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Appendix I ACRONYMS

AVDC	Aylesbury Vale District Council	MKCVO	Milton Keynes Council of Voluntary Organisations
ACRE	Action with Communities in Rural England (The national association of RCCs)	MKOB	Milton Keynes, Oxfordshire and Buckinghamshire
ASP	Additional Support Programme (A ChangeUp programme for BME, Faith, Traveller and Asylum seeker/refugee communities)	PQASSO	Practical Quality Assurance System for Small Organisations
BCA	Buckinghamshire Community Action	RAISE	Regional Action and Involvement South East (The regional VCS infrastructure body)
BCC	Bucks County Council	RCC	Rural Community Council
BIG	Buckinghamshire Infrastructure Group	RYES	Rural, Youth and Equalities Support
BME	Black and Minority Ethnic	SBDC	South Bucks District Council
CDC	Chiltern District Council	SEEDA	South East England Development Agency
CRB	Criminal Records Bureau	SKIDZ	A charity for young people and motor vehicles
CVS	Council for Voluntary Service	SWOT	Strengths, Weaknesses, Opportunities and Threats
DDA	Disability Discrimination Act	TOR	Terms of Reference
ESF	European Social Fund	VCO	Voluntary and Community Organisations
GOSE	Government Office South East	VCS	Voluntary and Community Sector
ICT	Information and Communication Technology	VE	Volunteering England (England's Volunteer Development Agency)
IDP	Infrastructure Development Plan	VISIBLE	This is the name of the Quality Standards for Multi- Purpose Community Organisations
LAA	Local Area Agreement	WDC	Wycombe District Council
LSC	Learning and Skills Council		
LSP	Local Strategic Partnership		

Appendix II MEMBERSHIP OF THE CHANGEUP COUNTY CONSORTIUM

Chairperson: Mike Coote, Chairman of Bucks Infrastructure Group and of Voluntary Action (Chiltern and South Bucks)
Supported By: Glyn Evans: Thames Valley ChangeUp co-ordinator

	Name	Representing
Frontline Organisations:	Barbara Poole	Peoples Voices
	Kate Wilson	Iver Educational Trust
	Nik Horslen	CRUSE Chiltern and Beaconsfield
	Laura Marshall / Gareth Pacitti	Buckinghamshire Lesbian and Gay Link
	Claire Dalton	Victim Support
	Helen Sattersthwaite	Carers Bucks
	Evelyn Roe	Central Aid Society
	Tim Redding	Northampton Diocese
Infrastructure Organisations	David Campbell and Linda Nicholls	Buckinghamshire Community Action
	Peter Lawson	Community Matters Bucks
	John Preece and Bill Reid	The Priory Centre
	Karen Boddy and Jenny Hunt	Vale Volunteers
	Diane Rutter	Voluntary Action (Chiltern & S Bucks)
	John Nicholas and Sue Berry	Volunteer Focus
	Sue Martin and Carol Mason	Youth Focus
	Freda Roberts and Hari Wadwha	Aylesbury Vale Racial Equality Council
Statutory Partners	Ann Vujanic	Aylesbury Vale District Council
	Trevor Boyd and Sarah Ashmead	Bucks County Council
	Martin Holt	Chiltern District Council
	Rachael Winfield	South Bucks district Council
	Erica Davies	Wycombe District Council

Appendix III SIGN UP TO THE IDP

The members of the ChangeUp consortium take ownership of this Infrastructure Development Plan for Buckinghamshire and agree to do all they can to ensure its delivery. This is in order to provide the support needed by frontline VCOs in Buckinghamshire. The members of the ChangeUp consortium agree to be held accountable for the delivery of the plan.

To be signed of behalf of each member organisation

Organisation/agency	Representative name and position	Signature	Date
Peoples Voices	Barbara Poole		
Iver Educational Trust	Kate Wilson		
CRUSE Chiltern and Beaconsfield	Nick Horslen		
Buckinghamshire Lesbian and Gay Link	Laura Marshall / Gareth Pacitti		
Victim Support	Claire Dalton		
Carers Bucks	Helen Sattersthwaite		
Central Aid Society	Evelyn Roe		
Northampton Diocese	Tim Redding		
Buckinghamshire Community Action	David Campbell and Linda Nicholls		
Community Matters Bucks	Peter Lawson		
The Priory Centre	John Preece and Bill Reid		
Vale Volunteers	Karen Boddy and Jenny Hunt		
Voluntary Action (Chiltern & S Bucks)	Diane Rutter		
Volunteer Focus	John Nicholas and Sue Berry		
Youth Focus	Sue Martin and Carol Mason		
Aylesbury Vale Racial Equality Council	Freda Roberts and Hari Wadwha		
Aylesbury Vale District Council	Ann Vujanic		
Bucks County Council	Dean Taylor and Sarah Ashmead		
Chiltern District Council	Martin Holt		
South Bucks District Council	Rachael Winfield		
Wycombe District Council	Erica Davies or Barbara Maher		

Appendix IV THE ENVIRONMENT FOR THE VCS IN BUCKINGHAMSHIRE

Buckinghamshire has a population approaching half a million, most of who live in rural or small town communities. It has only two towns (High Wycombe and Aylesbury) with populations above 50,000. Although comparatively affluent there are pockets of deprivation, their position adjacent to some of the wealthiest wards gives the County some unique challenges.

