

Action Plan

Aim 1: To establish a functioning group				
Ref	Objective	Action	Target Date	Progress
1.1	Agree our Mission and Objectives	Prepare and agree the Mission paper Review	14/05/2018 End Oct 2018	Completed
1.2	Appoint officers	Elect/appoint officers Review	30/06/2018 End April 2019	
1.3	Seek appropriately skilled members (if required)	Hold recruitment event targeting specific roles	31/08/2018	
1.4	Set up Sub Groups and agree their scope	Young Persons Mapping Funding/Finance	16/03/2018 16/03/2018 End June 2018	Set up Set up/proposal circulated actions agreed
Aim 2. Establish Charitable Status				
2.1	Review options	Prepare proposal for Group discussion Agenda item for June 2018 meeting	May 2018 June 2018	Completed/proposal circulated
2.2	Prepare our submission	Agree our "charitable purpose" Appoint Trustees Write our governing document Submit to the Charity Commission Target for approval as a Charity	End June 2018 End Augt 2018 End June 2018 End Dec 2018 April 2019	Draft circulated 05/18

Aim 3. Establish How we will be Funded				
3.1	Funding Sub Group Report	Review report from Funding Sub Group and agree actions	30/10/2018	
3.2	Establish appropriate banking arrangements	Establish appropriate banking arrangements	30/11/2018	
3.3	Set up and approve a budget	Set up budget plan for 2018/2019 Revise as required	30/10/2018	
Aim 4. Active Projects				
4.1	Prepare & Implement Young Persons Action Plan	Review Sub Group proposals and agree actions	31/09/2018	In Progress
4.2	Map Land of Oak and Iron Area Activities	Sub Group to set protocols & set scope Enlist volunteers Locate a "home" for the project	25/06/2018 30/09/2018 25/06/2018	
4.3	Land of Oak and Iron Film	Project completed	14/05/2018	Completed