

## **Role Specification: Resident Advisory Panel (RAP) Member**

The Walsall Energy Action Project (WEAP) is seeking motivated and passionate individuals to volunteer to sit on our Resident Advisory Panel (RAP). This panel plays a vital role in ensuring that the voices of residents and community groups from Walsall Borough are central to service delivery and improvement. As a RAP member, you will contribute to shaping energy-saving and climate action strategies from 2024 to 2027.

### **Background:**

The Walsall Energy Action Project is a partnership project between Ryecroft NRC, Aaina Community Hub Ltd, Brownhills Community Association, Darlaston All Active, Nash Dom CIC, Walsall Working For Change CIC and Walsall Council. The project is being funded by The National Lottery Community Fund, through the Energy and Climate Fund of the Climate Action Fund; the largest community funder in the UK, committed to supporting communities unite to be environmentally sustainable.

The project will run for three years from April 2024 to provide energy saving and climate action advice to residents and communities in Walsall. Training will be provided to volunteers, community workers, and project staff to provide advice on energy and climate action. Individual 1-2-1 and group advice sessions will be offered from six Community Energy Hubs across Walsall, based at community centres. Home advice visits will be offered to those who are vulnerable and unable to visit community centres.

### **Role Purpose:**

To ensure resident and community feedback informs the ongoing delivery and improvement of WEAP services.

To act as a critical friend to the WEAP partners by holding them accountable for service quality and performance.

To provide recommendations and escalate concerns to the WEAP Steering Group as necessary.

### **Key Responsibilities:**

Review and scrutinise WEAP services to ensure they meet residents' needs and expectations.

Participate in service reviews as detailed in the annual work plan.

Gather data and evidence through resident involvement activities (e.g., surveys, focus groups, interviews).

Attend regular RAP meetings and contribute to discussions, ensuring that community voices are heard.

Build effective working relationships with staff, councillors, and other stakeholders.

Present findings and recommendations to the WEAP Steering Group.

Maintain high standards of integrity and objectivity in all activities.

### **Requirements:**

Must be over 18 years old and a resident of Walsall Borough.

Must not be an employee or elected councillor of Walsall Council, nor employed by a WEAP partner organisation.

Must not have ongoing or past legal action against WEAP partners or be a vexatious complainant.

Commitment to attending meetings and participating in reviews as part of the RAP's annual work plan.

### **Skills and Competencies:**

Strong communication and interpersonal skills.

Ability to gather, analyse, and interpret data.

Comfortable liaising with staff, councillors, and community members.

Capable of working independently while contributing to a team.

Passionate about improving local services and making a difference in the community.

### **Support for RAP members**

Out of pocket expenses including:

- Travel by public transport/car
- Printing and stationery
- Taxis will be arranged in agreement with the WEAP Project Officer.

The WEAP Project Officer must authorise and approve expenses.

### **Why Join the RAP?**

Influence the delivery of key energy-saving and climate action services for Walsall. Develop your skills in data analysis, community engagement, and service improvement.

Work alongside a diverse group of residents and partners dedicated to making a difference.

Be part of a progressive initiative focused on sustainability and climate action.

### **To Apply:**

Please send your expression of interest, highlighting relevant skills and experiences, to [weap@walsall.gov.uk](mailto:weap@walsall.gov.uk) by

We look forward to receiving your applications.