

Community Empowerment Group
 Thursday 30 June 2022, 2-4pm

Member	Present
Michelle Cochlan, Aberdeen City Council (Chair)	Yes
Maggie Hepburn, ACVO (Vice Chair)	Yes
Claire Smith, Police Scotland	Yes
Dave Black, GREC	Yes
Bryan Nelson, SFRS	Yes
Susan Thoms, ACC	Apologies
Colin Wright, ACC	Yes
Martin Wyllie, ACC	Apologies
Paul Tytler, ACC	Apologies
Elaine Sinclair, UoA	Yes
Matt Reid, ACC	Yes
Liz Howarth, NHSG	No
Stuart Lamberton	Apologies
Margaret Stewart	Yes

Item	Title	Lead	Notes/ Actions	Responsibility
1.	Welcome & Apologies	All	Apologies received from Martin, Susan, Paul and Stuart.	
2.	Actions from the last meeting	All	<p>Actions from the last meeting were marked as complete or covered on todays agenda with the following exceptions:</p> <p><u>Aberdeen Engagement Schedule</u> – This has been an outstanding action for some time now. Maggie has not had the chance to discuss with Jade and the group sought a reminder of what this action is about. Matt advised that as part of the Child Friendly City work there is to be more planned engagement with children and young people. Jade and Brian had the idea to create a calendar of events so that children and young people could see in advance upcoming engagement and consultation exercises rather than it coming as a last minute request. The calendar would also allow young people to plan ahead and choose which opportunities they want to participate in. This aligned to discussions had at the Grampian Engagement Network and Gordon Edgar had raised with the group whether there could be an Aberdeen Engagement Calendar. Rather than create a separate calendar from the children and young people engagement calendar, could there be one? The</p>	

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			<p>ACVO event calendar had potential to cover both and Aberdeen City Council also has an events calendar. Maggie agreed to explore this with Jade. Dave also raised that the Anti-Poverty Group had been looking at leading engagement with priority neighbourhoods around poverty and was there a role for the Community Empowerment Group to promote this through the calendar.</p> <p>All members agreed that in principle a calendar is a good idea but not high in terms of the group's priorities at the moment. Dave suggested that this could be part of the online toolkit of resources which will be developed as part of the revised Community Empowerment Strategy. Elaine suggested that a short term project team was needed to develop this. Colin warned that developing the calendar would be relatively easy but maintaining the content would be the difficult part.</p> <p>At Dave's suggestion, the group agreed that as an interim measure 'Community Engagement – What's happening' will become a standard agenda item for the group and we can discuss promotion of these events monthly.</p>	MC
3.	Locality Planning	Stuart/ Paul	<p>Paul and Stuart both gave apologies for the meeting today. However, Stuart provided the following update in his absence.</p> <ul style="list-style-type: none"> • Localities Annual Report is being compiled and draft will be ready by end of July • Engagement/Feedback around role & remit with LEGS now completed and being analysed, this will be shared as soon as it's ready – feedback on streamlining consultation. There wasn't great attendance. Focus on the role and remit. Colin unaware. • LEGs contacts lists being updated in line with GDPR • Connecting to community ideas - exercise is taking place this week where all localities will map community ideas to teams/projects/groups <p>It was discussed that Paul and Stuart should be invited to do a presentation at a future meeting to ensure the group is aware of what is happening with LEGs and PNPs.</p>	PT/SL
4.	CLD Progress Report	Colin	<p>The group considered the CLD Progress Report which helps draw a line under the previous CLD Plan and reflects a high level of activity which has continued during covid, particularly in terms of supporting families. The CLD Team are to be commended for their efforts and the vital work they do, as set out in the report. The report was agreed for noting and Colin was asked to pass on thanks to the CLD Team.</p> <p>Colin advised that he intends on taking a further report on the revised CLD plan published at the end of 2021 to the group in September and asked for feedback from the group on their reporting requirements.</p>	CW

