

Report of SBVS to the meeting of Shipley Area Committee to be held on 19 October 2016

Subject:

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**VOLUNTARY AND COMMUNITY SECTOR SUPPORT: A SUMMARY OF ACTIVITIES
2015/16**

Summary statement:

This report summarises the activities of Shipley and Bingley Voluntary Services and how they are contributing to addressing priorities within ward plans in the Shipley Area

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Portfolio:

Environment, Sport and Culture

Overview & Scrutiny Area:

Environment and Waste Management



1. SUMMARY

- 1.1 This report summarises the activities of Shipley and Bingley Voluntary Services and how they are contributing to addressing priorities within ward plans in the Shipley Area.

2. BACKGROUND

- 2.1 Shipley and Bingley Voluntary Services was formed in May 2008 when Bingley Voluntary Action merged with Shipley Council for Voluntary Service. Both organisations had been in existence for over 25 years.
- 2.2 Appendix A gives a summary of the activities of SBVS during 2015/16.
- 2.3 Appendix B shows the annual report of development and support activities for voluntary and community groups in the Shipley area.

3. OTHER CONSIDERATIONS

- 3.1 No considerations.

4. FINANCIAL & RESOURCE APPRAISAL

- 4.1 The funding for the voluntary and community sector development and support comes from two commissions from the Council: firstly, the VOSO contract through the Neighbourhood Service, and secondly, as part of the BISON consortium, co-ordinated by Bradford CVS.

5. RISK MANAGEMENT AND GOVERNANCE ISSUES

- 5.1 No significant risks.

6. LEGAL APPRAISAL

- 6.1 There are no legal implications arising from this report.

7. OTHER IMPLICATIONS

7.1 EQUALITY & DIVERSITY

- 7.1.1 Voluntary and community organisations meet the needs of all sections of the community, particularly those in need of additional support. Active and well-managed voluntary and community groups can play a significant contribution to tackling deprivation and disadvantage in our communities.

8.2 SUSTAINABILITY IMPLICATIONS

- 8.2.1 Voluntary and community organisation often struggle to achieve adequate levels of funding and support. These organisations are required to work in a highly professional and regulated fashion and the provision of advice, guidance, and training is often needed if the work of these organisations is to be sustainable. These organisations also play a major role in providing local services for local people to meet local needs. SBVS plays an important “umbrella” and co-ordinating

role in addition to the information and advice offered to voluntary and community organisations.

8.3 GREENHOUSE GAS EMISSIONS IMPACTS

8.3.1 No implications.

8.4 COMMUNITY SAFETY IMPLICATIONS

8.4.1 No implications.

8.5 HUMAN RIGHTS ACT

8.5.1 No implications.

8.6 TRADE UNION

8.6.1 There are no Trade Union issues arising from this report.

8.7 WARD IMPLICATIONS

8.7.1 The information in this report is relevant to all Wards in the Shipley Area.

8.8 AREA COMMITTEE WARD PLAN IMPLICATIONS

8.8.1 The work of SBVS contributes significantly to the priorities within the Ward Plans for the Shipley Constituency.

9. OPTIONS

9.1 This report is presented primarily for information and in order to provide information that might assist the delivery of the Shipley Constituency Ward Plans.

10. NOT FOR PUBLICATION DOCUMENTS

10.1 None.

11. RECOMMENDATIONS

11.1 That the Shipley Area Committee notes the information provided about the work of Shipley and Bingley Voluntary Services which has contributed to addressing the priorities within the Shipley Constituency Ward Plans and to supporting a wide range of voluntary and community organisations across the Shipley Constituency.

12. APPENDICES

12.1 Appendix A: Shipley and Bingley Voluntary Services – a Summary of Activities 2015/16

12.2 Appendix B: Shipley and Bingley Voluntary Services – annual report of development and support activities for voluntary and community groups in the Shipley area.

13. BACKGROUND DOCUMENTS

- 13.1 Document 'Y' Voluntary and Community Sector Support: A Summary of Activities 2011/2012, 19 September 2012.
- 13.2 Document 'AF' Voluntary and Community Sector Support: A Summary of Activities 2012/2013, 30 October 2013.
- 13.3 Document 'AC' Voluntary and Community Sector Support: A Summary of Activities 2013/2014, 29 October 2014.
- 13.4 Document 'AE' Voluntary and Community Sector Support: A Summary of Activities 2014/2015, 27 January 2016.

