

**Executive****On 20 December 2005**

Report Title: **Neighbourhood Management Service Forward Strategy and Reconfiguration**

Forward Plan reference number: **2005/126**

Report of: **Assistant Chief Executive (Access)**

Wards(s) affected: **All**

Report for: **Key Decision**

### **1. Purpose**

1.1 To consider proposals to roll out a universal borough wide Neighbourhood Management Service, aligned with the area assemblies geographical areas, and the service structure necessary to implement these proposals.

### **2. Introduction by Lorna Reith, Executive Member for Community Involvement**

2.1 As a Council we are committed to and well respected for community engagement. Neighbourhood management is a crucial part of our strategy and approach.

2.2 As an Executive we have already agreed that the neighbourhood management approach be extended to cover the whole borough.

2.3 This report sets out the staffing and management structure which will create a firm foundation for making our community engagement even better.

### **3. Recommendations**

3.1 Members are asked to note the issues facing the Neighbourhood Management Service, and;

3.2 To agree the structure for Neighbourhood Management as set out in Appendix B, and;

3.3 To delegate to the Assistant Chief Executive (Access) such fine-tuning to the structure as is required, and to;

3.4 To agree that further detailed changes to the structure be delegated to the Assistant Chief Executive (Access) in consultation with the Lead Members for Community Involvement, subject to normal Trade Union consultation.

Report Authorised by: **Justin Holliday** .....

Contact Officer: **Zena Brabazon Head of Neighbourhood Management Service**  
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#### **4. Executive Summary**

4.1 The reconfiguration of Neighbourhood Management Service provides an opportunity to regularise the position and remove anomalies. In the model proposed in this report, the Area Assembly would be the overarching body/forum for the community to which the Neighbourhood Partnership reported and at which both local and wider issues could be discussed and actions reported. Establishing Neighbourhood Management across the borough requires putting in place some formal structures to support this.

4.2 It is proposed that each area assembly core local staff team comprise a Neighbourhood Manager, administrator, community worker, with additional project officers deployed on a more flexible basis to support work in areas around, for example youth, employment and environment.

#### **5. Reasons for any change in policy or for new policy development (if applicable)**

5.1 The proposed policy change responds to the National Agenda for Neighbourhood Renewal, community engagement, and the Government's Sustainable Communities Agenda.

#### **6. Local Government (Access to Information) Act 1985**

6.1 "Empowerment: Neighbourhood Management, area governance and managing tensions" Report to the Executive Advisory Board (19.07.05).

## **7. BACKGROUND**

- 7.1 Neighbourhood Management was established in 2001 as part of the Council-wide restructuring. It responds to and aims to implement the Government's National Strategy for Neighbourhood Renewal. The service provides the supporting framework for community participation in service planning and development, targeting resources at neighbourhood level where staff work in local teams implementing the delivery strategy.
- 7.2 Neighbourhood Management is continually being shaped by an evolving local and national agenda, which sees community involvement and engagement as central to the revitalisation of local communities. This sets a context for testing out new ways of working with partner agencies, within the Council, and with local people.
- 7.3 A key feature of the service is its crosscutting brief. The intention, articulated through both Government and Council policy is for Neighbourhood Management to join services up, working across existing service demarcations and engaging a range of partner agencies from the statutory and voluntary sectors in "bending" mainstream provision to achieve local objectives of neighbourhood renewal.
- 7.4 Working in an environment of rapid change and evolving services, the need to be receptive and crosscutting requires a responsive, flexible and adaptable structure. The proposed extension of Neighbourhood Management across the borough, which builds on the 2003 restructure is part of that process.

## **8.0 THE NATIONAL AGENDA**

- 8.1 In 2000, following national research by the 18 Policy Action Teams, the Government announced its National Strategy for Neighbourhood Renewal. It proposed establishing neighbourhood management and neighbourhood managers to drive change at local level, with the brief and task to bring services together, and the mandate to 'make things happen'. The Haringey Neighbourhood Renewal Strategy, (HNRS), set out the priority neighbourhoods and the context for neighbourhood work, aiming to avoid fragmentation and parallel development, instead facilitating collaboration and networking.
- 8.2 Since then the Government has continued to promote the Neighbourhood agenda, with a series of consultation documents issued in January by the ODPM under the banner of *Creating Sustainable Communities*. One of these, *Citizen Engagement and Public Services: Why Neighbourhoods Matter*, concentrates specifically on how Neighbourhood Management can be embedded in communities, through, for example, establishment of a national framework for neighbourhoods and local neighbourhood charters. These concepts are now being disseminated widely by the Government.