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			<p>These are noted below:</p> <ul style="list-style-type: none"> • Clear and linear reporting against the actions and KPIs within the new CLD Plan • Identification of priorities for improvement • Update on activity by wider CLD partners and not just CLD team • Results of evaluation being carried out by the team to understand community views on the effectiveness of the CLD plan <p>Claire queried whether there is a CLD Partners/ multi-agency group to bring CLD partners together to report progress. Colin confirmed that there is not one group, but there are groups which bring CLD partners together. For example, Adult Learners Providers Group. A Youth Workers Providers Group is starting up. Partnership Forums also bring providers together.</p> <p>Claire asked whether there was a key contacts list for CLD Partners. Colin advised that there is to an extent, but to date progress reporting has been adhoc and CLD partners are not normally asked to provide progress updates.</p> <p>Michelle thanked the group for their feedback and suggested that Colin work to a deadline of October rather than September for bringing the report to the group so he can incorporate these points. This will set a cycle of future annual reporting every October which would be in line with the publication of the CLD Plan.</p> <p>Colin agreed to bring an outline structure for the report to the group in August for agreement.</p>	<p>CW</p> <p>CW</p>

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5.	Community Empowerment Strategy - Development Exercise 2	Dave, Maggie, Margaret Michelle	<p>Michelle provided an update on behalf of the Strategy Group and advised that the Community Empowerment Padlet discussed at the last meeting has gone out to wider partnership stakeholders for input and will now be issued to communities. Members were asked to support cascade of emails and social media inviting the public to participate.</p> <p>The padlet will be open to the public for the month of July whilst Michelle is on leave. Matt highlighted when using the padlet tool with young people previously they were able to delete each others posts but perhaps things have moved on. Michelle will check if there is a setting to prevent that. The strategy group and Martin Wyllie will undertake to moderate comments to ensure anything inappropriate is removed.</p> <p>The additional engagement with communities will impact on the timeline for taking the strategy to the CPA Board. However, still hoping to do this before the end of the year.</p> <table border="1"> <thead> <tr> <th>April</th> <th>May</th> <th>June-July</th> <th>Aug- Sep</th> <th>Oct</th> <th>Nov</th> </tr> </thead> <tbody> <tr> <td> <ul style="list-style-type: none"> • Agree proposed guiding principles • Agree use of community engagement standards • Agree ladder of empowerment and populate with partner examples </td> <td> <ul style="list-style-type: none"> • Agree proposed stretch outcome • Explore primary and secondary drivers • Review CPA arrangements for gaps </td> <td> <ul style="list-style-type: none"> • Engagement with stakeholder and communities using padlet to identify ideas and what success looks like </td> <td> <ul style="list-style-type: none"> • Complete Draft sections • Define stretch outcome • Identify improvement project aims • Identify KPIs for inclusion in outcomes framework </td> <td> <ul style="list-style-type: none"> • Consultation on draft plan • CPA Management Group 26 Oct </td> <td> <ul style="list-style-type: none"> • CPA Board - 30 Nov </td> </tr> </tbody> </table>	April	May	June-July	Aug- Sep	Oct	Nov	<ul style="list-style-type: none"> • Agree proposed guiding principles • Agree use of community engagement standards • Agree ladder of empowerment and populate with partner examples 	<ul style="list-style-type: none"> • Agree proposed stretch outcome • Explore primary and secondary drivers • Review CPA arrangements for gaps 	<ul style="list-style-type: none"> • Engagement with stakeholder and communities using padlet to identify ideas and what success looks like 	<ul style="list-style-type: none"> • Complete Draft sections • Define stretch outcome • Identify improvement project aims • Identify KPIs for inclusion in outcomes framework 	<ul style="list-style-type: none"> • Consultation on draft plan • CPA Management Group 26 Oct 	<ul style="list-style-type: none"> • CPA Board - 30 Nov 	
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6.	Community Empowerment Network	Maggie/Margaret	<p>Maggie and Margaret gave an update on the next Community Empowerment Network meeting taking place on 28 July at 6pm. They are meeting tomorrow to agree programme. The focus of the event will be to discuss themes emerging from padlet and each room on zoom will discuss a particular theme. E.g. training, capacity building, inclusion. Hopefully attendees will have contributed to the padlet, but if not they will be able to see it during the meeting. Martin and Bea will be asked to help facilitate the discussion. Colin and Claire volunteered</p>	MW/BD												

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			to help if Martin and Bea are not available or if more people are needed to help. Members were asked to look out for comms on this and help circulate to community networks.	ALL
7.	AOB	All	<p>Maggie chairing next meeting which is a network meeting.</p> <p>Dave queried impact of Partnership manifesto on community empowerment arrangements. Michelle advised that she did not have the detail of this yet but that induction training for elected members will cover CPA arrangements for engaging and empowering communities. This will help inform elected member decision making.</p>	MH
7.	<u>2022 Meetings</u> 26 August 29 September 27 Oct (Maggie) 24 November	All		