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Communities Delivery Plan 2023

Strategic Objective	Deliverable (We will...)	Key activities	Measures of Success	Milestones	Cabinet Lead	Officer Lead	Estimated Costs
Embed community-led prevention and early help - Health and Care	Enhance and expand Community Help Points (CHP)	Continue awareness raising activity to signpost people to support available Increase the number and quality of Community Help Points	Targeted promotion Number and source of referrals	Increased number of Community Help Points by September 2023	Cllr Paul Northcott	Claire McIver	Community Help Points - £8,000
	Refresh Staffordshire Connects online directory	Consultation with key stakeholders to secure buy in Agree principles for refresh of existing pages and identify owners, including an approach to make them 'easy to read'. Refresh of web pages, to include new navigation Development and begin implementation of new branding aligned with DoingourBit	Staffordshire Connects unique hits to H&C landing page Staffordshire Connects unique hits to H&C prevention pages	Completion by April 2023	Cllr Paul Northcott	Claire McIver Natasha Moody Kerry Dove	Staffordshire Connects and refresh - £55,800 Communications and branding - £42,000
	Further develop and expand Community Champions programme	Further develop Community Champions initiative by expanding in Newcastle and Tamworth Deliver Citizen Inquiries in the identified districts and utilise findings to align Community Champions support for local projects Deliver agreed projects, informed by Citizen Inquiry findings	Number of Community Champions Number, level of funding and outcomes of initiatives undertaken	Citizen Inquiry completed by December 2022 Community Champion projects identified and delivery commenced from March 2023	Cllr Paul Northcott	Claire McIver	Community Champions Programme - £125,000
	Undertake a Community Inquiry in an initial 5 districts to understand aspirations for and barriers to long term health and wellbeing	Deliver and evaluate the Newcastle and Tamworth Citizen Inquiry Collate insights and learning to understand the needs and wants of communities Through Support Staffordshire co-produce with Community Champions support for local projects to reduce health inequalities	Completed Newcastle and Tamworth Citizen Inquiry Projects aligned to priorities identified in Citizen Inquiry	Newcastle and Tamworth Citizen Inquiries completed by Dec 2022 Community Champion projects identified by March 2023	Cllr Paul Northcott	Claire McIver	
	Promote Supportive Communities internally in order to influence culture change with staff	Scope and agree future Supportive Communities training sessions with Support Staffordshire, as part of the new VCSE capacity building framework contract. Develop and deliver relevant internal messages, aligned to the implementation of the Supportive Communities Communications Plan	Campaigns completed Number of website visits to Staffordshire Connected and webpages (bespoke dependent on campaign) Number completed Supportive Communities training Satisfaction levels	Ongoing, with dates aligned to the Communications Plan	Cllr Paul Northcott	Claire McIver	Supportive Communities training - £10,000
	Embed community offer into the Adult Social Care pathway and strengths based working (including pilot work in Staffordshire Moorlands)	Research voluntary sector provision of non-regulated tasks Develop and deliver the Staffordshire Moorlands pilot, ensuring staff continue to record how they utilise Community and Voluntary Sector assets Continue to facilitate wider networking of VCSE and Social Care staff	Number of ASC clients provided with IAG on voluntary sector assets Number of ASC clients utilising voluntary sector assets Number of Networking events Number and type of participation	Completion - July 2023	Cllr Paul Northcott	Claire McIver Jo Cowcher	

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Strategic Objective	Deliverable (We will...)	Key activities	Measures of Success	Milestones	Cabinet Lead	Officer Lead	Estimated Costs
	Deliver community and early help elements of SEND Strategy Delivery Plan, included Accelerated Progress Plan	Continue to deliver, develop, and promote the SEND local offer through local SEND and Inclusion hubs and Staffordshire Connects digital resources, providing advice and signposting to local support. Work with families, schools and VCSE sector to strengthen Staffordshire's approach to co-production.	Parents, carers and families have input into shaping Staffordshire's co-production approach.	Continue to review and develop work of SEND and Inclusion Hubs - Ongoing Launch of co-production approach – April 2023	Cllr Jonathan Price	Tim Moss	
