

## **Neighbourhood Board and Forum Good Practice Guide Key Points**

### **Neighbourhood Board**

Neighbourhood Boards act as a focus for discussion, negotiation and agreement between service providers and residents on the delivery, co-ordination and monitoring of services. They are responsible for ensuring quality services are delivered in the neighbourhood and to enable local people, service providers and Councillors to work together for the benefit of their neighbourhood.

#### **Membership:**

- Guide of a maximum of 20 people.
- One third of the membership required for quorum
- 3 ward councillors
- Up to 7 partner organisations' representatives. These can include:
  - Derbyshire Fire and Rescue,
  - Derbyshire Police,
  - Derby City Council,
  - Derby City Primary Care Trust,
  - Derby Homes,
  - Registered Social Landlords / Housing Associations,
  - Derby Community Network
  - Local Businesses / Sole Traders.
- Up to 10 Resident and community group representatives of which at least 50% must be local residents.

#### **Key Tasks:**

- To consult, involve and engage local residents; voluntary and community groups; businesses, services and partner organisations
- Produce a neighbourhood plan and profile
- Produce an annual neighbourhood agreement
- Manage and monitor the implementation of the Neighbourhood Agreement
- To hold all partners within the neighbourhood, residents, public agencies and service providers accountable under the Neighbourhood Agreement.

- Increase and improve local community involvement in the neighbourhood and to involve and engage residents in improving their neighbourhood.
- Link with the Derby City Partnership and the local neighbourhood.
- Enforcement work and its procedures within the neighbourhood.
- Neighbourhood based petitions.

#### **Meetings**

- At least 4 per year. Not necessarily public meetings.
- Facilitated by the Neighbourhood Manager**

### **Neighbourhood Forum**

#### **Meetings:**

- At least 4 per year within ward
- Open to all residents in the neighbourhood
- Key local agencies and Board members should attend

#### **Purpose**

- Discuss and raise concerns at a local level
- Help identify and agree key priorities for action.
- Enable involvement and participation of residents

**Facilitated by the Neighbourhood Manager**