

**Table 7-2 – Activity Schedule**

| <b>Task</b>  | <b>Responsibility</b>                | <b>Timing</b>                                | <b>Objectives</b>  | <b>Milestones</b>  | <b>Review of Outcomes</b>  |
|--|--------------------------------------|--|--|--|--|
| <b><u>LMCA PRESENTATION TO GOVERNMENT</u></b>  |                                      |  |  |  |  |
| Present LMCA's new strategic direction to the Regional Manager's Forum (RMF)                         | Local government CEO representatives | 7 <sup>th</sup> December 2005                | Provide the RMF with an initial overview of the future direction for LMCA  | Overview presented and discussed at RMF  | The presentation occurs  |
| Formally present " <i>Partnerships Building the Region's Future</i> " to government                  | LMCA Board                           | During January 2006<br><br>During March 2006 | Present the document, with a clear request for government assistance<br><br>Obtain a commitment for \$100,000 funding to prepare the Regional Communities Plan.<br><br>Obtain a commitment to support and fund the Chair and Executive Officer positions (see below) | Plan presented to government<br><br>Plan funding committed by government<br><br>Operational funding committed by government  | Letter confirming funding commitment received<br><br>Letter confirming funding commitment received   |
| <b><u>BOARD CHAIRPERSON</u></b>  |                                      |  |  |  |  |
| Secure operational funding for the position of Chair (See Section 5.4 )                              | LMCA Board                           | By March 2006                                | Secure funding of \$40,000 pa for at least three years to provide a paid Chair position.   | Funding commitment is received   | A paid position can be advertised and filled   |
| Appoint a suitable Chairperson   | LMCA Board                           | By 1 <sup>st</sup> June 2006                 | Form a nominating committee to manage the process<br><br>Appoint a Chairperson with the necessary strategic and community skills to drive the region forward   | Position description prepared<br><br>List drawn up, possibly supplemented by advertising<br><br>Candidates and referees interviewed<br><br>The Chairperson is chosen and elected to the Board  | The Chairperson is chosen and commences work on June 1 <sup>st</sup> 2006<br><br>The Chairperson's achievements will be described in the Annual Report         |
| <b><u>BOARD REVIEW</u></b>   |                                      |  |  |  |  |
| The LMCA Board transitions to new membership (See Section 5.3)                                       | LMCA Board and Partners              | By 1 <sup>st</sup> June 2006                 | LMCA has a Board with the specific strategic skills to deliver the identified regional priorities and outcomes   | The Board and Partners review the Board membership to determine skill gaps (if any)<br><br>If necessary, a Board election is held to improve the combined skills of members<br><br>The new Board co-opts Partner representatives who can assist it meet its strategic priorities | Board effectiveness will be demonstrated by the Alliance delivering agreed outcomes for its communities. These outcomes will be described in the Annual Report |
| <b><u>EXECUTIVE OFFICER AND SUPPORT FUNCTIONS</u></b>  |                                      |  |  |  |  |
| Secure operational funding for an Executive Officer and support functions (See Sections 5.5 and 7.4) | LMCA Board                           | By March 2006                                | Secure funding of approximately \$315,000 pa for five years  | Funding commitment is received   | A funded structure is put in place   |

| Task   | Responsibility   | Timing  | Objectives  | Milestones   | Review of Outcomes  |
|--|--|---|---|--|---|
| Appoint a suitable Executive Officer   | LMCA Board   | By 1 <sup>st</sup> July 2006  | Appoint an Executive Officer with the necessary skills to implement Board policy and strategies   | Position description prepared<br>Position advertised<br>Candidates and referees interviewed<br>The Executive Officer is chosen. If timing allows, the new Chair should play a lead role in this decision | The Executive Officer is chosen and commences work on 1 <sup>st</sup> July 2006<br>The effectiveness of the Executive Officer will be regularly reviewed by the Board<br>The achievements of the Executive Officer will be described in the Annual Report |
| Appoint support personnel, locate the Alliance office, and install processes and functions | LMCA Board and Executive Officer                         | By August 2006  | Appoint suitable support staff, and ensure that the Alliance secretariat can function effectively   | Position descriptions prepared<br>Positions advertised<br>Candidates and referees interviewed<br>Support staff chosen<br>Office premises located<br>Support functions installed                          | The Alliance office is fully operational by 31 <sup>st</sup> August 2006<br>The effectiveness of the office will be regularly reviewed by the Board   |
| <b><u>THE REGIONAL COMMUNITIES PLAN</u></b>  |  |   |   |  |   |
| Prepare the Regional Communities Plan (See Section 5.2)                                    | LMCA Board and a consulting team                         | Commence in April 2006, for completion by 1 <sup>st</sup> July 2006 | Prepare a Plan which clearly defines the region in 2006, identifies issues that will shape the future, and provides the broad short, medium and long-term strategies for the future | Brief designed, agreed and advertised<br>Consulting team chosen<br>Regional Communities Plan completed   | The Regional Communities Plan is completed and made available to government and the regional community  |
| <b><u>IDENTIFY PRIORITIES – IMPLEMENT STRATEGIES</u></b>                                   |  |   |   |  |   |
| Determine the region's strategic priorities for the short to medium term                   | LMCA Board   | During July 2006  | On completion of the Regional Communities Plan, the Board will determine the issues that LMCA will address, with government, during the next three to five years                    | RMF Departmental Secretary co-opted to the Board. This person is a key liaison with government<br>Regional priorities and strategies identified, and classified into short, medium and long-term         | A list of short to medium term priorities produced, together with the strategies required to produce acceptable outcomes  |
| Formally present the Regional Communities Plan to government                               | LMCA Board   | August 2006   | Present the document, with a clear request for government assistance for identified regional priorities and strategies,   | Strategic planning with Heads of government departments commences  |   |
| Commence focusing program delivery and resource allocation                                 | LMCA Board, Partners and Heads of government departments | From September 2006   | Alliance Partners and government representatives develop focused programs to achieve priority outcomes  | Service Delivery Teams identified<br>Programs attuned to regional priority outcomes  | Work commences on projects that are clearly driven by the Regional Communities Plan<br>Outcomes are measured against project targets  |

