

**The Highland Council**  
**Caithness and Sutherland Area Committee**  
**23 September 2014**

Agenda Item	<b>11</b>
Report No	<b>CS/ 30/14</b>

## **Communities Panel Development**

### **Report by Head of Policy and Reform**

#### **Summary**

The report summarises the approach to developing the Council's new Communities Panel. Members are asked to note the report and suggest any other groups that should be invited to be part of the Communities Panel.

#### **1. Background**

- 1.1 It was agreed at the Council meeting on 8 May 2014, that a Communities Panel would be created. This panel would exist alongside the Citizens' Panel and be available for responding to survey based consultations.
- 1.2 The intention is that the Communities Panel be comprised of representative groups across the Highlands. The approach for creating the Panel is outlined below.

#### **2. Communities Panel Approach**

- 2.1 The Communities Panel will be comprised of organisations across Highland. The following criteria are to be used when creating the Panel to ensure that the groups on the Panel are representative of Highland communities:
  - All organisations must be community based, located within Highland and be constituted groups.
  - The majority of members of the group should consist of members of that community (that could be community of interest or geography).
  - Membership of the group should be open to any member of that community.
  - Any surplus funds or assets of the group are to be applied for the benefit of that community.
- 2.2 The groups invited to participate in the Panel will be asked to nominate a contact who will receive and respond to surveys on the group's behalf. Groups will be asked to consider how best to engage their membership when compiling any response.
- 2.3 There are a range of core organisations with which the Council currently engages. We have written to each of these groups and invited them to be part of the Communities Panel. These are:
  - Community Councils
  - Parent Councils

- Tenant Participation groups
- Representative equalities groups

In addition to the above, services were contacted and requested to provide additional nominations.

2.4 A further step has been to contact the Highland Third Sector Interface. They hold a database of community based organisational contacts and have assisted in distributing the invitation list to their contacts on our behalf.

2.5 Community Planning Partners were also contacted for advice on groups to include. They will also be able to utilise the Communities Panel for consultation and engagement in the future.

### **3. Next Steps**

3.1 An initial draft list of groups to be part of the Panel within the Caithness and Sutherland area is outlined at appendix 1. This includes groups specifically local to this area but also Highland wide groups that cover Caithness and Sutherland wards. Members are asked to consider the list and provide details of any additional organisations you feel should be invited to participate in the panel. There will also be an opportunity for Members to discuss this at ward business meetings. The Panel is expected to grow over time as more groups participate and new groups form.

3.2 The first focus for the Communities Panel will be responding to the second phase of the Council's Budget Consultation. This will consist of a survey based approach developed largely from the consultation responses to stage one and will have a focus on specific proposals. This second consultation phase will begin towards the end of September until November to enable firm budget proposals to be considered by Members from December 2014 onwards.

3.3 Although the Communities Panel will be used in the first instance for consultation on the budget setting process, the Panel will provide a useful tool for ongoing consultation and engagement with communities across Highland both on a pan-Highland but also local level for area-based consultations. It would also be available for CPP partner use and will be constructed with that in mind, i.e. data sharing/protection clarity.

### **4. Implications**

4.1 Resource – The Panel will be managed from within existing resources.

4.2 Legal – Appropriate consents in relation to data sharing will be obtained when constructing the panel.

4.3 Equalities – Organisations representing equalities groups will be invited to participate in the Panel and this will contribute to the Duty on the Council to advance equality (Equality Act 2010).

4.4 Rural – Groups will be invited from across the Highland area to ensure representation from remote and rural communities.

- 4.5 Climate Change/Carbon Clever – Environmental groups are amongst those to be invited to participate in the Panel.
- 4.6 Risk – Care will be taken to ensure that the Panel is representative of the Highland community.

**Recommendations**

Members are asked to:

- Note the approach to developing the Communities Panel outlined at section 2.
- Consider, and if appropriate suggest, additional representative groups to be included in the draft invitation list provided at Appendix 1.