**ShIPLEY & Bingley
Voluntary Services**

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Appendix A

Report to Shipley Area Committee – 19th October 2016

Shipley & Bingley Voluntary Services – a summary of activities 2015/16

1. Shipley & Bingley Voluntary Services (SBVS)

SBVS was formed in May 2008 when Bingley Voluntary Action merged with Shipley Council for Voluntary Service. Both organisations had been in existence for over 25 years, supporting voluntary and community groups in Shipley constituency.

SBVS is a registered charity and a company limited by guarantee. In addition to its local development and support role (helping voluntary and community groups) SBVS also provides a range of services to the local community as follows:-

2. Support given to older people in Bingley and district

Day care

We provide social day care for older people at Cardigan House (Mondays and Thursdays) and Thornton (Mondays).

Luncheon club

A coffee morning and luncheon club run each Thursday at Little House. For the past year Damart has funded four hours of staff time for the management and co-ordination of volunteers, which has made a big difference.

Sunday Lunch

Local company, Feature Radiators sponsors the monthly Cardigan House Sunday Lunch, which attracts up to 20 older people.

Bingley wellbeing project

Funded by City of Bradford Metropolitan District Council (Public Health), this project aims to help older people improve their physical health and gives nutritional information to older people in Bingley. We provide a range of services such as:

- Shopping trips with nutritional messages
- Wellbeing drop in activities with nutritional messages
- Six-week cook and eat courses
- Seated and standing gentle exercise to music

156 older people in Bingley have attended one or more of these services over the past twelve months. Attendees state they have benefited and have made some positive changes to their diet.

ShIPLEY Area Links

This Lottery-funded befriending project is a partnership between SBVS and the HALE Project. Shipley Area Links recruits volunteers to visit older people in Shipley and Bingley central neighbourhoods and Cottingley, who are suffering from loneliness and isolation. The aim is to improve mental health and overall wellbeing and to connect older people into activities wherever possible.

The Citizen Advocacy service, launched in August 2013 as an expansion of the Shipley Area Links befriending scheme. Befriending service users are able to access an advocacy service that enables them to remain independent in their own home, access resources previously not available to them as well as help with other issues such as advocacy representation at meetings.

This service is unique in that older people who access our service will not be eligible for advocacy support elsewhere in Bradford unless they have a specific health issue i.e. mental health or a learning disability. This programme was funded through the Big Lottery Fund Reaching Communities programme until July 2016 and we are pleased to confirm that we have been successful in securing continuation funding for another three years (to September 2019).

3. Support given to younger people in Bingley and district

Bingley youth café

In March 2016 Bingley youth café, a project funded through the Big Lottery, Reaching Communities programme completed its fifth year. The number of service users registering with Bingley youth café last year was 800 young people. This figure reflects the number of young people who have attended the youth café on one or more occasions and registered as a member.

We have been able to provide access to professional support and guidance to over 430 young people through a range of activities including a sexual health drop in, cook and eat sessions and careers guidance. Young people develop through gaining recorded outcomes. This is a record of a movement of learning made at the end of each session by workers for individual young people who have participated well, or some movement has been made. The figure for young people achieving a recorded outcomes was 552 by the end of the final year.

Unfortunately we were unable to secure further Lottery funding for this partnership project (including the West Yorkshire Police, Youth Service, Elected Members and the Shipley Area Coordinators Office) and therefore the project ended in February 2016.

Fortunately a new phase for the Youth Café began when Shipley Area Committee accepted a proposal for it to become the Bingley base for CBMDC Youth Service. This ensured that young people can continue access provision in Bingley. SBVS is working in partnership and is able to employ Paula Stone on a part-time basis to provide additional support to the youth café and co-ordinate the development of funding proposals for potential partnership projects.

4. Support to groups in the Shipley area

Appendix B details the development and support activities provided to groups in the Shipley constituency this year by staff at SBVS, funded through the Infrastructure Commission.

Despite a 22% cut in Infrastructure Commission funding for SBVS at the start of the new contract, we have been able to support 45 groups working in the Shipley constituency with a good geographical spread across different wards.

