

Introduction for LINK Work Plan item at Nov IE meeting

At previous IE meetings there has not been time to consider the LINK Work Plan in detail. However the Host and MAC have continued to develop this document so that it will in future incorporate all LINK work. It should include all work undertaken by the IE/Executive, by sub groups, by any other individuals or organisations delegated to act on behalf of the LINK Executive, and by the Host and MAC.

However the Work Plan is very abbreviated in order to get a lot of information onto as few pages as possible. IE members may feel that it is written in such brief terms that it will not be easily understood by IE members or by LINK members who will see the Work Plan on the website.

The Work Plan covers a period of three months – the attached version is September to December 2008. Previous work is covered in reports to the IE and in two monthly reports from the Host to the Council. The Aug/Sept report is being drafted now and any additional work items will be added to the Work Plan. By the time the IE report to the Public Meeting in December, the Host will have prepared the Oct/Nov report.

Generally speaking work items which are discussed at Sub Groups will be put to the IE/Executive as a recommendation for agreement but on occasions a Sub Group may be delegated to take decisions. Under both circumstances, any agreed work must be added to the Work Plan.

The final columns referring to resources only currently include external MAC resources paid out of the Host budget or the Disbursement budget. However in the future it is hoped that Executive Committee, sub Group and WCA staff resources can also be included.

It is intended that this is a “living” plan that will develop and change as LINK work develops and progresses.

It is hoped that the combination of Work Plans and Reports to the IE and Council can form the basis of an overall Report to the Public meeting on 15 December.

The IE is asked to consider whether the Work Plan

- is clear to IE members
- will be clear enough for ordinary LINK members who have not been involved in discussion or if a simpler summary version is need
- contains all current work
- Can be kept up to date by all the different Committees and individuals working on it and how can this best be done.

VM 17 November 2008