Embed community-led prevention and early help - Economy, Infrastructure & Skills	Offer funding through the Climate Action Fund	Establish, manage and operate a successful Community Climate Action Fund in order to assist local communities to build resilience and reduce Staffordshire's contributions to climate change.	Number and value of applications received Number of examples of successfully delivered projects	Close of applications - 23 December Award funding - end of February 2023 Funding of 2023/24 scheme to be determined	Cllr Simon Tagg	Clive Thomson	
	Work with businesses, other Councils and communities in Staffordshire to produce a joined-up approach to tackling climate change that reaches beyond just the actions of the Authority	Seek out opportunities to work with partners and the local community to encourage the climate change agenda, and support any local improvements. Deliver a range of Making Staffordshire Sustainable campaigns to raise awareness. Give people the skills they need to drive the climate change agenda forward. Encourage and support the transition of the Green Economy within Staffordshire.	Level of engagement in the Plan Number and reach of campaigns delivered Attendance at events and pledges made Number of unique website visits and social media metrics.	Ongoing, aligned with specific milestones in the joint climate change communications plan	Cllr Simon Tagg	Clive Thomson	
	Ensure sufficient resources are available to support local businesses in identifying opportunities and understanding carbon impacts.	Identify the resources required to progress the climate change agenda across the council. Liaise with Staffordshire businesses to identify opportunities to share expertise between organisations, including the Staffordshire Business Environment Network. Climate Change team to provide expertise and support to local businesses to develop ideas and deliver innovation.	Number of businesses who have engaged with SCCs Carbon Tracker SBEN to roll out carbon calculator for businesses	Ongoing	Cllr Simon Tagg	Anthony Hodge	
	Establish, scope and understand new Community Highways Offer (dependant on additional funding) working with Members / three-tier partners to identify and deliver local community priorities	Establish scope of the Community Highways offer in terms of available resources and the resolution of liabilities, legal and procurement issues. Establish delivery mechanisms for Member identified priorities, community funded works and self-help initiatives. Work with Members, communities, local councils and the SPCA to refine and promote the offer.	Established initiatives in place Proactive engagement taking place Local community priorities being delivered	Progression of the Highways Transformation Programme	Cllr David Williams	James Bailey	

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Strategic Objective	Deliverable (We will...)	Key activities	Measures of Success	Milestones	Cabinet Lead	Officer Lead	Estimated Costs
	Renegotiate 5 further Community Managed Library (CML) contracts and leases (Great Wyrley, Knutton, Loggerheads, Wilnecote and Brereton) and secure suitable location at Great Wyrley	<p>Continued engagement with potential partner to manage and deliver Loggerheads Library</p> <p>Re-contract with existing partner to manage and deliver Great Wyrley Library for another 5 years</p> <p>Engage with partners for Knutton, Wilnecote and Brereton Libraries</p>	<p>5 contracts and leases renegotiated to promote a thriving and sustainable library offer within Loggerheads, Great Wyrley, Knutton, Loggerheads, Wilnecote and Brereton communities.</p> <p>Suitable location for Great Wyrley Library agreed with partners should the opportunity arise.</p>	<p>Remaining contracts renegotiated by:</p> <p>Brereton Library – 3 April 2023</p> <p>Knutton and Wilnecote Libraries - contracts signed March 2023</p> <p>Great Wyrley Library – contract issued January 2023</p> <p>Loggerheads Library - confirmation of agreement expected January 2023</p>	Cllr Victoria Wilson	Catherine Mann	<p>Community Managed Libraries - £656,795 (includes Community Support Officers)</p> <p>Property related costs - £175,988</p>
