



## Project Resource Plan

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**Project Name:** NORBITON NEETS PROJECT  
**Sub group:** Employment 16–24 and income maximization  
**Focus Area:** NEETS and Norbiton Workless residents

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### Prepared By

Document Owner(s)	Project/Organization Role
Jill Preston	One Norbiton Secretary

### AIMS:

That all agencies with any input in to the above gather together to agree and take forward a plan which will result in local NEETs and long term workless residents attending a jointly planned event aimed at sourcing the contact details from those in need and thereby providing us with the details we need to move this project forward

### ETHOS:

It is generally understood that there can be no one project with which to crack this nut. However, there is hope that tackled as a joint project ,we can agree a variety of approaches which will combine to make a difference to the workless residents of Norbiton

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### Confidential

Draft plan for Worklessness project.docx  
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## PLAN PURPOSE

Plan Purpose
To co-ordinate resources throughout RBK in order to increase the possibility of long term workless residents and NEETs. finding employment and/or training or apprentice opportunities
This will involve the collaboration of all involved parties who need to agree to meet and agree a multi pronged action plan ( see attached draft)

### 2.41.1 Define Project Team Size

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Project Team
<b>Team to include:</b> One Norbiton representatives from Employment 16-24 and Income Max sub group plus One Norbiton Chair and Secretary CRE Community Action Partnership members including Cllr Penny Shelton, <b>RBK- Neville Rainsford, 14-19 representatives, Cheryl Rowe , Maundy Todd, Jill Darling, Helen Terry, Veronica Storey RBK Project Manager Dean Tyler, ECET – Denise Parry and Tony Willis ,Neil Bedessi,</b>

### 2.41.2 Project Outline

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To co-ordinate all resources within RBK and other strategic partners in order to improve the chances of NEETS and Workless residents to gain employment or seek training which might lead to employment

### 2.41.3 Resources available

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<b>RBK Officers from: ECET, Neighbourhood Management, Strategic Services, Voluntary Sector, 14-19 representatives, Housing.</b>
<b>One Norbiton volunteers</b>
<b>JobCentre Plus officers</b>
<b>Reed Employment/Duo</b>
<b>Kingston University</b>

**KVA**

**Chamber of Commerce**

**Proposed action plan and costs – projected hours**

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Resource Type ( hours /week)	Month 1	Month 2	Month 3	Month 4
<b>One Norbiton</b>	36	20	20	20
<b>RBK departments:</b>				
ECET	20	20	20	20
Family Learning	15	15	15	15
Housing	12	12	12	12
Voluntary Sector	10	10	10	10
Neighbourhood Management	10	10	10	10
CRE Community Partnership	10	10	10	10
14-19 Group	10	10	10	10
<b>Job Centre Plus</b>	20	20	20	20
<b>Kingston University</b>	10	10	10	10
<b>Reed</b>	20	20	20	20
<b>Community on Thames</b>	20	20	20	20
<b>Chamber of Commerce</b>	10	10	10	10

To be completed once plan is underway

**2-51.4 Define the Project Team**

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**Define the Project Team**

One Norbiton Strategic Partners - RBK, NHS, Kingston University, Police, Chamber of Commerce, KVA

One Norbiton Company & Forum - ON  
Directors > C Forum > SUB GROUPS

COMMUNITY Action Partnership - Neighbourhood management, Reed, Neil Bedessi, Maundy Todd,

**2-61.5 Initial Planner**

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That all of the above agencies meet to agree one or more events which will identify those in need of support to find their way out of Worklessness.

Given the current administrative restrictions it seems likely that the most effective way forward will be for Job Centre Plus to mandate the Norbiton residents who have been identified as those likely to benefit from this project to attend an event held in Guildhall

Those involved need to meet and discuss key actions which will result in capturing the data needed to maximize the number of workless residents who will benefit from this intervention

## 2.71.6 NEXT STEPS

### Suggestions

- That a date and time be agreed for this event
- That the event be planned in such a way to ensure that the targeted audience receives maximum benefit
- That One Norbiton representatives agree a plan which will initiate a data base of those in need of help and support .
- That all other participants discuss how best to work in partnership to maximize the benefit of those needing support

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## 42 APPENDICES

### 4.12.1 Project Resource Plan Section – this section asks for those involved to outline their planned involvement and desired outcomes

- One Norbiton
- RBK
- Community Action Partnership
- Job Centre Plus incl 14-19
- Neighbourhood Management
- Voluntary Sector/KVA
- Chamber of Commerce
- Kingston University

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### 2.2 DRAFT EVENT PLANNER FOR INITIAL EVENT

