

G R E A T Y A R M O U T H

GY

LOCAL STRATEGIC PARTNERSHIP

Working with the Community

SUPPLEMENTARY AGENDA

for the

GREAT YARMOUTH SOCIAL FORUM

6 March 2008

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LOCAL STRATEGIC PARTNERSHIP

Working with the Community

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GREAT YARMOUTH SOCIAL FORUM

6 MARCH 2008

SUPPLEMENTARY AGENDA

15. GREAT YARMOUTH PEOPLE STEERING GROUP

Attached is the current Action Plan from the Great Yarmouth People Steering Group (pages 37-52).

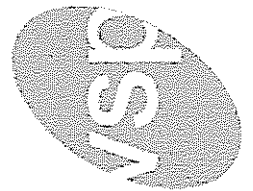
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Responsible Body

**Community
Connections**
(Great Yarmouth)

GREAT YARMOUTH
GY
LOCAL STRATEGIC PARTNERSHIP

Community Empowerment Network (CEN) Action Plan for 2007 – 2009



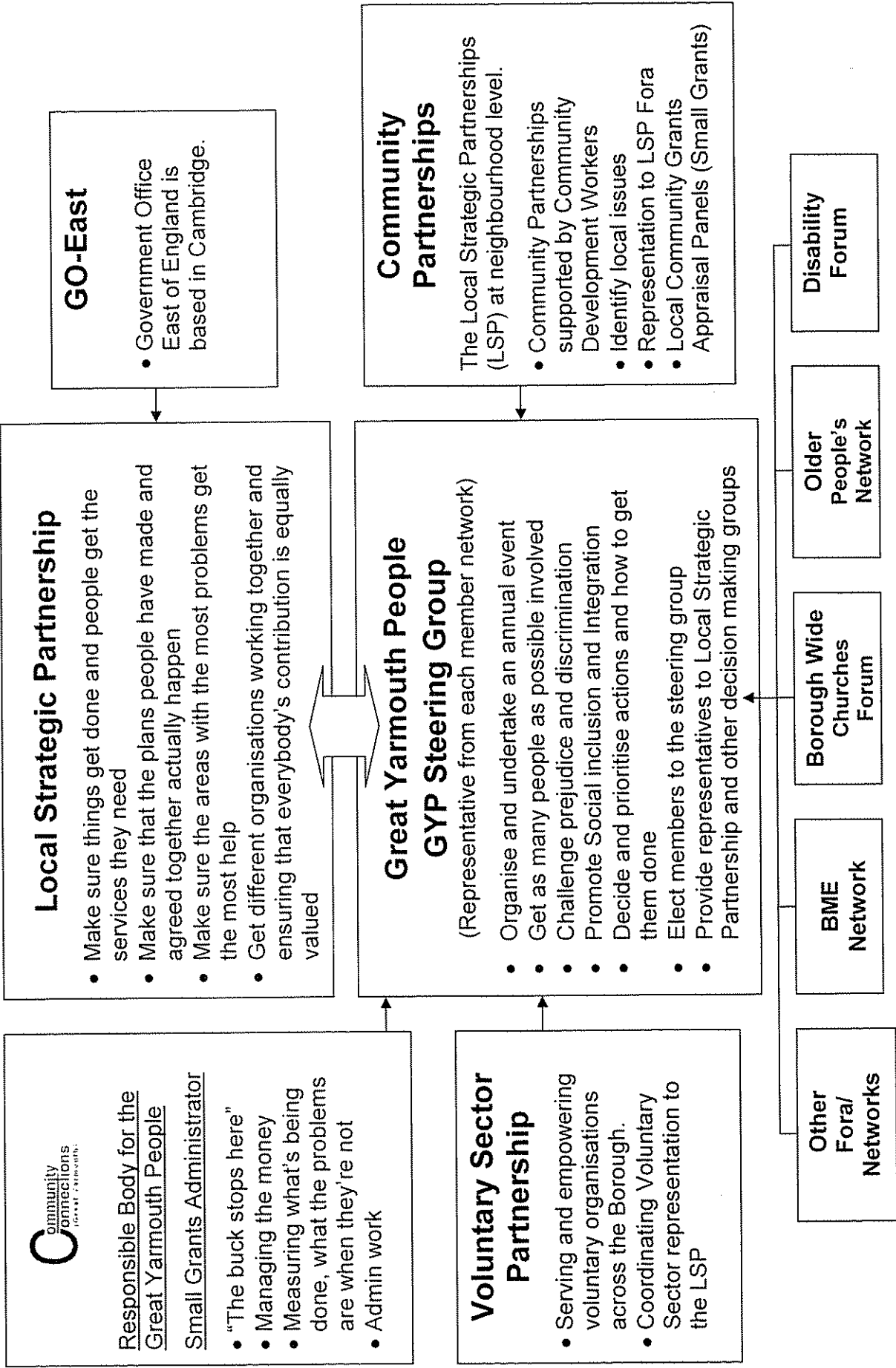
AGENDA
ITEM
15

Jargon Buster

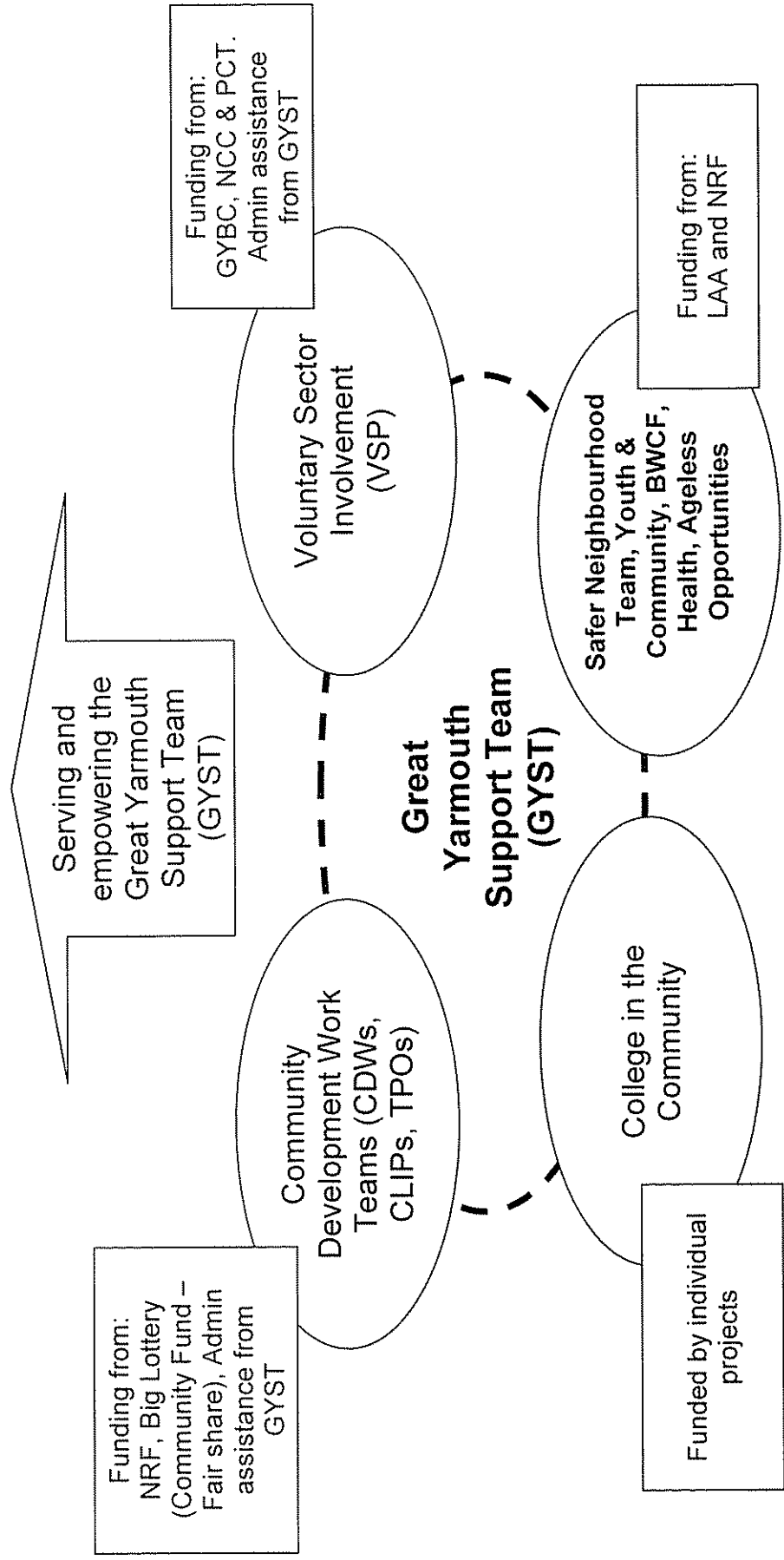
We have tried to avoid jargon and short hand wherever possible. Where we have failed, or space has not permitted, we offer the following to assist (in alphabetical order):

