

## Community Engagement Guidance

To support the application for a Community Centre Lease it is expected the organisation will undertake a thorough community consultation in support of their application.

The results of the community consultation should be demonstrated and set out in the Expression of Interest and the Business Case.

It is expected that the evidence submitted, in support of an application, will demonstrate at **least one month's community consultation**.

As a minimum, the organisation will be expected to consult and engage with:

- Ward Councilors
- Key / Primary community stakeholders
- Members of your organisation (i.e. Directors, trustees, staff, volunteers, etc.).
- The appropriate Council Service Area lead (i.e. Youth Services, Adult Social Care, Access and Wellbeing, Leisure, etc.)
- A cross section of the community (Specifically, but not totally the Bridlington Ave and surrounding areas).
- Targeted audience related to your specific activities (i.e. your Service Users, volunteers, etc.).

The evidence of the consultation must include at least:

- Show the ways in which you engaged with the community
- How you adapted the consultation to meet the needs of the consultees
- The number of people consulted
- Present a balanced synopsis of the consultation feedback

**\*\*\*All consultation evidence must be retained and made available, if required, as part of the process for review. \*\*\***

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