## **9.0 NEIGHBOURHOOD MANAGEMENT SERVICE**

- 9.1 Over the last four years much has been learned and achieved as the Council has supported neighbourhood working. The priority neighbourhoods have been the focus for more targeted community engagement in the borough with residents and partner agencies working together to set local priorities and achieve change. There have been some genuine improvements for local communities as this local model of working has evolved. For example, in White Hart Lane work with the Safer Neighbourhoods Police Team, Enforcement and other partners has led to closures of social clubs, reduced anti-social behaviour and work to improve Somerset Gardens Estate.
- 9.2 Supported by the Neighbourhood Manager the Green Lanes Strategy Group with members from residents' associations, the traders and partner agencies continues to implement its five-year plan with a range of visible improvements to its credit. In Northumberland Park and West Green residents have been fully involved in seeing improvements through as their local priorities form the basis for the work. Routinely the Police, the TPCT, Housing, Environmental Service and other partners are participating in these forums. On Campsbourne Estate this approach has led to a large and thriving residents' group actively involved in improving the estate, and to development of youth and other community activities.
- 9.3 The Area Assemblies have complemented this approach - demonstrating the commitment the Council has to its wider community leadership role, providing a wider forum for local people and now through the Make The Difference budget.
- 9.4 Working with people to identify and solve problems in a collaborative manner is the core principle underpinning this neighbourhood approach. Gaining trust and confidence is central, and demonstrating that this is happening contributed to the Council's earning Beacon Council accreditation for Getting Closer to Communities.
- 9.5 The 2003 restructure set a framework to link the priority neighbourhoods and area assemblies in a more coherent manner, but this had limitations since the assemblies were borough wide, priority neighbourhoods were targeted and funding regimes determined some areas of benefit which did not correlate with ward boundaries. With the SRB programmes ending in March 2006, and having regard to national policy framework for neighbourhood renewal, forward planning has been essential and provides an opportunity to reshape the work in a more coherent manner. The report below sets out a way forward, which starts from the position of Members agreement to extend the Neighbourhood Management model borough wide.

## **10 PROPOSALS**

- 10.1 The reconfiguration of Neighbourhood Management Service provides an opportunity to regularise the position and remove anomalies, which reflect the need to define areas of benefit for external funding rather than a rational arrangement of resources. The proposal to roll out Neighbourhood

Management borough wide builds on Member discussion and associated action planning.

10.2 The Executive Advisory Board (19.07.05) received a report on “Empowerment: Neighbourhood Management, area governance and managing tensions”. This report set the context and proposed action and formalised earlier discussions and reports on the proposed direction of travel for Neighbourhood Management in 2006/7 and beyond. The proposed approach built on both the Council’s Community and Local Neighbourhood Renewal Strategies, setting out three key propositions which members approved. These are:

- the neighbourhood management approach should be universal;
- we should promote area based working
- community engagement and involvement are central to the way that the Council carries out its activities.

These complement and underpin the Council’s priority - **Putting People First**. They also reflect at local level the Government’s commitments to local community engagement, partnership working and the development of local area planning for joint service delivery at local level.

