

Stakeholder Profile & Communication Plan

Programme Details			
Project Name	AA&A Consultation	Project Director	Ruth Lake
Project Manager	Pras Patelhant Patel	Project Assurance	Swarsha Bhalla
Strategic Priority	Income Generation		

Guidance
To identify key project stakeholders, how the project affects them, their degree of influence etc, and to plan how and when to communicate with them. Use the stakeholder profile table to identify all project stakeholders. When this table is complete, transfer the list of identified stakeholders in the stakeholder category field onto the communications plan and fill in the table for each one.

Document Amendment Record			
Version	Date	Author	Amendment Details
1.1	01.10.23	PP	Document creation
1.2	05.10.23	PP	Updated lists
1.3	09.10.23	PP	Updated progress
1.4	21.10.23	PP	Updated Boards/Group lists

Ref No.	Target dates (when)	Stakeholder category (to whom)	Information needs (what)	Purpose (why)	Channels / Chair (how)	Lead (by whom)	Progress
Phase 1 – Consultation Live Period 03.07.18-28.09.18							
Internal							
1. Political							
1.1	09.10.23	All Elected Members	DRE consultation details	To respond to constituent enquiries	E-mail	Danielle Porter-Gostelow	Complete
1.2	09.10.23	Chair of Scrutiny	DRE consultation details	For Scrutiny	E-mail	Danielle Porter-Gostelow	Complete
1.3	09.10.23	City MPs'	DRE consultation details	To respond to constituent enquiries	E-mail	Danielle Porter-Gostelow	Complete
2. Staff							
2.1	09.10.23	Alison Greenhill	DRE Consultation details	For info	E-mail	Pras Patel	Complete
2.2	09.10.23	ASC Heads of Service	DRE Consultation details	To cascade to staff	E-mail	Pras Patel	Complete
2.3	09.10.23	Care Management Lyn Knights, Jo Dyke, Jo Tansey	DRE Consultation details	To answer queries	E-mail	Pras Patel	Complete
2.4	09.10.23	Finance staff	DRE consultation details	To answer queries	E-mail	Matthew Cooper	Complete
2.5	09.10.23	Post Room, Sarah Tovey	DRE Consultation details	For info	E-mail	Pras Patel	Complete

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2.6	09.10.23	Customer Services Caroline Jackson	DRE Consultation details	To answer queries	Letter	Pras Patel	Complete
External							
3. Voluntary and Community Group Meetings							
3.1	20.11.23	Learning Disability Partnership Board	Consultation details	To raise awareness and inform the group and its members of the consultation	Michelle Larke	Pras Patel	Kavita Dholakia
3.2	20.11.23	Mental Health Partnership Board	Consultation details	To raise awareness and inform the group and its members of the consultation	Caroline Ryan	Pras Patel	Kavita Dholakia
3.3	20.11.23	Learning Disability (We Think – lived experience)	Consultation details	To raise awareness and inform the group and its members of the consultation	dorcas.mukarati@mosaic1898.co.uk	Pras Patel	Kavita Dholakia
3.4	20.11.23	Mental Health (Loudspeaker Group – lived experience)	Consultation details	To raise awareness and inform the group and its members of the consultation	dorcas.mukarati@mosaic1898.co.uk	Pras Patel	Kavita Dholakia

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3.5	20.11.23	Leicester Ageing Together Board	Consultation details	To raise awareness and inform the group and its members of the consultation	E-mail Rob Hunter / Ruth Rigby	Pras Patel	Via Cathy Carter
3.6	20.11.23	Dementia Programme Board	Consultation details	Raise awareness, info to enable them to comment and alert customers	E-mail Bev White	Pras Patel	Via Neel Ganatra
3.7	20.11.23	Carers Reference Group	Consultation details	Raise awareness, info to enable them to comment and alert customers	E-mail	Pras Patel	Via Nicola Cawrey
3.8	20.11.23	Action Deafness	Consultation details	Raise awareness, info to enable them to comment and respond to customer enquiries	enquiries@actiondeafness.org.uk JazMann@actiondeafness.org.uk	Pras Patel	Complete
3.9	20.11.23	Alzheimer's Society	Consultation details	Raise awareness, info to enable them to comment and respond to customer enquiries	leicestershireandrutland@alzheimers.org.uk ; Sally.Grundy@alzheimers.org.uk	Pras Patel	Complete
3.10	20.11.23	Citizens Advice Bureau	Consultation details	Raise awareness, info to enable them to comment and respond to customer enquiries	suebeasley@leicscab.org.uk	Pras Patel	Complete

