



East Suffolk  
Community  
Partnerships  
*Bringing ideas to life*

Felixstowe  
Peninsula

## Felixstowe Peninsula Community Partnership

**Chair:** Councillor Mark Jepson (East Suffolk Council)

**Vice-Chair:** Councillor Sharon Harkin (Felixstowe Town Council)

**East Suffolk Councillors:**

Councillor Stuart Bird	Councillor Mark Jepson
Councillor Mike Deacon	Councillor Richard Kerry
Councillor Steve Gallant	Councillor Mick Richardson
Councillor Tracey Green	Councillor Steve Wiles

**Suffolk County Councillor:**

Councillor Graham Newman

**Partnership Organisations:**

Local Town and Parish Councils  
Suffolk Constabulary  
Ipswich and East Suffolk Clinical  
Commissioning Group  
Community Action Suffolk  
Felixstowe Forward  
Business Community  
Youth Community  
Environment

Members of the **Felixstowe Peninsula Community Partnership** are invited to a meeting to be held via Zoom, on **Thursday, 17 March 2022 at 2.00pm**

This meeting will be broadcast to the public via the East Suffolk YouTube Channel at <https://youtu.be/rgGYNIYkkg0>

### Agenda

### Pages

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**1 Welcome and Apologies for Absence**

**2 Notes of the previous meeting**

To agree the action notes of the meeting held on 2 December 2021

**1 - 5**

<b>3</b>	<b>Community Partnership Board Update</b> To receive an update from the Community Partnership Board's meetings held on 6 December 2021 and 7 March 2022	<b>6 - 7</b>
<b>4</b>	<b>Budget Summary</b> To receive a year-to-date summary of the Community Partnership's 2021/22 budget	<b>8 - 9</b>
<b>5</b>	<b>Community Partnership LGA Peer Challenge 2021 - Feedback and Recommendations</b> To consider the feedback and recommendations from the Community Partnership LGA Peer Challenge undertaken in 2021	<b>10 - 16</b>
<b>6</b>	<b>Update on Projects</b> a) Felixstowe Allotment Association b) Walton Parish Nursing c) Salvation Army (Christmas Day 2021)	
<b>7</b>	<b>Emerging Projects</b> To consider emerging projects	
<b>8</b>	<b>Any Other Business</b>	
<b>9</b>	<b>Date of Next Meeting</b> Thursday 23 June 2022 at 2pm - venue to be confirmed	

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## **Felixstowe Peninsula Community Partnership**

### **Action Notes of the Meeting held on Thursday 2 December 2021 via the Zoom video conferencing system**

#### **Core Membership present:**

**ESC Councillors** – Mark Jepson (Chair), Mike Deacon, Steve Gallant

**Town and Parish Councils** – Lynn Beal (Trimley St Mary Parish Council), Jo Doyle (Waldringfield Parish Council), John Fothergill (Kirton and Falkenham Parish Council), Sharon Harkin (Felixstowe Town Council & Vice-Chair), Brian Hunt (Nacton Parish Council), Yvonne Smart (Trimley St Martin Parish Council)

**Partnership Organisations** – Sheline Gledhill (Felixstowe BID), Shez Hopkins (Level 2 Youth Project), Hayley Stearn (Integrated Neighbourhood Team), Sarah Wilson (Community Representative)

**Others present** – Alex Heys (Communities Manager), Jasmin Machen (Planner (Policy and Delivery)), Matt Makin (Democratic Services Officer), Nicole Rickard (Head of Communities), Madison Rodwell (Trainee Planner), Anthony Taylor (Senior Planner (Policy and Delivery))

Item	Discussion
1.	<b>Welcome and Apologies</b>  Apologies for absence were received from:  Stuart Bird (East Suffolk Council) Rhea Gardner (Bucklesham Parish Council) Graham Newman (Suffolk County Council)
2.	<b>Notes of the previous meeting</b>  The action notes of the previous meeting were agreed as a correct record.
3.	<b>Draft Cycling and Walking Strategy Consultation</b>  The Community Partnership received a presentation from Anthony Taylor (AT) and Jasmin Machen (JM), of East Suffolk Council's Planning Policy and Delivery team, on the draft Cycling and Walking Strategy that was currently open for consultation.  The presentation covered:

