

EAST AYRSHIRE COUNCIL

IRVINE VALLEY LOCAL COMMITTEE - 31 MAY 2000

ANNUAL SEMINAR FOR COMMUNITY REPRESENTATIVES

Report by Community Representatives Working Party

1. PURPOSE OF REPORT

- 1.1** To advise the Local Committee of arrangements to hold an annual seminar for Community Representatives in November 2000; to seek the Committee's views thereon; and to request details of any issues in respect of the Local Committee process that Community Representatives would wish discussed at the annual seminar.

2. BACKGROUND

- 2.1** The Council, in January 1998, established an annual seminar for Community Representatives. The seminar is to provide a forum for Community Representatives to exchange best practice ideas, to identify personal development needs and comment on the Decentralisation Scheme insofar as it affects Local Committees.
- 2.2** The Council also established a Community Representatives Working Group supported by Council Officers to progress development of the annual seminar; support development of training for local Community Representatives; act as a sounding board for future training initiatives; and to consider how recognition of best practice achievement within the Local Committee process could be achieved.
- 2.3** Community Representatives/Substitutes, both past and present, the Chair of the Decentralisation Sub-Committee and various Chairs/Vice-Chairs of the Local Committees participated at the first seminar held on 28 November 1998.
- 2.4** The seminar concentrated on the roles of the Chair, Community Representatives, Substitutes, Councillors and Council Officials within Local Committee operations and highlighted positive and negative aspects of the Local Committee process.
- 2.5** The second seminar was scheduled to be held in November 1999 but due to other Council meetings involving a number of Community Representatives (Community Council Bi-Annual meetings and Social Inclusion meetings) the seminar was rescheduled and held on 26 February 2000. That seminar concentrated primarily on the Committee Grants process and Social Inclusion as it relates to Local Committees. A number of issues of concern were identified in relation to Social Inclusion which has led to clarification of the process stage for Social Inclusion Bids under the Social Inclusion Challenge

Fund which was approved by Council at its meeting of the Policy and Resources on 27 April 2000. This process clearly identifies at each stage of the process the Local Committee's role (process stage contained within the appendix to the report).

- 2.6** In respect of the grants process, issues regarding the need to review the grants application form and assessment form were identified and this is ongoing and Community Representatives will be invited to participate in the process. Further, work is ongoing with regard to expanding information in respect of grants to encourage further applications both through Grapevine and distribution of grant application forms utilising other information processes (Coalfield area newspapers). Also, the information submitted to Local Committees in respect of grant applications is under review.

3. FUTURE ANNUAL SEMINARS

- 3.1** The Working Party of Community Representatives recently met to discuss arrangements for the next annual seminar.
- 3.2** After discussion it was considered that a seminar should be held in November rather than February as Community Representatives appointments expired the following month in March which could result in a large number of Community Representatives being lost having just attended the seminar. It was considered that November, approximately half way through a Community Representative's appointment was the most appropriate time to hold the seminar and to avoid a lengthy delay to the next seminar in November 2001, the Working Group considered that it would be more appropriate to hold the seminar in November 2000.
- 3.3** Further, the Working Group, having considered venues for future annual seminars, considered that the Council Headquarters, London Road, Kilmarnock was the best available accommodation to suit the needs of the annual seminar. The Working Group recognised that alternating venues between the North and South of East Ayrshire would have been useful but noted that at each seminar, transport was provided to assist Community Representatives attending the seminar.
- 3.4** The Working Group considered that the nature of the annual seminar and to allow sufficient time for Community Representatives to consider the issues on hand and provide feed back required the seminar to be held during the day and that the only appropriate day for such a seminar would be a Saturday.
- 3.5** Therefore, it is intended to hold an annual seminar on an appropriate Saturday in November 2000 within the Council Headquarters, Kilmarnock.

4. ISSUES FOR CONSIDERATION

- 4.1 The Working Party agreed that all Community Representatives should have an opportunity to consider what issues they would wish discussed at the forthcoming annual seminar and as a consequence agreed that this report be prepared and submitted to this cycle of Local Committees to allow sufficient time for Community Representatives to consider such issues.
- 4.2 On receipt of the issues from individual Community Representatives, the Working Party will compile a programme and workshops covering those issues which have raised the most concern.

5. FINANCIAL IMPLICATIONS

- 5.1 Minor administrative allowances as required in relation to supporting the running of the annual seminar.

6. LEGAL/POLICY IMPLICATIONS - Nil.

7. RECOMMENDATIONS

- 7.1 That the Local Committee note the arrangements for the annual seminar in 2000 and that further information will be issued to individual Community Representatives when arrangements have been finalised.
- 7.2 That the Committee agrees that Community Representatives consult with their parent groups and submit to Community Representatives Working Group via the relative Local Committee Administrative Officer any issues which they would wish the next annual seminar to consider.

Community Representatives Working Group

15 May 2000

BW/FM

BACKGROUND PAPERS

Nil

Any person wishing further information on this report should contact Bill Walkinshaw, Principal Administrative Officer on 01563 576135.

APPENDIX

SOCIAL INCLUSION CHALLENGE FUND

PROCESSING OF BIDS

For clarification, the following sets out the process stages of bids for social inclusion:-

Stage 1 - Endorsement of Action Plans - Local Committees give their views on their individual Action Plans. Additional priorities will be added following consultation between special interest community organisations and their service users.

Stage 2 - Develop Response to Action Plan - Area Team Leaders working with community groups will take forward the actions proposed in the plans which will include the development of appropriate funding packages wherever possible maximising external sources of funding.

Stage 3 - Submission to Local Committees - Thereafter, bids will be submitted to Local Committees which will have the opportunity to indicate their support or otherwise.

Stage 4 - Submission to Social Inclusion Strategic Partnership Group - Bids prepared will be submitted to the Social Inclusion Strategic Partnership Group thereafter for its views paying due attention to the recommendations made by the Local Committees.

Stage 5 - Submission to Policy and Resources Committee - Once all the above stages are complete, bids together with the recommendations of the Social Inclusion Strategic Partnership Group and the relevant Local Committees will be submitted to the Policy and Resources Committee for consideration and decision.

In line with CoSLA guidance given in the “Following the Public Pound” document and the Council’s own procedures, all bids should be considered at every stage to ensure transparency in decision making.

AGENDA