

CONSORTIA DEVELOPMENT FUND

INFRASTRUCTURE BUSINESS PLAN 2008-11

Consortium Name: Wandsworth Consultation Panel

Area of Benefit: London Borough of Wandsworth

Lead Body: WVSDA

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Summary of Consortium Infrastructure Business Plan 2008-11:**Vision and Mission**

To bring together representatives of local key public sector bodies and voluntary sector organisations to promote and support the economic, social and educational prosperity of the borough by building the capacity and infrastructure of the local voluntary and community sector in response to identified need.

Main outcome	Timeframe
Consortium Development	2008-09
Establishment of VCS forums and networks	2008-09
Employee volunteering programme	2009-10
Pilot Mentoring scheme matching businesses and VCS organisations	2009-10
Policy presentations and briefings	2008-09-10-11
Small groups support	2009-10-11
Roll out of Governance Framework to VCS groups	2009-10-11
Quality standards and PQASSO support	2008-09-10-11
ICT technical support	2008-09-10-11
HR technical advice	2009-10-11
Law Centre Connect	2008-09-10-11
WVSDA renewed marketing materials and website	2008-09
NAVCA quality award	2008-09
Health and Social Care consultation	2009-10-11
Pilot delivery of accredited learning	2009-10-11
Delivery VCS core training programme	2008-09-10-11
Re establishment Compact Steering GP	2008-09
Commissioning and procurement training	2008-09-10-11

Influencing the local policy agenda skills development	2009-10-11
Fundraising workshops	2008-09-10-11
Premises feasibility and implementation	2008-09-10
Volunteer training programme	2008-09-10-11
Volunteering support programme	2008-09-10-11

What are the aims and objectives of the Consortium?

The Wandsworth Consultation Panel is co coordinated by WVSDA and brings together representatives of local key public sector bodies and voluntary sector organisations with the main aim of promoting, and supporting the economic, social and educational prosperity of the borough by building the capacity and infrastructure of the local voluntary and community sector.

It seeks to sustain existing and develop new high quality and cost effective support and development services for local voluntary and community groups in response to identified needs and in relation to local partnership plans to meet the needs of the most disadvantaged local communities.

The main objectives of the Consortium are

Consortium Development

To enable the continuous improvement and enhance the governance and effectiveness of the Consortium by improving its membership to better reflect the diversity of the sector and achieve a higher level of commitment from all public sector partners.

Collaboration

To review existing networks which include a Policy and Advocacy Forum and Training Network and develop a Health and Social Care Network and BME Forum and ensure all have clear roles and purpose and enable shared learning, information exchange, joint working and identification of local needs and gaps in services.

To develop stronger and more effective relationships with the local chamber of commerce and local businesses for mutual benefit

Performance Improvement

To enhance voluntary and community sector (VCS) awareness of national, regional and local policy developments and its active participation in local decision making and pro active engagement with the local commissioning and procurement agenda

To improve awareness and best practice across the VCS and especially for small groups in relation to the key areas of governance, business planning, performance management and quality standards through a range of training and individual organisational development support

To ensure access for the VCS to affordable support and development services including information, HR, ICT and Law.

To Improve and effectiveness, efficiency and sustainability of WVSDA through a process of continuous improvement demonstrated through its achievement of a range of quality standards and through attracting additional funding to support the full range of infrastructure development activities

Workforce Development

To develop access to accredited training opportunities for the VCS and deliver a wide range of training and development opportunities to up skill voluntary and community organisations and individuals volunteers.

Financing and voluntary and community activity

Review and actively promote the implementation of the principles of the Wandsworth Compact across all public funders and the VCS particularly in relation to the commissioning agenda and support VCO's to make strategic links between their services and the planning process of the public funders and actively encourage public funders to make links between VCS services and their own targets

Guide and assist the VCS to access the widest range of sources of funding including income generating activities to support their work.

Premises

Secure a fully accessible Resource Centre for the sector that will offer start up space for small and emerging groups and comprehensive training facilities.

Volunteering

Extend and Expand volunteering opportunities and placements particularly for the most disadvantaged individuals through sustaining existing and developing new services

Support the VCS in achieving best practice in managing volunteers.

Please provide evidence of 3rd sector frontline need

Evidence of the front line needs this plan aims to address is drawn primarily from Wandsworth's 2005 Change Up Plan which addressed the support needs of the voluntary and community sector as identified through extensive local research set out in

- Report on the support needs of voluntary & community organisations and options for an organisational model, EAGLES Consultancy, August 2004
- Support for Delivery: Making a step change in the voluntary sector infrastructure provision Wandsworth, Community Participation in Urban Renewal, September 2004

In addition the London Borough of Wandsworth's annual survey of the sector in 2007 reached over 200 local groups who stated that their greatest support needs are funding, HR and premises.

A wide range of national and regional policy documents also provide evidence of third sector needs and have been referenced in developing this plan. These include.