Embed community-led prevention and early help - Corporate	Work with residents, communities, businesses and partners to develop a long-term, aspirational Communities Strategy.	<p>Work with partners to seek support for the development of a Staffordshire Communities Strategy, including engagement with the Staffordshire Leaders Board and ICB.</p> <p>Design and deliver a range of engagement activities to inform the development of a Communities Strategy, in collaboration with local communities and partners.</p> <p>Begin development of a Communities Strategy that sets out the longer term vision and priorities for Communities.</p>	<p>Partners agree to the development of a Staffordshire Communities Strategy and have the opportunity to input on the process.</p> <p>Range of engagement sessions with residents, partners, and VCSE organisations take place in each district.</p> <p>The number and reach of residents and partners engaged on the strategy.</p> <p>A Communities Strategy and associated delivery plans are produced and agreed with Cabinet.</p>	<p>Agreement with partners – April 2023</p> <p>Engagement completed – Summer 2023</p> <p>Draft Strategy developed and shared with key stakeholders for input – Autumn 2023</p> <p>Strategy agreed by Cabinet and goes live – Winter 2023.</p>	Cllr Alan White	Kerry Dove	
	Encourage and inspire Parish and Town Councils to take an even greater leadership role in addressing strategic issues locally.	<p>Ensure Parish Council receive tailored messaging in all relevant communications and DoingourBit campaigns during 2022 and 2023.</p> <p>Work with interested Parish Councils across Staffordshire to develop local Parish plans and tools to support community led prevention and early intervention at a hyperlocal level.</p> <p>Explore ways to support additional capacity development within wider Parish and Town Councils network, and align this work with Districts and Borough Councils.</p>	<p>Survey of Parish Councils through SPCA member bulletin and activity.</p> <p>Plans developed and toolkit produced, with materials for Members to take this forward</p> <p>Plan developed that aligns SCC work on Parishes with support offered by District and Boroughs</p>	<p>DoingourBit campaigns ongoing during 2023</p> <p>Plan complete - December</p> <p>Toolkit and Member materials produced for briefings - January 2023</p> <p>District and Borough Plan developed and agreed - February 2023</p>	Cllr Victoria Wilson	Kerry Dove Claire McIver	SPCA Grant - £9,000

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Strategic Objective	Deliverable (We will...)	Key activities	Measures of Success	Milestones	Cabinet Lead	Officer Lead	Estimated Costs
	<p>Link with Digital Inclusion Working Group, Digital Programme Board and Digital Infrastructure Steering Group to support community elements of Digital Inclusion Action Plan</p>	<p>Key elements of action plan include:</p> <ul style="list-style-type: none"> -Accelerate delivery of gigabit capable technologies, using new and existing schemes, that maximise the benefits for local businesses and residents to enable the growth of our digital economy. -Promote digital access, including signposting to digital resources and support, the Good Neighbour Schemes, sharing relevant information and guidance on the Gigafast website and social media sites and delivery of the Donate It scheme to those most in need. - Increase digital adoption, such as the Volunteer IT buddy scheme to support residents to get online, promotion of community digital skills courses and assistive technology campaigns. -Enable rural and digitally isolated communities where market intervention has failed. -Raise awareness and understanding of connectivity to tackle digital inclusion and the digital skills gap. 	<p>Increase take up and awareness of Donate IT scheme to meet local need (detailed within Digital Inclusion Action Plan)</p> <p>Take-up of Superfast services at contract closure exceeds 75%</p> <p>61% premises with Gigabit capability (Current baseline is 55.15%)</p> <p>Work with 40 communities to develop community-based fibre projects accessing the Project Gigabit voucher and Staffordshire "top-up" funding.</p>	<p>Ongoing and reviewed quarterly</p> <p>Ongoing, in line with Government targets for Project Gigabit</p>	<p>Cllr Ian Parry</p>	<p>Kerry Dove</p>	<p>Donate It Scheme - £500</p>
