

Consortia Development Fund Delivery Plan 2007- 08

Region:	London
Consortium:	ChangeUp East London Partnership
Date:	14 th June 2007

Outcome required	Required Actions	Suggested Delivery Method(s)	Time-scale	Lead person/group	Cost £	Progress / Risks	Comment / Action
<p>Consortium Development evidence of operating to minimum standards, including:</p> <ul style="list-style-type: none"> • Team Development and internal relationships • User Engagement • Partnership development within the consortium • Links between sectors and external relationships • Performance management • Equality and diversity • Communication <p>- facilitated Consortia Assessment using the Capacitybuilders Toolkit'</p>	Co-ordinate and communicate on sub-regional ChangeUp programme	Appoint sub-regional ChangeUp Officer to lead, co-ordinate and communicate	End July 2007	NVSC	£17,200	Difficulty in recruiting individual with appropriate skills within the timeframe	Consider a secondment from a consortium member organisation
	Review and develop Partnership membership	ChangeUp officers event	19 June 2007	ELN	£900		
	Equality and diversity	Work with pan-London equalities groups to develop representation at East London level	Oct 07	ChangeUp Officer		Capacity of local organisations to engage	
	Links between sectors and external relationships	Work to develop relationships with public sector agencies	Nov 07	ChangeUp officer		Their commitment to engaging	
	Team Development and internal relationships	Revisit terms of reference	By end Aug 07	ChangeUp officer		Capacity of Consortia to engage	Use alternative mediums of communication
	Develop Partnership processes and communication	Develop Communication	End Oct 07	ChangeUp officer			

		strategies					
	Performance management	Work with Partnership to develop robust monitoring & evaluation systems	End Sept 07	ChangeUp officer			
	Undergo Capacitybuilders Assessment day	Organise Assessment toolkit day	By end Sept 07	ELN	400	Capacity of Consortia to engage	Run two half day sessions
	Identify action points following the assessment Integrating into the Delivery plan and implement						
	User Engagement	Ensure wide consultation on Strategic Plan & Business Plan		ChangeUp Officer & ELN	500	Capacity of Consortia to fully engage and participate in process	

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Region-wide Consortium Collaboration - evidence of consortia collaboration across the region - engagement with key regional and sub-regional public sector agencies - development and agreement of: <ul style="list-style-type: none"> • a 3 year region-wide Infrastructure Business Plan • a 7 year region-wide Infrastructure Development Strategy 	Ensure synergy with London Regional Consortium work	Liaise with CVS representative	On-going	ELN/ ChangeUp Officer			
		Participation in ICT sub-group	ongoing	ELN			
		Participation in Income Generation sub-group	On-going	B&DCVS			
		Participation in VCS 2012 Project sub-group	On-going	RCVS			
		Participation in Premises sub-group	On-going	HAVCO			
		Participate in sub regional CVS network group		ELN			
		Maintain a watching brief on proposed sub regional boundary changes.	On going	ELN			

Outcome required	Required Actions	Suggested Delivery Method(s)	Time-scale	Lead person/group	Cost £	Progress / Risks	Comment / Action
Strategic Planning to 2014 – create Infrastructure Development Strategies for the period April 2008 to March 2014 with appropriate milestones	Generate ideas and concepts for strategic plan	Discussion at meetings & e-groups & web-based discussion forum	By end Sept 07	ELN	500	Capacity of intervals to participate	
	Ensure synergy between sub-regional and local plans	Meetings & e-group discussion between changeup co-ordinators	On-going	ChangeUp Officer			
	Consult on draft plan	Email to e-groups	End Nov 07	ChangeUp Officer			
	Produce and disseminate plan	Production and dissemination	By end December	ChangeUp Officer			
Business Planning to 2011 – create Infrastructure Business Plans for the period April 2008 to March 2011	Generate ideas and concepts for strategic plan	Discussion at meetings & e-groups	By end Sept 07	ELN			
	Ensure synergy between sub-regional and local plans	Meetings & e-group discussion between changeup co-ordinators	On-going	ChangeUp Officer			
	Consult on draft plan	Email to e-groups	End Nov 07	ChangeUp Officer			
	Produce and disseminate plan and place on website.	Production and dissemination	By end December	ChangeUp Officer			
Amount Awarded	£	Total Cost			£19,500		

	Name:	Signature:	Position:	Date:
Completed:				
Quarter 2 Review:				
Quarter 3 Review:				
Quarter 4 Review:				

NOTES:

Reporting on Progress

You will be required to report on progress quarterly with your monitoring
Please attach an updated version of your Delivery Plan with your monitoring each quarter
Any significant or major changes between monitoring periods should be discussed with you Regional Manager at the time
You may wish to use a 'traffic light' system of keeping an eye on progress

Risks

Where risks have been identified please indicate:

- How you will share this with your Regional Manager / Capacitybuilders?
- What action may you take?

Action Plan

Following your facilitated assessment using the Capacitybuilders Tool-kit', you will be required to produce an set of action points for implementation. Any further / new identified activity will then need to be integrated into the Delivery Plan

Consortium Development

Capacitybuilders expects that Consortia will continue to deliver on the Consortia Development element and related activity up to March 2008 and beyond. We wish to see 'Continuous Improvement' within Consortia. Capacitybuilders aspires that not only will consortia meet minimum standards but in many cases will exceed these expectations

Regional Collaboration and Region-wide Strategies / Plans

Capacitybuilders recognises that changeup structures have developed and operate differently in different regions, particularly at a regional level. It is important therefore that you discuss with your Regional Manager how the regional collaboration element, the regional 3 year Infrastructure Business Plans and the 7 year Infrastructure Development Strategies may be developed and agreed in your region