Designation: Head of Policy and Reform

Date: 4-9-14

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## Communities Panel Invitation List

Appendix 1

### Groups that cover Caithness and Sutherland

<b>Name of Organisation</b>	<b>Area / Ward indication</b>	<b>Name of Organisation</b>	<b>Area / Ward indication</b>
Caithness and Sutherland Community Councils	Caithness and Sutherland	Caithness Ethnic Minority Group	Caithness Wards
Caithness and Sutherland Parent Councils	Caithness and Sutherland	Caithness Horizons	Caithness Wards
Caithness and Sutherland Village Hall Associations	Caithness and Sutherland	Caithness Indoor Riding Association	Caithness Wards
Caithness and Sutherland Church Groups	Caithness and Sutherland	Caithness Mental Health Support Group	Caithness Wards
Caithness and Sutherland Faith Groups	Caithness and Sutherland	Caithness Rugby Football Club	Caithness Wards
Caithness and Sutherland Local Amenities Groups	Caithness and Sutherland	Caithness Rural Transport	Caithness Wards
Caithness and Sutherland Pupil Councils (secondary schools) – to be arranged	Caithness and Sutherland	Caithness Voluntary Group	Caithness Wards
Ackergill Village Hall Committee	Caithness Wards	Caithness Voluntary Group Wheelchair Accessible Transport	Caithness Wards
Archie Sinclair Fossil Centre	Caithness Wards	Clyth Community Association	Caithness Wards
Argyle Square Area Association	Caithness Wards	Dunbeath Preservation Trust	Caithness Wards
Befriending Caithness	Caithness Wards	Halkirk Village Council	Caithness Wards
Brough Bay Association	Caithness Wards	Halladale Community Hall	Caithness Wards
Caithness & Sutherland Women's Aid	Caithness Wards	John O'Groats Hall Committee	Caithness Wards
Caithness Access Panel	Caithness Wards	Keiss Family Community Project	Caithness Wards
Caithness Archaeological Trust	Caithness Wards	Latheron Lybster & Clyth Community Development Company	Caithness Wards
Caithness CAB	Caithness wards	Wick RBLs Pipe Band	Caithness Wards
Caithness Chamber of Commerce	Caithness Wards		Caithness Wards

<b>Name of Organisation</b>	<b>Area / Ward indication</b>	<b>Name of Organisation</b>	<b>Area / Ward indication</b>
Lyth Arts Society	Caithness Wards	Yarrows Heritage Trust	Caithness Wards
Mey Hall Committee	Caithness Wards	Brora Events Group	East Sutherland and Edderton
Milton Residents Association	Caithness Wards	Brighter Brora,	East Sutherland and Edderton
No Limits Caithness	Caithness Wards	Brora and District G,	East Sutherland and Edderton
North Coast Community Transport Association	Caithness Wards	Brora Community Association	East Sutherland and Edderton
North Lands Creative Glass	Caithness Wards	Clashmore Hall,	East Sutherland and Edderton
Ormlie Community Association	Caithness Wards	Dornoch and District Community Association	East Sutherland And Edderton
Pentland Housing Association	Caithness Wards	Dornoch and District Community Interest Company	East Sutherland and Edderton
Playbox Playgroup	Caithness Wards	Dornoch Bowling Club	East Sutherland And Edderton
South Lybster Residents Group	Caithness Wards	Dornoch Firth Group,	East Sutherland and Edderton
The Clan Sinclair Trust	Caithness Wards	East Sutherland CAB	East Sutherland and Edderton
The Pulteney Centre	Caithness Wards	East Sutherland Community Care Forum,	East Sutherland and Edderton
Thurso Players	Caithness Wards	Edderton Hall,	East Sutherland and Edderton
Thurso Town Improvements Association	Caithness Wards	Embo Trust,	East Sutherland and Edderton
Traill Hall Community Trust	Caithness Wards	Feis Chataibh	East Sutherland And Edderton
Wick & East Caithness Church	Caithness Wards	Fountain Rd Hall,	East Sutherland and Edderton

<b>Name of Organisation</b>	<b>Area / Ward indication</b>	<b>Name of Organisation</b>	<b>Area / Ward indication</b>
Golspie Allotments,		Fountain Road Hall Development Group	East Sutherland And Edderton
Golspie Community Power	East Sutherland and Edderton	Sutherland Sports Council,	East Sutherland and Edderton
Golspie Community. Association	East Sutherland And Edderton	Timespan	East Sutherland And Edderton
Golspie Heritage Society	East Sutherland and Edderton	TYKES,	East Sutherland And Edderton
Golspie Youth Action Project,	East Sutherland and Edderton	Voluntary Groups East Sutherland	East Sutherland and Edderton
Helmsdale Community Bus	East Sutherland and Edderton	Assynt Community Association	East Sutherland And Edderton
Helmsdale Development Trust,	East Sutherland And Edderton	Assynt Crofters' Trust	North West and Central Sutherland
Helmsdale Station CIC	East Sutherland And Edderton	Assynt Foundation	North West and Central Sutherland
Historylinks,	East Sutherland and Edderton	Assynt Leisure	North West and Central Sutherland
Kinbrace Hall,	East Sutherland And Edderton	Bettyhill Play Park Committee	North West and Central Sutherland
Pittentrail Recreation Hall Committee	East Sutherland and Edderton	Bonar Bridge Community Hall	North West and Central Sutherland
Portgower Hall,	East Sutherland and Edderton	Bradbury Centre Daycare Association	North West and Central Sutherland
Rogart Hall,	East Sutherland And Edderton	Community Care Assynt	North West and Central Sutherland
Same as You,	East Sutherland and Edderton	Connect Assynt	North West and Central Sutherland
		Creich Croick & Kincardine Day Care Association	North West and Central Sutherland