10.3 This report proposed that the new approach would start with three services (Housing Management, Streetscene and Children’s Service) and that the areas to be used would be the current Area Assembly areas. Haringey Council is made up of 19 wards. These are further divided into 7 Area assemblies:

<b>Tottenham &amp; Seven Sisters</b> (Tottenham Green, Seven Sisters, & Tottenham Hale Wards);	<b>Haringay &amp; St. Ann’s</b> (Haringay & St. Ann’s Wards);
<b>West Green &amp; Bruce Grove</b> (West Green & Bruce Grove Wards)	<b>Northumberland Park &amp; White Hart Lane</b> (Northumberland Park & White Hart Lane Wards)
<b>Wood Green &amp; Noel Park</b> (Bounds Green, Woodside, Noel Park Wards);	<b>Crouch End, Hornsey &amp; Stroud Green</b> (Crouch End, Hornsey & Stroud Green Wards);
<b>Muswell Hill</b> (Highgate, Muswell Hill, Alexandra & Fortis Green Wards)	

## 11 THE NEW APPROACH

11.1 The starting pointing in establishing the new model is to realign Neighbourhood Management around the seven area assembly areas. Some of this has been in place since the new structure was agreed in 2003 and implemented in April 2004. The aim now is to embed the neighbourhood model across Haringey, working on the ward configurations for Area Assemblies with which Members and local residents have become familiar. The proposed plan is to establish a neighbourhood manager and team in each of the seven Assembly areas to drive

forward working within the Council and with external partners and the local community.

- 11.2 In rolling out this borough wide model some issues arise which relate in particular to the existing arrangements in the Bridge New Deal for Communities area and within the two SRB programme areas. SRB funding ends in March 2006. Joining Up Northumberland Park (SRB) and the West Green Learning Neighbourhood (SRB) areas have boundaries which do not match those of the area assemblies. They have local partnership boards, which incorporate local sub groups which staff work with and support and have established their local relationships over the last few years.
- 11.3 Officers have been examining the new arrangements and areas with the local boards as part of the SRB exit strategy. Although agreed at Member level, it is essential that we maintain capacity of local residents who have committed enormous time and energy to the two programmes over the last four years are comfortable with the new structures and boundaries. In West Green, the Board has been discussing the arrangements and is broadly supportive since they are fully aware of the difficulties in managing the SRB 5 West Green area, which includes sections of five wards. Further discussions have been held in Northumberland Park to set out the agreed changes more explicitly since the current Neighbourhood Management restructure - approved in 2003 – extended the Neighbourhood team’s work to cover Northumberland Park and Tottenham Hale in entirety rather than just the SRB area which covered only sections of both.
- 11.4 Local discussions with the two Boards and local participants have been organised to reassure people of the Council’s commitment to this way of working, to set out the thinking behind the new arrangements and to discuss the proposals for new structures which are set out below in this report. Local people have been concerned that the work continues after the end of the SRB and the Council’s adoption and funding of the neighbourhood management approach borough wide enables that to happen. Residents involved in the SRB programme have been very positive about the Council’s commitment to continue the neighbourhood work.
- 11.5 The Bridge New Deal for Communities presents a different challenge in rolling out a universal approach governed by ward boundaries. The NDC spans sections of Seven Sisters, Tottenham Green and St. Ann’s wards. Governed by its own rules, the NDC involves people in its area of benefit in planning local priorities and determining spend. Neighbourhood Managers and staff working in the relevant areas will need to work closely with colleagues in the NDC in developing their local neighbourhood plans to ensure there is minimum confusion and maximum collaboration to benefit local people. There could be many opportunities for beneficial partnership working if planning and development is shared and transparent. The NDC is undergoing a separate organisational review to align its structure to the programme priorities set out in the 2005/6 Delivery Plan.
- 11.6 Officers also need to begin discussing the new structures with local residents in other areas where neighbourhood management is working. These include Noel

Park, White Hart Lane, Bruce Grove and Green Lanes. Some progress has already been made in Noel Park where the Neighbourhood Manager has been extending into Woodside and Bounds Green. This has been assisted by having a Safer Neighbourhoods Policing Team in Woodside Ward and involvement in Myddleton Road. In these areas, as in White Hart Lane and Bruce Grove, the task is to sustain the engagement of local people in establishing the new arrangements, encouraging them to participate in neighbourhood structures formalised elsewhere.

- 11.7 The responsibility for the management and co-ordination of the Neighbourhood Renewal Fund (NRF) currently resides in Neighbourhood Management. In the context of a wider review of the responsibilities for the planning and programme management of the Council's major external unhypothecated funding streams, it may be appropriate for this function to be relocated; the location of this team will, therefore, not be determined until consideration by the incoming Chief Executive has been completed. This will be considered in due course.

