

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

Date	Time	Venue
Wednesday, 04 September 2019	14:00	Engage Renfrewshire, 1 Falcon Crescent, Paisley, PA3 1NS

KENNETH GRAHAM  
Head of Corporate Governance

### Members

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 Hansen, ROAR; and L Devine, Save the Children.

### Chair

A McNiven, Chief Executive, Engage Renfrewshire.

### Further Information

This is a meeting which is open to members of the public.

A copy of the agenda and reports for this meeting will be available for inspection prior to the meeting at the Customer Service Centre, Renfrewshire House, Cotton Street, Paisley and online at <http://renfrewshire.cmis.uk.com/renfrewshire/CouncilandBoards.aspx>

For further information, please either email [democratic-services@renfrewshire.gov.uk](mailto:democratic-services@renfrewshire.gov.uk) or telephone 0141 618 7112.

### Members of the Press and Public

Members of the press and public wishing to attend the meeting should report to the customer service centre where they will be met and directed to the meeting.

## 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 - 8</b>   |
|             | Minute of previous meeting held on 12 June 2019.  |                |
| <b>2</b>    | <b>Matters Arising</b>  |                |
| <b>3</b>    | <b>Rolling Action Log</b>   | <b>9 - 10</b>  |
|             | Report by Director of Finance & Resources.  |                |
| <b>4(a)</b> | <b>Team Up to Clean Up</b>  |                |
|             | Presentation by Senior Environmental Co-ordinator, Environment & Infrastructure Services.     |                |
| <b>4(b)</b> | <b>Community Empowerment Fund</b>   |                |
|             | Presentation and discussion.  |                |
| <b>5</b>    | <b>Renfrewshire Community Falls Prevention Group Update</b>                                   | <b>11 - 16</b> |
|             | Update by Chief Executive Officer, ROAR.  |                |
| <b>6</b>    | <b>DEAR Group Update</b>  |                |
|             | Verbal update by Chief Executive Officer, ROAR relative to:                                   |                |
|             | <ul style="list-style-type: none"><li>- Strategic Fit/Membership</li><li>- Workplan</li></ul> |                |
| <b>7</b>    | <b>Local Partnerships/Events Conference</b>   |                |
|             | Presentation by Partnerships Planning & Development Manager.                                  |                |
| <b>8</b>    | <b>Future Arrangements</b>  | <b>17 - 20</b> |
|             | Report by Director of Finance & Resources.  |                |
| <b>9</b>    | <b>Update from other Community Planning Groups</b>  |                |
|             | Verbal Update by relevant members.  |                |

## Minute of Meeting

### Forum for Empowering Communities Group

Date	Time	Venue
Wednesday, 12 June 2019	14:00	Engage Renfrewshire, 1 Falcon Crescent, Paisley, PA3 1NS

#### **PRESENT**

A McNiven (Engage Renfrewshire); and J Wilby (Paisley West & Central Community Council).

#### **CHAIR**

A McNiven, Chief Executive, Engage Renfrewshire, presided.

#### **IN ATTENDANCE**

K McIntyre (Engage Renfrewshire); D Lockyer (CAB); S Graham, and C MacDonald (both Renfrewshire Council); R Robertson (Renfrewshire Health & Social Care Partnership); J Felvus (Barnardos); and Ruth Brogan (RAMH).

#### **APOLOGIES**

M Mathieson (Barnardos); I McLean (Bridgewater Housing Association); S McLellan (RAMH); S Cruickshank (Renfrewshire Access Panel); K Taylor (CAB); and L Devine (Save the Children).

#### **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 Group held on 25 March December 2019.

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

**2 MATTERS ARISING**

In relation to Item 1 – Minute of the Meeting, discussion took place on Membership and availability of Members for meetings. It was proposed that the Membership would be reviewed and an update be submitted to the next meeting of the Group. It was also proposed that the Clerk write to all Members with regard to their availability to attend meetings. This was agreed.

