

STRONGER COMMUNITIES GROUP: ACTION PLAN (October 2011 update)

1. INFORMATION SHARING				
POTENTIAL ACTION	ACTIVITY	LEAD OFFICER / ORGANISATION	TIMESCALE	COST (£ / in kind)
1.1 Promote the Compact and seek re-affirmation of the Compact principles from partners	Re-establishment of a multi-agency Compact Steering Group	Anne Lancaster (CW&C) / Carol Berry (CVA)	<p>Hold a meeting in July 2011 Multi-agency commitment agreed by October 2011</p> <p>Progress 11.7.11 First meeting scheduled for 14.7.11. Representation agreed by public sector partners.</p> <p>Progress 22.8.11 Meeting held on 14.7.11. Group have mapped out next steps. Stronger Group agreed that endorsement by partners was vital to success of Compact. Discussion on how to secure endorsement will be agenda item on next Stronger Group. Also discussed possibility of having Compact on agenda for LSP Network event in November</p> <p>Progress 19.10.11 Full representation now in place. Future proofing taking place through a small working group. It has been agreed that there will not be an awareness raising event, but that Compact leads would continue process at home organisations and general awareness raising would take place at other events and through TSA website. A handout would be included in delegates pack at next LSP Network event. Working</p>	No £ cost (partner buy-in required)

			group are developing an Equality Code to align with Compact	
1.2 Review current methods of communication between public and community / voluntary sector and identify ways of improving communication using a range of media (consideration should be given to making this fun!)	(i) TSA Survey – amend to ask extra questions regarding existing communication, information required by sector and preferred method of communication	Anne Lancaster / Third Sector Assembly	Findings October 2011 Progress 11.7.11 Questions for inclusion in survey agreed. Survey will be circulated via TSA in August/Sept Progress 22.8.11 Survey questionnaire completed and circulated across TSA at beginning of August, with return date of 30.9.11, which will ensure compliance with Compact. Snapshot summary available in September Progress 19.10.11 Interim report available. Actions arising from findings have already been generated. These have included reviewing mailing list for TSA, for those who reported not receiving information via TSA and producing ebulletins. All findings will be incorporated into Communications Plan.	No £ cost
	(ii) TSA to produce a Communications Plan for voluntary/community sector	Anne Lancaster	January 2012	No £ cost
1.3 Raising awareness of the strength and activity of the sector	Part of TSA Communications Plan: Circulate key reports, as and when produced, to keep partners in public/private/voluntary/community	Anne Lancaster/Third Sector Assembly	As and when produced Progress 11.7.11 National Survey 3rd Sector Organisations (Cabinet Office) to be summarised by AL and circulated	No £ cost

	<p>sectors aware of scale of activity in voluntary/community/faith sectors (e.g. Hidden Power Report, Faith Audit, Cabinet Office Report))</p>		<p>through TSA.</p> <p>Hidden Power Report completed but not yet circulated. AL will follow up with Cheshire Community Action.</p> <p>Agreed that relevant reports should also be shared with public sector partners.</p> <p>Progress 22.8.11 Questions were again raised regarding circulation of Hidden Power Report, as information in Report was important for groups preparing bids for funding etc. JJ reported that interim report is available and would chase up with Cheshire Community Action.</p> <p>AL has circulated comparative summary of National survey 3rd Sector Organisations.</p> <p>No other relevant documentation published since last meeting</p> <p>Progress 19.10.11</p> <p>Hidden Power report will now be circulated through TSA.</p> <p>Organisations will, in future, be signposted to new reports, both national and local, through the ebulletin.</p>	
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2. ENGAGEMENT

POTENTIAL ACTION	ACTIVITY	LEAD OFFICER / ORGANISATION	TIMESCALE	COST (£ / in kind)
2.1 Key partners to work together to develop, implement and evaluate a Consultation / Engagement Strategy which embraces innovative engagement techniques	(i) Develop a collaborative approach to engagement, recognising the local developments of engagement and good practice	Jo Jones (CW&C) and Jenny Ford (Police)	<p>March 2012</p> <p>Progress 11.7.11 Interim activity agreed. The Community Safety and Justice Commission is addressing engagement in field of Community Safety. All partners will be involved in this initiative. Following this review, the learning will be adopted for other areas of engagement. Commission meeting in August.</p> <p>Progress 22.8.11 None to report.</p> <p>Progress 19.10.11 None to report, but meeting with Police scheduled for 21.10. 11 for feedback from work so far.</p>	No £ cost
	(ii) Monitor and evaluate the delivery of the five APB plans	Andrea Mageean (CW&C)/Jo Jones	<p>December 2011</p> <p>Progress 11.7.11 Proposals going to CW&C CMT in August. It is anticipated that the 5 Area Plans will be agreed by September</p> <p>Progress 22.8.11 Reported progress in 3 APB areas. Chester and Winsford still in progress. All should be completed by next Stronger meeting. Monitoring</p>	No £ cost

