

Bury Hospice Carpark Upgrade

Stakeholder Engagement Report

Bury Hospice

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08240054-ACM-XX-XX-RP-Z-00001 Stakeholder Engagement Report

04 August 2023

Introduction

Bury Hospice has partnered with CRASH, the UK construction industry charity, to deliver an upgraded carpark on the existing footprint of the hospice. AECOM, a leading engineering and design firm, will be lending their expertise to assist with the initial project planning and design. Additionally, AECOM will offer valuable support in engaging with stakeholders, including locally elected representatives and residents from the surrounding community.

This document outlines the engagement that will take place in support of the development. It identifies stakeholders, engagement methods and provides a timeline during which activities will take place.

Stakeholder Engagement

Engagement activities have been detailed in a Stakeholder Engagement Strategy. Activities will focus predominantly on locally elected representatives from Bury Council, as well as the local MP. Each of these stakeholders have been identified, and research into their individual positions and backgrounds has been included in the Stakeholder Engagement Strategy.

Because the scale of the scheme does not require a Statement of Community Involvement, or for engagement to take place with local residents, the aim of engagement will be to promote the benefits of the project to key political stakeholders in the local community. At the time of writing this document, an on-site visit with local MP, James Daly, is being organised.

Fostering relationships with locally elected representatives will also allow members of the hospice's management team to create meaningful, lasting relationships with local decision makers.

The long-term work and strategic aims of the hospice should therefore also be considered when engaging with local political stakeholders, as these relationships will be beneficial for the hospice in both the short and long-term.

Internal stakeholders

As well as engaging with external political and local stakeholders, achieving buy-in from internal stakeholders (both clinical and non-clinical) will be critical to the success of the project.

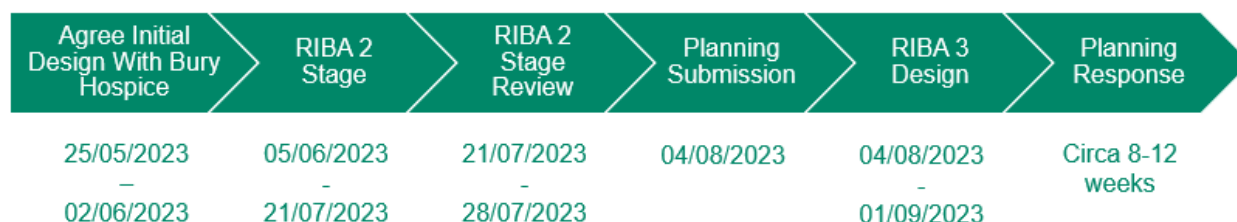
Already to date, a range of techniques have been deployed to engage with internal stakeholders, including:

- Awareness raising through weekly huddles, which included key updates on the progress of the project;
- Informal engagement through conversations with clinical staff during shift and while working on the unit;
- A visual display with options included, with staff encouraged to engage and provide their feedback directly; and

- Trustees engaged via board reports and separate meetings to increase understanding of the options available.

Timeline and proposed activities

Figure 1 Design and Planning timeline



With a target submission date for planning of early August, engagement with local political stakeholders will need to take place in advance of any submission being made. The project team should also be cognisant of upcoming activities within Bury Council, [which can be accessed here](#).

Due to both the timing and nature of the project, engagement with political stakeholders will be light-touch, with email contact and the offer of a virtual briefing with the project team recommended. Email contact will also promote the benefits of the project, in particular focusing on the alleviation of existing pressures on Fourth Avenue. In advance of the steps below being completed, a succinct bank of key messages will be agreed in order to promote consistency of messaging throughout the lifetime of the project.

Figure 2 Engagement timeline

Date	Engagement type	Detail
Wednesday 19 th July	Email	Email to each political stakeholder to provide details of proposals, as well as opportunity for further engagement (including virtual briefing session) as project develops.
Friday 28 th July	Letter	Letter to local residents and other locally affected organisations to confirm plans for planning application to be made. Letter to be delivered by Bury Hospice employees.
TBC – July 2023	Online briefing	Project team to provide online briefing in case offer is accepted by councillors or MP.
Monday 7 th August	Email	Follow up email to confirm submission of planning application, with further offer of engagement in case of interest.
TBC – Autumn 2023	Email	Once outcome of planning application has been confirmed, follow-up

		engagement with local political stakeholders will confirm progress of the project.
TBC – Autumn 2023	Letter	Letter to local residents and other locally affected organisations to update on progress on the project. Letter to be delivered by Bury Hospice employees.
TBC – Autumn 2023	Press release	If the planning application has been successful, a press release will be issued to local media outlets (to be identified by AECOM), to raise the profile of the works in the local community.