

AGENDA ITEM: 10

REPORT TO: Halton Strategic Partnership Board

DATE: 17 May 2006

SUBJECT: Neighbourhood Management

PURPOSE OF THE REPORT

The Halton Strategic Partnership Board agreed to establish a sub group to examine neighbourhood management in the Halton context and develop proposals for pilot arrangements utilising the Neighbourhood Element monies. The purpose of this report is to inform the Board of progress.

RECOMMENDATION:

It is recommended that the Board:

1. Notes the report.
2. Confirms the establishment of the shadow Neighbourhood Management Board for the interim period before the formal neighbourhood management (NM) board is able to take over the process.
3. Consider the arrangements for the appointment of the Chair of the shadow Neighbourhood Management board from May 2006.

BACKGROUND

On 15 March 2006 the Halton Strategic Partnership Board received a report on progress in developing neighbourhood management arrangements in the most deprived neighbourhoods. Three neighbourhood management areas were endorsed (Halton Lea, Central Widnes and Castlefields/Windmill Hill), and it was agreed that the steering group set up by the HSPB should become a shadow Neighbourhood Management Board as an interim.

Since the March report, further progress has been made as follows:

- 1) A shadow Neighbourhood Management Board has been established with provisional terms of reference to take forward the development of the overall governance and neighbourhood management structure and ensure a seamless transfer to the new Neighbourhood Management Board in due course. Partners agreed the principle of signing up to an organisational and personal commitment to the Halton model and approach to neighbourhood management. The shadow NM board has established a sub group to work up the draft terms of reference for the various levels of neighbourhood

management, including drawing up a clear vision, remit, membership and terms of reference for the formal neighbourhood management board. They will also clarify terms of reference for the shadow neighbourhood management board.

- 2) The shadow NM board has established a sub group to work up job descriptions for the post of Neighbourhoods Manager and Area Coordinators as well as the recruitment process and employment & management arrangements for each post. It is envisaged there may be a requirement for the initial short-term secondment of personnel from partners to begin the process of establishing the area operational groups and coordinating the delivery of services to achieve 'quick wins'.
- 3) Further investment is required in baseline information. The group has commissioned a baseline report from Mott MacDonald and has obtained proposals for household surveys to complement the liveability survey already undertaken in Castlefields/Windmill Hill.
- 4) The shadow Neighbourhood Management Board is currently developing a clear action plan with timescales in order to implement the neighbourhood management agenda within Halton (See Appendix A). A Partnership Development Officer has been seconded to support the shadow Board and aid the process of developing the overall governance and neighbourhood management structure, as well as developing an action plan detailing activities and milestones necessary to establish the formal Neighbourhood Management Board and the initial neighbourhood management structure and processes.

APPENDIX A

Neighbourhood Management Action Plan - Activity Timeline

Task	2006										2007		
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	
Governance													
Initial report to Board for approval	■												
Shadow Board Terms of Reference agreed		■	■										
Shadow Board established			■	■									
Formal Board Terms of Reference agreed				■	■								
Formal Board established				■	■								
Vision													
Vision agreed				■	■								
Key objectives and targets agreed				■	■								
Delivery Plan Developed							■	■	■	■	■		
Management Structure													
Management structure agreed		■	■	■									
Line management arrangements for Neighbourhood Manager		■	■	■									
Project monitoring & performance structures agreed										■	■	■	
Initial financial infrastructure agreed		■	■	■						■	■	■	
Final financial infrastructure developed		■	■	■						■	■	■	
Accountable body service arrangements developed				■	■	■							
Staffing Structures													
Manager's job description to Board for approval.			■	■									
Final job description approved			■	■									
Recruitment process				■	■	■							
Manager recruited				■	■	■	■	■					
Area Coordinator's job description to Board for approval.		■	■	■									
Short term secondment agreed		■	■	■									
Area coordinator recruited		■	■	■									
Support staff functions identified			■	■									
Support staff functions agreed			■	■									
Support staff recruited							■	■	■				
Partnership Development													
Partnership Development		■	■	■	■	■				■	■	■	
Baseline Audit													
Castlefields & Windmill Hill initial Liveability Survey completed	■												
Tender for Widnes Central and Halton Lea Liveability Surveys requested.	■												
Liveability surveys completed		■	■	■									
Liveability survey reports available		■	■	■									
Survey of current services			■	■	■								
Baseline Audit for three areas			■	■	■								