Background to Buckinghamshire

Demographics	Number	Percentage
(2001 Census)		
Population	479,028	26.00
Youth population 0-19	123,000	17.00
Working age population 16-64M/59F	303,721	
Retirement age (65M/60F) and over	81,374	
Projected population change 1991-2011	23232	+5.10
Projected population change 1996-2011	-4057	-0.90
Percentage White residents		92.10
Largest BME Group - Pakistani		0.03

Largest towns:

Amersham	17719
Aylesbury	56393
Beaconsfield	10679
Buckingham	11572
Chesham	20343
Marlow	14004
Wycombe	75231

A slight growth in population is expected between now and 2011. The elderly percentage will grow to nearly 30% in the same period.

Older people

A third of the people living in Buckinghamshire are aged 50+ years, an increase of 4% since 1991. In most age groups females outnumber males, especially in the 75+ years age groups. Using a simple 'ageing on' method, it is projected that the 50+ years age group will grow as a proportion of the total number of people living in Buckinghamshire to 38% by 2011 and 41% by 2016. (BCC dataflash).

Children, Young People and Families

Children and young people make up a significant proportion of Buckinghamshire's population accounting for 26% or 123,000 persons in 2001. Whilst the proportion of people under 20 years of age has remained virtually constant since 1991, it is projected to decline in future years. By using a simple 'ageing on' method, it is projected that the number of people under 20 years of age will decline as a proportion

of the total Buckinghamshire population to 23% by 2011 and to 22% by 2016. (BCC dataflash). Buckinghamshire experiences a flow of families into the County specifically to benefit from the successful education system, particularly at secondary level.

Socio-economic profile

Buckinghamshire is a comparatively affluent County with 63 of its 124 wards in the top 10% of wards nationally. In contrast, set alongside this relative affluence, the County has pockets of relative deprivation. One ward, Booker and Castlefield ranks in the 20% most deprived wards in the county in overall index of multiple deprivation. However when individual domains, are looked at then many more are in this percentile. eg 17 wards are ranked in the 20% most deprived wards in terms of housing. Some of these are also ranked low in terms of child poverty and education. (From Index of Multiple deprivation).

The following are recognised as being the most deprived wards in the County, and in need of additional support from service providers:

- Pond Park (Chesham)
- Southcourt, Meadowcroft and Mandeville (Aylesbury)
- Marsh and Micklefield, Booker and Castlefield (Wycombe)

As well as being comparatively deprived in relation to other areas in the County, these areas score low on the deprivation index nationally in many areas; e.g. income, health, employment, housing and education. These areas also have some of the highest percentages of black/Asian ethnic residents in the County.

The juxtaposition of some of the most deprived wards in the country beside some of the wealthiest wards is a major issue for Buckinghamshire, and one that is not readily appreciated by those outside the County.

In common with other parts of the South East, Buckinghamshire is experiencing significant and growing difficulty in relation to the provision of affordable housing. This has implications for recruitment and retention of skilled workers, including teachers and social workers and also of support workers, such as learning support assistants.

Rural and BME

Buckinghamshire is also a rural County, with some 40% of the population living in rural wards often isolated from some of the basic services. See ChangeUp Rural report for more detail on this.

For more detail on the BME population, see ChangeUp ASP report.

Appendix V DIVERSITY OF VOLUNTEERING IN BUCKS

The voluntary sector plays an important role in the UK with half of all people having volunteered at least once a month. This translates to 20.4 million people in 2005. There has been a significant increase of 1.6 million people volunteering since 2001 – this places an increasing demand on the needs and demands of the organisations supporting these individuals.

The voluntary sector supports all type of volunteering from informal volunteering i.e. calling on a neighbour and offering help through to formal volunteering with a recognised establishment. Formal volunteering can range from helping out reading at a school through to being involved in local decision making e.g. local councillor, school governor, special police constable or magistrate.

Women are more likely to participate in voluntary activities than men and have higher participation rates in informal volunteering at least once a month. Younger people (aged 16 – 19) are most likely to participate in informal volunteering at least once a month, but there is support from the other age groups with an expected reduction in the age group of 75 and over.

People from a mixed race ethnic group are most likely to participate in voluntary activities, than any other race, closely followed by the black and then white groups.

The sector also has a spread of abilities with 52% of volunteers having qualifications. There has also proven to be a high percentage of volunteers with a limiting long term illness - 46%- which has its' own demands and constraints for managing volunteers within this sector. Conversely, there is also a relatively high number of employed people seeking voluntary work.

Voluntary work is invaluable to individuals by building confidence and self-esteem, help with learning life skills, providing new opportunities and challenges, improving career opportunities and employability (73% of employers would employ candidates with volunteering experience over one who doesn't). Volunteering has proven to enhance employability. Ninety four percent of employees who volunteer to learn new skills benefit either by getting their first job, improving their salary, or being promoted. Volunteers also have the opportunity to make new friends and feel part of a community.