	<ul style="list-style-type: none"> <li>• The reason for the proposed strategy and the ongoing consultation;</li> <li>• How to access the consultation document;</li> <li>• The different routes being proposed <ul style="list-style-type: none"> <li>○ Key corridors</li> <li>○ Leisure</li> <li>○ Local Plan site allocation</li> <li>○ Community</li> </ul> </li> <li>• The response to the initial consultation held in 2020;</li> <li>• The process to score the responses to the initial consultation, used to formulate the community recommendations;</li> <li>• Detail of the recommendations and priorities for the Felixstowe Peninsula area; and</li> <li>• The priority system in Felixstowe.</li> </ul> <p>The Community Partnership provided on feedback on suggested routes and priorities in the Trimleys, Walton and Kirton, and the proposed use of the old Felixstowe Road for Sizewell C freight traffic. The Community Partnership was invited to respond to the consultation formally.</p> <p>Mark Jepson (MJ) thanked AT and JM for the presentation.</p> <p><b>ACTIONS</b> – None.</p>
4.	<p><b>Budget Summary</b></p> <p>MJ gave an overview of the budget summary information that had been published with the agenda and sought any feedback; there were no comments from any of the Community Partnership members present.</p> <p><b>ACTIONS</b> – None.</p>
5.	<p><b>Update on Projects</b></p> <p><u>Waldringfield Play Area</u></p> <p>Jo Doyle (JD) advised that the funding to proceed with the project was in place and that installation was pending the outcome of a planning application, as planning permission was needed for the climbing frame. JD said that the planning application should be determined in early 2022.</p>

	<p><u>Chat Benches</u></p> <p>Sharon Harkin (SH) highlighted that Realise Futures was liaising with the 11 parishes individually regarding the installation of chat benches; Trimley St Martin's bench was pending planning permission as it was proposed to be sited on land owned by East Suffolk Council.</p> <p><u>Nacton Trim Trail</u></p> <p>Brian Hunt (BH) confirmed that the seating and the trim trail equipment had been ordered; the seating would be installed by January/February 2022 and the trim trail equipment would be installed by March 2022. New hedging was being worked on and the project was estimated to be completed in full by May 2022.</p> <p>Steve Gallant (SG) asked if the funded projects would include signage to advertise the support received from the Community Partnership; MJ agreed to follow this up with Chloe Lee.</p> <p><b>ACTIONS</b></p> <ul style="list-style-type: none"> <li>• MJ to discuss signage to advertise the support received from the Community Partnership with Chloe Lee.</li> </ul>
6.	<p><b>Consideration of Funding</b></p> <p>MJ advised that in addition to the Felixstowe Allotment Association proposal listed on the agenda, two other proposals would be considered under this agenda item.</p> <p><u>Felixstowe Allotment Association</u></p> <p>MJ summarised that Felixstowe Allotment Association was seeking £3,000 to put towards their project to replace their current, redundant HQ with a new building that would assist in reducing social isolation through the community activities provided by the Association. The project had already been funded by Felixstowe Town Council with £10,000 of CIL money and the Association had raised £2,500.</p> <p>On the proposition of MJ, seconded by Mike Deacon (MD) it was by a majority vote agreed in principle to provide £3,000 toward the Felixstowe Allotment Association project.</p>

	<p><u>Walton Parish Nursing</u></p> <p>SH summarised that Walton Parish Nursing was seeking £5,200 to support its project for ten months from January to October 2022. The project provided mental health wellbeing and reduced social isolation through its work in the Walton community and currently had a shortfall of £8,000.</p> <p>MD and Hayley Stearn (HS) spoke in support of the project and its benefits. SG asked how the remaining funding gap would be resolved; it was suggested by Nicole Rickard (NR) that the project could seek support from Community Action Suffolk who had resources to support business and project planning.</p> <p>On the proposition of SH, seconded by MD it was by a unanimous vote agreed in principle to provide £5,200 toward the Walton Parish Nursing project.</p> <p><u>Salvation Army (Christmas Day)</u></p> <p>MD summarised that the Felixstowe Salvation Army was seeking £1,200 to support its annual Christmas Day dinner service, which helped to reduce social isolation. MD and SG spoke very positively about the project, having seen its benefits first-hand in their roles as Felixstowe Town Councillors.</p> <p>It was confirmed that the service was well-advertised in the Felixstowe area and that anyone was able to self-refer to the service. HS said that the service was promoted through social prescribing.</p> <p>On the proposition of MD, seconded by SG it was by a unanimous vote agreed in principle to provide £1,200 toward the Salvation Army's Christmas Day dinner service.</p> <p><b>ACTIONS</b></p> <ul style="list-style-type: none"> <li>• To agree in principle the following funding: <ul style="list-style-type: none"> <li>○ £3,000 towards the Felixstowe Allotment Association</li> <li>○ £5,200 towards Walton Parish Nursing</li> <li>○ £1,200 towards the Salvation Army</li> </ul> </li> <li>• To provide information to Walton Parish Nursing on business/project planning support provided by Community Action Suffolk</li> </ul>
7.	<p><b>Any Other Business</b></p> <p>There was no other business.</p>



