

'INTERACTION'

Neighbourhood Management Partnership

Date; 20 February 2007

Title; Neighbourhood Manager Work Plan 2007/08

Action; For information

Summary

The attached paper sets out a list of key tasks to be carried out by the Neighbourhood Manager over the course of 2007/08 to develop the organisational capacity, modus operandi, profile and strategic objectives of the Interaction Partnership

Recommended: *The Board receive the work plan.*

Interaction Partnership Board
Neighbourhood Manager Work Plan

- 1. Resident baseline (sample) survey**
 - Development of baseline survey by 20 February 2007
 - Commencement of survey - 1 March 2007
 - Survey completed by 15 April 2007
 - Results produced by 31 May 2007

- 2. Cross sector service and activity providers scoping study**
 - External consultants commissioned by 21 March 2007
 - Commencement of study by 1 April 2007
 - Scoping report produced by 15 July 2007

- 3. Partnership structure and Agreement**
 - Partnership sub- structure submitted to Board (and approved) by 31 May 2007
 - Partnership agreement signed by stakeholders by 30 November 2007

- 4. Partnership strategy and business plan**
 - Stakeholder seminar held by 30 August and the partnership's (themed) strategic objectives agreed
 - Partnership 3 year Strategic/Business Plan produced by 31 October 2007
 - Business Plan approved by Partnership board by 30 November 2007

- 5. 2007/08 Partnership Action/Delivery Plan**
 - Delivery plan outlined to board by 30 April 2007

- 6. Partnership communications**
 - Communications Strategy approved by board on 20 February
 - Partnership launch (Community Warden Scheme launch) held by 1 April 2007

- 7. Partnership Board Training**
 - Programme agreed by board by 20 February 2007
 - Programme implemented by October 2007

- 8. Resident Involvement**
 - Board recruitment process finalised by 15 March 2007
 - Board members appointed by 20 March 2007