

# Minutes and Action Points

## Meeting of Hawick 'Town Team'

Salvation Army, Burnfoot Community Hub

Tuesday evening 12/09/23, 6:30-8:30pm

### Present:

John Hogg

Cath Elliot Walker

Colin Hope

Gordon Muir

Ashleigh Patterson

Duncan Taylor

Ruth Lyle

Marion Chyrstie

Cllr Annette Smart

Cllr Clare Ramage

Naomi Sweeney

Gillian Jardine

Sharon Renwick

Sarah Culverwell

Rachel Oliver

Cameron Knox

Nikki Brown

Caroline Brophy-Parkin

David Chapman

Keith Johnstone

Sian Snowdon

Chairman JH welcomed and thanked everyone for coming along.

## **1. Apologies**

Caroline Hamilton (CH), Euan Welsh (EW), Hilda White (HW) CEW submitted apologies from Watson McAteer and Michael Pattison retrospectively.

## **2. Statement**

The following statement from Gateson Campbell volunteer consultants was read out by John Hogg . They have withdrawn from Hawick Place Planning process following the previous meeting. They wish the town team well and thanked the steering group.

*Statement on behalf of Gateson Campbell*

*At the open meeting of 21st August 2023 motions tabled to appoint a 'framework' consultancy and to delay any appointment of consultants were uncontested by the majority of those present, leaving Gateson Campbell with no choice but to take the steer and withdraw from the Hawick PlacePlan Initiative.*

*We wish to thank the Steering Group for the opportunity and wish the Town Team all the best for the future.*

*We are proud of our personal credentials that deliver a powerful blend of consultancy and subject matter, on the ground expertise.*

*Our methodology has been developed by Strathclyde Business School and we have the support of their strategy faculty.*

*The approach provides a clear roadmap transforming ideas into prioritised actionable projects, dropping down into detailed actions, building up to a clear statement of aspirational outcomes.*

*Our USP is a blend of strategic methodology and social capital focus, involving community representatives directly at every stage of development through interactive, collaborative structured sessions.*

A second statement was read out on behalf of Karen Gateson stating the process could be held up by months now that profession consultants are being proposed.

JH acknowledged disappointment that volunteer consultants have felt they have had to stand down but understood their decision to do so and thanked them for their contribution and support to date.

## **3. Town Team Members**

### **3.1. Confirm Approach**

Now that volunteer consultant Gateson Campbell have stood down their analysis\* of the raw data previously shared can't be used going forward. They will provide the raw data gathered from the many "Have your say" sessions but believe that any consultants appointed would bring their own approach to analysis and they would not

therefore be willing to share the analysis undertaken by themselves (for which they hold intellectual property rights) The raw data will require to be analysed . **NB, MC, RL, GM and CR agreed to take this on and agree a method.**

On the matter of appointing professional support, no clear decision was made for the time being. The general consensus was once the engagement data is retrieved then a clearer decision can be made. Action: JH or CEW will get in touch with Gateson Campbell to retrieve the data ahead of the next meeting.

On the matter of data from previous engagement everyone agreed to continue and stick with the data gathered to date e.g., not starting again. It was noted there's over 2000 post-its.

The People Powered Pyramid graphic and the 12 categories were discussed. It was noted its intended purpose had evolved. It represents all the community groups/grass route organisations in the town, it had proposed that a new singular constituted group be created, but now the governance structure will be held by existing groups on agreement of a Memorandum of Understanding (MoU). Additional groups are to be added to the graphic and categories to be reevaluated – actions to be assigned. The MoU categories reflect those of the graphic.

General consensus was to continue with the approach above - no other approaches were proposed, and the structure was confirmed. CR mentioned the mural - Vision 2014 for Hawick which had four categories Heritage, Sport, Culture and Industry.

An additional category was suggested as digital and connectivity, but it wasn't confirmed to be included.

### **3.2 Identify leads for each theme**

Leads are set out below. A few attendees mentioned having one lead is good but in reality, it would be useful to have deputies.