**DECIDED:**

(a) That Membership of the Forum for Empowering Communities Group be reviewed and an update be submitted to the next meeting of the Group; and

(b) That the Clerk write to all Members with regard to their availability to attend meetings and an update be submitted to the next meeting of the Group.

**3 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 approved.

**4 TEAM UP TO CLEAN UP**

It was noted that this item would be deferred to the next meeting of the Forum for Empowering Communities Group.

**DECIDED:** That it be noted that this presentation would be deferred to the next meeting of the Forum for Empowering Communities Group.

**5 LOCAL PARTNERSHIPS - CONTRIBUTION TO DELIVERING PRIORITIES IN EACH LOCAL AREA**

S Graham gave a verbal update on the Local Partnership model.

He advised that the Local Partnerships were now established, and their membership had been agreed, with a wide range of community organisations being represented across the area.

At the first full round of meetings in March and April, Local Partnerships discussed and agreed a set of Local Priorities. A copy of the Local Partnership Priorities booklet outlining the priorities was tabled at the meeting. It was noted that the Local Priorities would shape the work plan for the Partnerships going forward, and also support each Local Partnership to make decisions about the award of grants. It was noted that these priorities would require regular review and refinement as the Local Partnerships establish themselves.

S Graham advised that the next round of Local Partnership meetings were currently taking place where the Partnerships would agree the allocation of grant funding.

Discussion took place in regard to Local Partnerships and it was proposed that a map of Renfrewshire's wards and boundaries would be sent to members and a copy of the membership of each Local Partnership. This was agreed.

**DECIDED:**

- (a) That it be agreed that a map of Renfrewshire's wards and boundaries be sent to members;
- (b) That a copy of the membership of each Local Partnership be sent to members; and
- (c) That the verbal update be noted.

**6 SUPPORT FOR FUNDING ACTIVITY**

A McNiven updated the partnership on various funding activities.

(a) Local Partnership Funding Update

He intimated that significant work had been carried out to review the grant making process for Local Partnerships to help improve administration, aid decision making and also to improve the experience of the community organisations who were applying. Three drop-in events had been held during April and May 2019 to assist local organisations to apply for Local Partnership grants.

(b) Scottish Government Investing in Communities

A McNiven advised that applications for the Scottish Government Investing in Communities Fund would close on 14 June. He advised that the fund would enable communities to design and develop funding proposals based on the priorities they had identified within their community and the overall outcomes they aimed to achieve. The fund would help support community and third sector organisations in our most disadvantaged and fragile communities; develop and deliver sustainable local solutions; and enable inclusive growth as set out in the National Performance Framework.

(c) Youth Challenge Fund

The Group was advised that work was in progress to carry out a Participatory Budgeting exercise involving young people in order to allocate the Youth Challenge Fund resource. It was noted that this work would conclude in late summer 2019.

The initiative would give young people aged 12-15 a voice in their community and the chance to support projects important to them in their area by letting them have a say on how the council spends the £150,000 Youth Challenge Fund.

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

## 7 **COMMUNITY PLANNING CONFERENCES**

There was submitted a report from the Partnerships Planning and Development Manager relative to an update on the Local Partnership Conferences 2019.

The report advised that a series of Local Partnership conference events, one for each area, would take place during September 2019. Dates would be finalised by the end of June 2019. The conference events would be an opportunity for Local Partnerships to engage with the wider community, the voluntary sector and with local people.

Discussion took place on the conferences and A McNiven asked Members to support the conferences by publicising the events in order to encourage wide participation in the conference. He also asked Members to consider volunteering to be facilitator at the conferences or they could put up a stand.

**DECIDED:**

- (a) That it be noted that Local partnership conference events would take place during September;
- (b) That it be agreed that Members support and publicise the events in order to encourage wide participation in the conferences; and
- (c) That the broad outline of the community conference events as set out in section 3.3 be noted.

## 8 **DEAR GROUP UPDATE**

S Graham updated the Group on the activities of the DEAR Group. He intimated that the Group contributed to the development and promotion of the current, emerging and evolving equalities agenda within Renfrewshire and aimed to tackle inequality issues in constructive ways to positively change perspectives and promote more inclusive attitudes.