(Information sources include RAISE, local organisations, Volunteering England and the Home Office report, Year of the Volunteer)

Appendix VI

DEVELOPMENT OF BIG AND THE 2004 IDP

Background

- Over the years a range of charitable organisations has evolved which deliver support services to the wider Voluntary and Community Sector across the County. These infrastructure organisations recognise the potential to improve their service by working more closely together. The Buckinghamshire Infrastructure Group (BIG) was formed to provide a vehicle for this closer co-operation. All members signed a partnership agreement in January 2004. See Appendix VII for Bucks Infrastructure Group terms of reference.
- The Government wants Voluntary and Community Organisations to play a key role in the future delivery of public services. The Treasury's Cross Cutting Review in September 2002 identified the need for Government investment in VCS capacity building and infrastructure. Early Spend money was made available from the Active Communities Directorate (ACD) within the Home Office, which funded the production of the BIG business plan in May 2004, as it was felt the work of, BIG could be an exemplar for other parts of the Country and therefore should be accelerated.
- In parallel BIG acted as the VCS voice in the development of the Buckinghamshire Compact, launched on 12th May 2004. This provides an important vehicle for increasing the engagement and inter-working between VCS and the statutory authorities.
- Each member of BIG has differing funding arrangements with County and District Authorities and all of these provide below the national average funding levels, many of which being below the minimum requirements to deliver the service as stated by the national infrastructure organisations. The uncertainty of ongoing funding provision has potentially serious consequences for the future of VCS infrastructure service delivery.
- Between them VCOs, BIG and the statutory authorities need a process of engagement that will optimise the balance of service needs, evolving infrastructure capacity and funding availability. Implementation of the actions in the BIG Business Plan, and the resourcing of the process through ChangeUp monies has enabled this dialogue to develop in 2005.

Building On The BIG Business Plan

This IDP takes as its starting point the work done in the BIG Business Plan. Whilst much of the data given in the BIG business plan needed to be updated, the key elements are still relevant for Buckinghamshire.

There were some gaps in the BIG Business Plan which are now being addressed under ChangeUp projects, i.e. the specific needs of:

- Rural community groups
- Black and Ethnic Minorities, Travellers, and Refugee/Asylum Seeker groups
- Faith groups

Specialist workers in these fields will add their findings to this Plan.

Assumptions in the BIG Business Plan regarding what actual support services are needed have been tested out with key partners.

Appendix VII BUCKINGHAMSHIRE INFRASTRUCTURE GROUP - TERMS OF REFERENCE

1. Title: The name of this organisation is the Buckinghamshire Infrastructure Group (BIG)

2. Mission Statement:

To develop and support an equitable, effective, efficient and sustainable Voluntary and Community Sector (VCS) infrastructure service across the County

3. Membership of the BIG Management Committee

- The Management Committee will comprise of Chairmen and Chief Officers from all members who have signed the BIG Partnership Agreement.
- The permanent members will be required to make decisions on behalf of the organisations that they represent within those organisations agreed strategies.
- The Committee may also co-opt additional members as appropriate for the purposes of advice providing it has the support of the majority of those present.
- The Committee will invite officers to attend from any organisation it sees appropriate to advise and be able to participate in discussions.

4. Aims of the Group

These are to deliver the BIG Vision of VCO Infrastructure Service by March 2007. The vision is defined as follows:

- VCOs and all other stakeholders will be able to interact with infrastructure support functions in an efficient and friendly manner.
- They will have access to a single point of contact if unsure of which part of the infrastructure organization to deal with.
- They will be delighted with the service they receive.
- They will get pro-active help as well as responses to their requests.
- The breadth of service offered will be considerably enhanced from that of today, particularly in areas which are seen as being in most need of enlargement.

- VCOs will be capable of delivering more public sector services.
- Additionally the infrastructure will be seen as taking action itself to actively encourage greater participation in the VCS and a greater role for VCOs.
- It will be seen as working in close harmony with the statutory authorities.

The Committee will actively review its structure to determine whether the current consortium-type approach is the best for delivering its aims in the years ahead. Any changes to structure will be treated as a proposed change to these Terms of Reference and handled as described in 10 below.

5. Chair, secretariat and honorary treasurer

The Committee will appoint a Chair from the Chairs in the permanent committee membership. The Chair will serve for at least one year and no longer than three years. Secretariat of the Committee and Meeting arrangements will be organised by the current chair. A member of the committee will act as honorary treasurer for any funds controlled by BIG. These funds will normally be held by a nominated member organisation on behalf of BIG. The Chief Officer of this member would normally be asked to undertake the role of honorary treasurer.

6. Meetings of the Management Committee

Meetings of the Committee will normally take place on a bi-monthly basis, unless specific business requirements necessitate more frequent meetings.

Notice of meetings with an agenda will be issued to the Committee at least five working days in advance for all meeting. Special meetings can be arranged at shorter notice at the discretion of the Chair.

Every effort will be made to reach consensus on decisions. If voting is required it will be by a show of hands unless otherwise decided by the Committee. Decisions will be made by majority of those present and voting.