5. Voluntary and Community Sector Infrastructure Support 2015 to 2017

This includes 5 strands:

1. VCS Information
2. VCS Voice and Influence
3. VCS Engagement, Support and Development
4. Volunteering
5. Active Giving

VCS Information - provides reliable and accessible information to groups in the most effective way possible. This includes:

- supporting the DIVA Bradford database, making core contact details available to other relevant partners, including the Council itself
- maintaining the funded website which provides important information on funding available to groups
- maximising self-serve for groups, an important aspect of delivering support with a reduced budget

VCS Voice and Influence - representation for local voluntary organisations and community groups - developing relationships between the public sector and the VCS - engaging with diverse organisations and groups – developing opportunities with Public and private bodies. This includes:

- supporting the Assembly and Forum structure
- supporting equalities work, an important element of the Assembly and Forum structure.

VCS Engagement, Support and Development - This supports general advice related to funding, governance, marketing, dissemination and gathering of information, good practice, evaluation and tendering. This includes:

- provision of training to include the development of skills, effective use of resources and community accountancy
- strong generalist offer of support to groups – particularly new and emerging groups
- a named Voluntary Organisation Support Officer worker within each constituency area who can provide support to groups

We now offer charged for services for both more specialist areas of support and for larger established groups.

Volunteering focuses on encouragement and promotion of volunteering, recruitment and co-ordination.

Active Giving includes support for Bradford District Community Fund, Local giving and Corporate giving. This includes:

- building a stronger relationship between local business and voluntary and community organisations to develop a new resource for the sector

6. Resources available for groups in the Shipley area

Community transport

Our three minibuses (two with disabled access) support our services for older people and are hired out to local voluntary groups. In 2015/16, 41 local groups hired our buses for a total of over 282 trips.

Our community transport has been used to support CBMDC funded services that we deliver, primarily social day care at Cardigan House and Thornton community centre. 30 volunteers drive the minibuses and act as escorts.

We have now received a new minibus from the Department of Transport as well as receiving sufficient funding to replace our oldest minibus.

Community centres

We run two community centres at Cardigan House and Little House which are well used by many local community groups.

7. Collaboration between the CVSs in the Bradford district

On completing a feasibility study, trustees of the three Councils for Voluntary Service in the district, BCVS, KIVCA and SBVS decided to start a journey towards the merger of the three charities. Plans are now in place to work towards merger in April 2017, however all three organisations believe locally-based support to groups is most effective.

Together with Bradford and District Community Empowerment Network (CNet) and Volunteering Bradford the CVSs, members of the Bradford District Infrastructure Partnership make use of all partners' skills, knowledge and experience to maintain locally-based support and a district-wide strategic focus on sustainability.

Coordinating support to community groups through a shared database and joint website are part of the planned improvements we are making through Bradford District Infrastructure Partnership. Innovative projects like these will enable all five charities to deliver integrated services to voluntary and community groups across the district whilst retaining local knowledge and delivery at a constituency level.

P D Stephens
Chief Executive Officer
Shipley and Bingley Voluntary Services
September 2016

Shipley and Bingley Voluntary Services. Development and support activities for voluntary and community groups in the Shipley area.

Annual Report – 2015/16, Sarah Moss

a) Introduction

Major changes to the voluntary organisation support officer role started this financial year:

1. The advice and support to groups part of the role *reduced from 4 days a week to 2.5 days.* (BMDC grant funded)
2. The information management part of the role *increased to 2 days per week.* (BMDC grant funded)

Despite these changes, we successfully:

1. Maintained the number of groups receiving generalist support.
2. Increased the amount of funding information distributed to groups and increased the number of people accessing this information via social media.
3. Started a new mutual support network for volunteers in Shipley constituency with the aim of helping trustees, committee members and other volunteers to feel more informed about finding funding.
4. Began to earn additional income from consultancy work (services paid for by other charities) and set ourselves a target for achieving this to cover 0.5 day per week of staff time that is no longer funded by a BMDC grant.

