

Beccles, Bungay, Halesworth and villages Community Partnership

Action plan 2022

To help chart a course for the Community Partnership in 2022 and to incorporate themes from the recent Community Partnership Peer Challenge, the below action plan has been drafted. This looks at tangible steps that could be taken to further strengthen the work of the Community Partnership. This focusses on processes and engagement rather than projects and makes suggestions about additional things the Community Partnership can do. Whilst there has been some progress of some of the actions, these are suggestions and can be adapted. The 'spheres' of engagement on page 6 show how these actions can provide useful intelligence and insight for the Community Partnership to consider and roll with – without adding meetings to people's schedules.

Action	Why?	Timescale / logistics	Progress
People			
Community leadership			
Look at how the meetings can be more 'facilitated' than 'chaired'	This will help cultivate less formal meetings which may encourage smaller groups to get involved.	Next in-person meeting to have a workshop element to it?	
People			
Engagement			
General engagement			
Hold a showcase event to raise awareness of the CP to members of the public and groups	General recognition of the CP amongst the public is quite low so useful to show what we have done and what our priorities are	Event organisation required (booking venue, risk assessment) To happen early 2022 (Covid permitting)	Pear Tree Centre is free and provisionally booked; Saturday 26 th February; 11-1
A virtual session for all parish councils – a refresh on what it is about and the role it plays	Several parish councils have said they have perhaps lost track of what the Community Partnership is so a refresher virtually for any parish councils may be helpful. Equally contacts from town and parish councils may have changed since 2019 so this may provide any new	A Zoom 60-90 minute session with a presentation and Q&A	

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	councillors a chance to find out more about Community Partnerships.		
Run a survey or email circulate for groups to feed in before each meeting - to identify trends/themes/emergent issues	Some groups and individuals are unable to make meetings because of different commitments and time pressures but would like to feed in if they can. So having a route to feed into the meeting without being there could appeal to groups. This will also ensure emergent issues/trends/themes from a broader base are raised at the meeting.	Trial at the February meeting?	
Attend events happening such as Summer fayres and Christmas markets	To meet residents as part of wider community and footfall events. Also, to showcase what the CP are doing and enable people to say what they would like in their area and whether they would like what is being proposed elsewhere in their area.	Sam and a member of the CP to attend and have a stall	
Youth engagement			
School Councils on the patch are asked to have an agenda item at their meetings to discuss anything they'd like to raise / or a quick survey is done before the meeting	This flexible model would provide a route for school councils to feed into the meeting without needing to be there. This will also ensure emergent issues/trends/themes from young people are raised at the meeting by young people themselves (indirectly).	Send an email to the school council lead teachers Trial at the February meeting?	
Run an engagement exercise with youth clubs to feed in before CP meetings – post-it notes	This flexible model would provide a route for young people at youth clubs to feed into the meeting without needing to be there. This will also ensure	Email youth clubs and ask how they think it would work Trial at the February meeting?	

Action	Why?	Timescale / logistics	Progress
	emergent issues/trends/themes from young people are raised at the meeting by young people themselves (indirectly).		
Explore how we can involve local National Citizenship Service Changemaker groups in the CP	The Changemaker programme is about empowering young people to develop community projects. There is a Halesworth group and a Lowestoft group (with 2 young people on it being from Beccles). Involving them in the CP can further provide a youth perspective.	Liaise with Changemaker groups about how they can feed in	One Changemaker is due to attend the January meeting
Ask Youth groups to do a presentation at meetings about what they do and their insights	It might develop closer links between the CP and youth groups and also provide a unique platform for youth groups to raise issues they feel are important.	Liaise with youth groups offering them the opportunity to present (e.g. Apollo, Thirst, Changemakers, Fisher Youth Group)	
Process			
Communication			
Update about what the Community Partnership is doing in the Community News (Beccles and Bungay and Halesworth editions)	While not everyone reads the paper cover to cover, having a small article helps raise awareness of the CP.	Send an update to the Editor every month.	Sam has been doing this since September and the update has been published in each edition.
Enquire with the Beccles and Bungay Journal about a column in the newspaper	Having a small column will help raise awareness of the CP and also increase recognition of what Community Partnerships are.	Sam to email Reece	
Sam to reach out to other locality based staff such as economic development and health to make sure we can pool together	This will reduce any risk of duplication and also further embed the Community Partnership in matters and processes	Liaise with other East Suffolk, County Council and other agency teams (through email and catch-	Liaised with Economic Development and

Action	Why?	Timescale / logistics	Progress
knowledge and experience when looking at certain things		ups) to see how we can link together and avoid duplication	Housing on rural proofing
Continue to ask for presentations at meetings to provide insights about schemes/programmes/changes of interest e.g. changes in CIL	It will generate useful information and opportunity for members of the CP to ask questions and find out more.	Liaise with groups/departments – e.g. Development Control about a presentation on CIL	
Process			
Form and processes			
Have a standing item on the agenda called 'current issues and emergent trends'	Enables an opportunity for all around the table to contribute their knowledge and experience. This as well as the insights from groups not in attendance will mean we can develop a good picture of issues and needs. This can then provide a focus about where the CP can develop new initiatives and/or projects.		Chair has agreed this to be added for the January meeting
Look at how the meetings can be more 'facilitated' than 'chaired'	This will help cultivate less formal-process led meetings which may encourage smaller groups to get involved.	Next in-person meeting to have a workshop element to it?	
Outcomes			
Oversight and evaluation			
Run a survey with CP members and groups just before/after the AGM to check in about thoughts and feelings about the CP	This will develop a picture of how the CP is working and any tweaks that need to be made e.g. timings, format etc.	Set up a Survey Monkey	A survey was run in July and August 2021
Factoring in an agenda item at certain meetings to discuss how	This will enable allocated time to discuss where any changes need to be made and to see how projects are going	Circulate evaluation reports from funded projects to all CP members	

Action	Why?	Timescale / logistics	Progress
projects are going and successes/learning points			
Consider location when deciding to run or fund projects	To avoid provision being concentrated in one part of the patch, the CP looks at how provision it runs or funds is as open and accessible as possible. E.g. seeing how the funds can be spread across different areas or transport can be arranged so that residents from A can get to B.	A loose list of questions are developed (like the rural proofing questions) to be asked when assessing project proposals.	

Community Partnership 'spheres' of engagement

