by the Chief Executive, Engage Renfrewshire relative to the Aspiring Communities Fund.

The report advised that the purpose of the fund was to enable communities to establish new services addressing poverty/inequalities, support staff posts within community organisations, and accelerate projects/services delivering long-lasting community solutions. Application forms for the Aspiring Communities Fund would be available on the Scottish Government website by the end of January 2017, with events to be held across Scotland in February 2017 to coincide with the launch of the fund.

It was noted that the fund would be open for applications from January 2017 to December 2018 and applications from community bodies, including community anchor organisations, third sector and other community organisations were welcome. A copy of the press release was attached as an appendix.

### **DECIDED:**

(a) That the opening of the Aspiring Communities Fund for applications by end of January 2017 be noted; and

(b) That the promotion of applications to the Aspiring Communities Fund from community organisations in Renfrewshire that had contributed to Renfrewshire Community Planning partnership outcomes be noted.

## **9 FAIRER SCOTLAND ACTION PLAN**

There was submitted a report by the Chief Executive, Engage Renfrewshire relative to the launch of the Fairer Scotland Action Plan.

The report advised that the Fairer Scotland Action Plan was a first government response to the Fairer Scotland conversation and a range of wider sources. It outlined 50 actions aimed to help tackle poverty, reduce inequality and build a fairer and more inclusive Scotland.

The Fairer Scotland Action Plan was built on five high-level ambitions for the period to 2030: a fairer Scotland for all; ending child poverty; a strong start for all young people; fairer working lives; and a thriving third age.

The report intimated that the Scottish Government had agreed to issue a progress report by the end of 2019, setting out what had been achieved. A follow up Citizens Forum would take place in the second half of the current parliament, inviting many of those who took part in the previous conversations to help identify new areas of focus.

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

## **10 PAISLEY 2021 - COMMUNITY, BUSINESS & EDUCATION ENGAGEMENT AND PARTICIPATION WORKSTREAM UPDATE**

A McNiven gave a verbal update on the progress of Paisley 2021 bid.

He advised that the overall project remained on track for delivery. An education programme had been put in place and the Paisley 2021 Partnership Board was looking for the third sector to support the bid and to use the promotional materials as much as possible.

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

**11 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.

**12 UPDATE FROM 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.