7. Pecuniary Matters

Each member will be required to declare any direct pecuniary interest in any matter before the Committee and will take part in the related proceedings at the discretion of the other Members, but will not be allowed to vote on issues related to the declared interest.

Such declarations for pecuniary interest will be recorded in the minutes

8. Expenses and Allowances

No member of the Committee will be entitled to any allowances. Expenses will be payable as and when funds allocated for BIG activities are available.

9. Press Information and Confidentiality

The Committee will take care in dealing with the press and media generally and report any dealings at the next meeting of the Group. Wherever possible a transcript or record will be obtained for the Committee. Wherever possible, prior approval of the Committee (or the Chair) should be sought in dealing with the media. The members will have regard to confidentiality of information, data and material, which the Committee handles, especially as it relates to financial, planning and commercial matters.

10. Alteration to the Terms of Reference

Any alteration to these terms of reference shall receive the consent of not less than two-thirds of the total permanent members. At least ten days notice in writing to the Chair is required for a meeting of the Group to discuss the proposed alteration.

11. Dissolution

If the Committee decides it is necessary or advisable to dissolve, they shall call a meeting of all the members of the Group. The Group may then dissolve upon a two-thirds vote in favour of dissolution by all the permanent members. Any outstanding money held on behalf of BIG would be returned to its donor organisation.

Appendix VIII **METHODOLOGY IN ORDER TO DEVELOP THE PLAN**

- The plan was produced by Voluntary Action (Chiltern and South Bucks), working under the overall direction of The Buckinghamshire County ChangeUp Consortium. See Appendix II for membership.
- Specialist workers have undertaken projects to ascertain the views of Rural, Faith, Black and Minority Ethnic, Traveller and Asylum Seeker groups. The reports of these workers are included in the plan.
- Three facilitated workshops have been held between infrastructure organisation and statutory partners to agree the infrastructure functions needed and a model of delivery. Reports from these workshops are available from the ChangeUp Consortium.
- Costed options for models of delivery have been developed and debated amongst the Consortium members.
- Surveys have been carried out at various stages with the wider frontline VCOs via a strategic conference, surveys and reference group consultation events. See appendices III and XI
- Pilot projects on volunteering, newsletter, training and networking have been carried out and the lessons learned from these have been incorporated into the plan.
- The draft IDP was circulated to the County Consortium in December 2005 – it was available online and additional hard copies on request. A consultation summary of the draft IDP was circulated widely amongst key stakeholders in December 2005 and presented to the Countywide reference group in January 2006. Feedback was incorporated into the final IDP in March 2006. See appendix XIII for results of the consultation.

Appendix IX

EVIDENCE AND CONSULTATION FOR INFRASTRUCTURE SERVICES NEEDED IN BUCKINGHAMSHIRE

In April 2004 the Partnership Group met to agree what infrastructure services were needed in Bucks. This group, which was set up under the BIG Business Plan, was a partnership between the infrastructure organisations and representatives from the statutory agencies in Buckinghamshire as nominated by the Chief Executives. The report of this workshop and its findings are available from the ChangeUp County Consortium

The infrastructure services agreed by the Partnership Group were then presented to the frontline VCOs for their comments. This occurred via a survey that was distributed at a Conference in May 2005 entitled "Fit for Purpose VCS", and was mailed to all the VCOs on databases of both statutory and infrastructure organisations in June 2005. This survey and its results can be found at Appendix X. The findings of the survey were presented to the County reference group in September 2005 for verification.

Having agreed the infrastructure services needed and some parameters for delivery as above, the Key stakeholders started looking at models for delivery.

The statutory partners and Bucks Infrastructure Group each put forward models for delivery. These were then analysed and amended in 2 subsequent externally facilitated workshops. Reports of these workshops are available from the ChangeUp County Consortium.

The consortium was unable to agree a model for delivery at its meetings in June, August, September and October. This resulted in severe delays to the work plan for the IDP and the planned follow-up survey to all frontline VCOs in the county to consult on the model was hampered. At the November consortium it was agreed by frontline and statutory representatives that they would accept whatever model of delivery Bucks Infrastructure Group was decided upon. In November Bucks Infrastructure Group agreed a model of delivery that was then put to the boards of each member organisation for approval in December.

The wider voluntary sector in Bucks is being consulted on the model for delivery as part of the consultation on the draft IDP, mailed out in December 2005. This will be addressed at countywide reference group consultation workshop in January 2006.

Appendix X CHANGEUP SURVEY ON THE SUPPORT NEEDS OF FRONTLINE ORGANISATIONS

A survey was compiled by the ChangeUp action group based upon the support needs agreed by the Partnership Group in April 2005 and the priorities set out in the BIG Business Plan of May 2004.

The survey was launched and given to all attendees at the May 2005 Bucks Strategic Partnership Conference on Building a Fit For Purpose Voluntary Sector.

The survey was then mailed to all VCOs on the databases of the infrastructure organisations and the local authorities. There will have been considerable duplication as many organisations appear on more than one database, but it was felt important to ensure that none were missed out.

