

Appendix

Outcomes to be achieved through funding of VAAC

Headings from the Service specification negotiated for April 2014 – March 2016

- To provide support, training and advice to member and non-member groups and organisations that has the potential to succeed and grow.
- To strengthen voluntary and community representation in the district and to promote other formal and informal relationships
- To provide better mechanisms for user involvement in planning services and improved awareness to policy makers of gaps in services
- To provide, broker and signpost appropriate training and development opportunities to member and non-member organisations
- To coordinate volunteering opportunities matching opportunities with those looking to volunteer
- To provide organisations with advice and support on financial management, procedures and increasing their financial sustainability, by providing support and advice on good governance, business planning and fundraising
- To play an active part in the development and operation of local working agreements in particular the promotion and awareness raising of the West Sussex Compact
- To develop, implement, and evidence good practice models on a range of issues including equalities, quality assurance and service models and business practices which could be promoted and shared across the sector

Annual Monitoring Report to Grants and Concessions Panel January 2015

Organisation	Summary purpose	Funding type	Value 2014/15
Voluntary Action Arun and Chichester (VAAC)	Towards the “voluntary sector support” service which is available to advise and support any community group in the district on fundraising, governance, promotion and other issues.	Grant – 2 year agreement (Yr1 of 2) Joint agreement with WSCC	£42,400 for a period of two years from 1 April 2014

The service provided to voluntary and community sector organisations by VAAC under the above agreement was considered by a Task and Finish Group of Overview and Scrutiny Committee concluding with a report to Cabinet in January 2014. Following the review a Service Specification and monitoring agreement was negotiated with VAAC. Negotiation was carried out collaboratively with partner funders Arun DC and WSCC (who have agreed for their funding for voluntary sector support to be dispersed by the relevant lower tier authorities for this period). Quarterly monitoring format was agreed.

A formal review meeting (jointly with Arun and WSCC) was held on the 8th December. Reporting covered all areas of activity against the Service Specification, which determined that voluntary and community sector organisations from Chichester District continue to receive the desired level of support. Changes to the service, as agreed during the review process are being implemented. Service performance is considered by the VAAC Board on a quarterly basis, but this was the first formal review with funding partners and as a result, a streamlining of reporting formats and summaries was agreed.

Monitoring highlights included:

- Significant levels of activity by the Development team providing advice and support directly to charities.
- Fundraising advice continues to be the most sought after support requested although staff often need to give governance support as part of their fundraising input. Since the closing of the Fundraising Hub, the development team filled in this role and are able to identify that recipients of support submitted bids requesting a total of £1,524,414 – with confirmed grants of £627,193 (with 5 waiting to hear and 9 no response).

- A Funding E-bulletin and Fundraiser network has been established with both proving popular with Chichester area groups. A renewed focus on reaching out to smaller groups was evidenced (Midhurst event)
- Monitoring has been improved to enable VAAC to track the impact of their courses.
- Under quality and good practice, VAAC anticipate starting quality standard accreditation in the new year.

Next Steps:

Continued attendance at quarterly monitoring meetings. It is hoped that in 2015 we will have information from WSCC regarding their funding intentions for Voluntary Sector Support for 2016 and beyond, and can begin discussions regarding funding requirements and arrangements for April 2016 and beyond.

Annual Monitoring Report to Grants and Concessions Panel January 2016

Organisation	Summary purpose	Funding type	Value 2015/16
Voluntary Action Arun and Chichester	Towards the “voluntary sector support” service which is available to advise and support any community group in the district on fundraising, governance, promotion and other issues.	Grant – 2 year agreement (Yr2 of 2) Joint agreement with WSCC	£42,400 for a period of two years from 1 April 2014

A formal review meeting (jointly with Arun and WSCC) was held on the 15th December. Reporting covered all areas of activity against the Service Specification, which determined that voluntary and community sector organisations from Chichester District continue to receive the desired level of support. Changes to the service, as agreed during the review process are being implemented. Service performance is considered by the VAAC Board on a quarterly basis.