8.	<p><b>Date of next meeting:</b></p> <p>Thursday 17 March 2022, 2pm, venue to be confirmed.</p> <p>MJ advised that this meeting was likely to take place in person, but this would be confirmed in the New Year.</p>
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The meeting concluded at 3.11pm





## Key outcomes of the East Suffolk Community Partnership Board meeting held 6 December 2021

### 1 Introduction

All eight Community Partnerships are represented on the Community Partnership Board by their respective Chairs.

The meeting agendas and papers can be viewed [HERE](#)

A recording of the meeting can be viewed [HERE](#)

### 2. Community Partnership Board Priority 3: Mental Health and Wellbeing

Jon Neil (CEO, Suffolk MIND) delivered a presentation on “How has Covid19 and lockdown affected the mental health of local people?” (viewed [HERE](#)) in which he outlined the Mental Health Continuum Model and presented data on how lock down affected us.

The Board agreed that a Mental Health and Wellbeing Task and Finish Group be convened to develop outcome proposals for consideration at a future meeting.

### 3. Focus on Community Partnerships

The Board received its regular update on the impact of the eight Community Partnerships. The report can be viewed [HERE](#). In addition, the Board received a short presentation from Felixstowe Peninsular ([HERE](#)) and Lowestoft and Northern Parishes Community Partnerships ([HERE](#))

### 4. Community Partnership Board Priorities

The Board received a report ([HERE](#)) and presentation from Nicole Rickard (Head of Communities, East Suffolk Council & NHS Norfolk & Waveney / Ipswich & East Suffolk CCGs) based on the outcomes of:

- The Covid Recovery Task and Finish Group
- Revised East Suffolk Data Pack ([HERE](#))
- Data Pack feedback from the Community Partnership Board Visioning Event, held at Trinity Park on 5 November ([HERE](#))
- Outcomes from a discussion in the Beccles, Bungay, Halesworth and villages Community Partnership on their emergent priorities around the cost of living and living standards ([HERE](#))

The Board agreed:

- That the Board maintain its focus on i) **Social Isolation and Loneliness** ii) **Sustainable Transport and Travel** and iii) **Mental Health and Wellbeing**
- That a new Task and Finish Group be convened to consider various ‘hidden Needs’ and inequalities, absorbing the outstanding work of the Covid Recovery Task and Finish Group and previous focus on Hidden Needs, and taking a wider perspective on **vulnerability**
- That Board partners work through the new Integrated Care System structures to emphasise importance of work around health inequalities

- That specific focus be placed on healthy weight in the places with the highest levels of children and adults who are overweight and obese – namely Lowestoft and Northern Parishes CP, Aldeburgh, Leiston and Saxmundham CP and Felixstowe Peninsula CP.

## **5. Peer Challenge of Community Partnerships and Draft Action Plan**

The Board received a report ([HERE](#)) from Steve Gallant, Chair of the Community Partnership Board based on i) a summary of the findings of the Local Government Association Peer Challenge of Community Partnerships held 12-14 October 2021 and ii) the outcomes of the Community Partnership Visioning Day held 5 November 2021

The Board then considered a draft plan of action ([HERE](#)) to agree what actions should be taken to address the issues raised by the Peer Challenge Team.

It was agreed that the Community Partnership Steering Group be given responsibility to oversee implementation of the action plan on behalf of the Board and report back regularly on progress.

## **6. Update: Community Partnership Annual Forum**

At the September 2021 Board meeting it was agreed that, as Covid-19 still had a significant presence in the district, region and nationally, holding an event for 150-200 people at Trinity Park would not be wise on the date scheduled in November. Therefore, it was agreed to postpone until March 2022.