## **12 PROPOSED NEIGHBOURHOODS MODEL**

- 12.1 In this model, the Area Assembly would be the overarching body/forum for the community to which the Neighbourhood Partnership reported and at which both local and wider issues could be discussed and actions reported. Establishing Neighbourhood Management across the borough requires putting in place some formal structures to support this. Drawing from the experience of both SRB programmes, and the Green Lanes Strategy where residents, Councillors and partner agencies work together, it is suggested that a Neighbourhood Partnership be established within each of the seven areas. This body would act as the local body comprising resident representatives, Councillors, partner agencies, local business and agreed co-optees. This would act as the main steering group for neighbourhood working in the area with sub-groups/theme groups reporting regularly. The Neighbourhood Partnership would agree the local Neighbourhood Plan, which would set the key local priorities and actions.
- 12.2 The Neighbourhood Manager and team would support the local Neighbourhood Partnership, developing the local plan, driving activities and projects, and bringing residents, partners and services together to solve problems and facilitate delivery on the ground. This local model mirrors the borough wide Strategic Partnership and provides the opportunity for the joined up work at local level to be reported to the Haringey Strategic Partnership, contribute to the thematic groups and to inform its planning. The rollout of Safer Neighbourhoods Police Teams across all wards in 2006/7 and impending Local Area Agreements provide an additional impetus for building the local partnerships at area level and seeing them as area models of the HSP, with partners and communities together setting priorities and driving service delivery.
- 12.3 It is proposed that that three core services Housing Management (ALMO), Streetscene Service and the Children's Service designate a third-tier officer to take the lead for each Area Assembly. The Housing Management and Streetscene area representatives would have cross-functional responsibility for an Area Assembly. The lead for each Children's Network within the Children's

Service would have responsibility for two (or in one case three) Area Assembly areas.

- 12.4 This commitment to build a core group of officers who can develop an inter-disciplinary model at local level to underpin area based working of Council Services has the real potential for joint service planning and delivery, pooling of resources and joint problem analysis and solving. This approach builds on the Council's commitment to "Smart Working" and Neighbourhood Renewal. It will also create the environment for finding creative and imaginative solutions to local problems, and support the Council's drive to meet its service improvement targets.

### **13 CORE STAFFING**

- 13.1 Work focusing on local neighbourhoods is labour intensive. It requires concentrated and consistent effort in target areas to identify local needs and to build up the local and agency involvement central to driving change in service delivery and practice. The suggested new arrangements for Neighbourhood Management aim to reflect this, with resources devolved to, and concentrated in local area teams. This service reconfiguration takes the neighbourhood focus as its core model, and the various themes and areas of work are distributed on a neighbourhood basis.
- 13.2 It is suggested that each area assembly core local staff team comprise a Neighbourhood Manager, administrator, community worker, with additional project officers deployed on a more flexible basis to support work in areas around, for example youth, employment and environment. Subject to budget, a staffing structure will also be developed for Broadwater Farm Community Centre.

### **14 IMPLICATIONS FOR AREA ASSEMBLIES**

- 14.1 The new model proposed in this paper will create a clearer and firmer link between work at local level with local people and the area assemblies. Haringey's seven Area Assemblies provide the forum for residents to contribute ideas on how the Council can improve their neighbourhoods and talk directly with councillors. Area Assemblies provide the framework where ward councillors are able to be active community advocates, fulfilling their vital community leadership function.
- 14.2 Neighbourhood assemblies assume the 'overarching role' in relation to local structures with the neighbourhood partnership/steering group reporting to the wider community on progress in service improvements, project delivery, and interagency working. The assemblies will retain their important role of providing a local forum for community engagement and public consultation where the Council has a place in the community, and is accountable to local residents. Over the last eighteen months Neighbourhood Managers have been working closely with their Assembly Chairs to embed the Assemblies more firmly in their areas and the aim is to further accelerate this with the new borough-wide structure.