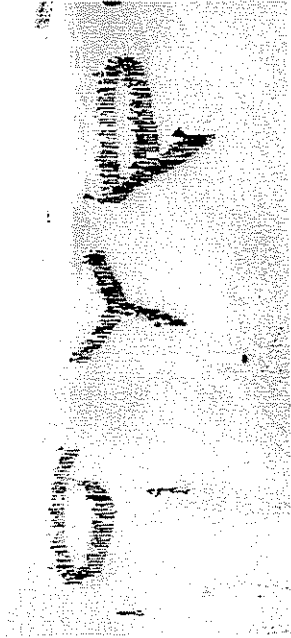
BME	Black Minority Ethnic
CDW	Community Development Worker
CEN	Community Empowerment Network
CF	Community Fund
CLIP	Community Liaison and Information Point
GYBC	Great Yarmouth Borough Council
GYP	Great Yarmouth People
GYST	Great Yarmouth Support Team
NCC	Norfolk County Council
NRF	Neighbourhood Renewal Fund
NWES	Norfolk and Waveney Enterprise Services
LAA	Local Area Agreement
LSP	Local Strategic Partnership
PCT	Primary Care Trust
TPO	Tenants Participation Officer
VSP	Voluntary Sector Partnership

The Developing Great Yarmouth People (GYP) in Great Yarmouth



In order to facilitate an effective Great Yarmouth People, our action plan aims to help provide a multi-disciplinary, cross sector team to offer appropriate support, to build the capacity of the Voluntary, Community and Faith Sectors, and provide the necessary training





The aim of the Action Plan is to ensure that the Great Yarmouth People (GYP) Steering Group is developing, working in partnership with each other and the Local Strategic Partners. Planning and prioritising enables us to play an active role in participating in the Neighbourhood Renewal of Great Yarmouth. The aim is to enable the Voluntary, Community and Faith Sector, (Commonly referred to as the Third Sector) to make a real difference in influencing the decision making process through its representation on local strategic partnership forums and other relevant strategic forums in order that the views of the sector are highlighted and acted upon and input into the Social, Economic, Environmental and Regeneration plans and changes within the borough.

By identifying issues that are important to the members and supporting representatives to take these issues forward, the steering group through its partnership is responsible for the strategic planning and actively promoting and supporting the work of GYP.

In the next few pages we will highlight the actions we had set ourselves 2004 to 2006 and the achievements we have made in that timescale.

This will be followed by the action we set ourselves in the following two years 2007 to 2009, the expected outcomes and how we will work in partnership to achieve this.

The action plan we set ourselves in 2004 – 2006 are outlined below

Under the heading of Communication and information we aim to:

- ensure relevant information is identified, gathered and distributed in a variety of ways and on an on-going basis
- ensure clear channels of communication which are appropriate to the community
- overcome blockages to communications

Under the heading of Organisational Capacity and Learning we aim to

- ensure voluntary, community and faith sector representation across all elements of the Local Strategic Partnership
- increase CEN linkages and support across the whole range of voluntary, community and faith groups which includes those not currently involved at neighbourhood level
- encourage good practice
- ensure CEN members are well trained and putting their training into practice
- increase activity with partners beyond LSP meetings and identify partners who are not working with us fully

- make it easy for groups and organisations to get involved with the CEN, particularly BME groups, youth and older people's groups and special needs groups around learning difficulties, mental health, and disabilities
- have access to the INTRAN service
- increase access to translators for non-statutory work and information available in languages other than English
- make sure all our resources are used to best effect, including our skills

Under the heading of representation and accountability we aim to:

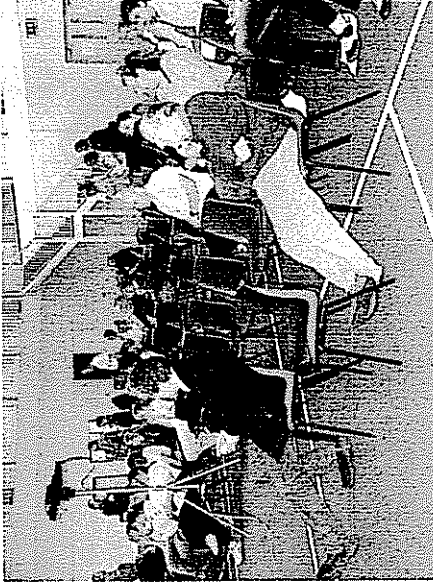
- ensure that representatives into the LSP structure reflect the diversity of the Voluntary, Community and Faith Sectors
- ensure that a variety of learning opportunities are available so that more people are able to grow as leaders and representatives
- ensure representatives and members of the CEN are using and feeding back information to their local groups and communities

Under the heading of our links with the Local Strategic Partnership (LSP) we aim to:

- increase representation across all parts of the LSP
- have representatives on the commissioning advisory group if this remains in place
- ensure that good quality LSP induction and training is available
- ensure a protocol for CEN/LSP engagement is put in place which changes the way the wider LSP (and government departments) engage with the CEN so that we are able to contribute fully

Under the heading of influence and impacts we aim to:

- influence the long-term strategy of the LSP to create more stability for the Voluntary, Community and Faith Sectors
- Ensure that the CEN is effective in bringing together the Voluntary, Community and Faith sectors and presenting a united front wherever this is possible
- ensure that the LSP/CEN is improving deprived neighbourhoods and reaching isolated and excluded individuals, groups and communities



We recognise our performance management assessment as an ongoing process. To move toward meeting the aims above, the following objectives were set out for 2004-05. The outcomes have developed over time and extended into 2006.

Objectives for 2004-06	Agreed Actions	Achievements
<p>To build on the strength of the CLIPs</p>	<p>Community Connections to: work towards quality standards for existing CLIPs and increase the number of CLIPs in collaboration with partners</p>	<p>CLIPs have obtained an appropriate form of quality standard</p> <p>Community Connections have acquired Matrix Quality Standard and monitor quality of information leaving the CLIP for appropriateness for community.</p> <p>Increase in number of CLIPs</p> <p>Over 60 CLIP Points in the borough with 6 CLIP offices.</p> <p>CLIP workers made redundant due to lack of funds but Coordinator ensure continued dissemination of information</p> <p>Increase in number of partners involved</p> <p>Numbers of community members involved in partnerships have significantly increased and new and consistent representation on steering group.</p>

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Objectives for 2004-06	Agreed Actions	Achievements
<p>To develop an information strategy</p> <p>Identify clear channels of communication across and beyond the CEN</p> <p>Identify barriers to effective communication and remove them</p>	<p>work with information project steering group and the CEN to develop an appropriate strategy</p>	<p>Communication and information strategy developed through Change-up funding.</p>
<p>To map current VCS sector representation on the CEN and from this to identify gaps in representation.</p> <p>To consider how gaps in the VCS sector impact on the sector's role in the LSP.</p>	<p>Links to Inclusivity Section, but CEN Steering Group identifies gaps and develops action points on how gaps addressed and appropriate support provided, e.g. CEN Induction Packs, Shadowing and Mentoring.</p> <p>Measures to address gaps taken into account in the development of the CEN/LSP Protocol (see also 'The LSP Context' below).</p> <p>VSP/Community Connections arrange training sessions.</p>	<p>Mapping exercise undertaken and proposals acted upon. Wider range of diverse groups from the VCS participates in CEN activities.</p> <p>Diversity on steering group explored. Membership form developed to gather information and plans in place to increase diversity e.g. business, Gay, Youth and BME.</p> <p>Wider range of diverse groups from the VCS participates in the LSP.</p> <p>This being addressed by VSP to ensure cross section of service providers.</p>

