

# Community Resilience Fund

## Approach to Recruitment



This document summarises the approach to recruiting participants for the decision making stage of the Community Resilience Fund. It has been produced following a workshop<sup>1</sup> and additional input from VCSE organisations and councillors.

[Key features](#)

[Eligibility Criteria](#)

[Target Participant Profiles](#)

[Target Participant Profile - Areas](#)

[Target Participant Profile \(Equalities\)](#)

[Expressions of Interest](#)

[Communication](#)

[Selection of Participants](#)

[Participant incentives and support](#)

[Appendix A: Expression of interest form questions](#)

[Appendix B: Description of role](#)

---

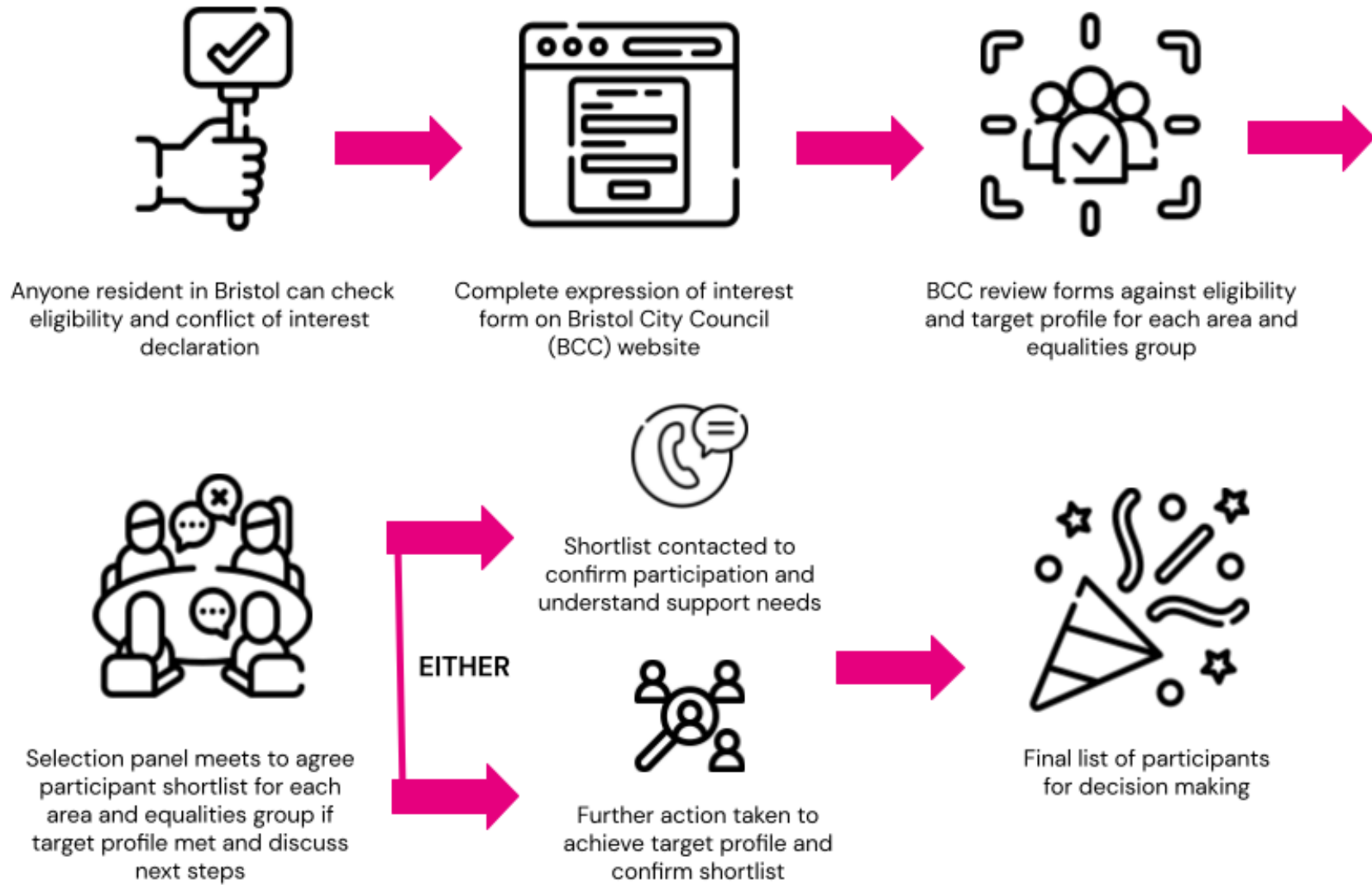
<sup>1</sup> [Summary of workshop](#)