b) Helping community groups in Shipley constituency – 2.5 days per week

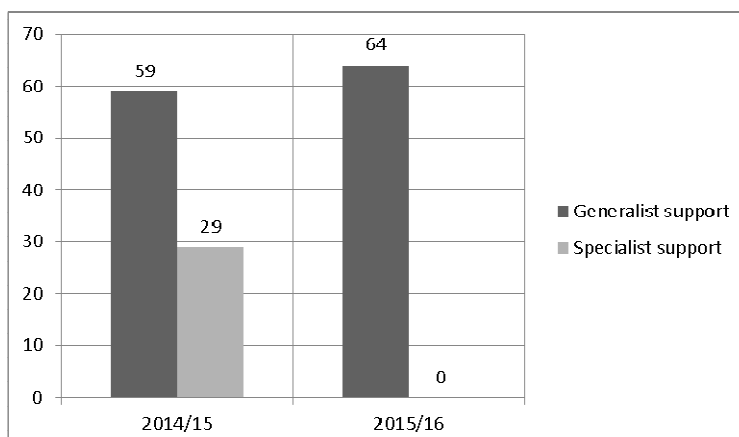
SBVS helps voluntary and community groups to start up, grow and develop. As the needs of groups change over time, we also help groups change, reduce activities or close when needed. The voluntary organisation support officer role involves helping groups with good governance, carrying out organisational health checks and explaining how to raise funding including, but not limited to, applying for grants. Typical enquiries also include questions about employment/ volunteer issues, financial management, marketing and business planning. In Shipley constituency compared with other areas of the district, we are more likely to work with volunteers than paid members of staff.

There are four voluntary organisation support officers working district-wide with staff employed at three charities and working together as a team. In Shipley constituency, Sarah Moss provides help through one-to-one support (phone, email, and outreach), events and network meetings to staff, volunteers and management committee members. Groups are referred to other support and training where appropriate.

BMDC grant funding for *specialist support* ended on 31 March 2015. This had funded one-to-one support with groups around marketing, publicity and in-depth major assists (over 14 hours of support) around funding or business planning. Funding for *generalist support* was continued in 2015/16 but reduced from 3 to 2.5 days.

The reduction in funding is reflected in a reduction of the overall number of groups worked with compared to 2014/15.

Put simply, 2014/15's funding for specialist and generalist work supported 88 groups, 59 of these received generalist support. 2015/16's funding for generalist work supported 64 groups.



Groups supported	2014/15	2015/16
	<i>Specialist & Generalist</i>	<i>Generalist only*</i>
Baildon	10	9
Bingley	16	4
Bingley rural	10	4
Shipley	18	11
Wharfedale	4	3
Windhill & Wrose	9	5
Groups that work district-wide	10	9
TOTAL groups that work in the Shipley area	76	45
Groups that work in other parts of Bradford district	11	19**
TOTAL groups supported	88	64

*Funding for district-wide specialist support ended 31 March 2015.

** Sarah covered enquiries from groups in Keighley Constituency until Chris Barker started in post at KIVCA as voluntary organisation support officer on 29 July 2015.

2 events were organised (Fundraising Friends and Pop Up CVS, Bingley) and **5 community events were supported** by Sarah in 2015/6 including the Saltaire Connected networking/showcase event on Sunday 29 November 2015.

Event case study: Volunteers learning from each other, “Fundraising Friends”

A new mutual support network “*Fundraising Friends*” began on 22 March 2016 with a free workshop held in Baildon for volunteers in Shipley Constituency. Volunteers shared their fundraising tips and experiences and as a result left the meeting feeling more informed about finding funding. Sarah’s role was to facilitate discussions and provide handouts/ links to more information. More sessions were requested and SBVS is committed to organising further meetings every two months in 2016/17. Feedback from groups:

- “Very helpful to meet others and share knowledge/ experience”

- “Made me think about various ways of funding and my responsibilities as a members of a management group”
- “Learned about other people’s experiences – good handouts.”
- “I was a total novice but now feel confident to make applications.”

Working with voluntary & community groups across Shipley constituency.