- Local Government White Paper 2006
- National and Local Compacts
- Capacity Builders Strategy – Destination 2014
- Third Sector Strategy for communities and Local Government 2007
- The Institute for Volunteering Research and Volunteering England – Volunteering Works September 2007
- Hearts and Minds – Commissioning from the Voluntary Sector – Audit Commission July 07
- The London Regional Consortium sub groups on equalities, neighbourhoods, Olympics, and premises

What are the outcomes and long terms changes that your Consortium intends to bring about?

Focussed, effective, highly participative and developmental VCS networks, forums and Change Up Consortium in place influencing and impacting upon local and sub regional planning and decision making

Robust partnership with the business sector evidenced through effective employee volunteering scheme and other examples of partnership work.

VCS much more aware of national and local policy changes and actively engaged with and influencing local planning, policy, service development and commissioning

50% VCS groups with business plans and related funding plans

Majority of local groups particularly small groups accessing affordable high quality HR, ICT, training and accountancy technical support services and functioning more effectively and efficiently

12 groups a year implementing quality governance framework leading to effective governance arrangements for those groups

VCS workforce up skilled through learning programmes reaching at least 100 individual VCS employees and volunteers per annum with opportunities in place for both to access accredited training.

40% local groups achieving level 1 PQASSO quality standard

30% local groups more sustainably funded with more diverse income streams including income generation activities

Compact implemented across all statutory partners

A further 1000 people engaged in volunteering (80 of whom will have mental health needs) each year over the next three years

WVDA more sustainably funded through additional contracts with public sector bodies and charitable grant givers and a range of income generating initiatives

NAVCA award, PQASSO level three and Investing In Volunteers achieved by WVSDA

Reduced unemployment and crime as a result of disadvantaged communities and particularly ex offenders accessing family learning opportunities

Public sector Commissioning and procurement framework in place in line with Audit Commissions Hearts and Minds Report recommendations with regard to third sector

Please provide a summary description of the **projects** identified and match against stated **objectives**:

Objective	Project
<p>1.To enable the continuous improvement and enhance the governance and effectiveness of the Consortium by improving its membership to better reflect the diversity of the sector and achieve a higher level of commitment from all public sector partners.</p>	<p>1. Consortium Development</p>
<p>2. To review existing networks which include a Policy and Advocacy Forum and Training Network and develop a Health and Social Care Network and BME Forum and ensure all have clear roles and purpose and enable shared learning, information exchange, joint working and identification of local needs and gaps in services.</p>	<p>1. Establishment of forums and networks</p>
<p>3. To develop stronger and more effective relationships with the local chamber of commerce and local businesses for mutual benefit</p>	<p>1. Employee volunteering</p> <p>2. Pilot Mentoring scheme matching businesses and VCS organisations</p>

<p>4. To enhance the VCS awareness of national, regional and local policy developments and its active participation in local decision making and pro active engagement with the local commissioning and procurement agenda</p>	<p>1. Policy bulletins, briefings and presentations to VCS</p>
<p>5. To improve awareness and best practice across the VCS and especially for small groups in relation to the key areas of governance, business planning, performance management and quality standards through a range of training and individual organisational development support</p>	<p>1. Small groups support</p> <p>2. Roll out Governance Framework to VCS groups</p> <p>3. Making sense of the quality standards agenda PQASSO support</p>
<p>6. To ensure access for the sector to affordable key support and development services including information, HR , ICT and Law</p>	<p>1. ICT technical support</p> <p>2. HR legal advice</p> <p>3. Connect to SWL Law Centre</p>
<p>7. To Improve and effectiveness, efficiency and sustainability of WVSDA through a process of continuous improvement demonstrated through its achievement of a range of quality standards and through attracting additional funding to support the full range of infrastructure development activities</p>	<p>1. Marketing materials and website development</p> <p>2. NAVCA quality award</p> <p>3. Health and Social Care consultation with young people and other hard to reach groups</p>

<p>8. To develop access to accredited training opportunities for the VCS and deliver a wide range of training and development opportunities to up skill voluntary and community organisations and individuals volunteers particularly in relation to equalities and diversity</p>	<ol style="list-style-type: none"> 1. Explore options for and pilot delivery of Accredited learning 2. Plan and deliver core training programme in include governance, finance, ICT, volunteering and management development skills
<p>9. Review and actively promote the implementation of the principles of the Wandsworth Compact across all public funders and the VCS particularly in relation to the commissioning agenda and support VCO's to make strategic links between their services and the planning process of the public funders and actively encourage public funders to make links between VCS services and their own targets</p>	<ol style="list-style-type: none"> 1. Re establish Compact Steering Group as part of Consortium 2. Commissioning and procurement training 3. Influencing the local policy and planning agenda skills development
<p>10. Guide and assist VSC to access the widest range of sources of funding including income generating activities to support their work.</p>	<ol style="list-style-type: none"> 1. Fundraising workshops
<p>11. Secure a fully accessible Resource Centre for the sector that will offer start up space for small and emerging groups and comprehensive training facilities.</p>	<ol style="list-style-type: none"> 1. Feasibility work and implementation plan

<p>12. Extend and Expand volunteering opportunities and placements particularly for the most disadvantaged individuals through sustaining existing and developing new services</p> <p>Support the VCS in achieving best practice in managing volunteers.</p>	<p>1. Volunteer training programme</p> <p>3. Best practice in volunteering support programme</p>
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Please provide details of research into any similar or related services or projects provided by other organisations:

Sub regionally the Central London Consortium of which WVSDA is a member has undertaken research into workforce development, premises and commissioning and local activity will be planned with this in mind to ensure activities are co-ordinated and complementary to those planned and provided sub regionally.

