

PROGRAMME GUIDANCE

Forming an Invest Local decision-making group

For Invest Local to work successfully in your area, your community must work out a way of choosing priorities for the programme and making decisions. This will involve setting up a local steering group or panel.

The role of the decision-making group

The role of the group is to run the programme locally. This means:

- Deciding how to consult with the wider community
- Deciding how to publicise the programme
- Developing bids for the Getting Going money and choosing a Getting Going Fundholder to manage that money
- Agreeing how they are going to work together and what rules they will put in place to make them effective
- Agreeing how they will work with external bodies and what relationships they will try to build (or make even stronger)
- Deciding on the priorities for the programme (after consultation with the community) and how the Invest Local money can be spent

Who should be in the group?

There are no set rules for who needs to be in the group. If you live in a community where there are lots of active local groups, you might choose to set up a formal steering group, with each local group formally represented.

Or you may decide to keep the group open, so that anyone who wants to can come along to the meetings.

If you have identified a Getting Going Fundholder, there should be a representative from this organisation in the group.

Some communities may choose to involve other organisations in the group, such as local authorities or housing associations. They might formally attend each meeting, or just get involved when relevant issues come up. Each community can make their own decisions on this.

Setting ground rules

Setting up an Invest Local group in your community might not be straightforward. You will be running the programme, getting to know each other and learning to work together all at the same time.

It is useful to set up some basic rules of working, including 'ground rules' about how people behave in meetings, and appointing a Chair (or rotating Chair).

As the programme develops, organisations and individuals who are part of the group may be delivering part of the Driving Change plan or receiving some of the funding. Before this stage, you will need to develop a conflict of interest policy – we can advise you on how to do this.