Change Up Survey Results : Total Responses = 123

Type of Organisation	Total	Percentage
Frontline VCO	78	61
Infrastructure Org	12	9
Public sector agency	9	7
Business	2	1.5
Other	27	21
Total	128*	

*This exceed the total number of responses because some organisations ticked both frontline & infrastructure

Analysis was then sifted to gain the views of only the frontline organisations.

The Survey form with the numbers of frontline organisation responses is shown overleaf. Their responses are then depicted graphically.

"Change Up" Survey - May 2005

Frontline Voluntary or Community Organisation (VCO) replies by number

Please tick below to identify your priorities for support and add any other areas where you think services are needed.

	Very Important	Useful	Not important	Are you currently able to access such support? If so, where from?	Comment
1. Access to information and advice on:					
a. Funding	77	28	4		
b. Financial Management	15	33	34		
c. Premises management	16	21	41		
d. Governance/Management of organisation	10	36	38		
e. Human Resources and workforce development	14	27	37		
f. Performance Management and Improvement	12	33	32		
g. Quality assurance	15	28	37		
h. Project management – including marketing, promotion etc	18	40	19		
i. Strategic planning – understanding needs of clients, developing vision and direction	16	23	23		
j. Social Enterprise	7	30	36		
k. Start-up help for new organizations	12	11	54		
l. Community development	22	42	21		
m. Information about national, regional, local initiatives	21	37	4		
2. Training and Development for:					
a. Boards	10	27	31		

	Very Important	Useful	Not important	Are you currently able to access such support? If so, where from?	Comment
b. Staff	17	30	26		
c. Volunteers	24	41	11		
3. Mentoring	8	27	32		
4. ICT Development	17	26	28		
5. Office Services (access to equipment etc)	10	31	31		
6. Recruitment of volunteers	34	30	13		
7. Networking with other VCOs	20	44	17		
8. Representation with national, regional, local bodies	24	36	15		
9. Other – please identify:	6	1			

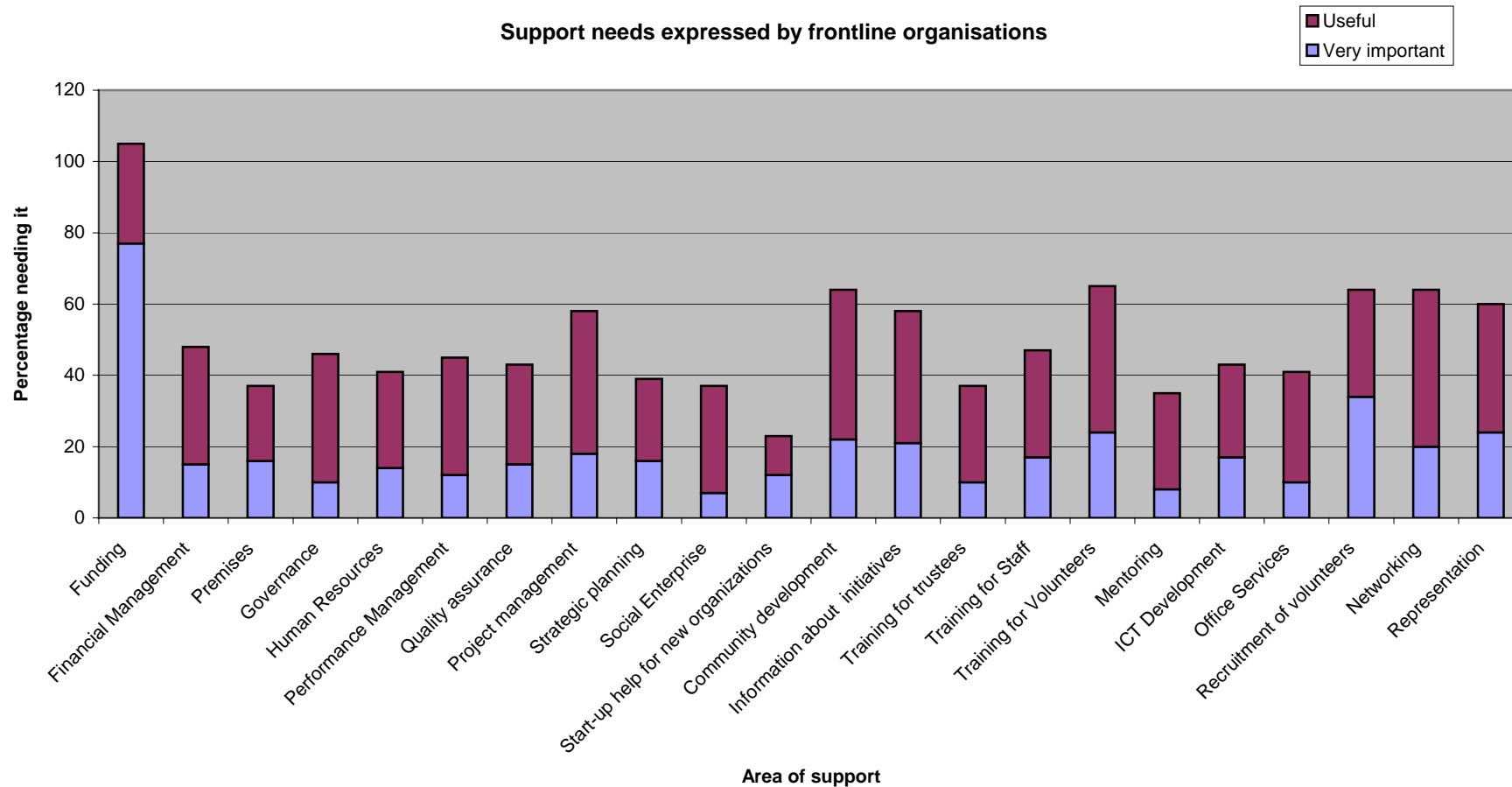
The 2004 Bucks Infrastructure Group Business Plan identified 3 areas where the current services to frontline organisations are insufficient and need to be developed. This plan will be used as the basis for the Infrastructure Development Plan. Please list 1-5 in priority order.

