



| Action Number | Actions to support our Approach To Communication and Engagement  | Owner  | Timescale                           |
|---------------|--|--|-------------------------------------|
|               | <b>Action</b>  |  |                                     |
| 1             | Development of a Communication Mission Statement - Use the briefing paper shared with the ICS as a framework   | Marcus Duffield  | February Board                      |
| 2             | Include in the Board agenda a regular request for key communication messages from Board members  | Lorraine Palmer  | January Board                       |
| 3             | Ensure the Communication and Engagement Group are included within the PBP Governance review to ensure the group is included and incorporated into the structure  | Lorraine Palmer  | Quarter 4                           |
| 4             | Develop and share a glossary of terms  | David Ainsworth and the Communication and Engagement Group                 | Developing during Q4                |
| 5             | Develop the broader identify of the Place Based Partnership in line with the System approach across the 4 Place Based Partnerships   | PBP Board  | Developing during Q4/Q1             |
| 6             | Developing the resources engaged with the Communication and Engagement programme to build a greater role in identification and development of the communications. To consider the reach and presence of our communication across our communities | David Ainsworth  | Paper to be scheduled through Execs |
| 7             | Including the EOL Case Study presented by Jane Hildreth produce two templates for proposed case studies to be shared across our partnership and communities  | Marcus Duffield and Case Study Leads. Lorraine Palmer to make the contacts | Q4                                  |
| 8             | Work with Place Based Partnership communication leads to develop more localised messaging  | David Ainsworth  | Q4                                  |
| 9             | Schedule and Communication and Engagement follow up session  | Lorraine Palmer  | Mar-22                              |