- 14.3 There are some co-ordinating tasks related to assemblies, which need to be retained centrally. These include mail-outs, drafting and organising the newsletters, managing and updating the database, and supporting members and neighbourhood managers in the many practical tasks associated with these meetings such as organising exhibitions, webcasting, clerking etc. Retaining a central co-ordinating function will also assist the Lead Member in working with the Assembly Chairs to minimise the fragmentation which in a devolved structure is always possible, and to report back to Executive Advisory Board.

## **15 STAFF CONSULTATION**

- 15.1 The Senior Management team has been informed of proposed changes as set out in 19 July report and the implications have been discussed. The Trade Union Representative has been consulted on the proposals in this report. All staff will be consulted on the proposals contained in this report and will have the opportunity to fully engage in the smooth delivery of the agreed proposals for the reconfiguration of Neighbourhood Management Services. The assimilation process will involve a recruitment to stay arrangements with ring fences organised for the relevant posts in accordance with the Council's personnel policies, with all posts filled by closed ring fence. The implementation timetable is set out at Appendix D.

## **16 PROPOSED CHANGES AND PROCESS TO BE FOLLOWED**

- 16.1 Extending Neighbourhood Management across the whole borough builds on the organisational structure agreed in 2003. The central feature is the creation of seven neighbourhood teams with core staffing this described in Appendix B. This universal model will be complemented by additional staff in the poorer areas of the borough. Support to Area Assemblies will remain a central function where the small team will administer the Make the Difference programme, maintain systems, ensure mailings and newsletters are organised, liaise with the Lead Member, sort arrangements and clerking and supporting the seven areas in delivering their Assemblies.
- 16.2 Early in the New Year staff will be invited to express their preference for which neighbourhood they would wish to be considered for in order to facilitate a smooth transition. Although every effort will be made to accommodate these preferences, it will be the role of management to finalise deployment.
- 16.3 To deliver this rolling out of Neighbourhood Management across the borough Members are asked:
- To note the issues facing the Neighbourhood Management Service
  - To agree the structure for Neighbourhood Management as set out in Appendix B

### **Posts Deleted:**

- Neighbourhood Development Manager PO6 x 1
- Neighbourhood Planner PO1 x 1
- Community Chest Officer, West Green PO1 x 0.4 fte

### **Posts Created**

- Neighbourhood Managers PO6-7 x 3
- Admin Finance Officers (SO1) x 1
- Community Workers PO1-2 x 4
- Project Officers PO 3 X 2.5
- Project Officers x PO1 5
- Area Assemblies Co-ordinator PO4 x 1

**Posts unchanged** (referred to in appendix A & B)

## **17 FINANCIAL IMPLICATIONS**

- 17.1 Since 2004/05 budget setting process, members have agreed to mainstream funding for Neighbourhood Management activities in response to a decline in external funding such as SRB 5 & 6.
- 17.2 During the 2004/05 budget setting process, revenue investment of £2.071m was agreed for 2006/07. This budget, added to existing base budgets, will be sufficient to cover the salary costs of the proposed new structure.

## **18 EQUALITIES COMMENT**

- 18.1 Empowering local people in disadvantaged areas to be proactive in their communities is fundamental to neighbourhood management and is central to promoting equality of opportunity and access. The proposed structure is about making that happen.

## **19 COMMENTS OF THE DIRECTOR OF FINANCE**

- 19.1 The Director of Finance agrees that, with the additional net investment of £1,821 (£2.071m investment added to base agreed 2004/05 less £250k saving agreed 2005/06) , there will be sufficient budget to fund the proposed new structure (excluding posts working on grants administration such as NRF, which are funded through the grant).
- 19.2 Further, the revised structure should enable the authority to respond better, with its partners, to emerging themes in funding such as LAA.

## **20 TRADE UNION COMMENTS**

- 20.1 The Trade Unions have been consulted to seek their comments in relation to this report. The Trade Union requested a week's extension to 9<sup>th</sup> December which was granted. Their comments will be tabled at the meeting following an opportunity for management to discuss the comments with the Union.

