

THE BIG CONVERSATION

Your Stirling Your Say...

We want to hear your views...



Meeting in a Box

- **Have a Conversation**
- **Capture what was said**
- **Send it in**

Thank you for participating in Stirling Council Big Conversation.

Your 'Meeting in a Box' conversation will supplement the public forums and give citizens an additional opportunity to discuss their views on our Budget proposals.

The collective results from all engagement methods including Meeting in a Box will be incorporated within a budget report.

'Meeting in A Box' Contents

- Overview
- Host Instructions
- Sample Invitation
- Themed Idea and scoring sheet
- Host Feedback Form

Meeting Overview

This 'Meeting-in-a-Box' is intended to help people share ideas in a way that is more comfortable and suits their schedule. People can get together with family, friends, community groups, associations, co-workers, school class and neighbours.

This is a short guide on how to get the conversation started, ask some questions, and record and share your feedback back to the Council.

Key Messages

Like every local authority in Scotland, Stirling Council faces a highly challenging financial environment. We need to save £24 million over the next 5 years. We anticipate that public spending constraints will continue for some years to come. That is why we are asking citizens to join in our Big Conversation – an open, honest and ongoing dialogue to ensure that we can all play our part in making Stirling Prosperous, Healthy, Achieving and Resilient.

We asked citizens, community organisations, partners, staff and the Third Sector:

- How we could reduce costs & increase income;
- How we reduce demand for services;
- How we tackle inequality and make Stirling a fairer place
- How can we work better together

We received over 800 ideas. Thank you.

We now want to:

- Get more residents to participate in the budget processes
- Make it easier and more accessible for citizens to participate

We want to hear citizens' views through this 'Meeting in a Box'. Everyone's views will help us to have an understanding of what citizens think about the ideas which have come forward and help inform the budget report.

Host Instructions

Please read this pack in full. Give yourself time to think about how you want your meeting to run before it begins.

Meeting Purpose:

- Encourage discussion about the budget themes and ideas
- Ask individuals to score each budget theme
- Identify key considerations and gaps

How long will this take?

You can host the conversation over lunch, snack or coffee. The length of the conversation is up to you and your guests, but it could take anywhere from 30 minutes to an hour.

What will I need?

Apart from your venue, all you will need is this 'Meeting in a Box' workbook and pens/pencils.

Meeting Process Summary

Hosting a 'Meeting in a Box' means taking on the role of gathering the group and facilitating the conversation.

1 Invite

Pick a venue which will be convenient and accessible for the people you would like to invite. Pick a location where you and your guests can easily talk to each other without noise or interruptions.

Think about your friends, family, co-workers, neighbours, sports teammates, classmates or association members who are interested in the Council budget. Perhaps you already meet regularly with a group that would like to talk about Stirling Council budget and priorities. Either way, invite them to a conversation giving them reasonable notice.

Feel free to invite as many people as you like. We find that conversations between 8 -16 people usually let everyone have a chance to talk and are small enough for most people's homes or meeting spaces.

2 Remind your guests

One or 2 days before your conversation, remind your guests to come along.

3 Set Up your conversation

Please make a sign-in sheet available near the entrance, because accurate attendance numbers help the Council understand how effective specific engagement methods are.

Sort copies of sheets and have these to hand when guests arrive.

4 Facilitate your conversation

As the "host" of this discussion, your role is to ensure that:

- Everyone has a chance to say something
- No one dominates the conversation
- Someone is taking notes on the conversation so that the workbook can be completed

The ideas which came into the Council from communities, staff and individuals have been themed to help us all look at them. On each themed sheet we have detailed some of the key ideas coming through. We have also included a context page for each theme which gives some statistical information to help people.

As a group you should discuss each theme and whether you are generally in favour of these types of ideas going forward, if there are any key considerations we need to look at and if there is anything missing from this theme.

You can either score each theme as a group or as individuals and note any comments. If you need more space feel free to use other blank paper which can be attached to the sheet.

Work through each of the themes. Any more general comments can be captured and written on the sheets too.

When the conversation has finished thank everyone for their contribution and let them know that all their scores and comments will be considered in the next stage in the budget process.

4. How did you find it?

After your meeting we would be interested in understanding how you, as the host found the process of using this workbook and running the meeting. We have include a short Host Feedback form to help us improve this type of resource in the future.

5 Send us your workbook and feedback

Once completed, please ensure to send us all sheets and your feedback. There is a 'Meeting in a Box' Overview Sheet, the Themed Idea and Scoring sheets and Host Feedback Sheet which all need to be returned. Remember to attach any additional sheets.

Return in person:

You can drop the information to any Council office, local library, local office, local school, Council run community centre or into Customer First.

Return by email:

You can also scan all sheets and email them to us at

Bigconversation@stirling.gov.uk

Return by post:

Package your sheets and send them to -

Big Conversation

Old Viewforth

14-20 Pitt Terrace

Stirling FK8 2ET

Please return your 'Meeting in a Box' no later than Friday 16th November 2018.