He advised that the DEAR Annual Update Report 2018 had been published and he would send a copy of the report to Members.

**DECIDED:**

- (a) That a copy of the DEAR Annual Update Report 2018 be sent to Members for their information; and
- (b) That the verbal update be noted.

9 **UPDATES FROM OTHER COMMUNITY PLANNING GROUPS**

A verbal update was given by members who had been present at the other Community Planning groups.

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





# 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>RFG.13.12.17(4b)</u>	<u>Greener Communities</u> 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			
<u>RFG.03.12.18(4)</u>	<u>Community Asset Transfer</u> The Community Asset Transfer roadmap packs to be submitted to a future meeting of the Group.	SG/AMcN		Future meeting	
<u>RFG.12.06.19(2)</u>	Membership of the Forum to be reviewed and update to be submitted to next Forum meeting	CMacD			
<u>RFG.12.06.19(2)</u>	Member's availability for meetings to be reviewed and update to be submitted to next Forum meeting	CMacD			
<u>RFG.12.06.19(4)</u>	<u>Team to Clean Up</u> Presentation deferred to next meeting	ND/CMacD			
<u>RFG.12.06.19(5)</u>	<u>Local Partnerships</u> 1 Map of Renfrewshire's wards and boundaries to be sent to members 2 Copy of the membership of each Local Partnership to be sent to Members	CMacD			
<u>RFG.12.06.19(7)</u>	<u>Community Planning Conferences</u> 1 Members asked to support and publicise conferences to encourage wide participation 2 Members encouraged to either facilitate or take a stand at the conferences	AMcN			
<u>RFG.12.06.19(8)</u>	<u>Dear Group</u> Copy of the DEAR Annual Report to be sent to Members	SG/CMacD			

RFG.25.06.18(2)  
S Graham advised that invitations were going out shortly.

RFG.12.06.19(2)  
Meetings have taken place and Greener Group to be set up.