	Priority order (1being top priority)
Training	
Funding advice	
ICT	
Other	
Other	

Thank you!

We would like to consult you further as we develop the Infrastructure Development Plan. If you are willing to get involved in this then please add your name, and contact email below. Forms to be returned to Change Up Group c/o Sian Evans, Bucks County Council, Room 59 OCO, County Hall, Aylesbury HP20 1UA

The below shows the percentage of frontline organisations who identified the services as important or useful to them: Clearly the priorities are: Funding, Training (this is broken down in the chart into trustees, staff and volunteers, but when added together it scores highly), Recruitment of volunteer, networking, Community Development and representation



Appendix XI INFRASTRUCTURE SERVICES CURRENTLY PROVIDED BY BIG MEMBER ORGANISATIONS

Aylesbury Vale Racial Equality Council

Aylesbury Vale Racial Equality Council provides infrastructure support to BME communities and other groups by giving free, impartial and confidential advice, support and advocacy in the following areas:

- Racial discrimination or racial harassment
- Immigration and nationality problems
- Welfare matters
- Housing and education issues
- Women's welfare needs
- Social and healthcare issues.

AVREC work closely with other statutory and voluntary sector organisations and provides information support and advice for BME voluntary and community groups.

Buckinghamshire Community Action

Buckinghamshire Community Action is the Rural Community Council of Buckinghamshire and Milton Keynes. As the leading rural organisation in Buckinghamshire, our aim is to develop and improve life in rural communities.

As the leading rural development organisation in Buckinghamshire and Milton Keynes, BCA is regularly consulted by policy makers at all levels of government, enabling it to protect rural communities wherever possible.

(Buckinghamshire Community Action continued) BCA offers communities and voluntary groups many services, including:

- Community Development
 - Funding Advice
 - Village Halls Advice
 - Rural Housing
 - Rural Transport
-

Community Matters Bucks

- **Area of Benefit:** Buckinghamshire (excluding the Unitary Authority of Milton Keynes).
- **Objects:**
 - The furthering of social, recreational and leisure-time occupation in order to improve the conditions of life of the inhabitants
 - The advance of community education and general welfare of the neighbourhood or community, thereby developing the capacity and skills of the inhabitants so they are better able to identify and help meet their needs and participate more fully in society.
- **Services:**
 - Promotes, develops and supports community organisations and neighbourhood groups, especially, although not exclusively, in urban areas, through the efficient management of both the organisations and of their community buildings.
For example:
 - Community Associations
 - Residents Associations
 - Tenants Associations
 - Multicultural groups
 - Well-being groups
 - Brings together representatives of community and voluntary organisations, statutory authorities and national, regional and local agencies

The Priory Centre: a Council for Voluntary Service

- **Area Of Benefit:** Wycombe District
 - **Objectives:** The Centre exists to promote, support and develop such voluntary action and community self-help as will enhance the quality of life in the community.
 - **Services**
 - Acts as a signposting service
 - Funding advice
 - Helps new groups become established
 - Advises on charity matters
 - Provides facilities for meetings, confidential counselling and self-help
 - Provides resources for individuals & groups, ie. Photocopying, video player, badge machine, display boards, Powerpoint, flipchart, lamination service, overhead projector and screen.
 - Postal address to ensure anonymity
 - Quarterly newsletter 'Priorities'
-

Vale Volunteers a Council for Voluntary Service and Volunteer Centre

Area Of Benefit

- Aylesbury Vale District

Objects

- 'To bring together representatives of the Voluntary organisations and statutory Authorities within Aylesbury Vale'.
- In practical terms: to serve as Council for Voluntary Service and Volunteer Centre for the Aylesbury Vale District.

Services Offered (by Vale Volunteers)

- * Volunteer Centre Service (full time) accredited by Volunteering England
 - * Support, development and representation for Voluntary and Community Groups
 - * Identifying community needs and supporting new initiatives
 - * Strengthening partnerships between sectors
 - * Front line volunteer Gardening Service for people on low incomes
-

Volunteer Focus: a Volunteer Centre

Area of Benefit: Wycombe District

Object

To provide information and advice to potential volunteers and volunteer-involving organisations, in order to develop volunteering as widely as possible in the community.