The Board received an update ([HERE](#)) from Luke Bennett (Partnerships Manager, East Suffolk Council).

The current situation is that Trinity Park is booked for an event for 200 delegates on **25 March 2022**.

Uncertainty over Government imposing restrictions on events / social contact due to Covid-19 in the future remains a significant risk associated with organising a face-to-face event of this size. Therefore, any plans will need to ensure adequate social distancing, be flexible to potentially reducing the number of delegates if the situation changes and carry the disclaimer that it may be cancelled at late notice.

The theme will be 'East Suffolk: Bringing Ideas to Life' and will highlight and support delivery of the Community Partnerships/Board priorities by addressing a range of challenges and opportunities thrown up by the Peer Challenge of Community Partnerships.

Members of the Community Partnerships are asked to make every effort to attend the event and consider what you could each contribute to the proposed programme.

Luke Bennett, Partnerships Manager, East Suffolk Council 14.12.21

Felixstowe Pens. CP Outcome Proposals Log 21/22

							Commitment Balance	Actual Spend to date	Actual Spend Balance	
2020/21 Carry Forward (Small Grants)	£5,740.00						£30,740.00		£30,740.00	
2021/22 Budget	£25,000.00									
Total 2021/22 Budget	£30,740.00									
Small Grants	Ref. No.	Status	Opening Balance	Spent	Balance Remaining	CP Commitment				
Small Grant Scheme (started before March 31 but paid out April 22)	N/a		£5,740.00	£5,587.70	£152.30	£5,740.00		£5,587.70		
Outcomes Proposals Headline Totals		Agenda Item 4				£24,900.00		£24,900.00		
							Budget Committed Total:	£30,640.00	Actual Spend Total:	£30,487.70
							Commitment Remaining:	£100.00	Budget Unspent:	£252.30

Outcome Proposals (Individual Projects)

Organisation / Project	Ref. No.	Status	Committed	Actual Spend	Navision PO No.	Notes	Contact Name	Contact Email	Project Description
Nacton Parish Council / Victoria Field: Trim Trail	CPFP022122	Paid	£ 5,000.00	£5,000.00	VO-009883		Brian Hunt	<a href="mailto:councillor.hunt.nactonpc@gmail.com">councillor.hunt.nactonpc@gmail.com</a>	Provision of play equipment for young people to aid exercise and reduce social isolation
Waldringfield Parish Council / Play Equipment	CPFP032122	Email to Invoices to pay	£ 5,000.00	£5,000.00	VO-011617		Joanne Doyle	<a href="mailto:joannedoyle@rocketmail.com">joannedoyle@rocketmail.com</a>	Replace ageing play equipment for young children and supply tables to support exercise and help address social
Felixstowe Chat Bench	CPFP042122	Internal £ Transfer Requested	£ 5,500.00	£5,500.00	Internal		Helen Greengrass	Internal	Facility to reduce isolation and loneliness; resting place during exercise and thus encourage it and also an 'ice
Salvation Army / Be a Star: Christmas Day Dinner	CPFP212205	Email to Invoices to pay	£ 1,200.00	£1,200.00	VO-012412		Jackie Fincham	<a href="mailto:Jackie.fincham@salvationarmy.org.uk">Jackie.fincham@salvationarmy.org.uk</a>	Providing free meal, transport entertainment & pack up tea for homeless, isolated and lonely.
Felixstowe Allotment Association / New Hut	CPFP212206	Email to Invoices to pay	£ 3,000.00	£3,000.00	VO-012404		Neville Farthing	<a href="mailto:nevfarting@gmail.com">nevfarting@gmail.com</a>	Replace existing, delapidated sheds with new purpose-build 'Hut', for use as a conversation, refreshment and
Walton Parish Nurses / Mental Health	CPFP212207	Email to Invoices to pay	£ 5,200.00	£5,200.00	VO-012185		Sue Hockenhull	<a href="mailto:sue.hockenhull@yahoo.co.uk">sue.hockenhull@yahoo.co.uk</a>	Staff costs for specialist mental health lead to support people towards whole person healthcare
TOTALS			£24,900.00	£24,900.00					

Committed  
New Application  
HOLD - Query - See Saved Email  
Question to CO  
Appraised  
Sent to Chair  
Sent to Letitia  
Approved (by Letitia)  
Grant Acceptance Sent  
Internal £ Transfer Completed  
Internal £ Transfer Requested  
New Vendor Requested  
PO Raised  
PO Receipted on Nav  
Email to Invoices to pay  
PAID  
Rejected/Withdrawn

# Community Partnership LGA Peer Challenge 2021 – DRAFT Action Plan

This Draft Action Plan is based on the output from the Community Partnerships event at Trinity Park in November 2021.

