

Community Empowerment Group
Thursday 24 November 2022, 2-4 pm

Member	Present
Michelle Cochlan, Aberdeen City Council (Chair)	Yes
Maggie Hepburn, ACVO (Vice Chair)	Yes
Claire Smith, Police Scotland	Yes
Dave Black, GREC	Yes
Susan Thoms, ACC	Apologies
Colin Wright, ACC	Apologies
Martin Wyllie, ACC	Yes
Paul Tytler, ACC	Yes
Elaine Sinclair, UoA	Yes
Matt Reid, ACC	Yes
Elaine McConnachie, NHSG	Yes
Iain Robertson, ACHSCP	Yes
Margaret Stewart, ACC	Yes
Anne McAteer	Yes

Item	Title	Lead	Notes/ Actions	Responsibility
1.	Welcome & Apologies	All	Apologies received from Susan Thoms and Colin Wright. Warm welcome to Iain Robertson, who replaces Stuart Lamberton as the rep for ACHSCP and Locality Planning co-lead; and Elaine McConnachie who replaces Louise Ballantyne and Liz Howarth as the rep for NHS Grampian.	
2.	Actions from the last meeting	All	Actions from the last meeting were marked as complete or will be covered on today's agenda with the exception of: CLD Annual Report – An easy-read version of the report discussed at the last meeting will be produced by Colin. Margaret will follow up with Colin for an update on progress and timescale. Michelle also advised that she has been in touch with Colin about the absence of data in the report. Margaret to follow up with Colin.	MS/ CW
3.	CEG Progress Report	MW	The latest progress report was shared with the group prior to meeting. Dave raised the need to review the workstream headings. For example, a new workstream might be about Community Councils. Dave advised that there is a new Community Council in Seaton which means 31 out of 32 Community Councils are now active in the City which presents a great opportunity for more joint working and suggested inviting Karen	

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			<p>Finch to a future meeting. He also queried whether participation requests should remain as a workstream. Michelle advised that there is a participation request pending from the Cycle Network to Aberdeen City Council, but agreed with Dave that the workstreams need to be updated to reflect the priorities of the group.</p> <p>The format of the progress report will change following approval of the Community Empowerment Strategy which is due to be considered by the Community Planning Aberdeen Board on 30 November. It will become the Stretch Outcome Overview Report and current workstreams will be replaced by the CE Strategy improvement project aims. Progress against the aims should capture any changes we are testing to improve work with community councils etc.</p> <p>We will also have a dashboard for Stretch Outcome 16 on the website sitting alongside the dashboards for SO 1-15. To fulfil our remit, CLD and Locality Planning engagement will continue to be standing items at Community Empowerment Group meetings, with exception reporting up to the CPA Management Group continuing as necessary.</p> <p>As well as the improvement project aims, a broader set of indicators will be monitored as part of CPA outcomes framework. These were agreed within the new Community Empowerment Strategy to include:</p> <ul style="list-style-type: none"> • Participants by method of engagement • Percentage of known community groups we are engaging • Representativeness/ diversity of communities involved in community planning improvement projects • Number of people aware of Community Planning Aberdeen and how they can get involved in improvement projects • Number of adults and young people taking part in influence and engagement activity through CLD • Number of community groups receiving capacity building support through CLD activity • Number/ capacity of physical spaces to support effective collaboration • City voice response rate • Number of participation requests • Number of asset transfer requests • Visits to CPA community resources website • Social media likes and follows • Community stories featured in local media <p>Data highlights from the outcomes framework will be included in the new Stretch Outcome 16 Overview Report.</p>	<p>MC</p> <p>MC/AM</p>

