Brent Engagement Strategy (BESt) Action Plan 2010

Action	Task	Lead	Start date	End date	Strategic Objective	Rag status
To implement and oversee BESt	To develop shared tool-kit/procedures to implement strategy	MI/OT	-	Sept 10	6	**Red**
	Regularly review BESt		Annual	By Sept 2011	6	**Red**
	Develop an annual BESt Community Workshop	MI/OT	Annual	Due April 2011	1,2,6	**Amber**
To increase community membership of public services and reflect borough profile	Develop a protocol for sharing information amongst different agencies databases				8	**Red**
	Improve equality monitoring of databases	OT/MI	May 2010	ongoing	2	**Amber**
	Recruit more community members onto databases	OT/MI	May 2010	ongoing	1,2,6,7	**Amber**
	Establish single stakeholder database	OT	May 2010	ongoing	5	**Amber**
	Target recruitment according to identified gaps in membership				1,2	**Red**
	Develop and deliver programme to develop community members				1,2	**Red**
To increase knowledge of consultation and engagement events	Co-ordinate consultation and engagement in own agency and with other public organisations in Brent	OT/MI	-	ongoing	3,6	**Amber**
	Develop a joint calendar of events (consultation and engagement)	MI	-	ongoing	4	**Green**
	Publicise calendar of events	MI	-	done	4	**Green**
To increase use of improved technologies	Develop web presence on all agencies web-sites				5	**Red**

Action	Task	Lead	Start date	End date	Strategic Objective	Rag status
	Make use of social networking				5	Red
	Develop email and text alerts for consultations	OT			5	Red
To increase use of community outreach	Improve knowledge of agencies who undertake community outreach				6	Amber
	Develop regular Practitioners Group	OT	-	By Sept 2010	6	Red
To increase effectiveness of meetings	Develop proposal to link area forums to neighbourhoods, partners and elected members. A 'hub' for community issues	OT	July 2010	ongoing	1,2,6	Green
To increase the knowledge of results of consultations	Collate the Feedback Reports within each agency				4	Red
	Collate the Outcome Reports within each agency				4	Red
	Communicate Feedback and Outcomes to other agencies	OT/MI			4	Red
	Communicate Feedback and Outcomes to public	OT/MI	-	ongoing	4	Amber

Rag rating:

Red   Not started

Amber   On going

Green   Completed