The 30 actions identified have been arranged under five headings and against three priorities:

- People (Community Leadership and Engagement)
- Process (Communication and Form & Process)
- Outcomes (Oversight and Evaluation)

The proposed lead(s) are in square brackets [ ] after each action, the key to these is as follows:

Chairs	-	The eight Community Partnership Chairs and Vice Chairs
CO's	-	The eight ESC Communities Officers
CP Support Staff	-	The ESC Partnership Manager, Head of Communities and Strategic Director
CP Delivery Group	-	Chaired by the Cabinet Member, Letitia Smith includes a range of ESC staff including Communities, Communications, Democratic Services, Funding and Legal
ESC Communications	-	Communications Team including the new CP Communications Lead
ESC Funding	-	Funding Team, including the dedicated CP Funding Officer
SALC	-	Suffolk Association of Local Councils

Three actions in each section have been identified as a priority and these are summarised on the next page. The Community Partnership Chairs have prioritised their actions and these are shown as **CP Chairs Priority**.

<b>Priority and Theme</b>	<b>Action</b>
People – Community Leadership	Capacity – build external people with specific knowledge/skills/resources into projects
People – Community Leadership	Collaboration - work on shared priorities across CPs and with other organisations and networks to share information/resources, reduce duplication and deliver better outcomes
People – Community Leadership	Democratic Leadership - encourage all Councillors (ESC, SCC and Town/Parish Council) to participate fully in their CP
People - Engagement	Meetings – Reduce the number of formal CP meetings in favour of less formal elements like surgeries and Task and Finish Groups to increase engagement between meetings
People - Engagement	Representation – ensure we hear underrepresented voices, particularly young people, who can shape CP priorities and activities
People - Engagement	Reset - each CP to hold a second workshop to engage wider stakeholders, consider refreshed data and restate/adjust priorities
Process - Communication	Refresh - the CP Communications and Publicity Plan - revisit and restate original aims of CP's
Process - Communication	Stakeholders - stakeholder mapping to help shape how we communicate our key messages to different audiences and increase visibility of CPs
Process - Communication	Visibility and Reach - CP Chairs/members/officers (when safe to do so) to get back out into communities
Process - Form	Problem solving - CPs work well when they have the right people round the table who work collaboratively to problem solve one priority at a time
Process - Form	Transition - from virtual to face to face meetings and workshops that proved so successful before lockdown
Outcomes – Oversight and Evaluation	Vision – revisit and reset original vision, aims and aspirations for CPs
Outcomes – Oversight and Evaluation	Review – review each CP's priorities annually and make them SMARTer and more targeted
Outcomes – Oversight and Evaluation	Evaluate - Develop and oversee a robust impact monitoring and management framework

	Theme	Specific Feedback	Actions
PEOPLE	1. Community Leadership	<p><b>LGA Feedback</b></p> <ul style="list-style-type: none"> <li>• Increase capacity and capability – Chairs, Vice-Chairs, Communities Officers, partners</li> <li>• Variation between CPs in stages of development / maturity</li> <li>• Learning and Development – take time to upskill</li> <li>• Enable Chairs as community leaders – less ‘chairing’ and more ‘enabling’ and ‘facilitating’</li> </ul>	<p><b>Actions Already Agreed</b></p> <p>✓ <b>CP Chairs Learning and Development Plan to be implemented from January 2021:</b></p> <ul style="list-style-type: none"> <li>▪ <b>Asset Based Community Development</b></li> <li>▪ <b>Dealing with Difficult People</b></li> <li>▪ <b>Leading Engaging and Participative meeting [CP Delivery Group]</b></li> </ul> <p><b>Visioning Event Feedback</b></p> <ol style="list-style-type: none"> <li>1. <b>Capacity</b> – build external people with specific knowledge/skills/resources into projects depending on the issue (e.g. EDF support for Transport &amp; Travel T and F Group). Share the work (and benefits) for CPs to grow [Who - CO's and CP Support Staff]</li> <li>2. <b>Collaboration</b> - work on shared priorities across more than one CP and work with other organisations and networks, e.g. Integrated Neighbourhood Teams, to share information and resources, reduce duplication and deliver better outcomes [Who - CP Delivery Group] <b>CP Chairs priority</b></li> <li>3. <b>Democratic Leadership</b> - encourage all Councillors (ESC, SCC and Town and Parish Council) to participate fully in their CP [Who - Chairs and CP Delivery Group, SALC]</li> <li>4. <b>Roles</b> – revisit role descriptions for Chairs, Vice Chairs and ESC Officers [Who - CP Support Staff]</li> <li>5. <b>Succession plan</b> - build resilience by preparing, developing and supporting newly appointed and future Chairs/Vice Chairs [Who - CP Support Staff]</li> <li>6. <b>Skills</b> - develop skills within CPs by upskilling current members (not just Chairs) [Who - CP Delivery Group]</li> </ol>