			<p>will be delivered locally, but Stronger may consider potential for evaluation of impact of Plans.</p> <p>Progress 19.10.11</p> <p>Progress in all areas but not yet fully completed in all APBs</p>	
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3. RESOURCE EFFICIENCY				
POTENTIAL ACTION	ACTIVITY	LEAD OFFICER / ORGANISATION	TIMESCALE	COST (£ / in kind)
3.1 Support "Skills Share" pilot work (This is an initiative which aims to promote and strengthen links between local businesses and the community/voluntary sector to help create more efficient, successful and sustainable organisations. The needs of local groups will be assessed and then matched with suitable local professionals who have relevant skills, knowledge and expertise to meet these needs and have agreed to offer their support on	Develop and evaluate pilot in Chester and the subject to findings roll out to other parts of Borough.	Carol Berry	<p>October 2011</p> <p>Progress 11.7.11 Funding agreed by Safer Stronger Partnership on 10.6.11 Have secondees from CW&C and Bank of America working up proposal, this will include development of protocols joint working. Assessment of need in voluntary/community sector will be through CVA Development workers.</p> <p>High profile marketing company (Blue leaf) have donated advisory time to assist with development of marketing. Quotes for promotional materials received.</p> <p>Working with Lord Lieutenant (David Briggs) to raise profile of proposal.</p>	Estimated cost for promotional materials £3K

<p>a voluntary basis)</p>			<p>Anticipated launch in September</p> <p>Progress 22.8.11 Excellent progress. Two surveys being completed; one relates to organisations who may sign up to skill share (approx 50 responses to date); second relates to local groups who may utilise opportunity of skill share (approx 40 responses to date)</p> <p>Matching process has commenced.</p> <p>Protocols regarding liability/insurance etc now in place.</p> <p>Blue Leaf working with CVA in developing a menu of marketing tools.</p> <p>Will have stand at Celebrating Cheshire event at Racecourse on 16/17 Sept. Workshop promoting Skill Share will be presented by LL at event. Pro bono support received from Cubic Marketing who have agreed to fund flyers/ marketing materials for event.</p> <p>The work of the two secondees, one from CW&C and one from Bank of America, was commended.</p> <p>Progress 19.10.11. Secondment from CW&C has ceased, secondment from Bank of America continues to end of March. LL approaching M&S for new secondment.</p> <p>The consortium developing the Transforming Infrastructure bid will include Skill Share, in attempt to</p>	
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			<p>make it sustainable.</p> <p>2 workshops delivered at Celebrating Cheshire, 20 new businesses signed up. Matching process has commenced.</p>	
3.2 Support opportunities for joint use of facilities	Work with CW&C and CVA to promote existing "Rooms 4 Hire" website and expand across Borough	Carol Berry/ Anne Lancaster	<p>On-going</p> <p>Progress 11.7.11 AL agreed that website will be promoted through TSA. All involved in network will be asked about availability of premises and willingness for details to be posted on website.</p> <p>Agreed that further work needs to be done with regard to availability of space in public realm. This will need to link into current partner activity with regard to Asset Plans. This will need following up at later date as current capacity is limited</p> <p>Progress 22.8.11 Webpage is hosted by CW&C, but reported that page is hard to find. AL has requested CW&C website team to investigate ways of improving the route from the main pages, and the potential for using the Rooms 4 Hire keywords. It will also appear as a direct link on the CVA and TSA websites which are currently undergoing an update. AL will ask, via, TSA for other networks to do same.</p> <p>Website has been promoted through TSA network and mailing list .Anecdotal reports of more interest coming from outside Chester.</p> <p>Progress 19.10.11 None to report</p>	No £ cost

<p>3.3 Respond to national/local opportunities/funding for development in community/voluntary/faith sector</p> <p>New action agreed August 2011</p>	<p>Work with interested organisations to develop response to bid for Transforming Local Infrastructure funding. (Funding available through Office for Civil Society, £400K available for each LA area). Only one bid can be submitted for each area.</p>	<p>TBC</p>	<p>Outline bid by 2.9.11.</p> <p>Full bid by 31.10.11</p> <p>Progress 22.8.11 29 organisations in area have registered an interest. A meeting has been called for all interested parties. The lead organisation will be identified at meeting.</p> <p>Progress 19.10.11 No detailed feedback, Consortium meeting at same time as Stronger Group. Feedback to be provided at next meeting. Anticipated that bid will be submitted.</p> <p>Reported that as well as TLI bid, 2 places in EP had submitted applications for Community Action Budgets.</p> <p>Reported that 2 local Organisations had submitted bids to Community Action against Crime Innovation Fund (Street Pastors and Chester Jets)</p>	<p>No £cost</p>
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4. COMMISSIONING & PROCUREMENT