## **21 LEGAL IMPLICATIONS**

- 21.1 The Head of Legal Services has been consulted and comments that in the Council's Constitution (Part E7 - Section 5) Area Assemblies refer

recommendations to the Executive and to the Overview and Scrutiny and to partner organisations and monitor implementation of those service improvements arising from previous Assembly meetings.

- 21.2 Section 112 of the Local Government Act 1972 provides that the authority may appoint staff to carry out its functions on such reasonable terms and conditions of employment as the authority may determine. The proposals in this report involve the reorganisation of a service with an apparent current establishment of 42 posts, with the creation of 22 new posts and the deletion of 3 posts. These proposals will require the operation of the Council's policies regarding operational change, redundancy and redeployment. The use of "recruiter to stay" as the basis for redundancy selection may be justified where the proposals involve the changing of functions or organisational arrangements of the posts concerned. Where implementation of the proposals results in the displacement of any employee, consideration should be given to the identification of suitable alternative employment through the Council's procedures. Consultation with both employees and their trade union representatives should be carried out as indicated in the report and in sufficient time for careful consideration to be given to the comments received. Should 20 or more staff be at risk of displacement as a result of the changes proposed, the consultation envisaged will need to include formal consultation under the provisions of Section 188 of the Trade Union and Labour Relations (Consolidation) Act 1992.

## Appendix A

### Neighbourhood Management – Current Staffing Establishment

<b>Management, Policy, Administration, Assemblies</b>		<b>Comment</b>	
<b>Designation</b>	<b>Grade</b>	<b>Status</b>	<b>Proposal</b>
Head of Neighbourhood Management	SM4	Established Post	No change
Deputy Head of Neighbourhood Management	SM1	Established Post	No change
Finance Officer	PO2	Established Post	No change
External Finance Officer (Claims)	PO1/2	Established Post	No change
Executive Assistant	SO1	Established Post	No change
Community Communications Officer	PO2	Established Post	No change
Neighbourhood Assemblies Development Manager	PO6	Established Post	<b>Deleted Post</b>
Area Assembly Budget Officer	PO1	Established Post (P/t)	Full time
Neighbourhoods Events Co-ordinator	PO1	Established Post	No change
Administrative Assistant	Sc3	Established Post	No change

<b>High Road Strategy Team</b>		<b>Comment</b>	
<b>Designation</b>	<b>Grade</b>	<b>Status</b>	<b>Proposal</b>
Tottenham High Road Strategic Manager	PO8	Established Post	No change
Tottenham Town Centre Manager	PO6	Established Post	No change
Senior Regeneration and Conservation Officer	PO5	Established Post	No change
European Funding and Projects Officer	PO3	Established Post	No change
Assistant Regeneration and Conservation Officer	PO1	Established Post	No change
Project Officer	PO1	Established Post	No change
Community Worker	PO1	Established Post	Re-designate post

<b>Neighbourhood Renewal Fund Team</b>		<b>Comment</b>	
<b>Designation</b>	<b>Grade</b>	<b>Status</b>	<b>Proposal</b>
Programme Manager - NRF	P06	Established Post	No change
2 X Programme Assistant - NRF	PO2	Established Post	No change
Neighbourhood Renewal Fund Administrator - NRF	S01	Established Post	No change

## Appendix A

### Neighbourhood Management – Current Staffing Establishment (Cont.)

#### Neighbourhood Teams

<b>Joining Up Northumberland Park (includes Tottenham Hale)</b>		<b>Comment</b>	
<b>Designation</b>	<b>Grade</b>	<b>Status</b>	<b>Proposal</b>
Neighbourhood Manager	PO6	Established Post	Re-designate post
Environmental Programme Manager	PO3	Established Post	Re-designate post
Youth Development Worker	PO3	Established Post	Re-designate post
Community Development Officer	PO1	Established Post	Re-designate post
Project Officer	PO1	Established Post	Re-designate post
Admin/Finance Officer	SO1	Established Post	No Change
Site Manager	Sc5	Established Post	No change
Assistant Site Manager	Sc3	Established Post	No Change