7 August 2019  
Due to resourcing issues this matter was unable to be progressed.  
Action now closed.

07.08.19  
Members contacted regarding their availability for meetings for submission to next meeting

13.06.19  
N Drummond contacted to ensure attendance

13.06.19  
Members emailed with information

13.06.19  
DEAR Annual Report 2018 emailed to Members





**To: Forum for Empowering Communities Group**

**On: 4 September 2019**

**Report by:**

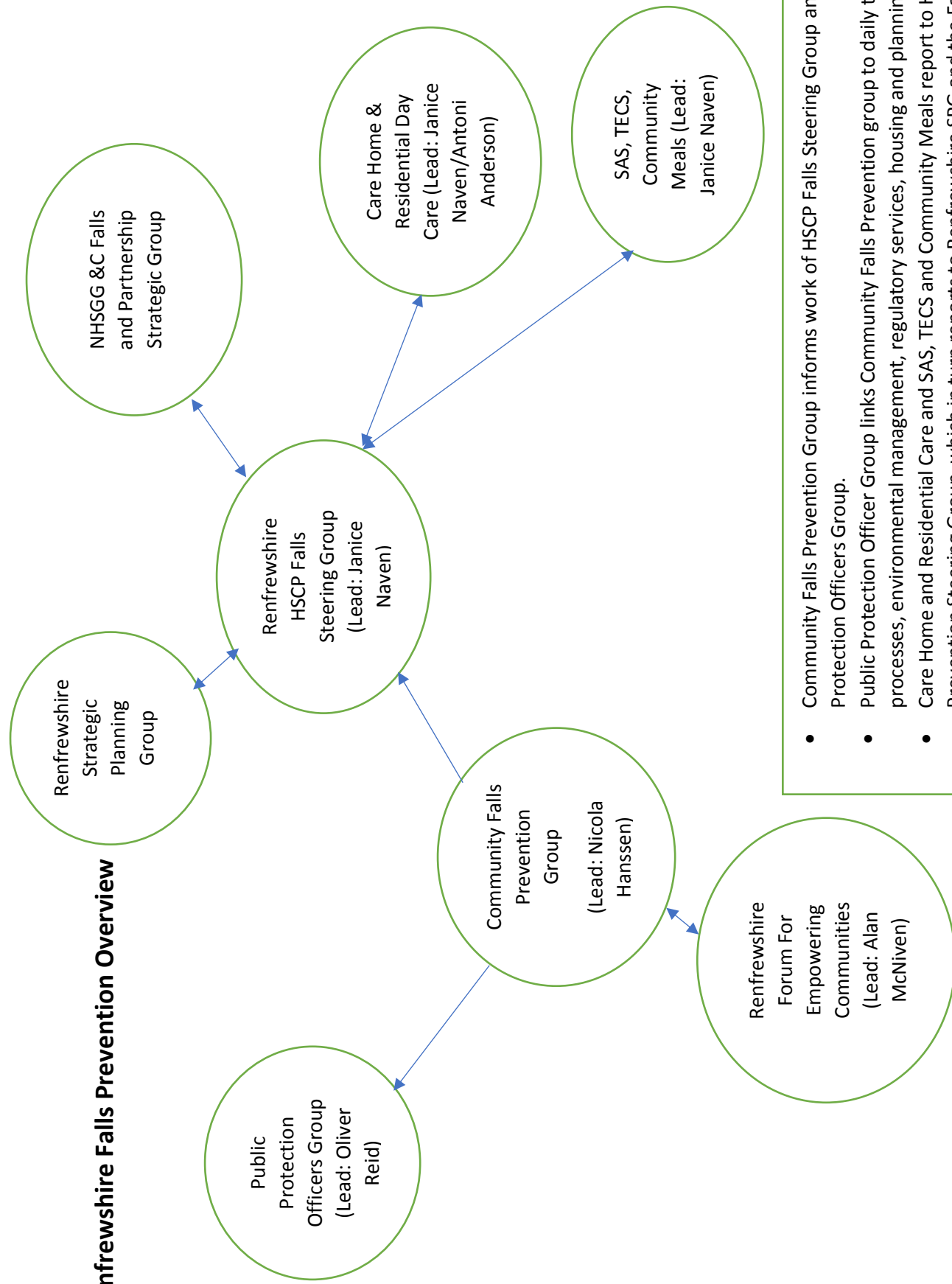
**Nicola Hanssen, Chief Executive Officer, ROAR**

**RENFREWSHIRE COMMUNITY FALLS PREVENTION GROUP UPDATE**

**Renfrewshire Community Falls Prevention Group update**

- Update on ToR, membership, governance and workplan – overview attached
- ISD Scotland and RoSPA stats report – related to Renfrewshire – report attached
- Keep Your Dignity/ Getting Off the Floor Campaign - attached

## Renfrewshire Falls Prevention Overview



- Community Falls Prevention Group informs work of HSCP Falls Steering Group and the Public Protection Officers Group.
- Public Protection Officer Group links Community Falls Prevention group to daily tasking processes, environmental management, regulatory services, housing and planning.
- Care Home and Residential Care and SAS, TECS and Community Meals report to HSCP Falls Prevention Steering Group, which in turn reports to Renfrewshire SPG and the Falls and Partnership Strategic Group.
- Forum For Empowering Communities links Community Falls Prevention Group to third sector organisations, including housing associations and volunteering organisations.