	<p>Improve support for Staffordshire's Armed Forces community against a set of priority areas, by working with partners through a reconvened Armed Forces Partnership Group</p>	<p>Gain a better understanding of the Armed Forces community and their needs through a range of data and information, to help match providers of services to areas of need.</p> <p>Identify key national and local organisations supporting the Armed Forces community to help inform our IAG approach.</p> <p>Review and improve information and signposting for our Armed Forces community, through measures such as improved webpage content and greater links with Staffordshire Connects and Staffordshire Help points.</p>	<p>Analysis and reporting of Armed Forces data has improved our understanding of this community</p> <p>Armed Forces community accessing information and support they need</p>	<p>Review of existing national and local support for AF – December 2022</p> <p>Improved understanding of AF through analysis of data and information – January 2023</p> <p>Improved IAG offer for AF – April 2023</p>	<p>Cllr Alan White</p>	<p>Cristian Marcucci</p>	

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Strategic Objective	Deliverable (We will...)	Key activities	Measures of Success	Milestones	Cabinet Lead	Officer Lead	Estimated Costs
Promote social action and build community capacity	Deliver priorities for year 1 for Lot A (VCSE Capacity Building and Supportive Communities)	<p>Key activities outlined in the VCSE Lot A delivery plan. A summary of these include:</p> <ul style="list-style-type: none"> - Capacity Building and Sustainability, including VCSE sector development and funding support. - Volunteering, including volunteer brokerage, promotion and support - Engagement, including hosting VCSE networking forums and supporting the Community Champions programme. - Information, Advice & Guidance (IAG), including connecting the VCSE to training and supporting SCC IAG work - Representing VCSE at key strategic forums - Communications, including working with SCC on DoingourBit and Supportive Communities campaigns 	<p>Deliverables and metrics set out in Lot A delivery plan are delivered successfully.</p> <p>Specific details on deliverables and metrics can be found within the Lot A delivery plan.</p>	<p>Contract Review - 16th January 2023, 17th April 2023 and 7th July 2023</p> <p>Year 1 end - 31st July 2023</p> <p>Timescales for delivery of individual activities can be found in the Lot A delivery plan.</p>	Clr Victoria Wilson	Kerry Dove	VCSE Capacity Building Contract call offs - £568,200
	Deliver priorities for year 1 of Lot B (Supporting Young People - including children, young people & families voice and representation)	<p>Key activities outlined in the VCSE Lot B delivery plan. A summary of these include:</p> <ul style="list-style-type: none"> - Staffordshire Young People's Offer, ensuring sufficient positive activities and targeted earliest help support. - Youth Participation, facilitating Staffordshire's membership of UK Youth Parliament, Make your Mark and Bremen Friendship programme. - Specialist CYPF Capacity Building and provision of specialist support for VCSE organisations working with young people. - Earliest Help and Place Based Approach, working with the Council and partners to raise awareness of earliest help and support the VCSE sector. 	<p>Deliverables and metrics set out in Lot B delivery plan are delivered successfully.</p> <p>Specific details on deliverables and metrics can be found within the Lot B delivery plan.</p>	<p>Contract Review - 24th January 2023, 25th April 2023 and 25th July 2023</p> <p>Year 1 end - 31st July 2023</p>	Clr Victoria Wilson	Kerry Dove	
	Manage our grant programmes with Lot C partners as required	<p>Work with commissioners to manage grants through the Framework where appropriate. This includes:</p> <ul style="list-style-type: none"> - Working with procurement to undertake mini competition process as part of the framework. - Commissioners to work with the successful provider to manage each grant scheme. - Align management of grant schemes with performance management of the VCSE Capacity Building Framework. 	<p>Grant programmes are commissioned and successfully managed through VCSE Capacity Building Framework as required.</p> <p>Sufficient oversight and alignment of all call-offs against the VCSE Capacity Building Framework.</p>	<p>Deliver any grant call offs as required - ongoing</p>	Clr Victoria Wilson	Kerry Dove	

