

Communities and Partnerships Service Delivery Plan 2017-18

Overview of Service

The Communities and Partnerships Services team comprises 4 members of staff: 1 Communities and Partnerships Manager FT, 1 Communities and Partnerships Support Officer (P/T), 2 Ely Riverside Enforcement Officers (PT).

The remit of the team is to lead the Council's statutory obligations under the Localism Act and develop and implement Council strategies and policies that promote community partnerships and engagement.

We are currently developing a strategy to ensure that the needs of the most vulnerable and high risk residents in our communities are understood and our response is well informed; community consultation and engagement with Parish Councils; engagement with key voluntary sector bodies; development of the award winning Ely Country Park and managing the mooring enforcement scheme at Ely Riverside.

How does the Service link in with our Corporate Plan?

We contribute to the Council's Corporate Plan in the following areas:

- A customer driven efficient Council with a "can do" attitude and pro business approach and commercially focused to ensure financial self sufficiency for the taxpayer.
- Making East Cambridgeshire an even better place to live.

The cost to run the service each year totals: £186,434

Forward Planning for Councillors

Proposed date of decision	Item	Service Area	Service Delivery Champion	Committee
By 31 st October 2017	East Cambs Parish Conference	Communities and Partnerships	Cllr Andy Pearson	Commercial Services Committee
By 31 st March 2018	East Cambs Parish Conference	Communities and Partnerships	Cllr Andy Pearson	Commercial Services Committee

Strategy Map 2017-18



Commitments towards our Vision

Service Delivery Plan – Communities and Partnerships



Performance Measure	Link to Corporate Plan Priority	Target and reporting timescale (i.e. 6 monthly or annually)	Baseline from previous year/output from previous year	Owner and co-owners
Ensure Ely Country Park and Ely Riverside meet the needs of the local community and empower local communities to improve opportunities for play	Making East Cambridgeshire an even better place to live.	Complete the works that form part of the Ely Country Park Improvement Plan 2017-20 <ul style="list-style-type: none"> - Secure temporary toilet contract for next 3 years by August 2017 - Junior climbing provision to be installed by August 2017 - Consultation with site users to identify potential opportunities by March 2018 	Draft Improvement Plan to Commercial Services Committee by 31 st March 2017 for approval	Michelle Burrell-Barnett - Communities and Partnerships Support Officer Lewis Bage - Communities and Partnerships Manager
		Submission of Green Flag and Natural England accreditation applications by 31 st March 2018	N/A	Lewis Bage - Communities and Partnerships Manager
		Enforce the Council's mooring management scheme at Ely Riverside ensuring that all timescales and procedures are adhered to during 2017-18 Link to ECDC Mooring Management Scheme webpage: https://www.eastcambs.gov.uk/content/council-owned-moorings	100% of enforcement timescales and procedures adhered to	Lewis Bage - Communities and Partnerships Manager David Heighway - Ely Riverside Officer Rachel Gormely - Ely Riverside Officer
		Complete the works that form part of the Ely Riverside Improvement Plan 2017-19 <ul style="list-style-type: none"> - Fisherman/boater signage by Winter 2017 - Establish signage working group by March 2018 	Consultation complete by October 2016 Draft Improvement Plan to Commercial Services Committee by 31 st March 2017 for approval	Michelle Burrell-Barnett - Communities and Partnerships Support Officer Lewis Bage - Communities and Partnerships Manager
		Review East Cambs Play and Informal Open Space Audit <ul style="list-style-type: none"> - Update areas of highest deficit to inform the Local Plan by Summer 2017 	N/A	Lewis Bage - Communities and Partnerships Manager Michelle Burrell-Barnett - Communities and Partnerships Support Officer
Support community resilience and wellbeing		Circulate the first draft of a Vulnerable Communities Strategy for East Cambs to all Service Leads by March 2018	Review of evidence available to date by March 2017	Lewis Bage - Communities and Partnerships Manager Michelle Burrell-Barnett - Communities and Partnerships Support Officer
		All Assets of Community Value nominations are processed in accordance with the statutory obligations under the Localism Act during 2017-18	100% of timescales met	Michelle Burrell-Barnett - Communities and Partnerships Support Officer Lewis Bage - Communities and Partnerships Manager
		Manage Service Level Agreements between the Council and	Grants processed and new	Lewis Bage - Communities and

Performance Measure	Link to Corporate Plan Priority	Target and reporting timescale (i.e. 6 monthly or annually)	Baseline from previous year/output from previous year	Owner and co-owners
		voluntary organisations to provide help and support residents in need during 2017-18	targets set	Partnerships Manager
		Review Community Facilities Audit findings to inform draft Action Plan by 31 st March 2018	N/A	Lewis Bage - Communities and Partnerships Manager Michelle Burrell-Barnett - Communities and Partnerships Support Officer
Ensure that the Council engages effectively with Parish Council's and communities	A customer driven efficient Council with a 'can do' attitude and pro business approach and commercially focused to ensure financial self sufficiency for the taxpayer.	Delivery of two East Cambs Parish Council Conferences to provide a forum for better communication across the district by March 2018	2	Michelle Burrell-Barnett - Communities and Partnerships Support Officer Lewis Bage - Communities and Partnerships Manager
		Engagement with service delivery leads and external partners to inform the review of the Council's Consultation Policy by March 2018	N/A	Lewis Bage - Communities and Partnerships Manager Michelle Burrell-Barnett - Communities and Partnerships Support Officer
		Circulate the first draft of the Council's Community Engagement Strategy to all Service Delivery Leads by March 2018	Engagement with Service Delivery Leads to inform the review of existing strategies and identify best practice (March 2017)	Lewis Bage - Communities and Partnerships Manager Michelle Burrell-Barnett - Communities and Partnerships Support Officer
Ensure that staff have all the necessary skills to maximise their input service delivery		To support the continued professional development of the team to ensure that they are meeting with personal and professional career development opportunities	Review career development opportunities	Lewis Bage - Communities and Partnerships Manager
		To update Service Delivery Champions with the progress of the service, how the service is being operated and the direction it is going in	Meetings every quarter (or as requested by councillors)	Lewis Bage - Communities and Partnerships Manager