Objectives for 2004-06	Agreed Actions	Achievements
<p>To provide training sessions to current and future CEN participants on the role and function of the CEN.</p> <p>To ensure VCS reps to the CEN, and to the LSP, report on a regular basis to their constituent body.</p>	<p>A standard item for reporting back is included in the agenda for CEN Steering Group, Community Partnerships and VSP meetings.</p>	<p>Training sessions delivered.</p> <p>Training sessions provided, including role of Chair, Making A Difference and Branding exercise?</p> <p>Wider range of people and groups begin to engage with the participation process through discussion of matters arising from report backs. (Recorded in minutes of meetings)</p> <p>Community Partnerships proactively addressing identified issues. Rural successful in leading on transport.</p>
<p>To increase the number of VCS reps sitting across all parts of the LSP.</p> <p>To pursue and ensure take up of places for VCS representatives on the Commissioning Group (or its successor body).</p> <p>Provide training to VCS participants sitting on the LSP.</p>	<p>To ensure this is reflected in the drawing up of the CEN/LSP Protocol.</p> <p>To ensure this is included in the CEN/LSP Protocol.</p> <p>VSP/Community Connections organise training sessions for existing VCS reps on their role in the LSP. These sessions to be rolled out to the wider VCS sector.</p>	<p>GYP performs well in ensuring good community, voluntary and faith representation throughout the Local Strategic Partnership.</p> <p>GYP has potential to be held up as best practice example throughout the rest of the country</p> <p>Workshops provided to community on "Making a Difference" that build confidence to participate in decision making process.</p> <p>All community reps have a second</p>

Objectives for 2004-06	Agreed Actions	Achievements
<p>In conjunction with LSP Partners develop and write the CEN Protocol/LSP. As well as number of VCS reps, Protocol should be framed in such a way as to ensure VCS reps can contribute in a meaningful way to influence decision making.</p>	<p>Training sessions & 'budding-up' arrangements be put in place for new VCS representatives as they come along.</p> <p>Work in conjunction with LSP partners to produce an Induction Pack. See previous section re: Protocol Working Group.</p>	<p>person that attend with them or in place of them if absent. This needs to be reviewed and change or improve as necessary.</p> <p>Induction PACK developed but needs to be revised in light of current changes.</p>

GREAT YARMOUTH PEOPLE ACTION PLAN FOR (2007 – 2009)

Below are the areas for action that has been identified by the community and GYP steering group.

We aim to ensure that the actions identified from the partnerships reflect the themes of the Local Area Agreement, targets set for Great Yarmouth, as well as issues identified by the partnerships to be considered by the steering group in terms of the role GYP can play in taking these issues forward.

Objectives for 2007-2009	Agreed Actions	Indicators of progress
<p>A. Identify, acknowledge and celebrate achievements</p>	<p>Explore what has been achieved. Note all achievement great and small. Ensure partners and wider community are aware of the achievements and highlight and celebrate at conference</p>	<p>The difference that has been achieved by the actions taken. Improvement in community participation. Greater partnership working with LSP and other partners. Improved representation More awareness of GYP Increased knowledge and awareness of developments in the borough</p>
<p>B. Explore funding for sustainability of GYP steering group and partnerships</p>	<p>Discuss with LSP their support and mainstreaming of GYP funding. Explore coordinated approach to sustainability with network of CENs.</p>	<p>Support from LSP to identify and access adequate funding to sustain GYP for 2008-09 and ideally for the next three years. Work commissioned through GYP.</p>

Objectives for 2007-2009	Agreed Actions	Indicators of progress
<p>C. Build on previous action plan under the headings Communication, Organisational Capacity and Learning, Inclusion, Representation and Accountability. Link with the Local Strategic Partnership and Influence and Impact on LAA targets</p>	<p>Review on a regular basis the outcomes, improvements and sustainability of achievements.</p>	<p>When impact and outcomes are clearly evidenced. When all partners are able to identify changes. When changes made are sustainable</p>
<p>D. Review induction pack and provide training and induction to all members. Induction training /workshops to new members. Existing training for current / old members.</p>	<p>Agenda planning group review induction pack in consultation with wider steering group. Community Connections in partnership with Voluntary Sector Partnership to plan and deliver induction workshop. Other appropriate training as identified by existing members.</p>	<p>All members more aware of their role in GYP steering group. All members know how to report into GYP and back to partnerships or groups. Confident to speak out as a member in their appropriate role. All members know how the LSP function and role of representatives on forums. Feeling Confident</p>
<p>E. Ensure inclusion, representation</p>	<p>Review and evaluate GYP membership to identify any gaps in</p>	<p>Representatives bring a greater perspective that reflects the wider</p>