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	Develop and deliver a communications plan for the next phase of DoingourBit, aligned to corporate Communications priorities	<p>Communications plan developed and agreed with SLT and Cabinet.</p> <p>Promote DoingourBit messaging as required in relevant campaigns throughout the year.</p> <p>Undertake 4 specific DoingourBit campaigns to promote the new website and refresh the messaging on DoingourBit and key themes, including health and wellbeing, climate change and 'lending a hand'.</p>	<p>Recommendations and plan for next phase of DoingourBit are developed and agreed by SLT and Cabinet.</p> <p>DoingourBit communications plan and associated campaigns are delivered.</p>	<p>DoingourBit specific campaigns:</p> <p>January 2023 - refresh of messaging and website re-launch</p> <p>April 2023 - Clean, Green and Safe - TBC</p> <p>July 2023 - Lending a Hand - TBC</p> <p>October 2023 - Health and Wellbeing - TBC</p> <p>DoingourBit messaging in relevant campaigns throughout the year.</p>	Cllr Victoria Wilson	Cristian Marcucci		
	Update the DoingourBit website (DoingOurBit.info) to support these campaigns and provide a portal of information to support social action	<p>Review DoingOurBit.info website</p> <p>Update DoingOurBit.info website based on findings of review</p> <p>Prepare for launch and inform stakeholders</p> <p>Launch website and promote with communications campaign</p>	<p>DoingOurBit.info website review conducted</p> <p>DoingOurBit.info website refreshed so that information is updated and easier to navigate</p> <p>Successful communications campaign promoting updated website and refreshed messaging.</p>	<p>Website update - December 2022</p> <p>Prepare for launch and inform stakeholders - January 2022</p> <p>Launch website and promote with campaign - January 2023</p>	Cllr Victoria Wilson	Helena Hornby		
	Explore opportunity to align messaging with VCSE partners / campaigns	<p>Discuss DoingourBit with VCSE Capacity Building Framework partners to identify collaboration opportunities.</p> <p>Build any additional DoingourBit activity into Y1 VCSE Delivery Plans as required.</p> <p>Work with VCSE Capacity Building Framework partners to promote ongoing DoingourBit campaign messaging throughout the year.</p>	<p>VCSE Capacity Building Partners and SCC identify opportunities for further collaboration on DoingourBit.</p> <p>DoingourBit messaging successfully promoted to the VCSE sector for sharing with communities.</p>	<p>Discussion with VCSE Capacity Building Partners - January 2023</p>	Cllr Victoria Wilson	Kerry Dove		
	Deliver the 2022/23 Members Community Fund, distributing grants to local community organisations	<p>Process all applications received ahead of funding use deadline.</p> <p>Take annual report on fund to County Council, including examples of impact within communities.</p>	<p>Amount of funding spent.</p> <p>Number of unique organisations supported.</p> <p>Match funding secured and total value.</p> <p>Funded projects contribution to the aims of the fund.</p> <p>Full Council receive report on Members Fund 2022/23.</p>	<p>Deadline for full use of money - 21st February 2023</p> <p>Report received / discussed by Full Council - July 2023</p>	Cllr Victoria Wilson	Kate Loader		Members Community Fund - £156,000
	Design 2023/24 Members Community Fund	<p>Identify and agree focus for the 2023/24 fund with key stakeholders.</p> <p>Begin promotion of 2023/24 fund and stakeholder engagement (e.g. Members).</p> <p>Review governance and approval systems for fund, making further improvements as required.</p> <p>Launch and ongoing promotion of 2023/24 Members Fund.</p>	<p>Focus of 2023/24 fund agreed and approved by key Cabinet Leads.</p> <p>Governance and approval systems reviewed and agreed with MADS and Key Cabinet Leads.</p> <p>Fund successfully launched and promoted.</p>	<p>Focus for 2023/24 fund agreed - February 2023</p> <p>Promotion of 2023/24 fund begins - March 2023</p> <p>Governance and approval systems agreed - April 2023</p> <p>Launch fund - April 2023</p>	Cllr Victoria Wilson	Kate Loader		

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Support the organisation to think and act 'communities first'	Develop a social value strategy that provides a more flexible and effective approach to working with community organisations and monitoring / measuring social value	Restart conversations on social value with colleagues in Procurement and Commissioning. Draft a proposal for taking forward our approach to social value. Discuss proposal with the Communities Leadership Group. Discuss and agree proposal with Strategy with SLT and Cabinet. Implement new approach, including delivery of recommendations.	Social value proposal and draft strategy developed and discussed with CLG, SLT and Cabinet. New approach / recommendations implemented.	Draft proposal completed - Spring 2023 Draft proposal discussed at CLG - Summer 2023 Discussions with SLT and Cabinet - Autumn 2023	Clr Victoria Wilson	Ian Turner	