## Key features

- We will run an **open process** to recruit participants from eligible areas and equalities communities. This means that any person who meets the eligibility criteria can submit an expression of interest to participate in the decision making process<sup>2</sup>.
- The same basic **eligibility criteria** will apply to all those who express an interest in participating, to ensure equity in approach.
- Bristol City Council will host an **expression of interest form** for all participants. Data will be held by the Council and shared with selection panels as required.
- There is a **target participant** profile for every area and equalities groups. If the target is not met by the selection panel, we will pause and take additional steps to target recruitment to groups where there are gaps before finalising the list.

---

<sup>2</sup> Overwhelming majority of the co-design partners favoured an open process



## Objectives of the process

- Bring together a diverse and broadly representative group of Bristol Residents to work with VCSE staff and Councillors to make decisions about allocation of the Community Resilience Fund.
- Increase equity by prioritising involvement of those communities who are usually underrepresented within this kind of process, to ensure communities who will see the benefit of the spending are involved in the decision making.

## Eligibility Criteria

Eligibility criteria will apply across all areas and equalities groups. Participants must be part of one of the eligible groups to participate in the decision making process. It will be published openly on the Bristol City Council Website, Community Resilience Fund pages.

- Participants must be 16 or over
- Participants must be willing to dedicate between 8 and 15 hours, between 1st November 2022 and 31st January 2023
- To be eligible, participants must be one of the following:
  - a Bristol resident that lives, works or takes part in community activities in an eligible neighbourhood area, or equalities community (listed below) participating in the Community Resilience Fund
  - a Councillor in a ward within an area of eligibility
  - a representative of a VCSE organisation based in an eligible area or part of an eligible equalities community

## Conflicts of Interest

- We know people will have connections to their communities - using facilities and services, volunteering for local organisations, having friends who work for organisations etc.
- Everyone involved in decision making will be asked to declare any conflict of interest before decision making begins. Declarations will be shared with the rest of the decision making group so that any interests are completely transparent.
- If a proposal is being discussed in which someone has declared an acceptable interest (as outlined below) they will be asked to leave the room temporarily. This is to prevent any undue influence, or appearance of undue influence on the discussion.
- Participants in decision making groups will be asked to sign a confidentiality agreement, to commit to keeping decisions within the decision making group, until they are finalised.

## What is a Conflict of Interest?

**Conflict of Interest** refers to situations in which personal interests (which may include financial interests) may compromise or appear to compromise judgement and integrity.

It is the participants responsibility to ensure that any and all potential conflicts are shared before the start of the decision making process- a form will be provided to all participants to complete. Participants will be excluded from the decision making process where the identified conflict is in the Council's opinion material and cannot be mitigated. Below are outlined declarations of interest which are acceptable and those which exclude people from participating. Where there is doubt about any potential conflict of interest, the Council's Project Team will discuss with the Oversight Group who will advise about the way forward.

Conflicts of interest which exclude you from being a participant	Declarations of interest which do not exclude you, but which must be shared
<ul style="list-style-type: none"> <li>● Having a financial interest (e.g. holding shares or anticipating being awarded a supplier contract) in an organisation which is involved in a grant application</li> <li>● Being a current employee, trustee or part of a management board for any grant applicant in the area you want to participate (you could be a participant in a different area)</li> <li>● Receiving any kind of monetary payment or non-monetary gift or incentive (including hospitality) from any grant applicant or its representatives</li> <li>● Canvassing, or negotiating with, any person with a view to entering into any of the arrangements outlined above</li> <li>● Having a close member of your family (including unmarried partners) who falls into any of the categories outlined above</li> </ul>	<ul style="list-style-type: none"> <li>● Volunteering for a VCSE organisation (other than as a trustee) who are a grant applicant including being reimbursed for volunteer expenses</li> <li>● Using services or attending activities provided by an organisation which is a grant applicant</li> <li>● Running a service or activity from a community space which may benefit from funding</li> <li>● Having a friend or acquaintance who falls into any of the categories in the left hand column</li> <li>● Being a former employee, trustee or part of a management board for any grant applicant</li> </ul>

