



**Glasgow City Council**

**Scottish Government**



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Manager, Democratic Services**

# **PARTICIPATION REQUESTS ANNUAL REPORT**

**2017/18**

## 1. Background

- 1.1. On 1<sup>st</sup> April 2017 the Community Empowerment (Scotland) Act 2015 came into force. Glasgow City Council has put in place a temporary process to ensure requests can be considered with the view to implement a robust permanent process.
- 1.2. On the 19th of April 2018 Glasgow City Councils City Administration Committee agreed a new process for Participation Requests (Appendix 1).

## 2. Annual Report

- 2.1. During the period 1 April 2017 to 31 March 2018 Glasgow City Council received 2 Participation Requests. All decision notices can be found on our website here <https://www.glasgow.gov.uk/index.aspx?articleid=21071> .

Requests Received		Decision
Drumoyne Community Council	Request regarding a parking scheme for the G51 area of Glasgow	Rejected
Jordanhill Community Council	requested to be involved in the community planning structure specific to Victoria Park and Open Spaces	Rejected

## 3. Communication and Promotion

- 3.1. To meet the requirements of the Act, Participation Requests have been included in Community Councils weekly news bulletins and there is a page on the Council's website. This page details what Participation Requests are, their context within the Community Empowerment (Scotland) Act 2015, The Scottish Government's guidance for requests and a link to download the Participation Request form. The page also encourages community groups who are considering submitting a request to contact the Council with an enquiry before submitting an official request.
- 3.2. Below is a proposed communications strategy which will be presented to our Wellbeing, Empowerment, Community and Citizen Engagement City Policy Committee for approval on 16<sup>th</sup> August 2018.

#### 4. Proposed Communication Strategy

4.1. The following methods will be used to promote Participation Requests;

<b>Audience</b>	<b>Communication Method</b>
Glasgow City Council Staff	Insider article  A connect banner advert linking to the dedicated page on Glasgow City Council website
Community Groups/General Public	A press release to the media in particular; Third Force News Local weekly newspapers Housing Scotland Newsletter Community Council Newsletter  A dedicated page on Glasgow City Councils website  Leaflets / posters / info packs in libraries, Citizens Advice offices/ tenants newsletters as reception areas in council offices  A series of scheduled posts on Glasgow City Councils and Community Planning Partnership's social media accounts
Elected Members	A briefing paper will be drafted
Branding	A graphic will be created for Participation Requests to be used on social media