



# MBLCC Community Engagement Plan

## How CCs could/should consult with the Community

- CC is the most local tier of statutory representation in Scotland. CCs have a responsibility to communicate with all the residents living in your community. This should be undertaken regularly and effectively to be able to claim that the CC represent community's views and needs, and not the personal opinions of Community Councillors.
- Engagement can range from providing information about current work or projects, to consulting on particular issues, to full empowerment whereby the community has decision-making powers.
- Try to find out the local knowledge, depending on the nature of the project.
- Some of the engagement needs to be ongoing and some of it might be short-term or one-off events. When it comes to consultation it is not just about a one off, but ongoing.
- Community Councils, by law, must be non-discriminatory. They should be welcoming, open and non-judgmental toward all citizens, including youths and individuals from underrepresented or minority groups. Nobody should be blocked from Community Council activities.
  - Inclusion: reaching hard to reach people - protected characteristics: age, gender, sex orientation, pregnancy, race, religion etc..
  - Include school pupils (aged 12 or over), older people, church communities, LGBT, BAME, disabled people.
- There is not one correct way for a Community Council to engage with its citizens and what works for one part of the community might not reach other members of the local area.
  - Barriers to participation: venue being accessible, time, travel, childcare, access to interpreters, communication aids, out of pocket expenses;
  - digital exclusion: contact details as well as relevant information in all public buildings e.g. Millennium hall, Co-op, post office, pharmacy, churches, mobile libraries, older people's group (lunch soup), groups etc.
  - local newsletters e.g. Asda, school, parent council, church community, etc.
  - GP surgery
  - radio station – Radio North Angus
- When establishing views, Community Councillors should canvass local opinion but be careful not to be perceived as orchestrating campaigns unless endorsed by the Community. Community Councils are aware that it is often only a vocal minority who make representations. The Community Council should seek to represent the views of the whole Community.

## Impact

- Why are we trying to communicate?
- What are we trying to communicate?
- What do we believe the impact will be?
- How are we going to know if we were successful? E.g. Facebook reports?
- Follow up...You said, we did etc.

## How MBLCC communicates today:

- The CC communicates by a WhatsApp Group and by email. It also meets at the regular CC meeting on the 3<sup>rd</sup> Wednesday of every 2<sup>nd</sup> Month in the Millenium Hall, Birkhill.
- The CC works with public services (e.g. Communities team, police, fire service, etc..) – The Police provide reports and attend the regular meetings
- The CC makes use of elected members and Council Officers by email and at the regular CC meeting
- The CC will be working with communities e.g. groups
- The CC works with members of the MBLCC Community by inviting them to attend the regular CC meeting.
- By email where people have provided an email for the purpose
- By the MBLCC Facebook page – which is also shared to the Birkhill Area Community Group; Liff; Piperdam Facebook pages
- By posters in the MBLCC area
- The CC attends the biannual ‘Success for Sidlaw’ meeting
- The CC attends the Angus Resilience Meetings
- See also the table in Appendix A

## Additional ways the MBLCC could communicate:


### Ways to consult:

- Survey on an annual basis asking :- how do people hear about you, issues, challenges, gaps, LPP, etc.
- Identify all the community groups and meet with them to gather information on issues in the community and to gain an insight on what services they can provide. This could be used in resilience planning and allow us to better help respond and communicate in local emergencies. It would also allow us to share funding opportunities etc.
- Have open sessions for the community in public venues.
- By letter drop if funding allows or if during already scheduled drops (>1000 homes).
- By attending as a CC at Community Events that are being held.

## Appendix A – Table of MBLCC Community Engagement

Note only public contact details will be published in this document. Other contact details will be held in the email system.

HOW	DETAILS	WHAT TO SHARE	WHO	TIMESCALE
MBLCC Notice boards				
	Outside Asda Birkhill		Avril	Done
	Small Noticeboard on Tiddlywinks fence Muirhead		Avril	Done
	Liff Church Road		Stuart	Done
	Fowlis Village Green		Keith	Done
	Piperdam		Rose	Done
Other notice boards				
	Millennium Hall – hand into office (could we have a suggestion box?)		Avril to Hand in and email	Done
	Adil's Muirhead		Avril	Done
	Fowlis Easter Hall		Keith	?Done
	Lundie Hall (Access)		Rose	?
	Servite House Birkhill		Avril to email	Done
Possible new notice boards (from discussion with members of public)	Posters/Suggestion boxes			
	Birkhill Inn	Agenda/Key events	Agreed.	WIP - Put up from Mid 24
	Inside local Asda	Agenda/Key events	No notice board	Close
	Inside Dr Surgery	Agenda/Key events	Avril to check with surgery	TBD
	Inside Chemist	Agenda/Key events	Avril to check with them	TBD
	Inside Piperdam	Agenda/Key events	?	TBD
	Grewars Farm Shop	Agenda/Key events	Avril to check with them	TBD
	Church	Agenda/Key events	Avril to check with them	TBD
Schools				
	Birkhill Primary School	Agenda/Key events	Can we email to get them put out? Stuart to check	
	Liff Primary School	Agenda/Key events	Stuart	
Facebook				

		Agenda and Minutes; Events to be setup for meetings/ events; Planning applications; Community events and information	All	Don't currently put on minutes. Do we want to?
		Share to community facebook groups	All	@followers; Go Live
Website				
		Contact details for CC members	Keith	Done
		Agenda	Keith	Done
	<a href="https://mbfcc.co.uk/Meeting-Minutes">https://mbfcc.co.uk/Meeting-Minutes</a> 	Meeting Minutes	Keith	After each meeting
Whatsapp Channel	Under Updates in WhatsApp. “MBLCC Public Channel”. This is good to announce information. Members of public can see the information and react but not comment and all phone numbers are private	Meetings/Events/ Resilience Notices	Follow the MBLCC Public Channel channel on WhatsApp: <a href="https://whatsapp.com/channel/0029VaLQjGo3mFYA7zz9v61U">https://whatsapp.com/channel/0029VaLQjGo3mFYA7zz9v61U</a>	
EMAIL				
	Email list created (note emails sent as BCC)	Agenda/Key events		Need more people to sign up
Radio North				
		Agenda/Key events		
Side of Road signs		Key Events		
Community Groups				
	Bowling	Key Events/Surveys		Contact details needed
	Birkhill Baby & Toddler Group Facebook			
	Scouts (posters/letters home)	Key Events/Surveys		Contact details needed
	Farmers	Key Events/Surveys		Contact details needed
	Young Farmers	Key Events/Surveys		Contact details needed

	Muirhead Church	Key Events/Surveys		Contact details needed
	Fowlis WRI	Key Events/Surveys		Contact details needed
	Lundie WRI	Key Events/Surveys		Contact details needed
	ADD OTHERS (Check local groups that run in the halls)	Key Events/Surveys		Contact details needed

## Appendix B - Training

Online training resources available:

- ② The SCDC delivered a [webinar for community councillors](#) on the National Standards for Community Engagement which can be viewed below:
  
- ② TURAS Learning: <https://turasdashboard.nes.nhs.scot/>  
This course is an introduction to community engagement and will show you the benefits of good community engagement as well as some methods of engagement.
  
- ② [Open university Skills and Learning for CCs](#)  
Digital skills-Google, MS  
Business skills – project, public leadership  
Fundraising  
Community and society – legal skills, law making