Eligible neighbourhoods and equalities communities include:

- The areas highlighted on [this interactive map](#). Please note you can search for a street or postcode using the box on the top left to find out if you live, work or take part in community activities in an eligible area.
  
- Equalities communities:
  - Women
  - Older People (over 55)
  - Young People (16-24)
  - Black, Asian and Minority Ethnic People
  - Disabled People
  - LGBT+ People

## Who are our target participants and why?

We want to ensure that a diverse group of people across Bristol can participate in the decision making process. This will lead to better decision making, where everyone feels involved. Our aim is for participants to be from diverse backgrounds and for the groups who make decisions to be broadly representative of Bristol's population. We want to make sure residents who are part of Equalities Communities and have protected characteristics, and who are from often underrepresented communities are proactively included in this process, so that they can bring their collective lived experiences to decision making, to help us understand the diverse views of communities.

Our methodology directly contributes to the following objectives of the council's [Equality and Inclusion Policy and Strategy](#):

- To achieve a measurable increase in the extent to which communities facing inequality can contribute and share in the city's success
- Progressive building of good relationships between different communities in Bristol so everyone is able to participate and contribute.

Our target communities are historically underrepresented within consultation and engagement activities.

We know from the Quality of Life survey 2021 that:

- A lower than average percentage of older people feel they can influence decisions that affect their local area
- A lower than average percentage of disabled people, older people and parents are satisfied that BCC ask for their views before making changes that affect them
- A lower than average percentage of disabled people and tenants of BCC are satisfied with their local area
- A lower than average percentage of white minority ethnic people, young people, LGB people, Disabled people and housing association tenants feel that they belong to their neighbourhood
- A higher than average percentage of disabled people, older people and social renters feel that accessibility issues prevent them from getting involved in their community
- A higher than average percentage of young people lack the information to get involved in their community

Figures can be found here: [Microsoft Power BI](#)

Response rates for the Quality of Life survey ([see page 11 in this report](#)) also show us the underrepresentation of some equalities communities. The group most under-

represented is young people (aged 16-24). Young people represent 3.7% of respondents in the 2021 survey, down on the previous year (4.2%) and well below the city average (19.3%); partly though this is because the survey excludes student accommodation.

Responses from Black, Asian and Minority Ethnic groups represent 6.4% of respondents in the 2021 survey, below responses in recent years (7.4% in 2020 and 6.9% in 2019, though above 5.3% in 2018) and still well below the city average (13.4% of residents over 16).

## Target Participant Profiles

For neighbourhood/ area fund decision making, we want the majority of residents taking part to be from the 30% most deprived neighbourhoods. We are also interested in hearing from people who work or take part in community activities in those neighbourhoods. This is because organisations and their service users know best what they need.

For equalities fund decision making, we want people from each of 6 main equalities communities to take part. This is because the fund will be invested in organisations who work to support their communities and together, organisations and their service users know best what they need.

To guide this, a target participant profile has been developed for each area and for equalities groups. This defines a minimum number of people that we expect to participate across different demographics. The target profile is based on citywide demographic data as percentages of the population. The target is the same across all areas as we are taking an equitable approach, to ensure diversity, rather than seeking participants who are precisely representative of the population of each area.

The figures in the target profiles are the *minimum standard*, so you could have more participants than indicated. If the target is not met by the selection panel, we will pause and take additional steps to target recruitment to groups where there are gaps before finalising the list.

