

Scrutiny Panel:

The scope of this Panel is to examine the implementation of the Council's Community Participation Strategy and make recommendations on changes in the strategy and also practice where relevant.

The scrutiny will be undertaken by Provost Reid, and Councillors Black & Murray and chaired by Cllr Black.

The Panel will be supported by the following officers: Fiona Campbell and Jack Frawley

The review will be supported by the following officers: Caroline Binnie and Jonny Pickering

The suggested timetable of panel meetings will be as follows:

	Purpose of Meeting	Date/Venue	Attendees	Public/Private Meeting
1	Scoping Meeting Establish and agree the detailed scope of the scrutiny including establishing schedule of meetings/ visits / evidence and considering engagement with other elected Members.	6 November 2014	Members	Private
2	Scrutiny Committee Report scope of the Panel to Executive	1 December 2014		
3	Background and Context Present overview of how the Council as a whole has implemented the Community Participation Strategy, what issues we have with our approach and how they can be improved. The overview will include: <ul style="list-style-type: none"> • Background and focus of current strategy • A summary of progress • Engagement, participation and consultation – definitions and appropriateness • Achievements • Barriers to engagement /hard to reach groups 	26 November 2014 9.30.	Members Documents: Info Pack containing <ul style="list-style-type: none"> - Have Your Say – the Community Participation Strategy for Falkirk Council - Progress report on action plan - Report on survey of participation activity - Report on Citizens Panel & sample surveys - Best Value Toolkit 	Public

	<ul style="list-style-type: none"> • Summary of Citizen's Panel progress & results • Overview of activity <p>Presentation by Caroline Binnie and Jonny Pickering.</p> <p><i>(The schedule of meetings will be reviewed by the Panel after this first meeting to ensure all areas of interest are covered.)</i></p>		<ul style="list-style-type: none"> - Your Community Your Place conference report - Report on local community planning process 	
4	<p>Service and Good Practice Overviews</p> <p>Individual presentations from services, based on which services Members wish to call to provide evidence.</p> <p>Examples of good practice including Bo'ness Older Persons Asset Based Approach</p>	15 January 2015 9.30 am	<p>Members</p> <p>10 min presentations from the following services on what they did, how they changes outcomes and what feedback was given.</p> <ul style="list-style-type: none"> • Social Work • Housing • Education • Waste <p>A briefing note will be prepared by all Services - to be provided to the Panel by 23rd December 2014. This will provide an outline of the consultation exercises noted in the service plan, of consultation undertaken, methods, means and topics as well as notes of outcomes and feedback post consultation.</p>	Public

5	<p>Presentation on Community Learning & Development Including Local Community Plans An explanation of the role of local community plans and the extent / scope of participatory engagement they involve. Also discussion of where they fit within the CPP process.</p> <p>Evidence from citizen's panel, community organisations and representatives including Community Councils. Are our current delivery arrangements meeting customer and community expectations? What is the current experience of engaging with the Council? How can we get better?</p>	17 February 2105 1pm – 5 pm.	CLD Members of CP and community organisations	Public
7	<p>External Good Practice Good practice elsewhere – what do other Councils do / achieve? Current issues, e.g. potential of social media, Presentation from Young Scot Case study presentation from another Council</p>	26 February 2015 9.30 am	To be confirmed	Public
8	<p>Review meeting Consideration of evidence Consideration of good practice Are any further information / reports required? What changes / recommendations do Members what to make?</p>	26 February 2015 post external good practice meeting	Members and support officers.	Private
9	<p>Draft Report followed by summing up on findings Final meeting for Members to consider and amend the draft report.</p> <p>This will include all the issues that have been raised and considering recommendations against the evidence heard and the discussions at previous sessions. This will include an assessment, for example, of effectiveness, efficiency, examples of good practice from elsewhere, quality of service, perceived areas of good practice and areas for further development.</p>	19 March 2015 9.30 am	Members.	Private
	Final Report to Scrutiny Committee	2 April 2015	Members	Public