<b>West Green SRB</b>		<b>Comment</b>	
<b>Designation</b>	<b>Grade</b>	<b>Status</b>	<b>Proposal</b>
Neighbourhood Manager	PO6	Established Post	Re-designate post
Environmental Programme Manager	PO3	Established Post	Re-designate post
Admin/Finance Officer	SO1	Established Post	Re-designate post
Admin Assistant	Sc4	Established Post	Re-designate post
Community Chest Officer	PO1	Established Post	Post Deleted
Admin Assistant	Sc4	Established Post	Re-designate post

#### **Broadwater Farm Community Centre (Members are considering separate proposals for the future delivery of service at the Community Centre)**

#### **Broadwater Farm Neighbourhood Housing Office**

Community Development Worker	PO1	Established Post	Re-designate post
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## Appendix A

### Neighbourhood Management – Current Staffing Establishment (Cont.)

<b>Bruce Grove/Harringay</b>		<b>Comment</b>	
<b>Designation</b>	<b>Grade</b>	<b>Status</b>	<b>Proposal</b>
Neighbourhood Manager	PO6	Established Post	Re-designate post
Neighbourhood Planner	PO1	Established Post	<b>Deleted post</b>

<b>White Hart Lane</b>		<b>Comment</b>	
<b>Designation</b>	<b>Grade</b>	<b>Status</b>	<b>Proposal</b>
Neighbourhood Manager	PO6	Established Post	Re-designate post
Community Development Worker	PO1	Established Post	Re-designate post

<b>Noel Park Neighbourhood</b>		<b>Comment</b>	
<b>Designation</b>	<b>Grade</b>	<b>Status</b>	<b>Proposal</b>
Neighbourhood Manager	PO6	Established Post	Re-designate post
Youth & Community Outreach	PO1	Secondee	Re-designate post
Community Development Worker	PO1	Established Post	Re-designate post

## Appendix B

### Neighbourhood Management – Propose Reconfiguration of Staffing Establishment

<b>Management, Policy, Administration, Assemblies</b>		
<b>Designation</b>	<b>Grade</b>	<b>Comment</b>
Head of Neighbourhood Management	SM4	No change
Deputy Head of Neighbourhood Management	SM1	No change
Finance Officer	PO2	No change
External Finance Officer (Claims)	PO1/2	No change
Executive Assistant	SO1	No change
Community Communications Officer	PO2	No change
Area Assemblies Co-ordinator	PO4	<b>New Post</b>
Area Assembly Budget Officer	PO1	Extend to full time
Neighbourhoods Events Co-ordinator	PO1	No change
Administrative Assistant	Sc3	No change

<b>High Road Strategy Team</b>		<b>Comment</b>
<b>Designation</b>	<b>Grade</b>	
Tottenham High Road Strategic Manager	PO8	No change
Tottenham Town Centre Manager	PO6	No change
Senior Regeneration and Conservation Officer	PO5	No change
European Funding and Projects Officer	PO3	No change
Assistant Regeneration and Conservation Officer	PO1	No change
Project Officer	PO1	No change

<b>Neighbourhood Renewal Fund Team</b>		<b>Comment</b>
<b>Designation</b>	<b>Grade</b>	
Programme Manager - NRF	P06	No change
Programme Assistant – NRF X 2	PO2	No change
Neighbourhood Renewal Fund Administrator - NRF	S01	No change

## Appendix B

### Neighbourhood Management – Propose Reconfiguration of Staffing Establishment (Cont.)

NB All proposed posts in the new area structure are generic. Staff allocations reflecting priority neighbourhoods. Some key functions maybe shared across areas.