### Target Participant Profile - Areas

- Between 16 to 26 participants in each area<sup>3</sup>
- Each Lower Super Output Area (LSOA) which is eligible should be represented by at least one resident who lives in the area for area based decision making. More than 50% of residents participating should be residents in the eligible (most deprived) areas. The selection process (detailed below) will aim to

---

<sup>3</sup> We have proposed a range to account for the variation in opinion on this question



ensure there is a balance of representatives from across eligible areas and one area is not over or under represented.

- Participants can identify with multiple equalities communities and may have intersectional identities. For example, they may identify as a woman, a councillor, and a disabled young person
- We will aim for a gender balance
- No equalities community should be represented by a single person, so where required, we have rounded the number of participants up to a minimum of 2.
- We are including social renters as a priority group because we know from experience that people who are tenants of Bristol City Council, a housing association or social landlord are not as likely to get involved in this type of process. We also know that social renters are more likely to face multiple disadvantages, for example, having low household income or having a disability.
- We are including parents and carers of children under 16 as a priority group because we know it can be difficult for parents and carers of young children to find time to engage in this type of process, and therefore typically do not get involved. We also know parents tend to be frequent users of community spaces and facilities and will bring relevant experience to decision making.
- The demographic data used to develop this profile is from [this Bristol City Council 2022 equalities statistics briefing document](#).
- \*We have used the estimated % of Bristol residents who are disabled of 9.3%, based on the results of the Bristol Quality of Life Survey which showed how many people identified as disabled.

		<b>Total number of participants in decision making</b>										
	<b>% of entire panel</b>	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b>
<b>VCSE reps</b>	<b>31</b>	5	5	6	6	6	6	7	7	7	8	8
<b>Residents</b>	<b>54</b>	9	9	10	10	11	11	12	12	13	14	14
<b>Young people (16-24)</b>	<b>15</b>	2	3	3	3	3	3	3	3	4	4	4
<b>55 +</b>	<b>22</b>	4	4	4	4	4	5	5	5	5	5	6
<b>Women</b>	<b>50</b>	8	9	9	10	10	11	11	12	12	13	13
<b>Black, Asian and Minority</b>	<b>15</b>	2	3	3	3	3	3	3	3	4	4	4

<b>Ethnic People</b>												
<b>Disabled people</b>	<b>9.3*</b>	2	2	2	2	2	2	2	2	2	2	2
<b>LGBT+</b>	<b>11</b>	2	2	2	2	2	2	2	3	3	3	3
<b>Social renters</b>	<b>15</b>	2	3	3	3	3	3	3	3	4	4	4
<b>Parents of children under 16</b>	<b>23</b>	2	2	2	2	2	2	2	2	2	2	2

## Councillors

We have worked with Councillors and colleagues in Democratic Services to agree how many councillors will participate and what the make up will be.

For the Area decision making groups, the agreed approach is that 1 Councillor per eligible ward\* is invited. Councillors nominated will reflect the political make-up of the eligible wards\* within the area committee, so the same political balance is retained.

*\*For the purpose of making things clearer, we describe 'eligible wards' by which we mean wards with areas of eligibility within them- the whole ward may not be eligible. If you'd like to remind yourself of eligible areas, see [this map](#).*

The below table outlines the number of Councillors to participate from each Party, in each area:

	<b>Area 1</b>	<b>Area 2</b>	<b>Area 3</b>	<b>Area 4</b>	<b>Area 5</b>	<b>Area 6</b>
<b>Conservative</b>	2	1	1			2
<b>Labour</b>	1	2	2	3	1	2
<b>Green</b>		1	2	3	2	

<b>Knowle Community Party</b>					1	
<b>Liberal Democrat</b>					1	1

### Target Participant Profile (Equalities)

- Up to 29 participants in total
- One VCSE rep or representative of the relevant commission for each equality community will also participate, to bring an equalities perspective
- We expect participants to be a balance of genders, but want at least 3 women to participate specifically to represent women as an equalities community and bring their experience
- \* people representing equalities communities should be there in their capacity as residents of Bristol, bringing their experience as a member of a certain equalities community.