Questions

If you have any questions, please feel free to contact us at

Bigconversation@stirling.gov.uk or 01786 233076.

Sample Invitation

You are invited to a

Big Conversation

Where:

When:

RSVP:

Stirling Council is consulting on its 2019/20 budget and is keen to hear your views and put communities at the heart of their budget planning.

Stirling Council needs to make £24million of savings over the next five years, which means they need to transform the way they deliver their services. Some tough decisions will no doubt have to be made and they want an open and honest discussions about what is most important to you.

'Meeting in a Box' conversations are one way you can be part of these discussions. Please join us to share your views, thoughts and ideas and to enjoy good company!

We hope you can attend this Big Conversation and share your views.

We look forward to hearing from you.

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'Meeting in a Box' Overview Sheet

Host name

Host contact details (email or address)

Meeting title (group name, geographical area or how you would like identified)

Meeting Date

Number of people who participated

Geographical area participants are from

Your contact information is being collected by Stirling Council so we can feedback to you on the Big Conversation process and give you information on further opportunities to participate in it. It will not be to be used for any other purpose and will be deleted after the initiative has been completed.

Your information will be kept secure and not shared with other Council services or Partners.

Under the terms of the General Data Protection Regulation you have rights with respect to your personal data, including the right to access a copy of what we hold on you; have it changed or removed. Contact the Data Protection Officer on 01786 404040 for assistance.



Care

Redesign DAYCARE



- Increase early intervention and prevention to reduce the number of young people placed in expensive external placements and increase family based provisions such as foster care and kinship care.
- Improve housing options for young people leaving care and reduce need to use bed and breakfast accommodation.
- Review day care options for people with a learning disability – have more opportunities locally.

Models of

NEIGHBOURHOOD CARE



- Use this innovative district nursing and homecare model across the whole of Stirling - to increase quality of care but reduce amount of care needed.
- Encourage more connections with partners and social enterprises.



Increase CONTRIBUTIONS

- Use means testing to look at contributions families can make to care costs.
- Charge for certain additional care services to generate income.
- Increase charges to other Local Authorities who place young people with our foster carers.

Overall how in favour are you of the ideas in this theme?

Not in favour

Slightly in favour

In favour

Extremely in favour

What are the key things you would like us to consider?

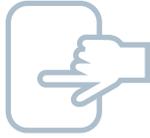
Has anything been missed from this theme?



Schools & Learning

Develop

LEARNING



- Expand online learning and virtual classrooms so one teacher can take a class across several schools. This could also include college courses.
- Include adult learning in schools.
- Transform senior phase offer to include more out-of-school experience.

Look

at



STAFFING

- Have one head teacher across several schools.
- Create shared campuses with one head teacher responsible for nursery and primary schools.
- Make the head teacher position a business manager post.
- Put specialist teachers into school and not peripatetic.

Income



GENERATION

- Create additional paid services for those wishing it i.e. exam prep, tutoring, coaching.
- Look at school buildings and expand their use.
- Remove nursery provision for 0-2 years.
- Look at paid for after-school provision.

Overall how in favour are you of the ideas in this theme?

Not in favour

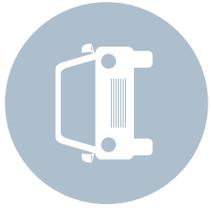
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In favour

Extremely in favour

What are the key things you would like us to consider?

Has anything been missed from this theme?



Parking & Transport



Increase CHARGES

- Increase parking charges.
- Charge companies for use of the Bus station.
- Charge for parking at Albert Halls and other venues.
- Develop paid for parking at Viewforth complex.

Modernise



SYSTEMS

- Modernise parking charge systems to maximise choice and income.
- Put in barrier systems to reduce need for enforcement.
- Create paid for facilities specifically for motor homes.



Change TRANSPORT

- Close the bus station.
- Review Park & Ride usage.
- Develop cycling round the city.
- Reduce car usage to lessen road repairs and improve infrastructure.

Overall how in favour are you of the ideas in this theme?

Not in favour

Slightly in favour

In favour

Extremely in favour

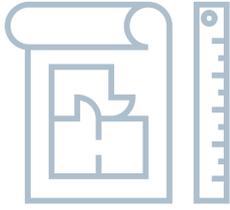
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Assets

Develop OUR ASSETS



- Create student accommodation from older buildings which can also be used for visitor accommodation in summer.
- Have better facilities but in one space - bring together libraries, community centre, schools.
- Create an all year round venue for different types of events e.g. Ingliston.
- Create paid for memorial gardens and walls in cemeteries to create new ways to remember loved ones and scatter ashes.

Reduce ASSETS



- Encourage staff to be flexible and increase mobile working.
- Review the IT systems used and streamline where possible.
- Reduce number of grass cuts – potentially having more wildflower areas where feasible.