<b>Seven Area Neighbourhoods (core compliment)</b>		<b>Comment</b>	
<b>Designation</b>	<b>Grade</b>	<b>Status</b>	<b>Proposal</b>
Neighbourhood Manager	PO6-7 (Generic grade)	Established Post	New Post
Project officer	PO3	Established Post	New Post
Project officer	PO1	Established Post	New Post
Community Development Officer	PO1-2	Established Post	New Post
Admin Finance Officer	SO1	Established Post	New Post
Admin Assistants	Sc4	Established Post	New Post

<b>Neighbourhood Area</b>	<b>N'hood Mger</b>	<b>Project Officer (PO3)</b>	<b>Project Officer (PO1)</b>	<b>Com Dev Officer (PO1-2)</b>	<b>Admin Finance Officer (SO1)</b>	<b>Admin Assist (SC4)</b>
<b>Tottenham &amp; Seven Sisters Neighbourhood</b>	<b>1</b>	<b>1.5</b>	<b>1</b>	<b>2</b>		
<b>West Green &amp; Bruce Grove Neighbourhood</b>	<b>1</b>	<b>1</b>	<b>0.5</b>	<b>1</b>		<b>1</b>
<b>Wood Green &amp; Noel Park Neighbourhood</b>	<b>1</b>	<b>1</b>		<b>1</b>		
<b>Harringay &amp; St. Ann's Neighbourhood</b>	<b>1</b>	<b>0.5</b>	<b>1.5</b>	<b>1</b>		
<b>Northumberland Park &amp; White Hart Lane Neighbourhood</b>	<b>1</b>	<b>1.5</b>	<b>1</b>	<b>1</b>		<b>1</b>
<b>Crouch End, Hornsey &amp; Stroud Green Neighbourhood</b>	<b>1</b>		<b>0.5</b>	<b>1</b>		
<b>Muswell Hill Neighbourhood</b>	<b>1</b>		<b>0.5</b>	<b>1</b>		
<b>Pooled admin, support and finance</b>					<b>3</b>	
<b>Total</b>	<b>7</b>	<b>5.5</b>	<b>5</b>	<b>8</b>	<b>3</b>	<b>2</b>

<b>NRC Buildings Management</b>			
Site Manager	Sc5	Established Post	No Change
Assistant Site Manager	Sc3	Established Post	No Change

NB Where 0.5 fte is shown this indicates posts that may be shared across more than one neighbourhood area; part time workers or sessional hours.

## Appendix C

Early in the New Year (2006) staff will be invited to express their preference for which neighbourhood they would wish to be considered for in order to facilitate a smooth transition. Although every effort will be made to accommodate these preferences, it will be the role of management to agree and finalise deployment.

<b>Current effected posts pre review</b>	<b>Ring fenced posts</b>	<b>Number of post proposed new Post in New Structure</b>
<b>Pool 1 (PO6)</b> <ul style="list-style-type: none"> <li>• Neighbourhood Assemblies Development Manager</li> <li>• Neighbourhood Manager</li> </ul>	<b>Neighbourhood Manager PO6-7 (Range Grade)</b>	<b>7</b>
<b>Pool 2 (PO3)</b> <ul style="list-style-type: none"> <li>• Project Officer (PO3)</li> <li>• Project Officer (PO3)</li> </ul>	<b>Project Officer (PO3)</b>	<b>5.5</b>
<b>Pool 3 (PO1)</b> <ul style="list-style-type: none"> <li>• Project Officer (PO1)</li> <li>• Neighbourhood Planner</li> <li>• Community Development Officer (PO1)</li> </ul>	<b>Project Officer (PO1)</b>  <b>Community Development Officer (PO1)</b>	<b>5</b>  <b>8</b>
<b>Pool 4 (SO1)</b> <ul style="list-style-type: none"> <li>• Admin Finance Officer (SO1)</li> </ul>	<b>Admin Finance Officer (SO1)</b>	<b>4</b>
<b>Pool 5 (Sc4)</b> <ul style="list-style-type: none"> <li>• Admin Finance Officer (Sc4)</li> </ul>	<b>Admin Assistants (Sc4)</b>	<b>2</b>

## Timetable for Consultation & Implementation

<b>Key Date</b>	<b>Event</b>
July 2005	Informal consultation with leading Members, Residents in the SRB Area Neighbourhoods
Oct 2005	Consultation with Neighbourhood Managers and Staff
22 Nov 2005	Letter and Draft Report to all Staff setting out proposals for reconfiguration of Neighbourhood Management Service
30 November 2005	Management Board
9 December 2005	Deadline for staff and union comments
9 December 2005	Report Deadline
20 December 20005	Executive