

# MFPP COMMUNITY ENGAGEMENT STRATEGY

## 1. Introduction

Myatt’s Fields Park Project (MFPP) is a charity based in Lambeth that manages Myatt’s Fields Park.

The Charity has been awarded funding by the Heritage Lottery Fund “to build sustainable income and governance” for the Park in order to protect the “Heritage Assets” contained within the Park fabric.

Key underlying issues that the Project is seeking to find solutions for are:

- A reliance on grant funding particularly from Lambeth Council.
- A reliance on two long term contributors for the governance and operation of the Charity
- The need to broaden the reach of the Charity both to better meet local needs and to involve a more diverse range of people in the governance arrangements

This Delivery Plan has been written to assist the Project Manager, the Project Team and the Charity trustees to manage the Project effectively and in accordance with the Grant conditions. This community Engagement should be read in conjunction with the following documents:

Name of document	Index Code
Delivery Plan	MFPP1
Skills audit report, community	MFPP9
Evaluation tool	MFPP10
Training Plan	MFPP13
Dreams, Barriers, What helps, What we need Consultation Document	MFPP17

For the purpose of this document the MFPP Resilient Heritage Project will be referred to as “the Project”.

## 2. Purpose and scope of the engagement process

It is difficult to create and implement a sustainable heritage project without outside assistance and support. Through community engagement, local residents and organisations/group are able to play a meaningful role in the deliberations, discussions, decisions and/or implementation of projects and programmes that affect them. This strategy aims to empower those from the community to learn about Myatt’s Field’s Park, allowing them to see the bigger picture and increasing the likelihood that projects and/or solutions will be widely accepted. The strategy also allows local leaders to take on roles as facilitators, supporters, and collaborators—offering them enhanced perspectives whilst giving a stronger voice to Myatt’s Fields Park users and stakeholders. Drawing on local knowledge from diverse groups will also create solutions that are both practical and effective. This strategy aims to increase the level of trust between MFPP and its stakeholders, and bridges and gaps by connecting people who are not currently part of the MFPP decision making process.

This can range from consultation to involvement in decision making, through to community and voluntary groups delivering projects and services.

### 3. Objectives

The objectives this strategy aims to achieve are outlined below and as directed by MFPP 1.

Objective	Output	Outcome
Sustainable governance	Create a Community Plan that enables MFPP to provide training in inclusive governance.	MFPP is able to act as a learning hub, developing the capacity of other organisations to develop inclusive and resilient governance. MFPP is able to earn new income from training.
Sustainable governance	<p>A <u>skills audit</u> of trustees, senior staff and volunteers is made and a report produced. A further <u>skills audit</u> is undertaken to identify the skills and skill gaps amongst local organisations. A report is produced with the findings of this audit and an overall <u>Training Plan</u> is produced to identify the approach to be taken towards training for local organisations, trustees, staff and volunteers. This training will include:</p> <ul style="list-style-type: none"> <li>a) A programme of training, mentoring and employment for Community Representatives that allows a wider range of voices to be heard in the project (especially during Community Workshops to be held in November 2019 and January 2020) plus building local capacity for inclusive decision making</li> <li>b) A peer mentoring programme for established Community Leaders (including MFPP leadership): creating succession plans for their organisation.</li> </ul>	<p>The Board has a better understanding of the skills needed for effective governance and identifies imbalances and gaps that can inform future trustee recruitment. The training provided through the Project improves the effective governance of the Charity and of local organisations as well as the crossover between the two when people from local organisations become trustees of the Charity</p> <p>Training outcomes:</p> <ul style="list-style-type: none"> <li>a) Barriers to engaging with MFPP governance are reduced and a wider diversity of people are able to contribute to the governance. A wider diversity of people are able to meet their own/community needs through the park</li> <li>b) MFPP has succession plans reducing dependency on current leadership. Stronger local networks support the park's governance and create opportunities for joint working.</li> </ul>

## 4. Planning and Design

It is agreed that the project Community engagement Strategy will work best where there is an ongoing cumulative process enabling relationships and trust to build and strengthen over time. Both group and Individual engagement activities and events will be planned and designed with this in mind and aim to contribute to the overall aims of the engagement process.

It is anticipated that Community or voluntary groups may want to participate at a range of levels as follows:

- providing advice
- co-designing the process
- undertaking some aspects of the engagement
- delivering projects to meet some of the outcomes

The duration of Community Engagement, as part of the project, will be one year from August 2019 to August 2020.