Optimise ASSETS



- Make better use of the spaces in our schools to maximise income or reduce buildings.
- Be more efficient in use of technical and building services - more co-ordination and sharing of resources.
- Encourage staff to be flexible and increase mobile working.
- Share buildings with partners or businesses.
- Look at vehicles to maximise use.

Overall how in favour are you of the ideas in this theme?

Not in favour

Slightly in favour

In favour

Extremely in favour

What are the key things you would like us to consider?

Has anything been missed from this theme?



Technology, Innovation & Smart Working

Better use of TECHNOLOGY



- Use online meetings and better use of collaborative software and reduce travel costs.
- Make staff more digitally aware and increase use of technology.
- Use technology to create a paperless office.



Develop NEW DIGITAL WORKING

- Have more services available online, so reducing costs and increasing convenience.
- Better use of technology in packages of care to reduce the number of carers needed to support an individual.
- Develop use of the data held to increase efficiency i.e. establish where issues are and target responses.
- Develop systems to co-ordinate resources better i.e. transport and staff going to rural areas.
- Explore using automated services where appropriate.
- Develop partnership working with businesses and further education providers to share skills, equipment and technology.
- Develop customer driven IT systems to inform customers so freeing staff time i.e. repairs, visits, reminders.

Overall how in favour are you of the ideas in this theme?

Not in favour

Slightly in favour

In favour

Extremely in favour

What are the key things you would like us to consider?

Has anything been missed from this theme?



Events

Develop

TOURISM



- Introduce a Tourist tax to generate income for the area.
- Market Stirling as a host for large-scale events and concerts.
- Hire out equipment to companies for large scale events.
- Work in partnership on large events to create 'fringe' benefits and attractions.

Use

Assets



- Encourage more attractions in city i.e. Markets, Festivals.
- Promote the Stirling area as a wedding venue.
- Develop marketing round fishing and outdoor pursuits.
- Develop more income generation from visitor attractions i.e. parking, catering.

CREATIVELY

Create

New



ATTRACTIONS

- Develop a major visitor attraction to draw in visitors e.g. Kelpies.
- Develop a larger family friendly park with paid attractions e.g. Callander Park.
- Create an all year round venue for different types of events e.g. Ingliston.
- Develop City Events Field.

Overall how in favour are you of the ideas in this theme?

Not in favour

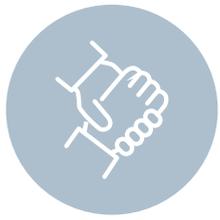
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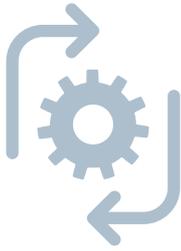
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Partnership & Shared Services

Redesign SERVICES



- Redesign Library services to maximise use, reduce buildings.
- Front line services supporting each other e.g. waste/recycling staff taking photographs of potholes etc.
- Develop social enterprises in rural areas for services such as grass cutting.
- Improve advice services internally and reduce duplication.
- Review external organisations the Council funds.

Merge WITH OTHERS



- Work in a more shared manner with other local authorities and public agencies to deliver services.
- Share back office services such as HR, finance, procurement with other local authorities.
- Share some enforcement activities with Police Scotland.

Maximise BENEFITS



- Hire out the services of skilled staff to business and group i.e. planners, building surveyors.
- Maximise community benefit from contracts i.e. companies.

Overall how in favour are you of the ideas in this theme?

Not in favour

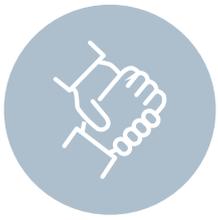
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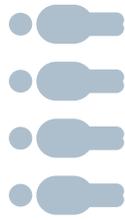
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People doing more for themselves

People Support for LOCAL SERVICES



- Encourage and support local people to cut grass and lend them equipment.
- Local organisations taking on locally based Council assets and running them i.e. public toilets.
- Promote adoption and fostering care.
- Link care services to local community initiatives to provide social contact for older people.
- Develop community litter enforcement initiatives.
- Work with communities to grow plants for community gardens and use volunteers to plant and maintain.



Develop PARTNERSHIP



Encourage VOLUNTEERING

Overall how in favour are you of the ideas in this theme?

Not in favour

Slightly in favour

In favour

Extremely in favour

What are the key things you would like us to consider?

Has anything been missed from this theme?

Host Feedback Form

How useful did you find the 'Meeting in a Box' concept for broadening residents input into the budget process?

Poor Fair Good Excellent

Did you find the 'Meeting in a Box' instructions easy to understand and use?

Yes No

How could we improve the Meeting in a Box?

Would you host a 'Meeting in a Box' again?

Yes No

If no, why not?

Would you recommend a 'Meeting in a Box' to others?

Yes No

Thank you for participating in 'Meeting in a Box',
and helping to shape the Council's Budget