



# COMMUNITY COVENANT CHECK-LIST



## You've signed a Community Covenant... What next?

### 1 Have you publicised that you have signed a Community Covenant?

Highlighting the fact that your local authority has signed a Community Covenant emphasises your commitment to the Armed Forces. Publicising the signing also highlights the fact that Community Covenant Grant Scheme funding is now available for local groups and organisations to bid for.

### 2 Have you set up a dedicated Armed Forces page on your Council's website?

Dedicating part of your website to the Armed Forces community is a low cost way of highlighting what you are doing/hope to do as part of signing. It can also link to useful sources of information and relevant local service providers.

### 3 Have you nominated a Council Officer to lead on Community Covenant issues and set up a working group?

Having a named Officer leading on Community Covenant issues means that there is ownership and accountability from the outset. A Councillor lead can also be helpful. Progress can be driven by a small working group, coordinated by the Officer lead and comprised of Council staff, elected representatives, Armed Forces representatives and key external service providers.

### 4 Have you held a workshop or seminar event to discuss the key issues affecting the Service community?

Holding a workshop/seminar/series of events allows Council staff (including front-facing as well as senior staff), local service providers and stakeholders, Armed Forces representatives, Service charities and business representatives to come together to discuss key issues of relevance to the local Armed Forces community. This can be a helpful way to map out current service provision and identify any gaps or ways to improve services and signposting.

### 5 Have you started building up a picture of where your Armed Forces community resides?

Actively asking those accessing your services whether they have an Armed Forces background means that you can map this important community, monitor demand for specific services and, ultimately, meet need more effectively. Encouraging local partners to do the same helps to build up a wider picture.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Position: \_\_\_\_\_

Name of local authority: \_\_\_\_\_

Date of Community Covenant signing: \_\_\_\_\_