Services

- Disseminate information on volunteering opportunities and advise potential volunteers on suitable vacancies.
 - Promote volunteering through press articles, talks to employers and groups and by supporting regional and national initiatives.
 - Advise voluntary organisations on good practice in dealing with and developing volunteers.
 - Advise voluntary organisations on developing a range of opportunities so as to advance their objectives and offer opportunities to those who might face barriers to volunteering.
 - Campaign for the development of volunteering at local and national level.
 - Advise local, regional and national bodies on the appropriate strategies for volunteering.
-

Voluntary Action (Chiltern and South Bucks): a Council for Voluntary Service and Volunteer Centre

Area of Benefit

- Chiltern and South Bucks districts.
- We also undertake partnership work on behalf of BIG in which we represent the voluntary and community sector across the whole of Bucks county – eg on the Compact and the Bucks Strategic partnership.

Objectives

- To deliver volunteering services to Voluntary and Community Organisations that build their capacity and are valued by them;
- To represent the interests of the Voluntary and Community Sector and lead in partnership initiatives.

Beneficiaries

- The general public;
- Voluntary organisations and community groups;
- Statutory and business partners and other stakeholders;
- Disadvantaged people within our community.

Services

- Help members of the public to find volunteering roles– eg through interviews and emails using our extensive database;
 - Promote volunteering as a way of enhancing one’s life and helping one’s community – eg through press articles, website, displays, talks, exhibitions;
 - Help voluntary organisations to implement good practice in the way they manage and support volunteers;
 - Assist voluntary organisations to develop a wide range of volunteering roles to help their organisation deliver its service well;
 - Campaign on volunteering issues;
 - Lead in the strategic development of volunteering and the voluntary sector – eg through Compact, local strategic partnerships and ChangeUp.
-

Youth Focus (Buckinghamshire Council For Voluntary Youth Services)

Youth Focus (BCVYS) is the infrastructure body for voluntary and community youth organisations in Buckinghamshire. It gives support in the areas of policy and practice development and strives to ensure that the work of these organisations, for the benefit of young people, achieves the recognition and support it deserves. Nationally it is a member of the National Council for Voluntary Youth Services

Youth Focus works at a strategic level to link its member organisations with the rapidly changing agenda for children and young people and to give a steer on this as it develops. Partnership work includes:

- The Chair of Youth Focus is a member of the Children and Young People's Shadow Trust Board
- The Director is a member of:
 - The Children and Young People's Strategic Partnership Group
 - Information Sharing and Assessment Board
 - Countywide Youth Group
 - Young People's Participation Group
 - Vice Chair of Children's Fund Board
 - Bucks Infrastructure Group and Changeup Consortium
 - Voluntary Sector Learning Network
 - Buckinghamshire County Council Youth and Community Policy Planning and Delivery Group
 - South East Youth Partnership – regional partnership working
 - Milton Keynes, Oxfordshire and Buckinghamshire Connexions Local Management Committee and Milton Keynes/Oxfordshire/Buckinghamshire Voluntary Sector Consultative Group

Youth Focus provides support to its members through:

- Subsidised training events
- Information bulletins and newsletters
- Conferences and events related to new developments
- A page on the Youth Focus Website
- Opportunities to participate in profile raising events

Appendix XII PREFERRED DELIVERY MODEL

Background

The BIG Statement of Future Direction gives the background to the evolving process of ever increasing collaboration between those organisations that provide infrastructure support services to the voluntary sector.

In the statement is listed some of the specific projects currently taking place. There is also a bullet point stating “Increasing co-operation is envisaged”. This paper sets out how that will take shape and move forward.

Proposal

After long and careful debate the members of BIG decided that the existing infrastructure organisations will continue to deliver services as independent entities, but with increasing collaboration, where appropriate, and some may discuss possible mergers.

It was concluded that this independent but collaborative structure would, by maintaining and strengthening the vigour and integrity of the existing infrastructure organisations, be the most effective way of providing a rising standard of support to front-line organisations.

In particular, it was agreed that specific activities in, for instance, the volunteer and rural sectors, would be served best by the formation of specific groups of compatible infrastructure organisations (the consortia) rather than bringing them altogether into one organisation.

This would reduce the risk of one set of minority community interests, such as those of rural communities, being subordinated to others.

BIG will remain as a steering group for the delivery of infrastructure support to the voluntary sector in Bucks. Its role will be to:

- Endeavour to bring about full engagement of the Voluntary Sector with the current national initiatives of ChangeUp and Local Area Agreements.
- Review future national initiatives and engage as appropriate.
- Facilitate co-ordination of partner programmes and projects to maximise effectiveness and avoid duplication.
- Act as a clearing house for issues such as consultations
- Oversee county wide initiatives including: Integrated newsletter, Database, and Website

2 Groupings will develop to focus on the streamlining of service delivery within their respective functions and to act as a point of contact for funders.