### Councillors

- For the Equalities decision making group we would like 1 nomination from each party (total 5). We assume this would be the Equalities lead for the party, but where no equalities lead exists we will welcome other nominations.

<b>Councillors</b>	Up to 5
<b>VCSE reps or representatives of the commissions</b>	6
<b>Residents of Bristol</b>	18
<b>Women*</b>	3
<b>Young people (16-24)*</b>	3
<b>Older people*</b>	3
<b>Black, Asian and minority ethnic people*</b>	3
<b>Disabled people*</b>	3
<b>LGBT+*</b>	3

## Expressions of Interest

Bristol City Council will host an expression of interest process. All prospective participants can apply through the same link (VCSE reps and citizens).

We will ask people to provide demographic information in order to create decision making groups which are balanced and broadly representative of Bristol's Population, to fit with the target participant profile above.

See appendix A *Expression of Interest form* which shows the information we will collect.

We will include a statement / disclaimer on the EOI form stating that BCC will be the data controller, and to explain why we are collecting this information, how it will be used and when we will keep it until.

## Communication

We will use a **network approach** to promote the opportunity:

We will make details available for all partners to share the opportunity to participate with networks and service users. VCSE lead organisations are welcome to refer people they think may be interested to express their interest in taking part.

VCSE lead organisations will be encouraged to cascade information to the organisations they have been working with throughout the stage 1 community conversations to attract more EOIs and give everyone the opportunity to refer their members/ service users.

Bristol City Council Community Development practitioners will also share the opportunity with their networks and contacts.

Bristol City Council external communications team will develop communications materials including short animated videos, suggested copy for newsletters and social media posts.

The expression of interest form will be available on our website, along with full information about the role of residents and participants. We will provide a phone number for people without access to the digital form. We will also provide paper forms on request.

Communications will be in English. Prospective participants whose first language is not English can complete the EOI alongside someone acting as a translator. Within the decision making process, we welcome all communities. We will try to find ways

to support anyone to take part, such as providing translation or a buddy to attend alongside people, addressing childcare or caring commitments, or travel costs/ barriers.

The EOI process will be open for one month, from early October until early November 2022.

## Selection of Participants

We will use a process of random selection to select participants. This involves:

### **Step 1: BCC and TPX Impact looking at all EOI forms and putting together options**

- Bristol City Council (BCC) review expressions of interest and check that they meet the eligibility criteria
- BCC give each eligible applicant a unique identifier (A# or EQ to signify location and then a number). They remove the name and any other information that is not required for the selection process
- BCC send TPXimpact a spreadsheet with data relevant to the selection process
- TPXimpact undertake a random selection to draw a lot of participants. The selection for each lot will involve using a random number generator
- The data in each lot (demographic and motivational for the group of applicants) is used to create a profile for the draft list of participants, with two columns showing the target number and the actual number selected
- TPXimpact conduct a final check to review the balance of the group against the target, noting any gaps that might require further targeted recruitment activity.

### **Step 2**

Following step 1, TPX prepare a briefing and profiles for the selection panel.

BCC convenes the selection panel to agree the final list of participants for decision making, by reviewing the draft participant list and briefing prepared by TPX.

The role of the selection panel is to:

- Review and agree the final participant list for each area and the equalities groups
- Make decisions on any issues, prioritisation needs or conflicts of interest
- Provide guidance on next steps to BCC (e.g. need for further recruitment)

The selection panel will:

- Involves Design Team members, Co-design partners and Councillors
- Ensure that VCSE leads and Councillors have the opportunity to be involved in participant selection, continuing the spirit of co-design of the process
- Ensure fairness and equity of the process
- Provide reassurance that all participants meet eligibility criteria
- Remove names from participant profiles to minimise bias, with an overview of the demographic and motivational data available to the panel.