**Culture / Arts and Crafts** - David Chapman, Michael Pattison (tbc)

**Education** – Lynn Hodgins

**Eco / Green / recycle** – Annette Smart, Gordon Muir

**Fellowship** – Caroline Brophy-Parkin, Sian Snowdon

**Heritage** – Cath Elliot-Walker, Duncan Taylor

**Media** – Euan Welsh, TD9 Radio (tbc)

**Parenting / Pre-school** – Nikki Brown

**Recreation** – Keith Johnstone

**Religious** – Caroline Brophy-Parkin, Anne Adams

**Sport** – John Hogg

**Support / Youth Support** – Sian Snowdon, Caroline Hamilton (available approx. 5-6 weeks time)

**Regen / Housing / Civic** – Colin Hope, Ashleigh Patterson

Suggestion from CH to include a theme for business/commerce and tourism hospitality

Not all those above were present. **Action: group leads to be agreed/finalised ahead of next meeting. Action CEW to confirm with those not in attendance.**

Leads will need to contact other groups to become well-kent faces.

**Action: share a template of communication on how to approach groups. SBC to draft an email for comment.**

**GDPR - CEW asked if everyone was happy to share emails. Agreed by everyone in attendance Action: NS to set up template form to gather consent through an opt-in.**

### 3.3 Other roles

Idea of establishing a Junior Town Team was noted but need to be considerate of exam times. Also recognised that this Town Team needs to get up and running on good terms first. To be considered at a near future date.

Communication was acknowledged as being vital in moving forward. CH suggested Hawick Online and Discover Hawick might be good platforms for communications. Action: agreed a communication lead to be appointed (see below).

The idea of a 'sports day' or a fresher's style fair event to bring all clubs and groups together with stalls to promote themselves within the wider town and allow for networking was raised.

Role of businesses - there are many businesses in Hawick that sponsor and give money. Businesses could have a lot to offer a town team and place plan and can help support initiatives.

The opening chapter for the Place Plan is being worked on by RL, MC &HW

**Action: When engagement data is received NB, MC, RL, GM to work on raw data.**

### 3.3 Confirm Chair and positions

Nominations for Chair: John Hogg.

Proposed by: Gordon Muir and Seconded by: David Chapman

Nominations for Vice Chair:

Marion Chyrstie was proposed by JH. MC politely declined because she felt it was large commitment given her existing role in Hawick Flood Protection group and her business.

Catherine Elliot Walker proposed Keith Johnstone who agreed to take the position on in the interim. Seconded by Rachel Oliver.

Nominations for Secretary – Gordon Muir proposed Cath Elliot Walker. JH seconded Ruth and Gordon agreed to assist

Minutes – No takers. SR Scottish Borders Council agreed to continue to take minutes. No objections made.

Communication lead – Ashleigh Patterson and Euan Welsh (not in attendance and subject to agreement)

## 4. MOU

CH proposed adopting the MoU as a draft and to review it in 3 months. JH agreed and no one objected. Subject to a change in wording for Community Councils and addition on intellectual property rights of data. Action NS to review wording.

A target date of March was proposed for a Place Plan to be adopted. Agreed and acknowledged it might change.

Agree to circulate the worked up draft MoU and publish for public comment with date for agreement decided

## 5. Next Steps

CH proposed setting up a group to look at appointing a consultant. JH agreed. JH, CEW and GM acknowledged they have a conflict of interest given that they know one of the consultancies on the consultancy framework.

**Action: MC, CH to investigate this initially**

## 6. AOB.

SC – Asked about interest from the Town Team group, about bringing Teviot and Liddesdale place making groups together in the winter time. The Town Team advised that this would be of interest to the group.

NS – mentioned some work being done to set up information webinars on particular topics, data, mapping, community ownership.

**Next confirmed meeting Tuesday 17 October Salvation Army, Burnfoot Community Hub 6:30-8:30pm. Thank you to Caroline for allowing us to use this space.**