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3.11	20.11.23	LCPT	Consultation details	Raise awareness, info to enable them to comment and respond to customer enquiries	info@lcp-trust.org.uk	Pras Patel	Complete
3.12	20.11.23	Leicester Quaker Housing	Consultation details	Raise awareness, info to enable them to comment and respond to customer enquiries	Alistair.jackson@ncha.org.uk	Pras Patel	Complete
3.13	20.11.23	City & County Care Services (Care Watch)	Consultation details	Raise awareness, info to enable them to comment and respond to customer enquiries	vijay@carewatchleicester.co.uk	Pras Patel	Complete
4. Non-Residential Care Providers							
4.1	20.11.23	Adjuvo Care and Support Limited (Valorum Care Group PLC)	Consultation details	Raise awareness, info to enable them to comment and respond to customer enquiries	Frankie.Cardoni@adjuvocare.co.uk		
4.2	20.11.23	Action First Assessments Ltd	Consultation details	Raise awareness, info to enable them to comment and respond to customer enquiries	Matt.larkin@actionfirst.co.uk	Pras Patel	Complete

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4.3	20.11.23	ADHD Solutions	Consultation details	Raise awareness, info to enable them to comment and respond to customer enquiries	jamie@adhd solutions.org	Pras Patel	Complete
4.4	20.11.23	Advance Housing and Support Limited	Consultation details	Raise awareness, info to enable them to comment and respond to customer enquiries	kavita.patel@advanceuk.org	Pras Patel	Complete
4.5	20.11.23	Affinity Trust	Consultation details	Raise awareness, info to enable them to comment and respond to customer enquiries	robedwards@affinitytrust.org	Pras Patel	
4.6	20.11.23	Age UK Leicestershire & Rutland	Consultation details	Raise awareness, info to enable them to comment and respond to customer enquiries	Tony.donovan@ageukleics.org.uk	Pras Patel	Complete
4.7	20.11.23	Ambient Support Limited (Formally Heritage Care Limited)	Consultation details	Raise awareness, info to enable them to comment and respond to customer enquiries	Hayley.Parkinson@ambient.org.uk		

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4.8	20.11.23	Care 4 U (Leicestershire) Ltd	Consultation details	Raise awareness, info to enable them to comment and respond to customer enquiries	lds@care4u-ltd.co.uk	Pras Patel	Complete
4.9	20.11.23	Carers Direct Homecare Ltd	Consultation details	Raise awareness, info to enable them to comment and respond to customer enquiries	leicester@carersdirect.org.uk	Pras Patel	Complete
4.10	20.11.23	CareTech Community Services Ltd	Consultation details	Raise awareness, info to enable them to comment and respond to customer enquiries	Ryan.Granger@caretech-uk.com	Pras Patel	Complete
4.11	20.11.23	Caribbean Court formally Leicester Jamaica Community Service Group (WISCP)	Consultation details	Raise awareness, info to enable them to comment and respond to customer enquiries	blakemystic@aol.com	Pras Patel	Complete
4.12	20.11.23	City & County Care Services (trading as Aspire UK)	Consultation details	Raise awareness, info to enable them to comment and respond to customer enquiries	vijay.majithia@aspireuk.co.uk		

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4.13	20.11.23	Community Integrated Care	Consultation details	Raise awareness, info to enable them to comment and respond to customer enquiries	James.Brind@c-i-c.co.uk		
4.14	20.11.23	Creative Support	Consultation details	Raise awareness, info to enable them to comment and respond to customer enquiries	Lindsay.alesbrook@Creativesupport.co.uk	Pras Patel	Complete
4.15	20.11.23	East West Community Project	Consultation details	Raise awareness, info to enable them to comment and respond to customer enquiries	eastwestproject@googlemail.com	Pras Patel	Complete
4.16	20.11.23	Forward Thinking Movement and Dance CIC	Consultation details	Raise awareness, info to enable them to comment and respond to customer enquiries	leanne@ftmdance.co.uk	Pras Patel	Complete
4.17	20.11.23	Grow Wild Outreach CIC	Consultation details	Raise awareness, info to enable them to comment and respond to customer enquiries	oconnolly@growwild.life	Pras Patel	Complete

