

Community Empowerment Group  
 Thursday 29 June 2023, 2-4 pm

Member	Present
Michelle Crombie, Aberdeen City Council (Chair)	Yes
Maggie Hepburn, ACVO (Vice Chair)	Yes
Claire Smith, Police Scotland	No
Dave Black, GREC	Yes
Susan Thoms, ACC	Yes
Colin Wright, ACC	No
Martin Wyllie, ACC	Yes
Elaine McConnachie, NHSG	Yes
Iain Robertson, ACHSCP	Yes
Margaret Stewart, ACC	Yes
Anne McAteer, ACC	Yes
Jade Leyden, ACC	Yes
Murray Dawson, SHMU	Yes
Allison Swanson, ACC	Yes
Baldeep McGarry	No
Carol Hannaford	Apologies

Item	Title	Lead	Notes/ Actions	Responsibility
1.	<b>Welcome &amp; Apologies</b>	All	Apologies received from Carol Hannaford.	
2.	<b>Actions from meeting on 25 May 23</b>	All	<p>Actions from the last meeting were marked as complete or will be considered on today's agenda with the exception of the following:</p> <p>Action from the previous meeting to consider the role of the Community Empowerment Group in Community Asset Transfer. The Group recognised the improvements that could be made to the information available online. Maggie referenced Moray as a good example of how information is presented and ease of process for communities. Maggie agreed to discuss with Sandy Mathers setting up a page online with information for communities. This could be signposted to from ACC (Asset Transfer pages), Community Planning Aberdeen (Community Toolkit) and other partners websites.</p>	MH

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			<p>In the meantime, the group identified other improvements that could be made. For example:</p> <ul style="list-style-type: none"> <li>• Greater promotion of asset transfer to communities.</li> <li>• A message could be included on the ACC webpage to advise that the current properties displayed are not exhaustive and that other properties remain available after the 8 week advertising period.</li> <li>• Consider whether the auto message of a six week response time after submitting an application which had to be submitted within just 8 weeks could be amended and timeframe reduced.</li> <li>• Learning from the Choice Based Lettings approach, the advertisement could include photos of the properties to discourage enquiries and applications for assets which are not suitable.</li> <li>• Could technology such as a Power App help streamline the process?</li> </ul> <p>Michelle explained that Tanita Addario is leading a community wealth building action group which is looking at Asset Transfer. Michelle will pass feedback on to Tanita and Cate for consideration and potential action.</p>	MC
3.	Community Engagement in LOIP/ Locality Plan Refresh 2024	AS	<p>Michelle advised that the Health and Social Care Partnership has highlighted the opportunity for space within the City Vaccination Centre, which is now located in the Bon Accord Centre, to be used for community and partnership collaboration. This could prove to be a useful space for LOIP engagement exercises and even has potential for future events with stalls. The group has been invited to visit the space to think about how it can be used. The following members expressed an interest in being involved in the visit: Jade, Margaret and Murray.</p> <p>Allison presented a report that went to CPA Board on the timeline to the refresh of the LOIP and Locality Plans and asked the group to think about ideas for engaging communities over this period. The group captured their ideas using the link to the <a href="#">padlet</a>.</p> <p>Michelle enquired about the note Margaret added to the padlet about building on the Creative Learning Team's work re. LOIP translation animation/comic work with Children and Young people which sounds very interesting. Margaret will find out if it is possible to share a copy with the group at this stage.</p> <p>Allison thanked the group for their participation in the exercise and advised that she will report back on what seems feasible, linking in with members that may be able to assist.</p> <p>Allison also highlighted the work that the Sustainable City Group are planning to engage communities in climate change using place standard. This is being led by Alison Potts from NHS Grampian and the Community Empowerment Group have been invited to join the workshop to consider the effectiveness of the approach as a community engagement tool. Members will be sent a link to indicate their availability for this session.</p>	MC  MS  AS  AS/All

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			<p>Martin updated that the Council is using the simulator to consult on the budget now and then again in September. The output from this will be useful to inform LOIP priorities and should be considered as a source of evidence of community opinions. Martin to report back on the results.</p> <p>Michelle advised that another consideration is the role of the Civic Forum in the LOIP and Locality Plan development process. Community member Ken Hutcheon has been in touch and has made important points about the prominent position of the Civic Forum in Community Planning Aberdeen and to question their current status. Maggie updated the group that she has recently met with Jonathan Smith to discuss funding being held by ACVO for the Civic Forum which has been unspent for some time. Jonathan has advised that getting the Civic Forum up and running again as it was pre-pandemic would need significant resource. He also suggested that the Community Council Forum may be in a position to take on some of the role of the Civic Forum. A meeting of the Civic Forum is being planned at the end of July. There are currently only 5/6 members and it is not considered to be a group representative of the City. Maggie will get in touch with Jonathan again after July and invite him to attend a meeting to provide an update.</p>	<p>MW</p> <p>MH</p>
4	<b>SO16 Improvement Project Updates</b>	All	<p>Michelle gave a demo to the group on where to find the Community Empowerment Group overview report for stretch outcome 16 on the CEG web page and how to drill down into the project updates. She thanked members for the updates provided and apologised for the error regarding Dave's project. Margaret also advised that she has now provided an update. This will be updated before the report is submitted to the Management Group.</p> <p>Project managers are asked to maintain the project update as a live document but we do need a cut off for uploading and linking the updates into the overview report as this is done manually. Jade will keep project managers reminded of deadlines.</p> <p>Michelle provided some general feedback that the purpose of the project updates is to reflect on progress against the project aim and what we said we would do in the project charter. Are we testing the ideas we said we would, are we seeing the impact we thought we would, are we confident that our changes are or will achieve the aim? Not about filling a box. Results will come through honest reflection.</p> <p>40 mins was allocated for this item on the agenda which is only 5 minutes for each project and the meeting was already running behind time. It was agreed in future that meetings would be alternated between a full meeting to be dedicated to the consideration of the Community Empowerment Projects and a meeting to consider wider community empowerment issues. This should work with the CPA Management Group and Board cycle of meetings.</p>	<p>JL</p> <p>JL</p> <p>MC</p>