Work of the national hubs particularly in relation to governance has informed this plan

Other relevant research includes

- The Institute for Volunteering Research and Volunteering England – Volunteering Works September 2007
- Hearts and Minds – Commissioning from the Voluntary Sector – Audit Commission July 07
- The London Regional Consortium sub groups on equalities, neighbourhoods, Olympics, and premises

What are the key targets that you plan to achieve within each of the three years?

Year	Project	Target
2008 – 2009	Consortium development	Additional 6 representatives of voluntary sector and representatives from all local public sector bodies regularly attending meetings Revised terms of reference
2008-9	Establishment of BME and Policy and Advocacy Forum	Forums established with clear terms of reference
2009-10	Establishment of Health and Social Care Network	Forum established with clear terms of reference
2009-10-11	Employee volunteering	Scheme established and at least 40 employee volunteers placed each year
2009-10	Pilot Mentoring scheme matching businesses and VCS organisations	Pilot Mentoring scheme established
2010-11	Pilot evaluated and forward plan developed	Mentoring scheme evaluation and forward plan
2008-9-10-11	Policy bulletins, briefings and presentations	Policy officer appointed Monthly policy briefings 4 policy presentations per annum to relevant forums/networks

2008-9	Small groups support	Secure funding for small groups worker post
2008/9/10/11	Roll out Governance Framework to VCS groups	Reaching 12 groups per annum
2008/9/10/11	Making sense of the quality standards agenda PQASSO support	2 events per annum and 12 groups supported per annum with PQASSO
2008/9	ICT technical support	Secure funding to sustain Superhighways service
9/10/11	Deliver ICT support service	Delivery of service to minimum 40 groups per annum
2008/9	HR legal advice	Publish monthly HR update as part of newsletter
2008/9		Investigate HR technical service and funding options
2009/10/11		Establish HR service to reach 20 groups per annum
2008/9/10/11	Law Centre Connect	Signpost 5 groups per annum
2008/9	WVSDA Marketing materials and website development	Relaunch website and marketing materials
2008/9	NAVCA quality award	Achieve award
2008/9	Explore options for delivery of Accredited learning	Options report
2009/10	Pilot accredited learning delivery	Accredited training (AT) to reach 30 individuals

2010/11	Roll out pilot	Annual AT programme
2008/9/10/11	Plan and deliver annual training programme in include governance, finance, ICT, volunteering and management development skills	Delivery of 10 training events per annum
2008/9	Re establish Compact Steering Group as part of Consortium	Compact Steering group established as part of Change Up Consortium
2008/9	Commissioning and procurement training	Delivery plan in place and one workshop delivered
2009/10/11	Influencing the local policy and planning skills development	Programme of training events delivered
2008/9		One workshop planned and delivered
2009/10	Bi annual fundraising workshops	Workshop evaluated and future delivery reviewed
2008/9/10/11		2 workshops delivered per annum
2008/9	Premises feasibility work and implementation plan	Identification of alternative premises and funding plan in place
2009/10		New premises secured
2009/10/11	Volunteer training programme	Reaching 220 individual volunteers per annum
2008/9/10/11	Best practice in volunteering support	Reaching 135 groups a per annum

Please provide a risk assessment of the business plan: [including how risks will be contained and mitigated]

Description of risk	Impact	Probability	Existing controls and action required to mitigate the risk	Lead responsibility
Lack of interest/capacity from sector to participate in forums	Loss of opportunity for collaboration , shared learning and local influence	Low	Staff focus and targeted activity	WVSDA Policy Officer
Training and event targets not met	Planned level of organisational and skills development not achieved	Low	Realistic plans and targets set including effective promotion and targeting	WVSDA development staff
Fundraising targets not met	Planned services not delivered	Medium	Realistic fundraising plan in place with contingencies	CEO WVSDA
Personnel changes	Delays	Medium/high	Recruitment policies and procedures use of interim staff	CEO WVSDA

Appendices

1. Milestones and targets for what will be achieved within a set timetable*
2. Which organisations are likely to manage and/or lead the projects?
3. Summary of how the organisations will monitor the outputs and outcomes*
4. Summary of consortium costs showing aggregate costs for identified projects
5. Estimated staff requirements [including the skills of main people involved in the projects]
6. Summary of a fund-raising plan with important dates*
7. Summary of a marketing plan with important dates*
8. Consortium structure
9. Track record of delivering similar projects
10. Summary of the consortium membership