	Develop a Volunteering Policy to clarify offer for SCC volunteers and ensure guidance is in place for staff in managing volunteers	Volunteering principles developed and tested with volunteers in Libraries, Children's Centres and young people. Volunteering guidance reviewed and developed following input from SCC volunteering leads, HR and Health and Safety (Volunteering Task and Finish Group). Discuss draft volunteering principles and guidance with CLG. Discuss draft volunteering principles and guidance with SLT and Cabinet. Volunteering principles and go guidance live and are available for staff / volunteers to access online.	Volunteering principles and guidance successfully tested and developed with key staff, VCSE partners and volunteers SCC signs up to a set of principles for how we work with volunteers and ensure we have an effective volunteering offer. Guidance on volunteering and how to best support volunteers is available and accessible for all staff and volunteers.	Draft principles and guidance document shared with CLG - December 2022 Trade unions consulted - early 2023 Draft principles and guidance document shared with SLT and Cabinet - Spring 2023 Principles and guidance document goes live - Spring 2023	Clr Victoria Wilson	Catherine Mann	
	Review community engagement guidance, using learning and working alongside the Community Champions programme	Review national and local examples of community engagement good practice and approaches, including the work of Community Champions Develop draft toolkit, guidance and supporting materials informed by learning and engagement of key stakeholders Test and shape first draft with key stakeholders Refine and secure sign off through appropriate governance channels Launch and embed the guidance and toolkit across the organisation	Principles and guidance successfully tested and developed with key staff and relevant partners Guidance on delivering effective engagement and how to access support is available and accessible for all staff.	Review of guidance goes live by March 2023 Access to guidance and toolkit Officer feedback on use - September 2023	Clr Victoria Wilson	Kerry Dove	
	Work with representatives from key Corporate Support functions (Property, Legal, Procurement etc) to explore barriers to Community working in more detail and establish a way forward.	Engage with stakeholders (including SCC commissioners and VCSE partners) to get feedback on current processes. Establish working group with Corporate colleagues to discuss feedback and potential opportunities. Develop plan and discuss with CLG.	Corporate working group established. Opportunities to reduce barriers to community working identified. Action plan developed and discussed with CLG.	Working group convened - Spring 2023 Scoping paper at CLG - Summer 2023	Clr Victoria Wilson	Kerry Dove Catherine Mann	

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	Develop a year-long internal communications plan to raise awareness of the communities agenda	<p>Strategy and Communications to develop 12 month plan.</p> <p>Draft plan to be discussed with CLG.</p> <p>Deliver 12 month plan, including one type of communities related communications activity each months, such as:</p> <ul style="list-style-type: none"> - Communities related news updates - Case studies on effective community working - Promotion of community related events (e.g. volunteers week) <p>Ensure there is a Communities focused agenda on the Business Brief at least twice a year</p>	<p>Internal communications plan developed and agreed.</p> <p>Internal communications plan delivered.</p> <p>Increase in staff interaction with communities related content on StaffsSpace.</p> <p>Number of visits to StaffsSpace Communities page.</p> <p>Communities related items appear at Business Brief.</p> <p>Awareness raised with staff of Communities related work and tools.</p>	<p>Plan developed - December 2022</p> <p>Plan implemented by July 2023</p> <p>Business Brief (Delivery Plan progress update) - January 2023</p> <p>Business Brief (Delivery Plan progress update) - July 2023</p>	Cllr Victoria Wilson	Kerry Dove Cristian Marcucci	