How it will work:

- TPXimpact will facilitate the panel meeting
- TPXimpact will read through a briefing prepared for the panel
- TPXimpact will present the draft participant list for each decision making group (6 areas and equalities communities), highlighting any decisions that need to be taken by the Panel
- The selection will review and discuss draft participant lists. The panel must be satisfied that the target profile is achieved. Where that is not met, they will discuss and agree next steps with the BCC team. This may include an extension to the recruitment timeline, more targeted advertising of the opportunity, and identifying new channels for communication

### **Step 3**

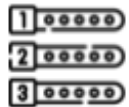
- Following the panel, TPXimpact will provide BCC with the final participant profile
- BCC will inform the participants randomly selected for the decision making and contact them to confirm their participation
- Where selected participants do not confirm their participation, TPXimpact return to the lot and randomly select another participant to take their place, keeping the selection panel updated on progress



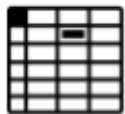
### Step 1



BCC check that every applicant meets the eligibility criteria



Eligible applicants are given a unique identifier and names detached



BCC prepare and send applicant data in spreadsheet to TPX



TPX randomly select participants, drawing numbers to create lots



### Step 2



Draft list of randomly selected participants prepared by TPX for review



Briefing for selection panel prepared by TPX & BCC



Selection panel meet to review draft participant lists, discuss next steps and take any decisions needed.



Follow up action to meet targets taken if required



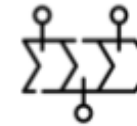
### Step 3



BCC contact participants and confirm participation



If any withdraw, TPX do further random selection to ensure target is met



All confirmed participants move to the next stage - decision making events.



## Further information and examples

- Bertelsmann Stiftung (2018) [A practical guide to using random selection to guarantee diverse democratic participation.](#)
- Mass LBP (2017) [Designing fair selection mechanisms for deliberative public processes.](#)
- [Sampling explainer.](#)

These examples show different ways that local and central governments have approached sampling for deliberative process recruitment.

- [Bristol Climate Assembly, p17-19.](#)
- Sortition Foundation [case studies.](#)
- Citizens' Assembly of Scotland recruitment (2020) [Recruitment report.](#)
- [RBKC Citizens' Panel.](#)
- [Bath & North East Somerset Citizens' Panel on Active Travel.](#)
- Scotland's Climate Assembly (2021) [Recruitment report.](#)
- Devon Climate Assembly (2021) [Final report, page 15.](#)
- [Waltham Forest Assembly on Hate Crime.](#)

## Participant incentives and support

We propose offering a range of incentives and support to encourage and enable participation from a diverse group of people across Bristol. This includes:

- Incentive for Resident participation of £10.90 an hour (equivalent to the rate of [the real living wage](#))
- Incentive for VCSE representatives of £10.90 an hour (equivalent to the rate of [the real living wage](#))
- Incentives, could be accessed as vouchers, money or a donation to a local organisation (people will need to check if receiving a monetary incentive will have any impact on their benefits if they receive any)
- Cover for childcare
- Cover for travel expenses
- Cover for any accessibility and additional support needs declared by participants during the welcome and onboarding process (for example BSL translation)

## Appendix A: Expression of interest form questions

### Introduction:

Thank you for your interest in joining a decision-making group to decide how the Community Resilience Fund is spent in Bristol.

This form will take about 10 minutes to complete. If you need help to complete the form you can email [robyn.taylor@bristol.gov.uk](mailto:robyn.taylor@bristol.gov.uk) or phone 07765 740193 between 9am and 5pm Monday to Friday.

Please complete this form by midnight Thursday 3rd November. We will consider you for a decision making group, and contact you to tell you if you've been selected by Friday 11<sup>th</sup> November.

### Intro question

- Are you filling in this form on behalf of someone else, or for yourself?
  - Yes
  - No
- If selected yes: Please share your name, contact email and phone number

### Part 1: You and your interest in decision making

1. First name
2. Last name
3. Email address
4. Phone number
5. I want to take part in decision making because:

*We're asking this question because there will be different decision making groups. Some will be making decisions about funding to be spent in local neighbourhoods and one group will be making decisions about funding for equalities organisations. In each group we would like to have a mix of people – both residents and staff/trustees of charities and community groups. Please tick all that apply*

- I live in Bristol
- I work in Bristol
  - If so, where? Please include the postcode
- I take part in community activities in Bristol
  - If so, where? Please include the postcode or name of venue
- I am staff/a trustee of a charity or community group in Bristol
  - If so, please state the name of the charity or community group organisation and postcode

6. If you are part of one of the following equalities communities in Bristol, are you happy to share your lived experience and knowledge of this community/communities to help inform the decision making process?