POTENTIAL ACTION	ACTIVITY	LEAD OFFICER / ORGANISATION	TIMESCALE	COST (£ / in kind)
<p>4.1 Raise awareness of potential for Voluntary/community sector to be involved, both as individual organisations and collectively, in delivery of public services</p>	<p>Develop and deliver a number of awareness raising and training events, in line with the CW&C Social Enterprise Plan. This will be delivered by Procurement Managers as part of the Consortium contract.</p>	<p>Anne Lancaster / Third Sector Assembly Jo Jones</p>	<p>Ongoing</p> <p>Progress 11.7.11 One presentation to Commissioning Mangers at CW&C.</p> <p>Agreed to await publication of White Paper on future of public services and re-visit when implications of proposals have been analysed</p> <p>Progress 22.8.11 Agreement has been secured with Procurement Managers at CW&C that they will deliver training. Training will seek to demonstrate how Social Enterprises and 3rd Sector can improve their market share in delivery of public services.</p> <p>Agreed that there are challenges across public sector to commission services outside of direct delivery. Next meeting of Stronger Group will consider how wider involvement could be secured, and will receive draft proposals for training event scheduled for November 2011</p> <p>Progress 19.10.11 Commissioning event in CW&C will take place early 2012.TSA have met with Mark Palethorpe (Adult Social Care) to discuss how Third Sector can become ready for commissioning. PJ/AL/JJ to meet to discuss opportunities for Health commissioning, linking this into Social Enterprise Partnership.</p>	<p>No £ cost</p>

5. CAPACITY BUILDING

POTENTIAL ACTION	ACTIVITY	LEAD OFFICER / ORGANISATION	TIMESCALE	COST (£ / in kind)
5.1 Work together to identify and plug gaps/opportunities in training/development activities	<p>(i) Commission a mapping exercise to establish current activity / identify gaps in provision which will inform some of our engagement activities</p> <p>(ii) Based on findings from mapping exercise, develop programme of training designed to support capacity building relating to the needs of local groups and communities.</p> <p>(iii) Build programme into Adult and Community Learning Commissioning framework</p>	<p>Jo Jones / Elaine Dunn</p> <p>Jo Jones / Elaine Dunn</p> <p>Jo Jones / Elaine Dunn</p>	<p>September 2011</p> <p>Progress 11.7.11 JJ agreed to draft commissioning proposal, circulate to all members of group for approval, then submit to Safer Stronger Partnership, for Chairman's approval, by August</p> <p>Progress 22.8.11 Draft proposal submitted by JJ. Approved subject to minor modifications. Proposal will be taken to Safer Stronger Group for approval on 9.9.11. Value of bid is £6.5K</p> <p>Progress 19.10.11 EPNAVCO leading on research. Anticipated completion by end of January and report by end of March</p>	<p>Cost to commission external agency to carry out work estimated £6.5K</p>
5.2 Improve capacity in minority groups to participate in building stronger society	Develop a pool of local volunteers with language and interpretation skills and offer appropriate training	Nadia Ali(CAMCC)	<p>Progress 11.7.11 None reported. CB agreed to follow up with Nadia.</p> <p>Progress 22.8.11 Nothing had been received, so as it had been agreed that any bids should be submitted to Safer Stronger by September, in order to ensure delivery within timescale, that this proposal would no longer be pursued.</p>	<p>Cost to deliver scheme (Discontinued)</p>

6. VOLUNTEERING

POTENTIAL ACTION	ACTIVITY	LEAD OFFICER / ORGANISATION	TIMESCALE	COST (£ / in kind)
<p>6.1 Build on existing systems across the borough, working with public sector partners, to promote volunteering opportunities</p>	<p>(i) Establish start and finish working group of major public sector organisations (CW&C, Police Fire, Health) to determine range of volunteering opportunities.</p>	<p>Anne Lancaster (TSA) Jenny Ford (Police) Fire (To be agreed) Health (To be agreed) Julia Nundy (Housing) Jo Jones (CW&C) University (To be agreed)</p>	<p>October 2011</p> <p>Progress 11.7.11 JF agreed to co-ordinate a one off meeting. All partners will be asked to provide full details of volunteering opportunities, particularly new developments, so that CVA existing database can be up-dated. Meeting will also to provide opportunity for Volunteer Co-ordinators from public sector to understand each other's area of work, exchange information etc.</p> <p>Partners around table agreed to identify personnel from parts of public sector not yet involved.</p> <p>Progress 22.8.11 Meeting will take place at Police HQ on 13.9.11. Key agenda item would be to secure agreement from all organisations to utilise a single registration form as volunteers put off by having to complete different forms!</p>	<p>No £ cost</p>