## Falls

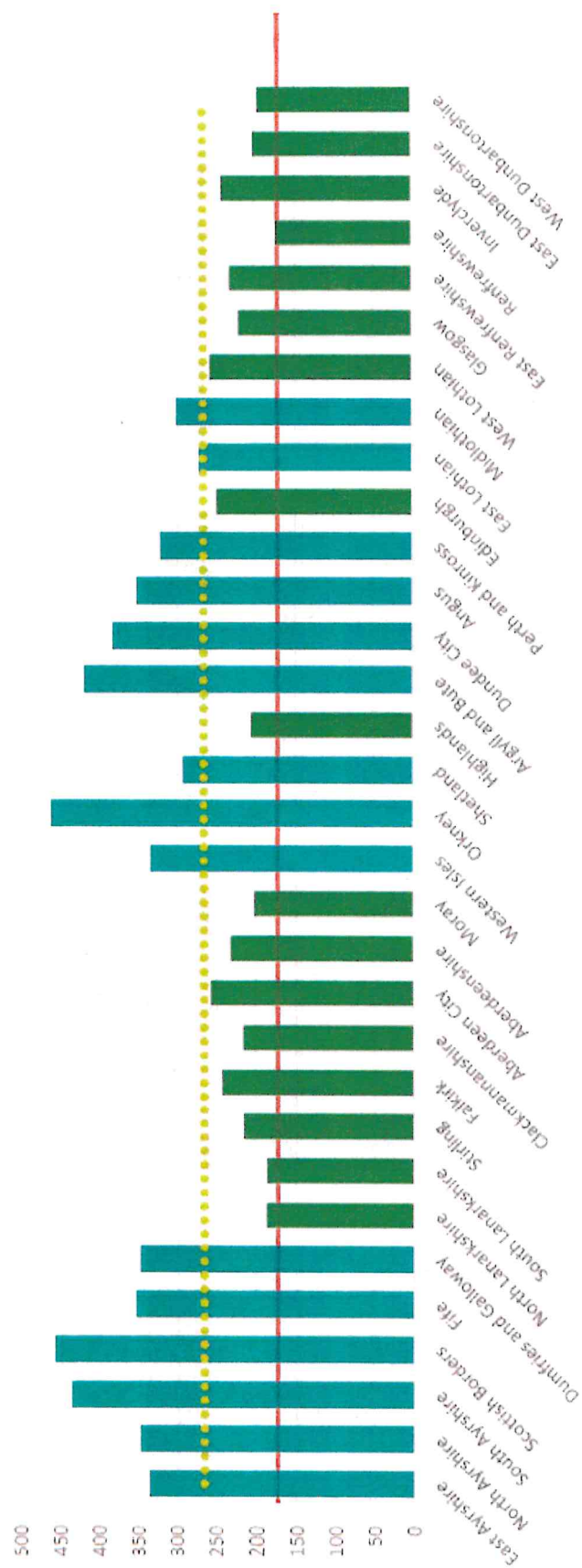


Figure 5: Admission rate, all ages, unintentional injury in the home by falls, 2013/14 - 2017/19 average

## FALL STATISTICS - 5 YEAR FIGURES: ADMISSIONS DUE TO FALLS

SCOTLAND				DUMFRIES AND GALLOWAY				NORTH AYSRSHIRE				NORTH AYSRSHIRE				
65-74	75-84	85+	TOTAL	65-74	75-84	85+	TOTAL	65-74	75-84	85+	TOTAL	65-74	75-84	85+	TOTAL	
4863	7614	7093	19570	187	268	226	681	172	251	220	643	659	951	794	2403	
4899	7772	7381	20052	178	253	224	655	178	253	224	655	600	895	747	2242	
5180	7850	7737	20767	168	263	226	657	168	263	226	657	640	955	818	2413	
5205	8225	7914	21344	161	223	220	604	161	223	220	604	713	1038	853	2604	
5820	8368	8280	22468	166	249	202	617	166	249	202	617	740	980	850	2570	
STEADY AVERAGE	5193	7966	7681	20840	172	251	220	643	78	145	158	380	659	951	794	2403
STEADY PER CENT CHANGE	19.68%	9.90%	16.73%	14.81%	11.23%	7.09%	10.62%	-9.80%	18.46%	8.33%	31.21%	19.43%	23.33%	10.73%	21.43%	17.82%
GRAMPIAN				N LANKASHIRE				FIFE				NORTH AYSRSHIRE				
65-74	75-84	85+	TOTAL	65-74	75-84	85+	TOTAL	65-74	75-84	85+	TOTAL	65-74	75-84	85+	TOTAL	
421	543	562	1526	270	433	313	1016	328	609	578	1515	184	246	224	654	
411	575	559	1545	263	442	352	1057	334	598	628	1560	147	254	196	597	
451	589	642	1682	332	490	353	1175	347	609	677	1633	203	248	218	669	
439	664	643	1746	337	488	357	1182	403	668	699	1770	161	253	181	595	
461	628	589	1678	374	534	385	1293	461	664	752	1877	192	272	241	705	
437	600	599	1635	315	477	352	1145	375	630	667	1671	177	255	212	644	
9.50%	15.65%	4.80%	9.96%	38.52%	21.33%	23.09%	27.16%	40.51%	9.03%	30.30%	23.89%	4.35%	10.57%	7.59%	7.80%	