- A young person (16-24)
- An older person (55+)
- A woman
- A disabled person
- A member of the LGBT+ community
- A person from a Black, Asian or minority ethnic background
  - Yes
  - No
  - Not applicable

7. Which decision-making group would you like to join?

- For an area I live/work/take part in community activities in
- For equalities communities
- I don't mind

8. Tell us a little bit about why you want to take part. You could talk about how your life experience and knowledge of your community will help decide how the CRF money is spent. (max 250 words)

9. Have you been involved in any community action before? I.e. volunteering, campaigning, decision making. *We're looking for a mix of people with different levels of experience including those with little or no experience.*

- Yes
- No
  - If yes, tell us a little bit about your experience (max 250 words)

9. If you were selected for the decision-making group, what times of day would suit you best? Meetings will be in the city centre, accessible by bus and in an accessible venue. Tick all that apply.

- Weekdays
- Weekends
- Morning (10am - 12pm)
- Afternoon (2pm - 4pm)
- Evening (6pm-8pm)

10.. Our plan is that decision making meetings will happen in person. If they had to happen online. Would you still be able to take part?

- Yes
- No
  - a. If No, why not?

11. Are you involved with any community groups or charities in Bristol?

- Yes
- No
  - If you said yes to the above, please tell us a bit more about how you are involved. (e.g. volunteer, employee, member etc.) *This is to help us understand if you have any conflicts of interest. Sharing this information will help make the process fair and transparent. Failure to disclose connections may result in otherwise successful funding offers being withdrawn.*

## Part 2: About you

We are asking the following questions to make sure participants in the decision making groups are generally representative of the Bristol population, from a range of different backgrounds and communities. This information will be anonymised during the selection process and will only be shared within the Bristol City Council Community Resilience Fund team. We want groups to be balanced and include people whose voices are not usually included.

1. What is your age?

- 16-24
- 25-54
- 55+
- Prefer not to say

2. What is your sexual orientation?

*('Bi' is an umbrella term used to describe a romantic and/or sexual orientation towards more than one gender. Bi people may use other terms e.g. bisexual, pan or pansexual)*

- Bi
- Gay/Lesbian
- Heterosexual / Straight
- I use another term
  - Please specify
- Prefer not to say

3. What is your gender?

- Male
- Female
- Prefer not to say

4. Is the gender you identify with the same as your sex registered at birth?

- Yes
- No (e.g. trans or non-binary)
- Prefer not to say

5. Do you consider yourself to be a disabled person?
- Yes
  - No
  - Prefer not to say
6. What is your ethnic group? (please tick one box only)
- Asian / Asian British
  - Black /African / Caribbean / Black British
  - Gypsy / Roma / Irish Traveller
  - White British
  - White Irish
  - White Other
  - Mixed / Multi ethnic group
  - Prefer not to say
  - Other
    - If other, please specify
7. Are you a parent or carer/guardian of a child under 16 years old?
- Yes
  - No
  - Prefer not to say
8. Are you a tenant of Bristol City Council or a housing association/social landlord?
- Yes
  - No
  - Prefer not to say
9. What is your postcode? *This helps us to understand diversity in different areas of Bristol e.g. BS1 5TR*

Tick this box if you consent to being contacted about taking part in a Community Resilience Fund Decision Making Group. We will be in touch to confirm if you have been selected to be part of a group or not. If you have been selected we will also contact you about next steps and the initial welcome session.

*If at any point you no longer wish to be considered to be part of the Decision Making Group, please email [investmentandgrants@bristol.gov.uk](mailto:investmentandgrants@bristol.gov.uk). We will remove your details from our records and no longer communicate with you.*

## Appendix B: Description of role

Do you want to have a say in how money is spent in your community?  
Do you know what your community needs most?

Register your interest to join a Community Resilience Fund Decision Making Group by 3rd November 2022.