<b>Name of Organisation</b>	<b>Area / Ward indication</b>	<b>Name of Organisation</b>	<b>Area / Ward indication</b>
Sutherland Access Panel,	East Sutherland and Edderton	CVS North	North West and Central Sutherland
Durness Development Group	North West and Central Sutherland	Tongue and Farr Sports Association	North West and Central Sutherland
Durness Parish Hall	North West and Central Sutherland	Transport For Tongue ( T4T)	North West and Central Sutherland
Elphin, Ledmore & Knockan Community Association Ltd	North West and Central Sutherland		
Historic Assynt	North West and Central Sutherland		
Invershin Hall Committee	North West and Central Sutherland		
Kyle of Sutherland Development Trust	North West and Central Sutherland		
Kyle of Sutherland Fisheries Trust	North West and Central Sutherland		
Kyle of Sutherland Initiative	North West and Central Sutherland		
Lairg & District Community Initiative	North West and Central Sutherland		
Lairg & District Learning Centre	North West and Central Sutherland		
North West Community Bus	North West and Central Sutherland		
Rosehall Village Management Committee	North West and Central Sutherland		
Scourie & Badcall Grazings Committee	North West and Central Sutherland		
Strathnaver Museum	North West and Central Sutherland		
Sutherland Access Panel	North West and Central Sutherland		

## Highland wide groups that cover Caithness and Sutherland – H

Name of Organisation	Area	Name of Organisation	Area
Advocacy Highland	H	Highland Society for the Deaf	H
Age Concern Scotland	H	Highland Youth Voice	H
Albyn HA	H	Highlands & Islands Equality Forum	H
Alzheimer Scotland (Regional Office)	H	Highlands & Islands Theatre Network	H
Archaeology for Communities in the Highlands	H	Highlands and Islands Autism Society	H
Autism Rights Group Highland (ARGH)	H	HUG - Action for Mental Health	H
Barnardo's	H	Kagyusamyedzong Highlands	H
Birchwood Highland	H	Key Community Support	H
Blythswood	H	Lead Scotland	H
British Deaf Association Scotland	H	Momentum	H
Brook Highland	H	Nansen Highland	H
Cairn HA	H	New Start Highland	H
Chinese Association SHIMCA	H	North Highland Initiative	H
CHIP+	H	North Highland Tourism	H
Community Woodlands Association	H	North of Scotland Archaeological Society	H
Connecting Carers	H	Partnerships for Wellbeing	H
Contact The Elderly	H	People First Highland	H
Creativity in Care	H	Plan B Collaborative Theatre Ltd	H
Forest Education Initiative	H	Poppy Scotland	H
Friendship Services	H	Promoters Arts Network	H
Headway Highland	H	Ross-shire Waste Action Network (ROWAN)	H
Health & Happiness	H	Safe, Strong and Free	H
Hearing and Sight Care	H	Scottish Huntington's Association	H
Highland Bangladeshi Association	H	SHIRLIE Project	H
Highland Birchwoods	H	Sight Action	H
Highland Buildings Preservation Trust	H	Support in Mind Scotland	H
Highland Business Women's Club	H	Swans of Scotland	H
Highland Developmental Co-ordination Disorders	H	TAG Highland	H



<b>Name of Organisation</b>	<b>Area</b>	<b>Name of Organisation</b>	<b>Area</b>
Group (HDCD)			
Highland Environment Network	H	The Highland Football Academy Trust	H
Highland Homeless Trust	H	The Highland-Russia Connection	H
Highland Indian Association	H	The National Autistic Society	H
Highland Islamic Education and Community Centre	H	Waverley Care	H
Highland LGBT Forum	H	Women@Work Project	H
Highland Multicultural Friends	H	Youth Highland	H
Highland Rainbow Folk	H	Waverley Care	H
Highland Senior Citizens Network	H	Women's Aid	H
Highland Skate Club	H		