

## Participation request form Notes

1. Please specify which public authority you wish to receive this participation request. The authorities to whom a request can be submitted via this website are as follows:
  - Ayrshire College
  - East Ayrshire Council
  - East Ayrshire Health and Social Care Partnership
  - NHS Ayrshire and Arran
  - Scottish Enterprise
  - Police Scotland
  - Scottish Enterprise
  - The Scottish Fire and Rescue Service
  - Strathclyde Partnership for Transport
2. Please provide the name(s) of any other public authority which your group requests should participate in the outcome improvement process.
3. Before you make a Participation Request, your group has to be clear about the **'outcome'** of the request – this means what you want to achieve at the end of the process.

For the purpose of participation requests, your outcome must also be one that is contributed to by the provision of a service to the public by or on behalf of the named public authority.

### Examples of Outcomes:

Example 1: Your group wishes to see a local park developed for community use.

Q. "So, what difference will this make to our local community?"

A. "There will be an improved environment, and there will be an increase in physical activity levels" (*these are your outcomes*)

Example 2: A tenant's organisation wishes to be involved in the decisions in relation to how decisions are made with regard to community safety in their area.

Q. "So, what difference will this make to our local community?"

A. there will be increased awareness and improved community safety for the community (*these are your outcomes.*

4. Please set out the reasons why your group believes it should participate in the outcome improvement process.
5. Please provide details of any knowledge, expertise and experience that your group has in relation to the outcome specified at question 4.
6. Please tell us how the identified outcome will be improved by your Group's participation in an outcome improvement process.
7. Please provide the necessary information to show that your group is a valid body who can make a participation request under the terms of the Community Empowerment (Scotland) Act 2015  
[www.legislation.gov.uk/asp/2015/6/contents/enacted](http://www.legislation.gov.uk/asp/2015/6/contents/enacted)
8. A community participation body does not have to be a legally constituted group, but it must be community-led, meaning that those who make up the group are from the community they seek to represent. Membership must be open to the whole community and the work of the group (including any profits generated by the group or organisation) must be for the benefit of the community. Community Councils are included as eligible groups.
9. Any other information in support of the participation request can be included in this section or attached separately. Please use this opportunity to let us know if you have previously been in contact with the public service authority regarding the outcome. You may also want to provide information on any additional support they may require to be able to participate in the outcome improvement process.