## 5. Level of participation hoped to be achieved

It is anticipated that individuals; groups/organisations can participate in the delivery of the Community Engagement Strategy to different levels of influence as follows:

Level of Influence	Community
<b>Users</b> Direct beneficiaries of activities and funds with limited access to influence decisions	Myatt's Fields Park Users Stakeholders (Community) Stakeholders (Wider Community)
<b>Advisers</b> involvement in consultations, working parties and evaluations which seek their guidance and feedback	Victoria Sherwin (Community Development Manager) Paul Ely (Project Manager) Patrischia Warmington Marjorie Landels
<b>Contributors</b> Management support through membership; forums; and steering groups that work alongside staff supervising progress on partnership activities	Ceri Buckmaster Phil Stokes Julie Stokes
<b>Decision Makers</b> Membership of the MFPP board, and/or periodic consultations are taking place about strategic choices and other major decisions	MFPP Board Heritage Lottery Fund Lambeth Council
<b>Deliverers</b> local successor bodies that are being developed to become independent and sustainable	Supported Projects

## 6. Identifying stakeholders

The MFPP community' is made up of a range of stakeholder interests. These include:

- Local Residents
- Area Based Groups
- Communities of Interest
- Faith Based Groups
- Racial, Ethnic and Cultural Groups
- Local Community and Voluntary Groups
- Web Based or Virtual Groups (suggested that we have a web-page on the MFPP website site dedicated to the project where all documents can be uploaded and comments contributions can be made)

It will be essential to utilise a range of mechanisms and avenues to facilitate the widest possible participation from these interests. MFPP Project Team has identified the community stakeholders, as outlined in MFPP 16. It is noted that whilst every attempt will be made to engage with these stakeholders we are aware that some may wish not to participate and/or other individuals and/or groups could be identified over the life of the project.

In the first instance, the following have been identified as the stakeholders that will benefit from the Project.

Level of Influence	Community	Name/Area of involvement
<b>Users</b>	<b>Myatt's Field's Park Users:</b>	<ul style="list-style-type: none"> <li>• Quiet area;</li> <li>• Tennis courts;</li> <li>• Football pitch;</li> <li>• Café;</li> <li>• Playground;</li> <li>• Wildlife area</li> <li>• General Park users</li> </ul>
<b>Users</b>	<b>Stakeholders (Community)</b>	<ul style="list-style-type: none"> <li>• Incredible Edible Lambeth</li> <li>• Vassall and Coldharbour Forum</li> <li>• Capital Assets working party Minet Hub</li> <li>• Friends of Minet Library</li> <li>• Community Food Growing Network</li> </ul>
<b>Users</b>	<b>Stakeholders (Wider Community)</b>	<ul style="list-style-type: none"> <li>• Loughborough Farm</li> <li>• Max Roach</li> <li>• Remakery</li> <li>• Cowley residents</li> <li>• Myatt's Fields South TRA</li> <li>• Halsmere Estate</li> <li>• Nest Preschool</li> <li>• St Gabriel's School</li> <li>• Oval Quarter/Myatt's Fields North</li> <li>• Caldwell Gardens</li> </ul>

		<ul style="list-style-type: none"> <li>• Stannard Hall</li> </ul>
<b>Deliverers</b>	<b>Supported Projects</b>	<ul style="list-style-type: none"> <li>• Lambeth Tigers</li> <li>• Bee Urban</li> <li>• The Mulberry Outdoor Preschool</li> <li>• The Little Cat Café</li> <li>• Vinyl Memories</li> <li>• Father Nature/new stone mason</li> </ul>

## 7. Impact the MFPP Resilient Heritage Project will have on stakeholder interests

In order to maximise levels of participation, materials will be developed and used to provide clear examples or case studies of how the project is likely to affect different individuals and sections of the community. The examples and case studies will show how local communities have worked in partnership to:

- Lever in funding which they would not have been able to access if they were to submit individual applications
- Be included in making decisions as to what could be included in their local area/space
- Worked in partnership to deliver local inclusive activities

The Community Engagement Strategy will influence the Training Plan (MFPP13), as stakeholders will be required to undertake a skills audit and/or interview to identify any skills gaps and capacity building needs.

## 8. Stakeholder Representatives

The stakeholders identified above will be asked to nominate a representative to take part in the project. Where possible we would advise as to how this can be achieved in terms of the representative nominated not only benefitting from the project in terms of learning, but also having the capacity to share information back to their organisation/the local community as appropriate.

The identifying of the same will be achieved through conversations with both the organisation/individual and MFPP Community Development worker.

## 9. Communication

Communication materials will be:

- jargon free and in plain English;
- available in accessible formats and provided in alternative language(s) as appropriate

We will also look at what is available through existing community networks and forms of communication to publicise events and identify opportunities that will further benefit stakeholders. Where possible documents will have a generic fit with Calibri Font; Title 22pt; sub-title 14pt and body text 11pt.

Community Leaders will be drafted in order to address gaps in information which could be plugged through local knowledge, through outreach activities.

## **10. Inclusiveness**

When planning the engagement process we will endeavour to recognise diversity, identify any potential barriers and design the process to minimise barriers where possible.