Baildon ward

1. Baildon Dementia Action Group
2. Baildon Imagination Library
3. Baildon Methodist Church
4. Cloughie Disco
5. Esholt in Bloom
6. Friends of Bracken Hall
7. Friends of Denso Marston Nature Reserve
8. Higher Coach Road Residents’ Group
9. Shipley Glen Tramway

Bingley ward

1. Bingley Flood Support Group
2. Bingley Men in Sheds
3. Bingley Mums
4. Bingley Youth Cafe

Bingley rural

1. Cullingworth Scarecrow Festival
2. Cullingworth Village Hall
3. Denholme Youth Cafe
4. Wilsden Village Hall

Shipley

1. 4th Shipley Guide and Ranger Unit
2. All for One Choir
3. Cellar Trust
4. Friends of Roberts Park
5. Hive
6. Kirkgate Community Centre
7. Saltaire Village Society
8. Saltaire World Heritage Education Association (Saltaire Stories)
9. Salts Sports Club
10. Shipley Musical Union
11. St Hugh's Centre

Wharfedale

1. Airedale and Wharfedale Autism Resource
2. Burley Bridge Association
3. Burley-in-Wharfedale Scout and Guide group

Windhill & Wrose

1. Bolton Woods Community Centre
2. Crag Community Regeneration
3. Crag “Our Place” Initiative
4. Eccleshill United Football & Social Club
5. North East Windhill Community Association

Groups working district-wide:

1. Bradford Area Occupational Health & Safety Forum
2. Bradford Chronic Pain Support Group
3. Bradford Community Broadcasting
4. Community Advice Network
5. Evoke Recovery Network
6. Labrys Trust
7. Moving Forward
8. Positive Minds
9. World of Work

Other groups we have supported:

1. Abbeyfield Ilkley Society
2. Addingham Community Shop
3. Addingham Library/ Heritage Centre
4. Believe in Yourself seminars
5. Cycle re Cycle
6. Dyneley House Surgery PPG
7. Fiona Barr (individual interested in setting up social enterprise)
8. Friends of Laycock Primary School
9. Keighley in Bloom Partnership
10. High Park Heroes
11. Medinah Mosque
12. Men of Worth
13. Old School Room Haworth
14. Parkside Social Club
15. SHAPE-UK Ltd
16. Small World Cultural Arts Collective
17. Spencer Avenue Action Group
18. Thornbury Centre, Bradford
19. Volley Ball Group Keighley

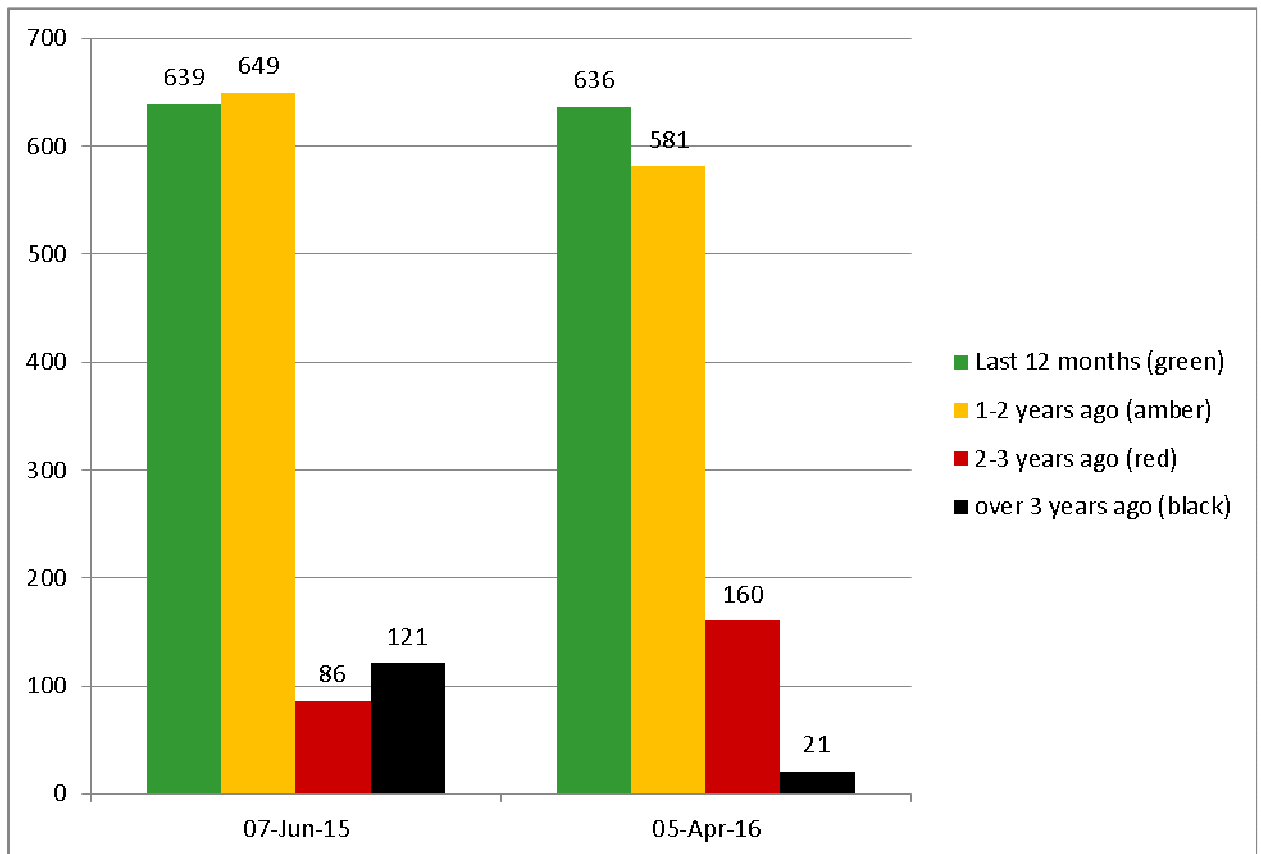
c) Bradford District Partnership Information team – 2 days per week