PEOPLE	2. Engagement	<p><b>LGA Feedback</b></p> <ul style="list-style-type: none"> <li>• With Communities of Interest (including young people)</li> <li>• Ensure all voices are heard</li> <li>• Sponsorship from CMT and wider organisation</li> <li>• Stronger links with other locality-based staff e.g. economic development, health</li> <li>• Of all internal and external stakeholders in next steps</li> </ul>	<p><b>Actions Already Agreed</b></p> <ul style="list-style-type: none"> <li>✓ Youth Voice relaunched January 2022 [CO's]</li> <li>✓ ESC Rural Youth Work project and SCC Youth Focus project [CO's]</li> <li>✓ Event at Trinity Park was intended to engage partners in next steps [Held]</li> <li>✓ Build on work of CAS and SALC to engage VCS and T&amp;PCs [CP Delivery Group]</li> <li>✓ Take Peer Challenge feedback and recommendations to all CPs [Chairs and CO's]</li> </ul> <p><b>Visioning Event Feedback</b></p> <ol style="list-style-type: none"> <li>1. <b>Meetings</b> – Reduce the number of formal CP meetings in favour of less formal elements like surgeries and Task and Finish Groups to increase engagement between meetings [Who - Chairs and CO's] <b>CP Chairs priority</b></li> <li>2. <b>Representation</b> – ensure we hear underrepresented voices - especially young people who can shape CP priorities and activities [Who - Chairs, CO's, CP Support Staff] <b>CP Chairs priority</b></li> <li>3. <b>Reset</b> - each CP to hold a second workshop to engage wider stakeholders, consider refreshed data and restate/adjust priorities [Who - Chairs and CO's supported by CP Support Staff]</li> <li>4. <b>Transparency</b> – ensure CPs are transparent - anyone can join if the CP/they sees benefit in them being there [Who - All]</li> <li>5. <b>Advocate</b> - for schools to promote CP's both as part of local democracy and a way to get things done [Who - CO's]</li> <li>6. <b>Asset Mapping</b> - equip CPs with skills/capacity to map assets in their area and build a supportive network of people who share priorities [Who - CO's and CP Support Staff]</li> <li>7. <b>Membership</b> - support partners to identify which CP's they would benefit from joining – and in what capacity (CP member / T&amp;F Group participant etc) [Who - CP Delivery Group]</li> </ol>
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PROCESS	3. Communication	<p><b>LGA Feedback</b></p> <ul style="list-style-type: none"> <li>• Within Community Partnerships</li> <li>• Between Community Partnerships</li> <li>• Between Community Partnerships and the Board</li> <li>• With partners</li> <li>• With communities and localities</li> <li>• With ESC departments</li> <li>• Celebrating achievements</li> <li>• Sharing good practice and lessons learnt</li> </ul>	<p><b>Actions Already Agreed</b></p> <ul style="list-style-type: none"> <li>✓ Community Partnership E-Bulletin (agreed at Chairs meeting) [ESC Communications]</li> <li>✓ Communications Resource - senior lead in Communications Team [ESC Communications]</li> <li>✓ Build on the success of the CP Chairs meetings - ensure each CP is represented at every meeting [Chairs]</li> </ul> <p><b>Visioning Event Feedback</b></p> <ol style="list-style-type: none"> <li>1. <b>Refresh</b> - the CP Communications and Publicity Plan - revisit and restate original aims of CP's [Who - ESC Communications, CP Delivery Group]</li> <li>2. <b>Stakeholders</b> - stakeholder mapping to help shape how we communicate our key messages to different audiences and increase visibility of CPs [Who - CO's and CP Support Staff]</li> <li>3. <b>Visibility and Reach</b> - CP members/officers (when safe to do so) to get back out into communities [Who - Chairs and CO's]</li> <li>4. <b>Messaging</b> - move away from focussing on the funding to promote the wider impact of the CP's, showcasing activities that have worked well [Who - Chairs, CO's and ESC Communications]</li> <li>5. <b>ESC input</b> – increase buy in to CPs across ESC members and officers by working with Corporate Management Team [Who - CP Delivery Group]</li> <li>6. <b>Capacity</b> - better use of technology for communication and marketing [Who - ESC Communications Team, CP Support Staff]</li> <li>7. <b>Learning</b> - capture and share pipeline of activity, learning and best practice between CPs to increase collaboration and maximise impact [Who - CO's, CP Support Staff]</li> </ol>