Objectives for 2007-2009	Agreed Actions	Indicators of progress
<p>and diversity.</p> <p>Actively participate in Community Cohesion to ensure it is properly addressed and can be measured.</p>	<p>representation and decide approach to address this.</p> <p>Regularly (Quarterly).</p>	<p>issues in the community.</p> <p>Achieving actions from community cohesion report.</p>
<p>F.</p> <p>Improved understanding, involvement and engagement in wider consultations.</p>	<p>Work with LSP to produce a consultation best practice.</p>	<p><i>Appropriate</i> presentation for consultation</p> <p>Consultation/communication strategy.</p> <p>Increased participation of community into the consultation process.</p> <p>Greater understanding of planned changes, impact and process to influence change and decision making.</p> <p>Consultation best practice in place included in communication strategy.</p>
<p>G.</p> <p>Support the development of Community Cohesion, social inclusion and participation.</p>	<p>Input into development of strap line and logo for cohesion strategy.</p> <p>Scrutinise "Sustainable Community Strategy" to ensure community cohesion align with this.</p>	<p>Greater recognition of logo and understanding of our work.</p> <p>'Community Cohesion' and "Sustainable Community Strategy" reflects the diversity of issues, actions and expected outcomes</p>

Objectives for 2007-2009	Agreed Actions	Indicators of progress
<p>GYP provide an opportunity to raise and highlight Rural issues</p>	<p>Make appropriate representation LSP</p> <p>Transport Initiative as funded by 2nd Homes Council Tax produces successful outcomes.</p> <p>Community Connections to negotiate with LSP funding for cohesion work.</p> <p>GYP needs to be appealing to encourage participation</p>	<p>complementary to needs identified in community</p> <p>LSP and Borough Council put plans in place to take this forward.</p> <p>By 2008 fund achieved.</p> <p>Improved means of supporting outcome of consultation process and input into decision making.</p>
<p>H. Improved reporting and sharing of information between partnerships into GYP and to LSP and visa versa GYP more as a central hub to channel ideas and decision.</p>	<p>Review reporting systems, clarify what needs reporting</p> <p>Regularly review and evaluate process and how best to improve this</p> <p>Development of GYP website.</p> <p>Logo to be more visible.</p> <p>Ensure yearly event has a theme and plan for impact.</p> <p>Work in partnership with LSP to create a large inclusive, widely publicised GYP/LSP event.</p> <p>Ongoing publicity and promotion of GYP. Regular Slot in media</p>	<p>Regular, relevant and timely reporting</p> <p>Information flow improved</p> <p>More accessible information (Partnership Minutes and Steering Group Minutes).</p> <p>Generate more interest from a diverse range of people in community and across all partnerships.</p> <p>Improve LSP and the Borough image in the community and demonstrate benefit of partnership working.</p> <p>To become recognised throughout the borough and beyond.</p>
<p>I. Continue promotion of the GYP partnership and outcome of work within Great Yarmouth with LSP and all other partners.</p>	<p>Logo to be more visible.</p> <p>Ensure yearly event has a theme and plan for impact.</p> <p>Work in partnership with LSP to create a large inclusive, widely publicised GYP/LSP event.</p> <p>Ongoing publicity and promotion of GYP. Regular Slot in media</p>	<p>Generate more interest from a diverse range of people in community and across all partnerships.</p> <p>Improve LSP and the Borough image in the community and demonstrate benefit of partnership working.</p> <p>To become recognised throughout the borough and beyond.</p>

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Objectives for 2007-2009	Agreed Actions	Indicators of progress
<p>J. Review GYP/LSP Tool Kit</p>	<p>GYP SG to suggest any improvements/changes toolkit Agenda Planning Group to review GYP/LSP Toolkit and Community Connection to put together and circulate</p>	<p>Completed revised toolkit</p>
<p>K. Promote the importance and value of the work undertaken by community Empowerment Networks and the difference <i>they</i> makes. Ensure sustainability of this work to local regional and central government.</p>	<p>continue to collaborate and link with other CEN country wide (Stronger together group of CEN's) to share information on funding and promote nationally and regionally the importance of CEN</p>	<p>Better identified source of funding to support the sustainability of GYP and other CENs country wide. CEN acknowledged in Government policies.</p>

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