	(ii) Promote volunteering opportunities through Volunteer Centres	Carol Berry	On going	No £ cost
6.2 Support delivery of a range of support services, related to volunteering, to the community/voluntary sector by the consortium of CVA/APNAVCO/Cheshire and Warrington Social Enterprise Partnership/Cheshire Community Action/Learning Together Cheshire and Warrington	(i) Delivery of 2 public sector specific volunteering promotional events (ii) Work to support recruitment of 30 volunteers to public sector volunteering activities	Consortium with Carol Berry as Lead Officer	<p>March 2012</p> <p>Progress 11.7.11 Police ran stand at Cheshire Show in June with focus on volunteering</p> <p>14 people recruited for clearing river in Chester</p> <p>Progress 22.8.11 Workshop on Volunteering will take place at 'Celebrating Cheshire' Event at Racecourse 16/17 Sept.</p> <p>Range of public sector organisations have developed Volunteering Policies. These include: CW&C who launched their staff volunteering policy "Make a difference". CW&C also have general Volunteering Policy. Cheshire Police due to approve their volunteering policy "Count me In" on 23.8.11. Both Fire and Rescue and CDHT have policies.</p> <p>CB agreed to follow up Health organisations with regard to their policies.</p> <p>All organisations agreed to share their documentation, this will be through LB.</p> <p>Progress 19.10.11</p> <p>Not all partners had circulated</p>	No£cost

			<p>policies, so requested to ensure policies sent to LB.</p> <p>CW&C has been recognised, by NCVO, as one of 6 areas of best practice with regard to promoting volunteering</p>	
<p>6.3 Build upon existing systems and develop proposals for promoting the recognition and celebration of volunteering in CW&C</p>	<p>(i) Host a borough-wide celebration event</p>	<p>Carol Berry / Jo Jones / Andrea Mageean / Jenny Ford</p>	<p>October (during Make a Difference week)</p> <p>Progress 11.7.11 Small group will meet to identify venue (looking for no cost!) , cost for catering (Small buffet) , develop and identify cost for seeking nominations, cost of actual awards etc. Agreed that they would need meeting ASAP, CB agreed to take responsibility for calling meeting. Group will submit costings to Safer Stronger for Chairman's approval</p> <p>Progress 22.8.11 In light of considerable activity relating to other elements of volunteering, including previously unanticipated work involved at Celebrating Cheshire Event, it was agreed that the Celebration Event should be postponed. Agreed that new deadline should be February 2012. Same Group would meet to plan event.</p> <p>Progress 19.10.11 Agreed that event will focus on "Celebration" rather than "Recognition". It will take place in March at Eton Hall. Each organisation will be asked to nominate 15 to 20 people. A roll of honour will be available at the event with a commendation outlining why they have been nominated. Mike</p>	<p>Cost for hosting an event approx £1K</p>

	(ii) Utilise borough-wide celebration of volunteering to increase nominations for Queens Award for Volunteering in order to seek national recognition of volunteering in CW&C	Carol Berry / Jo Jones / Andrea Mageean / Jenny Ford	<p>Jones be invited to host as Chairman of LSP.</p> <p>December 2011</p> <p>Progress 11.7.11 MC agreed to co-ordinate ensuring volunteers have full information on how submissions can be made</p> <p>The Young Carers Project in West Cheshire had been awarded QAVS in June 2011</p> <p>Progress 22.8.11 As nominations for QAVS can be submitted at any time, but annual cut off is 30th September , the change of date will not pose any problem, indeed it is a more suitable date. Agreed that QAVS should also be promoted through Partnership Bulletin and TSA network. MC agreed to provide LB with information about previous recipients in CW&C area, and details of website link.</p> <p>Progress 19.10.11 Consideration had been given to Street Pastors funding bid earlier in meeting, PJ agreed to lead on submission of nomination of Street Pastors for QAVS</p>	No£cost
6.4 Provide financial support to existing voluntary activity	Secure matched funding to support work of Home Watch through provision of signage in vulnerable localities.	Jo Jones / Jenny Ford	<p>March 2012</p> <p>Progress 11.7.11 Agreed that signage may not be most appropriate way of supporting initiative. JF to discuss with local Co-ordinator as to how they could</p>	Cost of signage (discontinued)

			<p>be better supported (Home Watch recognised as an initiative which attracts large numbers and helps improve community cohesion, which is why it has been singled out). If costs identified then proposal will be developed and submitted to Safer Stronger Partnership</p> <p>Progress 22.8.11 New proposal has come forward for contribution of funding from "Big Society" pot for Street Pastor programme. Agreed that proposal supported initial commitment to support existing voluntary activity. JM had provided outline of proposal but would work it up for submission to Safer Stronger on 9.9.11. Funding could only be in order of £4.5K as this was all that remained in "pot"</p> <p>Progress 19.10.11 Funding agreed at Safer Stronger, to be supplemented by bid to Innovation fund (see above)</p>	<p>£4.5K</p>
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