A restructure across the partnership managing the infrastructure commission led to 2 days of information work being allocated to SBVS. As well as continuing to work one to one with community groups, running workshops and events, Sarah Moss is now part of the *Bradford District Infrastructure Partnership information team*.

The information team works on projects and services that benefit the whole district. Sarah's role is to manage the funded funding information service and the DIVA Bradford directory. In addition she is working with colleagues to create a joint website that will streamline our online presence and maintain the joint database.

DIVA Bradford directory www.divabradford.org.uk

SBVS continues to be responsible for maintenance, managing work placements and data cleansing. Quality of the data has been maintained over the last year:



Future plans for the DIVA Bradford directory

DIVA Bradford directory data will be moved to our joint database to take advantage of its improved technology that will allow organisations to update their pages by email – updates will go straight to the database without them needing to login. Time to moderate and approve information/ deal with enquiries will always be needed but results from using our joint database to update the Community Health Maps directory showed that it was possible to generate 200 updates from community groups in just *one week*. The same volume of updates

currently takes approximately *3 months* on the existing DIVA Bradford admin system.

Bfunded – funding information for Bradford district www.bfunded.org.uk

During 2015/16

- **151 news items** were researched/ distributed (an increase of 26 from 2014/15)
- **57 funding events** were promoted (an increase of 14 from 2014/15)
- The email community funding news list stayed stable at 670.
- **144 additional people followed bfunded on Twitter** (from 522 to 666 followers in 12 months).

Future plans for bfunded

The bfunded partnership of Bradford Council, BCVS, KIVCA, SBVS and Airedale Enterprise Services is investigating options to sustain the funding information service, including local news/ information managed by SBVS and the funding search database managed by Idox Solutions. Business planning is needed including market research into options for charging to maintain a dedicated local service for Bradford district.

We are pleased to report that Bradford Council will continue fund the Idox Solutions funding search database, keeping it free to bfunded website users until February 2018. Sarah will run two pilot workshops in the district encouraging community organisations to make the most of the funding search and to help them develop planning skills. If successful, further workshops will be added to the training programme. We will gauge success on the number of new funding search users and the number of existing users discovering new features to use. This complements the one-to-one group support and Shipley Constituency fundraising friends mutual support network, whilst allowing us to reach more organisations through one-to-many sessions.

Future plans: Create a joint website – Sarah is working with colleagues to combine individual charity websites (SBVS, Bradford CVS, KIVCA, Volunteering Bradford, Bsupported), making our information service more consistent and efficient. Some content will be provided automatically from the joint database to the joint website and bfunded / DIVA Bradford websites to the joint website – saving staff time as information should only need to be inputted once. This is a major project that will be developed in stages. The aim is to make it easier for community groups to find and make use of our support services.