

Community Voices - Focus Groups

Approach

Each focus group will be:

- **Facilitated by** a member of the ABTSI/SKS team
- **Structured** around a small number of open discussion questions from survey findings.
- **Recorded** through notes and collateral.
- **Reported** in a consistent format to feed into the final Community Voices report.

In Person Focus Groups

4 sessions.

Geographic area	Venue	Date	Host	Contact details
Helensburgh - no TSSA	The Bridge	Wed 28 Jan 1pm	Helensburgh Community Wealth Building Group	Redacted
Tarbert (Lochgilphead & Campbeltown) - Caitlin	Templar Arts & Leisure Centre	Thurs 29 Jan 10am	Tarbert & Skipness Community Trust?	Redacted
Dunoon - Janis	Dunoon Burgh Hall	Thurs 29 Jan 2pm	Dunoon Community Development Trust	Redacted
Oban - Petra	Rockfield Centre	Fri 30 Jan 10am	Hope Kitchen	Redacted

The **sector-wide survey findings** have formed the foundation for discussion, allowing facilitators to delve deeper into the insights already gathered and identify actionable next steps. The format will be refined and shared before the focus groups.

<p>Focus group (in person) format (draft), 1 hour 30 mins – 2 hours) Room layout – board on the wall with key points from the survey, tables with 6-8 chairs around them.</p>		
<p>Welcome (5-10 mins) Brief intro to the project and why it's important. Tea, coffee, cake on the side for people to help themselves.</p>		
<p>Discussion Theme 1: (20 mins)</p> <p>The Sector Now: Strengths, Challenges, and Change</p> <p><i>Understand what's working well, where organisations struggle, and what's changing in the local landscape.</i></p>	<p>Prompt questions:</p> <ul style="list-style-type: none"> • How can the 3rd sector's core capacity in A&B be strengthened eg across governance, finance, workforce development, digital tools and impact measurement? • What would the best way to develop a coordinated approach to shared services, with HR, bookkeeping, digital support and evaluation systems - areas where demand is highest. • How can we best enhance strategic voice and representation, ensuring third sector perspectives influence local and regional planning? 	<p>Output to record for strategy:</p> <ul style="list-style-type: none"> • Key strengths to build on • Barriers to overcome • Needs <p>[The current state of the sector]</p>
<p>Discussion Theme 2: (20 mins)</p> <p>The Role of the TSI: What's Needed, What Works</p> <p><i>Assess how ABTSI can adapt to best support the sector.</i></p>	<p>Prompt questions:</p> <ul style="list-style-type: none"> • How can the TSI help improve funding stability (eg advocate for longer-term contracts, multi-year funding and simplified application processes)? • What is the best way to expand and promote the TSI's training, networking and partnership-building work? • What is the best way for the TSI to increase its outreach into rural and island communities, ensuring equitable access to support. 	<p>Output to record for strategy:</p> <ul style="list-style-type: none"> • Priorities for improvements • Opportunities for innovation or change. • Preferred communication methods. <p>[Priorities for support]</p>
<p>Discussion Theme 3: (20 mins)</p> <p>The Future: Vision, Ambition and Collaboration</p> <p><i>Shape a shared direction and collective ambition for the next 5 years.</i></p>	<p>Prompt questions:</p> <ul style="list-style-type: none"> • What would you like the Third Sector in Argyll & Bute to look like in 5 years time? (focus on positive view) • How could collaboration across the area be strengthened? • Would an "All Argyll Fund" help? How would you like to see it structured? • What support would make the biggest difference to your sustainability? 	<p>Output to record for strategy:</p> <ul style="list-style-type: none"> • Input for strategy • Goals • Ideas for All Argyll Fund • Priorities <p>[Vision for the future]</p>
<p>Quick overview and next steps (5 -10 mins)</p>	<ul style="list-style-type: none"> • Summarise key points from the meeting • Explain how this input will shape the strategy • Give a timeline 	

	<ul style="list-style-type: none"> • Thank the host group and attendees 	
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NOTES: REDACTED

Promotion

- Ask TSSAs to support local promotion through their networks:
 - **Caitlin** – Mid Argyll and Kintyre
 - **Lucy** – Helensburgh and Lomond
 - **Petra** – Oban, Lorn and the Isles
 - **Janis** – Cowal and Bute
- Ask advisory group to promote through their networks:
 - **Nicola Hackett** – TSI board member, used to be part of Live Argyll, now consultant around sport and leisure.
 - **Becs Barker** – worked for the TSI a while ago, Carr Gomm – social care and community development charity – responsibility around policy and influencing – improve delivery of care, largely through self-directed support, Manage Community Contacts (A&B charity). Active Schools
 - **Luke Winter** – TSI board member, artist, community arts, storytelling & writing, making public spaces for playful.
 - **Mahailia Kateryna** – hosted by TSI, funded by HSCP and MacMillian. Working with public health team, Living Well board. Communities Working Together.
- Promote to ABTSI database via email, social and website
- Alternative names for “Focus Groups” will be tested (e.g. “Community Conversations” or “Local Voices”) to make them sound more accessible and less formal.

Awards for participation

Activity	Payment / equivalent tailored training for your organisation*	Est no. orgs	Est cost
Attending a focus group	£50	50	£2,500
Hosting a focus group* - cap the number at 7	Up to £500	7	£3,500

*Tailored training and focus group hosting will be agreed on a case-by-case basis to avoid discrepancies or confusion. Training will be provided by either ABTSI or SKS, depending on your requirements.

DRAFT: Guidance for partnership payments

Aim: Fair & transparent: efforts and input fairly rewarded, motivational/incentive, keep funds within A&B, simple process.

Awards for participation

Activity	Payment / equivalent tailored training for your organisation*	Est no. orgs	Est cost
Distribute survey to members	£150	10	£1,500
Attending a focus group	£50	50	£2,500
Hosting a focus group* - cap the number at 7	Up to £500	7	£3,500
Alternative model suggested by org			£1,000
Contingency			£1,000
Total:			£9,500

*Tailored training and focus group hosting will be agreed on a case-by-case basis to avoid discrepancies or confusion. Training will be provided by either ABTSI or SKS, depending on your requirements.

Guidance note for organisations:

Supporting local organisations to participate and deliver community consultation

We want to work with local organisations to help deliver consultation across Argyll & Bute. This might include sharing the survey or attending or hosting focus groups.

To recognise the time and effort involved and the value of your members, we are offering cash payments or tailored training. Our approach is designed to be fair and flexible: every organisation receives a baseline payment, and additional activities are paid according to the scale of work. You can choose whether you'd like your allocation in cash, training, or a mix.

Training will be tailored to your needs, examples include:

- *Running focus groups and engaging your community*
- *Designing and analysing surveys*
- *Using digital tools for consultation*
- *Reporting findings and using the results for strategic planning*