THE RATE IS CALCULATED PER 1,000 OF THE POPULATION

Analysed from Emergency Admissions – unintentional Harm – falls 04 June 2018 <http://www.isdscotland.org/Health-Topics/Emergency-Care/Publications/data-tables2017.asp?id=2414#2414>



## Do you want to Keep your Dignity?

Here are 3 key tips to practice 3 times daily that will help you keep your dignity and independence as you age.

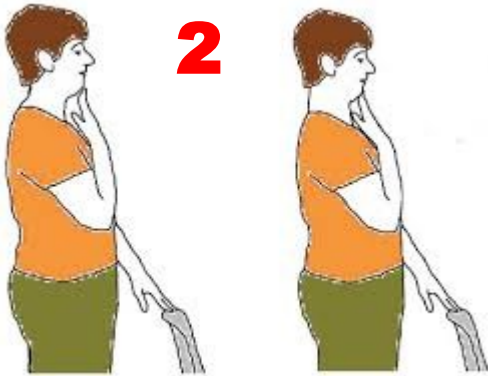
**1**



### Sit to Stand

**It really is the bottom line.** If you can practice and maintain/regain the ability to lower yourself into and out of a sitting position without using your arms you are 5 times more likely to be able to use the toilet yourself in older age.

**2**



### Stop the Stoop

**Chin up!** If you can get the hang of and practice this simple exercise you will not only look better to everyone around you but you will feel more confident, reduce back pain, help your breathing and your mood.

**3**



### Balance Challenge

**It's not just pride but poor balance that comes before a fall!**

- Test yourself to see how your balance is.
- Take exercises that are designed to improve strength and balance.
- Build balance practice into your life.

Yoga, Tai Chi, Pilates, Qi Gong, OTAGO, Vitality or tailored Home Exercise programmes are all ways of improving and maintaining your balance. Doing these exercises will massively reduce your risk of injurious falls and will significantly speed up your recovery to independence.

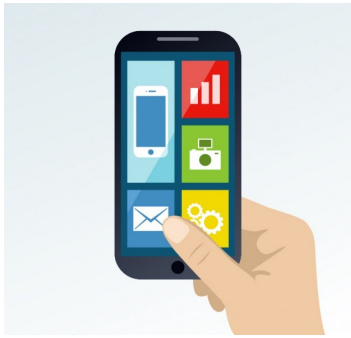
Information on how to do these exercises and their benefits can be found on

[http://www.laterlifetraining.co.uk/wp-content/uploads/2015/08/OEP-Home-Ex-Booklet\\_AdvancedS\\_A5.pdf](http://www.laterlifetraining.co.uk/wp-content/uploads/2015/08/OEP-Home-Ex-Booklet_AdvancedS_A5.pdf)

# If you fall – Do you want to make the best possible recovery?

Here are 2 things you need to learn and maintain to achieve this

**1**



## Get a phone

Learn to use it

Programme in numbers you need in an emergency

Keep it on at all times

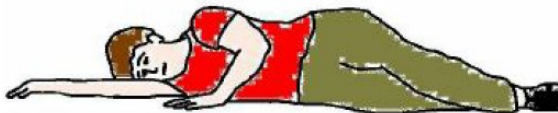
Keep it on you at all times

**This is a key skill if you want to live independently in 2019 and beyond.**

**2**

## Learn how to get yourself off the floor and keep practicing before any emergency situation arises.

We will show you how to get safely down to the floor and back up again.



Roll from your back to your front.