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PROCESS	4. Form and Processes	<p><b>LGA Feedback</b></p> <ul style="list-style-type: none"> <li>• Ensure processes don't get in the way - some organisations felt grants process was onerous</li> <li>• Return to face-to-face facilitated problem-solving workshops</li> <li>• Increase solution-focussed capacity in communities/partners /wider system</li> <li>• Review funding allocation – move away from small grants</li> </ul>	<p><b>Actions Already Agreed</b></p> <ul style="list-style-type: none"> <li>✓ Evaluate Small Grants Schemes [ESC Funding Team]</li> <li>✓ Highlight the range of funding models available to CPs [CP Delivery Group]</li> <li>✓ Recognise that the capacity and resources needed by each individual CP vary [CP Delivery Group]</li> </ul> <p><b>Visioning Event Feedback</b></p> <ol style="list-style-type: none"> <li>1. <b>Problem solving</b> - CPs work well when they have the right people round the table who work collaboratively to problem solve one priority at a time. Build CP appetite and ability to respond to local issues in their own way (if true to the CP vision) [Who - All] <b>CP Chairs Priority</b></li> <li>2. <b>Transition</b> - from virtual to face to face meetings and workshops that proved so successful before lockdown – to increase communication [Who - CP Support Staff] <b>CP Chairs Priority</b></li> <li>3. <b>Reflection</b> - deliver peer reviews across the CP family [Who - CP Chairs, ESC CMT members]</li> <li>4. <b>Funding</b> - some CPs are more effective than others in attracting funding and can share how they do it. Funding Team to share information about various external funding opportunities between CP's [Who - ESC Funding Team]</li> <li>5. <b>Due diligence</b> – important to have processes in place and to be transparent but make them as light touch as possible to free up CPs to innovate [Who - CP Delivery Group]</li> </ol>
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OUTCOMES	5. Oversight and Evaluation	<p><b>LGA Feedback</b></p> <ul style="list-style-type: none"> <li>• Maintain strategic oversight and focus</li> <li>• Time to reflect and reset against original CP vision</li> <li>• Understand the impact of Covid on the course of CPs</li> <li>• Evaluation framework</li> <li>• Understanding success</li> </ul> <p><b>Actions Already Agreed</b></p> <ul style="list-style-type: none"> <li>✓ Quarterly monitoring of activity funded by CP Board [ESC Funding Team]</li> <li>✓ Monitoring of all Small Grant Scheme funded projects [ESC Funding Team]</li> </ul> <p><b>Visioning Event Feedback</b></p> <ol style="list-style-type: none"> <li>1. <b>Vision</b> – revisit and reset original vision, aims and aspirations for CPs [Who - CP Delivery Group]</li> <li>2. <b>Review</b> – review each CP’s priorities annually and look at ways to make them SMARTer and more targeted [Who - Chairs, CO’s and CP Support Staff] <b>CP Chairs Priority</b></li> <li>3. <b>Evaluate</b> - Develop and oversee a robust impact monitoring and management framework [Who - CP Delivery Group]</li> <li>4. <b>Impact</b> – measure impact against refreshed vision - understand what has been achieved and don’t lose the learning [Who - All]</li> <li>5. <b>Report</b> - report annually to the CP Board [Who - CP Delivery Group]</li> </ol>
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