We will offer participants money or vouchers in return for their time, equivalent to £10.90 an hour (based on [the Real Living Wage](#)).

### What is the Community Resilience Fund?

The Community Resilience Fund (CRF) is a £4million grant fund for projects that increase the resilience of the voluntary and community sector in communities which experience the greatest inequality. This means supporting organisations to **survive and thrive** for the **long term**, through challenging times, so that they can continue to provide vital spaces, resources and services to their communities into the future. The money will be spent on projects which help organisations to:

- make their facilities more accessible to everyone in the community: for example, by putting in ramps or an accessible toilet.
- increase their income or sources of income: for example, by making physical improvements to their building, allowing them to rent out more space, put on more activities or sell more services or products.
- make their facilities more environmentally friendly and/or cheaper to run: for example, by upgrading to renewable energy or heating systems or improving energy efficiency with insulation, building controls or double glazing.
- pay for new or improved digital infrastructure: for example, installing smart technology or a new IT system – this could be done as part of a partnership across several sites

### Do you want to decide where the money goes?

Charities, voluntary and community groups in Bristol are an important part of our communities. We want to make sure the Community Resilience Fund is given out in a way which is fair and open. We want to involve people who know their communities best in making decisions.

### Who can take part?

We are looking for people from different backgrounds, who represent Bristol's population. It's important that people who are not usually involved in decision making can take part. This is because the life experience and

knowledge different people bring will help us make better decisions. We'll be using information about people who are interested in taking part to help us create balanced and diverse decision making groups.

To take part you must be:

- 16 or over
- A Bristol Resident
- A representative of a charity or community organisation

We are particularly keen to hear from:

- Parents, carers or guardians of children under 16 years old
- Tenants of Bristol City Council, a housing association or social landlord
- Women
- Older People (over 55)
- Young People (16-24)
- Black, Asian and Minority Ethnic People
- Disabled People
- LGBT+ People

There will be two types of decision making group:

### **Neighbourhoods**

Use this [map to find out if you live, work or take part in community activities in an eligible area](#). The coloured areas on the map are eligible. You can use the postcode/ street name search box in the top right to check a specific place.

### **Equalities Communities**

This group will focus on giving funding to Citywide Equalities groups and organisations. For this group we are looking for people who identify as being part of the following communities:

- Women
- Older People (over 55)
- Young People (16-24)
- Black, Asian and Minority Ethnic People
- Disabled People
- LGBT+ People

### **What do you have to do?**

We are asking you to attend between 3 and 5 face to face meetings in Bristol of around 2 or 3 hours each. The meetings will take place between November 2022 and February 2023.

You will also need to be able to come to the first welcome session in November.

There will be someone leading each of the meetings to make sure everyone gets a say, and to help the group make decisions. In the group of between 16 and 26 people, you will be joined by other people from your community



including residents, Councillors and staff or volunteers from community organisations.

If you need help to take part, for example, using a translator or interpreter, a buddy to come to meetings with you or childcare support please let us know and we will do our best to support you. If you are invited to take part, we will contact you to find out if you need any help.

You do not need to have experience of doing this kind of thing before. We will give you all the information you need to make decisions as a group. All you need to do is come along, be open and enthusiastic.

### **What you'll get in return**

All members of the decision making groups will be given money or vouchers equivalent to £10.90 an hour in return for their time (Real Living Wage).

You will receive this after each meeting.

We will pay for travel, provide food and drinks and cover other reasonable costs that will help you come to the meeting.

### **Where?**

Meetings will happen face to face in community venues in Bristol.

### **How to register your interest**

To tell us you're interested, [fill in this form](#) by Thursday 3rd November. We will consider you for a decision making group, and contact you to tell you if you've been selected by Friday 11th November.

If you need help to complete the form you can email [robyn.taylor@bristol.gov.uk](mailto:robyn.taylor@bristol.gov.uk) or phone 07765 740193 between 9am and 5pm Monday to Friday

You can complete the interest form on behalf of somebody else, or with somebody else if they need support with the form, as long as you have their permission.