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4.	Final Draft Community Empowerment Strategy and next steps	N/A	<p>Michelle circulated the final Community Empowerment Strategy being considered by the CPA Board to members in advance of the meeting. Key changes following the consultation period include:</p> <ul style="list-style-type: none"> • Some changes to format/ colours following an accessibility check carried out by Baldeep McGarry. • Re-wording of SO16 to make it clearer. • Baseline data for improvement projects provided by Susan, Paul, Maggie and Lauren. • Inclusion of charts for baseline data have made stretch outcome 16 go over to two pages, but has also means allowed room for introductory text. • SHMU have agreed to take a lead on the one project we did not have a lead for which was about celebrating and promoting community led projects. Murray Dawson will be invited to attend the next meeting of the Community Empowerment Group. • A comms plan has been prepared to support the launch of the strategy in the New Year. <p>Maggie noted the timescale in the comms plan for the development of the Tools and Resources Webpage during January and queried the impact of the website moving over to the Council platform. Michelle agreed that timing is not ideal but explained that it is unavoidable due to the CPA word press site being unstable and increasingly unreliable, going down at critical times.</p> <p>The CPA Board meeting takes place on 30 November and members will receive a presentation from Michelle, Dave, Margaret, Maggie and Paul before being asked to approve the Strategy.</p> <p><u>Post approval</u></p> <ul style="list-style-type: none"> • Soft launch of the strategy before Xmas and further promotion in the New Year, with a community conference being planned for March • Baseline data to be gathered for KPIs listed at section 6 of the strategy and added to the outcomes framework • Community Empowerment Edition of City Voice • Review membership of the Community Empowerment Group to ensure we are organised to deliver on the improvement project aims and wider ambition of the strategy. • Follow up with people who expressed an interest in getting involved in taking forward the strategy during the consultation period - Anne Knight, Baldeep McGarry, Bob Farthing and Rachel Thompson • Re-engage SEFARI on offer of research support, linking in with HDRC. • Priority action is to revisit idea about a central directory of community groups and shared distribution list 	

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5.	Draft City Voice 46th Survey, update on recruitment and forward planning	AM/ MW	<p>Anne updated the group that the technical issue with the City Voice joining page raised at the last meeting has been resolved. Recruitment materials have since been sent and the recruitment drive will continue to address underrepresented groups. All members asked to share and promote. So far we have had 19 additional people join. 12 Scottish, 7 from other ethnic groups. Elaine and Matt advised that lots of communications have gone out to students and schools over the period and therefore may have been missed.</p> <p>The draft 46th City Voice survey circulated to group includes the questions we ask annually to track progress against the LOIP. This will ensure data is available for 2022 and the new approach will be tested from 2023. The planned Community Empowerment edition will be pushed back to the New Year.</p> <p>Iain Robertson queried the digital skills section asking if we add a question on connectivity i.e. access to broadband/ wifi at home. Given the cost of living people may be connecting to the internet in other ways. This was agreed.</p> <p>Iain also asked if there could be questions about mortgage rates/ increasing housing costs included as part of the poverty section. Anne explained that we wish to minimise questions for this survey to keep as short as possible. From next year we will be doing more regular surveys and this question could be asked as part of a future poverty edition.</p> <p>Matt asked if questions could be included in future to garner feedback on the impact on children and young people. Anne suggested this could be a specific question as part of themed surveys. For example, in a cost of living survey asking about the impact on children young people. It would be possible to analyse results by households with and without children. However, this would not provide the views of children and young people unless there was a young people's version of City Voice.</p> <p>Elaine suggested splitting the question about neighbourhood positive identity and sense of belonging as they are two different things. She also queried whether questions could be included on behalf of the University. Anne explained that this could be explored in a future survey.</p> <p>Dave requested that the intro text and text beside travel is shortened and logo reduced to make it neater. This was agreed.</p> <p>Subject to agreed amendments being made, the draft questionnaire was approved for issue.</p>	<p>IR/AM</p> <p>AM</p>

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6.	Community Engagement – What’s happening?	All	Keeping well and warm road show being run by Scarf and ACC during December and January. Care Experienced Young People, Who Cares Scotland – February	MS IR
7.	Date of next meeting	All	26 January 23	