### **Potential Barriers to consider**

- The capacity and ability of different stakeholders to participate
- 'Hard to reach groups' such as young people, older people, minority groups or socially excluded groups
- Levels of community infrastructure
- Contested or divided communities
- Gaps in information
- Literacy and numeracy levels and dominance of oral culture

### **Design Issues to consider**

- Techniques and engagement methods to be used
- Need for independent facilitation
- Location and accessibility of the venue
- The number and type of engagement events
- Transport requirements
- Childcare needs
- Format and content of communication and publicity materials
- Use of interpreters and signers
- Need for outreach activities

All participants will be advised of the MFPP Community Engagement Standard (Appendix 1 1 attached)

## 11. Stages of the engagement process

Stage	Date
Form the Project Team	August 2019
Identify stakeholders	August 2019
Finalise the Community Engagement Strategy	August 2019
Finalise the delivery Plan	August 2019
Contact Stakeholders	September 2019
Skills Audit	September 2019
Identify Community leaders/Representatives	September 2019
Outreach	October 2019 to January 2020
Finalise Training Plan	October 2019
Circulate Training activities and Events	October 2019 to June 2020
Execute Training activities and Events	October 2019 to June 2020
Evaluation	August 2020

## 12. Resources available

Please refer to MFPP1

Timescales:

No	Project	Start date	End date	Links to /dependencies upon other projects	Who will deliver	Days allocated	Cost £
11	Skills audit (community)	August 2019	October 2019	2,3,4,5,6,10,11,13,14,15,17,	Patrischia Warmington (consultancy)	4	1400
12	Training plan (16 days includes training)	August 2019	August 2020	2,3,4,5,6,7,8,9,11,12,13,14,15,16,17	Patrischia Warmington (training)	20	7000
13	Tailored support programme (organisations)	August 2019	August 2020	2,3,9	Julie/Phil Stokes (training)	11	3850
22	Community Engagement Plan	May 2020	August 2020	2,3,4,5,6,7,8,9,11,12,13,14,15,16,17	Paul Ely/ Patrischia Warmington (Consultancy)	1.5	525
<b>TOTAL</b>							<b>12775</b>

Budget:

Cost heading	Original allocation	Proposed allocation	Notes
Equipment and materials	2,000	2,000	For workshops, room hire and materials

The following types of resources will be required:

- Input by staff, volunteers and other interested stakeholders;
- Background information or briefing papers on the issue(s) or plan proposals;
- Independent facilitation;
- Communication and promotion, venue hire, transport, childcare, translation;
- Printing and circulating a report on the output of the process and for provision of feedback;
- Resourcing local Community and Voluntary groups to (for example and where appropriate) support people in understanding and responding to information and proposals; convene meetings; prepare papers, reports or proposals

It is envisaged that elements of the above can be accessed in kind eg. Room Hire, and if not will be provided under the budget for equipment and materials and in part community training.

### **13. Limitations**

We are aware that there will be some limitations such as time constraints, finances and resources available. Due to this, in some cases decisions may be made by the Project Team particularly where we are dealing with confidential information and/or available budgets and resources. Some of these limitations may be challenged and we should be prepared to explain why they exist.

The Community Engagement strategy will promote flexibility within the limitations of the project with the aim being to retain and develop meaningful engagement with stakeholders.

### **14. Timely Feedback and Next Steps**

Participants in any one stage of engagement will be informed of or offered the opportunity to shape the next stages of the overall engagement process. In particular information will be required on:

- How and when feedback will be provided;
- the strands of the engagement process;
- How and when decisions will be taken;
- Further opportunities for engagement; and
- Whether community/voluntary groups can be involved at the implementation stage

This will help to reinforce participation and encourage stakeholders to continue to be active as the engagement evolves. It is also important to communicate during feedback on how stakeholder input has influenced, contributed to or improved the overall engagement outcomes.

### **15. Evaluation**

The engagement process will be evaluated on both an ongoing basis and post-completion to inform MFPP future engagement processes as directed by MFPP 1 and MFPP10.

# MFPP COMMUNITY ENGAGEMENT STANDARD

## **1. The Involvement Standard**

We will identify and involve the people and organisations with an interest in the focus of the engagement.

## **2. The Support Standard**

We will identify and overcome any barriers to involvement

## **3. The Planning Standard**

We will gather evidence of the needs and available resources and use this to agree the purpose, scope and timescale of the engagement and the actions to be taken.

## **4. The Methods Standard**

We will agree the use methods of engagement that are fit for purpose.

## **5. The Working Together Standard**

We will agree and use clear procedures to enable the participants to work with one another efficiently and effectively.

## **6. The Sharing Information Standard**

We will ensure necessary information is communicated between the participants.

## **7. The Working With Others Standard**

We will work effectively with others with an interest in the engagement.

## **8. The Improvement Standard**

We will develop actively the skills, knowledge and confidence of all the participants.

## **9. The Feedback Standard**

We will feedback the results of the engagement to the wider community and agencies affected.

## **10. The Monitoring and Evaluation Standard**

We will monitor and evaluate whether the engagement meets its purposes and the national standards for community engagement.