Push up with your hands until you are in a side sitting position



To get from here, with your hands shoulder width apart, lean your weight forward onto your arms and lift your bottom up and over your knees.



Practice crawling so you can get yourself to the nearest chair or solid piece of furniture.



Slowly bring one hand, followed by the other onto the chair.



Bring your stronger leg up first. Lean your weight over the chair and push up with your stronger leg.

### But this will only help you if you practice

We do not advise that you do this for the first time when you are alone at home.

Get your family to join in and help you.

Make sure you have your phone on and you know how to summon help.





**To: Forum for Empowering Communities**

**On: 4 September 2019**

**Report by:**

Director, Finance & Resources, Renfrewshire Council

## **FUTURE ARRANGEMENTS**

### **1. Summary**

- 1.1 The Forum for Empowering Communities Group (The Forum) requires to review its membership in order to ensure that there is effective representation of organisations contributing to the Forum agenda.
- 1.2 The Forum also requires to review the date and time of its meetings in order that maximum attendance can be achieved.
- 1.3 Members of the Forum are invited to contribute to these decisions as set out in sections 3 and 4 below.

### **2. Recommendations**

- 2.1 It is recommended that the Forum:
  - (a) Agree that the Forum consider new membership and take cognisance of elements of the Greener Renfrewshire agenda as well as the enhanced empowering communities agenda and the new Local Partnerships.
  - (b) That it be agreed that a report be submitted to the next meeting of the Forum outlining a schedule of meetings for 2020 and that the meetings will alternative between Tuesday and Thursday afternoons commencing at 2pm.

### 3. **Membership**

3.1 The Forum has been notified that several Members have now resigned:

- Adele Fraser – Linstone Housing Association
- Karen Graham – Renfrewshire Wide Credit Union
- Alan Clark – CREATE
- Scott Duncan - LEAP

3.3 At the last meeting of the Forum held on 12 June 2019 it was agreed that a review of the membership of the Forum be carried out to ensure that there was effective representation of organisations contributing to the Forum agenda.

3.4 At the meeting of the Forum held on 14 June 2017, it was agreed that only Third Sector representatives would be members of the Forum while partner organisations would be invited along to contribute to the meetings. 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. The Minute 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.

3.5 At that time, the Forum extended an invitation to the Renfrewshire Council Community Council Forum to become a member of the Forum, however no response was received.

3.5 Current Membership is as follows:

<b>MEMBER</b>	<b>ORGANISATION</b>	<b>ROLE</b>
Mr Stephen Cruickshank	Renfrewshire Access Panel	Member
Ms Laura Devine	Save the Children	Member
Ms Nicola Hansen	ROAR	Member
Mr Martin Mathieson	Barnardos	Member
Mr Ian McLean	Bridgewater Housing Assoc.	Member
Mr Stephen McLellan	RAMH	Member
Mr Alan McNiven	Engage	Chair
Ms Kay Taylor	CAB	Member
Mr John Wilby	Paisley West & Central Community Council	Member

#### Third Sector/Public Sector Partners

<b>NAME</b>	<b>ORGANISATION</b>
Roisin Robertson	Renfrewshire Health & Social Care Partnership
Mark Gallacher	Scottish Fire and Rescue Service

- 3.5 When considering new membership, the Forum should take cognisance of elements of the Greener Renfrewshire agenda as well as the enhanced empowering communities agenda and the new Local Partnerships.

4 **Date and Time of Meetings**

- 4.1 The Forum is required to meet four times per year. At the last meeting of the Forum it was agreed that the date and time of the Forum meetings would be reviewed to ensure maximum attendance.
- 4.2 Members were contacted by the Clerk with regard to their availability and the consensus was that Tuesday and Thursday afternoons were the most suitable days. There was no day that suited all Members. It is therefore proposed that the Forum be held on alternate Tuesday and Thursday afternoons, commencing at 2pm and a report will be submitted to the next meeting of the Forum on 4 December 2019 with a suitable schedule of meetings for 2020.

Report Author: Carol MacDonald, Senior Committee Services Officer  
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