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4.18	20.11.23	Guru Nanak Community Centre	Consultation details	Raise awareness, info to enable them to comment and respond to customer enquiries	gngcentre@hotmail.com	Pras Patel	Complete
4.19	20.11.23	Guru Tegh Bahadur Day Centre	Consultation details	Raise awareness, info to enable them to comment and respond to customer enquiries	g.t.b.daycentre@hotmail.co.uk	Pras Patel	Complete
4.20	20.11.23	iBC Quality Solutions	Consultation details	Raise awareness, info to enable them to comment and respond to customer enquiries	rahim.walji@ibchealthcare.co.uk	Pras Patel	Complete
4.21	20.11.23	IBC Quality Solutions Ltd	Consultation details	Raise awareness, info to enable them to comment and respond to customer enquiries	Elizabeth.snow@ibchealthcare.co.uk	Pras Patel	Complete
4.22	20.11.23	Leicestershire Leicester & Rutland Headway	Consultation details	Raise awareness, info to enable them to comment and respond to customer enquiries	mary.goult@headwayleicester.org.uk	Pras Patel	Complete

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4.23	20.11.23	Lifeways	Consultation details	Raise awareness, info to enable them to comment and respond to customer enquiries	bex.snowball@lifeways.co.uk	Pras Patel	Complete
4.24	20.11.23	Manav Seva Community Centre	Consultation details	Raise awareness, info to enable them to comment and respond to customer enquiries	info@manavseva.co.uk	Pras Patel	Complete
4.25	20.11.23	Mosaic: Shaping Disability Services	Consultation details	Raise awareness, info to enable them to comment and respond to customer enquiries	zoheb.shariff@mosaic1898.co.uk	Pras Patel	Complete
4.26	20.11.23	Pathfinders Community Support Ltd	Consultation details	Raise awareness, info to enable them to comment and respond to customer enquiries	hema.pathfinders@gmail.com		
4.27	20.11.23	Pet Boarding	Consultation details	Raise awareness, info to enable them to comment and respond to customer enquiries	lisa.Ellis@animalcareservices.co.uk	Pras Patel	Complete

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4.28	20.11.23	POhWER	Consultation details	Raise awareness, info to enable them to comment and respond to customer enquiries	P.Bodger-Yates@pohwer.net	Pras Patel	Complete
4.29	20.11.23	S5 Care Ltd	Consultation details	Raise awareness, info to enable them to comment and respond to customer enquiries	holmfield@midlandscare.co.uk	Pras Patel	Complete
4.30	20.11.23	Sanctuary	Consultation details	Raise awareness, info to enable them to comment and respond to customer enquiries	siobhan.south@sanctuary-housing.co.uk	Pras Patel	Complete
4.31	20.11.23	Santosh	Consultation details	Raise awareness, info to enable them to comment and respond to customer enquiries	praful.bhatt@santoshdaycare.co.uk	Pras Patel	Complete
4.32	20.11.23	Sensitive Care Solutions Limited	Consultation details	Raise awareness, info to enable them to comment and respond to customer enquiries	suhail@sensitivegroup.co.uk	Pras Patel	Complete

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4.33	20.11.23	SHREE SANTAN MANDIR AND COMMUNITY CENTRE T/A SANATAN MANAVTA DAY CARE SERVICES	Consultation details	Raise awareness, info to enable them to comment and respond to customer enquiries	Smdcs172@hotmail.com	Pras Patel	Complete
4.34	20.11.23	Sova Healthcare Leicester Ltd	Consultation details	Raise awareness, info to enable them to comment and respond to customer enquiries	Leicester@sovahealthcare.co.uk	Pras Patel	Complete
4.35	20.11.23	Unified Health and Care Limited	Consultation details	Raise awareness, info to enable them to comment and respond to customer enquiries	dols@unifiedhealthcare.co.uk	Pras Patel	Complete
4.36	20.11.23	VISTA	Consultation details	Raise awareness, info to enable them to comment and respond to customer enquiries	cath.bayley@vistablind.org.uk	Pras Patel	Complete
4.37	20.11.23	Vista (Royal Society for the Blind)	Consultation details	Raise awareness, info to enable them to comment and respond to customer enquiries	cath.bayley@vistablind.org.uk	Pras Patel	Complete

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4.38	20.11.23	Voyage Care	Consultation details	Raise awareness, info to enable them to comment and respond to customer enquiries	deniseflannagan@voyagecare.com	Pras Patel	Complete
4.39	20.11.23	Wesley Hall Community Centre	Consultation details	Raise awareness, info to enable them to comment and respond to customer enquiries	ar@activewesleyhall.org.uk	Pras Patel	Complete