

**PROPOSED SUPPORT PACKAGE**

*Note that this is the initial proposal and is likely to be adapted during the course of the demonstration programme as requirements are clarified.*

Support area	Type of Task	Est days required	Who?
Scoping meeting	Background reading, scoping meeting and write up	2 days scoping review	Jeff Scales & Anne-Marie Naylor
Case management (support and monitoring of the AA pilot)	<ul style="list-style-type: none"> <li>- Attending regular review meetings and assessing progress</li> <li>- Sharing good practice</li> <li>- Monitoring performance of consultants</li> <li>- Responding to client concerns and aspirations</li> <li>- Raising key issues with the central support team</li> <li>- Critical Friend role</li> </ul>	6 days	Jeff Scales
Integrating community asset transfer - within the corporate asset management strategy	<ul style="list-style-type: none"> <li>- Sharing existing/good practice with the authority</li> <li>- Facilitating contact with other LAs</li> <li>- Workshops with officers</li> <li>- Workshops with members</li> <li>- Workshops with VCS (joint workshops - as above)</li> <li>- Scrutinising policy/procedural drafts</li> </ul>	3	TBA
Exploring the potential for the creation of an Umbrella Organisation for WBC Community Centres, and exploration of its role and functions (i.e. economies of scale, networking, mutual support, joint insurance deals, arms length ownership linked to commercial assets portfolio, conduit for financing and service delivery, transfer recipient)	<ul style="list-style-type: none"> <li>- Feasibility work (inc options appraisal, viability assessment)</li> <li>- Consultation</li> <li>- Seminar with VCS/officer/member representation</li> </ul>	4 (potentially 2 depending on review of progress - see below)	TBA
Focus on one project (to be selected dependent on the outcome of the strategic element)	<ul style="list-style-type: none"> <li>- Project support and advice</li> <li>- Feasibility work (including viability testing)</li> <li>- Support on business planning</li> <li>- Public meetings (consultation)</li> </ul>	4 (potentially 6 depending on review of progress - see above)	TBA
<b>PROPOSED SUPPORT PACKAGE</b>		<b>TOTAL 19</b>	

**CASE MANAGER - Jeff Scales**