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			<p><b>Project 16.1. City Voice.</b> This project is showing initial indications of improvement. However the response rate of 61.3% for the 46<sup>th</sup> survey has dipped to 49% for the last questionnaire. This could be due to the theme of the survey or a natural drop off after an initial spike following the refresh. Insights included in the report from the workshop held are very useful and applicable to all projects.</p> <p>Michelle took the opportunity to highlight GREC's language café and potential for engagement with non English speaking groups through this forum.</p> <p><b>Project 16.2. Child Engagement.</b> Margaret has captured the great insights from sessions held with children and young people at the community gathering. She also gave an update on visits which have been taking place to see good practice happening in other Cities which is generating new ideas for the project. For example, potential for a UNCR Youth Summit in the City accessing funding which has become available. Also exploring ways of working with younger people.</p> <p>Allison confirmed that updates for this project will also be considered by the Children's Services Board from July to ensure they are sighted on good work going on. There is a need to ensure this project keeps connected to the original aim and that data continues to be gathered to evidence impact. Allison will be able to provide trend data on the original baseline of % of reports going to CPA Board which impact on young people which have consulted them. She can also provide this for the Children's Services Board reports. Margaret will review the original charter and consider what other data needs to be collected and how.</p> <p>Murray highlighted the opportunity to engage other youth groups such as the Social Action Group as part of the project and Jade also highlighted the Youth Network. Martin raised the importance of seeking to engage all young people, not only those currently engaged in organised groups and 'saying yes to authority'. Allison suggesting there is also plenty of scope to link with the other Children's Services projects.</p> <p><b>16.3. Testing Community Ideas.</b> Allison asked project managers for feedback on completion of the project template as not all project updates have this section completed. Allison to follow up with PMs outwith the meeting. Re. the outstanding action from previous meetings for Colin Wright to lead on the development of a directory of community groups, Colin advised that he has drafted something and will send to Allison for consideration as part of her project. Jade confirmed training being organised by SCDC for staff and communities is being held at Aberdeen Football Club.</p>	<p>MS/AS</p> <p>MS</p> <p>CW</p>

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			<p><b>16.4. Community Involvement.</b> Iain and Jade updated that there is currently a focus on getting the Locality Empowerment Groups up and running again and reinvigorating the Priority Neighbourhood Partnerships leading into the refresh of the Locality Plans next year. Good joint working is going on behind the scenes between the newly integrated locality planning team. Michelle again highlighted the importance of the improvement project staying connected with their aim and gathering data to demonstrate whether more people are getting involved in community planning.</p> <p><b>16.5. Community Funding.</b> Not discussed due to time constraints.</p> <p><b>16.6. Celebrating Communities.</b> Murray advised that when completing the project update he was unsure whether some of the ideas were community ideas as they were identified before he joined the group. Michelle confirmed that they were probably not derived from the locality plan community ideas but from the Community Empowerment Strategy development process. There followed a general discussion about what constituted community led and it was felt that in terms of community led groups, anything that was not top down facilitated by the Council or other public service partner. Murray gave an example of Shmu supporting a community group and it was agreed that this would be an example of community led. The biggest issue with this project is identifying a baseline for 'all known community groups'. The document that Colin has prepared may provide a baseline figure that can be used to calculate what % of these we currently promote and celebrate. Jade advised that she has added some feedback to Murray's update which she will send him as he is having trouble accessing the document via Teams.</p> <p><b>16.7. Capacity Building.</b> Elaine explained that she has prepared a form to collect baseline data from communities and staff. She is seeking feedback from other Project Managers on any additional questions they would like included to help them gather data for their projects. Elaine is going on leave so if PMs could get back to her by the end of the day on Monday so this can be issued before she goes on leave.</p> <p><b>Cross cutting.</b> Allison queried what is happening in terms of the cross-cutting idea around a calendar of events. Michelle agreed that we need to progress this. Elaine advised that her team have developed something which might be a useful starter for ten and will email to Michelle.</p>	<p>IR/JL</p> <p>JL/MD</p> <p>ALL</p> <p>EM</p>
5	Interim Results City Voice Community Empowerment Survey.	AM	Draft report circulated but not discussed. To be carried forward to next meeting.	

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6.	Education Scotland CLD Progress Visits 2023-24		<p>Slides circulated but not discussed. Colin confirmed our visit is likely to be April/ May next year. To be carried forward to next meeting.</p> <p>Outstanding action from the last meeting to be discussed at next meeting. At the last meeting the group agreed to approve the CLD Progress Report 2021/22 and requested that Colin take on board feedback for 2022/23 report. I.e. Timing of the report, targets/ trend data. Colin to explore setting up a CLD sub group.</p>	
7.	Community Gathering Outcomes Report		Not discussed. To be carried forward to next meeting.	
8.	Development Sessions 2023/24	All	Not discussed. To be carried forward to next meeting.	
9.	Date of next meeting	All	27 July 2023	