Monitoring highlights included:

- Significant levels of activity by the Development team providing advice and support directly to charities. 31 Chichester based organisations have received 86 1:1 support sessions from the development team. An additional 24 organisations covering both Chichester and Arun Districts also received 1:1 support.
- Fundraising advice continues to be the most sought after support requested although staff often need to give governance support as part of their fundraising input. Groups who provided feedback on the outcomes bids they had received support with reported raising a total of £336,279 (research sample across both districts).
- A Funding E-bulletin and Fundraiser network has been established with both proving popular with Chichester area groups. A renewed focus on reaching out to smaller groups was evidenced (Midhurst and Selsey events)
- Monitoring has been improved to enable VAAC to track the impact of their training and courses. Evidence of networking to prevent duplication of offers and response to feedback.
- Under quality and good practice VAAC successfully achieved PQASSO Level 2 Quality Mark the recognised standard for the sector.
- Volunteering – 41 additional opportunities added, 90 volunteers recruited for Chichester district area groups (plus 59 both districts).
- Membership has been reviewed and renewed providing an accurate indication of active numbers, VAAC now also differentiate between a ‘member’ that is a local group likely to use services and ‘partner/affiliate’ organisation. 135 member organisations serve Chichester District, 115 serve both Arun and Chichester.

VAAC has used this year to focus on governance and trustee recruitment as well working to achieve the PQASSO quality mark. The mark looks at all aspects of management and governance of a charity and is the quality standard for voluntary organisations endorsed by the Charity Commission. The assessment process culminated in a site visit by a reviewer in October who was very positive in

her feedback.

In line with the Council's recommendations, VAAC has supported a range of profile raising events including: the Chichester in Partnership 'Showcase' event in January 2015 at the Novium, which provided an opportunity for members and keyworkers from partner organisations to find out about different projects supporting local people. They presented to the 'All Parishes' meeting and have run a series of community events. VAAC has been building peer support opportunities in key areas of support: Fundraiser Network and Volunteer management- the former is often fully booked.

Contacts with VAAC during the latter part of 2015 have been dominated by discussions about future funding of the service. The current Agreement between CDC and VAAC includes WSCC's grant contribution to the service. Anticipating the end of the current funding agreement, officers had been seeking early engagement with WSCC regarding their funding intentions beyond March 2016. While the agreement was only until that date, it was anticipated that a service would be necessary beyond that time and that timely discussions about the level of funding available would be essential. Despite initial meetings with officers, and some reference to wider reductions in funding for Health services, no specific information has been given about WSCC's funding intentions. In honouring commitments made in our Funding Agreement, we have formally notified VAAC that the current agreement will cease in March 2015 and no current commitment can be made to funding beyond that time.

It is hoped that some clarity from WSCC will be available soon, but at this time it has been impossible to discuss meaningfully with VAAC about service delivery beyond March 2015. The service they provide is dependent on both the joint monies that are paid through our own Funding Agreement, but also similar arrangements through Arun District Council. Officers have had discussions with District and Borough colleagues (who all have the same joint agreements funding their equivalent Voluntary Sector Support organisations) to establish a common approach and have expressed concerns about timescales to WSCC. Following an update report to OSC, a letter has also been sent from the Leader of Chichester District Council to the West Sussex County Council Leader, expressing concerns about this agreement.

Next Steps:

Continued attendance at quarterly monitoring meetings, regular liaison with VAAC and Arun District contacts. Officers will verbally update the meeting as to the latest position from WSCC regarding their funding for this service.

VAAC has demonstrated that they have successfully delivered against our Agreement and continue to offer a service valued by local groups. At this time, in order to support the stability of this organisation, it is proposed that the Panel recommend to Cabinet a 1-year extension to the current Agreement to the same value, with some acknowledgement that the level of service may be affected by the currently unresolved issue of WSCC funding.