

Gloucestershire Infrastructure Group Business Plan

Annex 4

Milestones and targets

Notes:

- These milestones do not include recruitment and induction of 'Brave New World' (BNW) project worker, until funding for this post is secured. The Consortium Worker will be responsible for arranging induction and reporting from the BNW worker to the GIG Board
- These milestones include only one fundraising application for the BNW worker to complete, but more may be required if this is not successful
- The Consortium Worker's work for each GIG meeting includes support to GIG members, collation and writing of reports on finance, external developments, communications, relationships with external stakeholders, projects etc.
- The Consortium Worker's 'report' (*) in year 1 will determine the direction and nature of GIG's work for years 2 and 3, so milestones for these years are not included
- The BNW's Worker's work will be evaluated at the end of year 1 and this evaluation (together with the funding available) will determine the nature and direction of the project's work for years 2 and 3, so milestones for these years are not included.

Project	Target	Milestones
GIG Consortium Development	Recruit and induct worker 1 GIG meeting Set up external speakers for future GIG meetings	April 2008
	Deliver GIG annual marketing plan Update GIG web and other marketing material Produce bi-annual newsletter for stakeholders. Plan GIG stakeholders 'communication' meeting 1 GIG meeting	May 2008
	If CB application is unsuccessful - review GIG 'Brave New World' project and complete 1 fundraising application. Facilitate 1 st stage of review of GIG relationship to Assembly, review of membership,	June 2008

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	<p>configuration. 1 GIG meeting</p> <p>Plan GIG away day and communication event. Review and report on delivery of Business Plan to GIG members Facilitate equalities proofing exercise of GIG work and Business Plan. 1 GIG meeting</p> <p>Co-ordinate GIG away day. Report* on GIG review/equalities proofing and away day – recommendations for action</p> <p>1 GIG meeting Facilitate 1 stakeholder ‘communication’ event to cascade results of report* and future plans. Update GIG web and other marketing material</p> <p>Revised Business Plan and infrastructure development strategy, marketing plan and budgets to GIG Board 1 GIG meeting</p> <p>1 GIG meeting Plan joint GIG/Assembly Away Day</p> <p>1 GIG meeting Implement results of report*</p> <p>Co-ordinate joint GIG/Assembly Away Day Produce bi-annual newsletter on GIG ‘s operations Update GIG web and other marketing material</p>	<p>July 2008</p> <p>August 2008</p> <p>September 2008</p> <p>October 2008</p> <p>November 2008</p> <p>December 2008</p> <p>January 2008</p>
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	Implement results of report* 1 GIG meeting	February 2008
	Implement results of report* 1 GIG meeting Co-ordinate and prepare for audit of accounts	March 2008
Brave New World	Recruit and induct worker. Complete a learning programme focusing on financial sustainability for frontline workers (May – Oct 2008) Complete a collaborative working programme (May – Oct 2008)	April 2008
	Deliver training programme events Deliver collaborative working programme events Deliver series of events and resources for statutory and non- statutory partners to promote understanding of VCS, a sustainable VCS and agree on common definitions. Market all events and activities.	May 2008 – October 2008
	Evaluate, review and next stage of programmes	October 2008
	Deliver 2 nd stage of programmes	November 2008 –March 2009