The roles of the two groupings are as follows:

The Voluntary Sector Support Group – Comprised of the Volunteer Centres and Councils for Voluntary Services:

- Review their service delivery against the needs articulated by frontline organisations and identify gaps.
- Devise projects and extensions to current service delivery to ensure maximum coverage.
- Work with local authorities to ensure local delivery centres across the county.
- Be a focal point for issues on volunteering and the voluntary sector such as training for management committees.
- Represent the voluntary sector in local initiatives such as Compact.
- Liaise with sub regional and regional partnerships such as Regional Volunteering Assembly.
- Explore joint funding bids to lever in external funding to the county.
- Be a focal point for liaison with local statutory funders.
- Give the highest priority to achieving excellence of service to frontline organisations, not only through effective planning and implementation, but also by means of monitoring and evaluation of all activities.

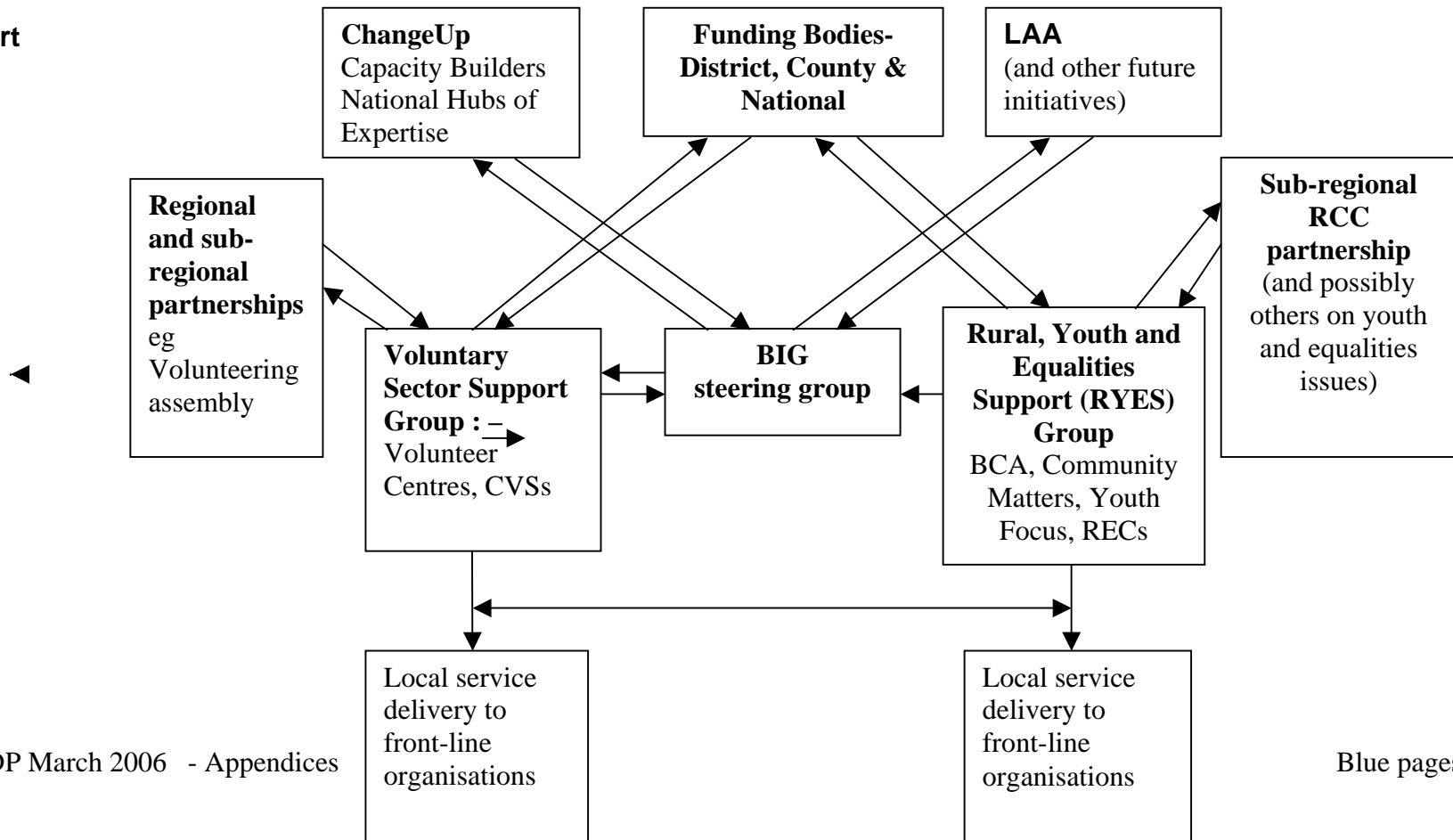
Rural, Youth and Equalities Support (RYES) Group – Comprised of Bucks Community Action, Community Matters Bucks, Youth Focus and the Racial Equality Councils:

- Review service delivery in their specialist areas against the needs articulated by frontline organisations and identify gaps.
- Devise projects and extensions to current service delivery to ensure maximum coverage.
- Explore the sharing of facilities and premises.
- Represent their specialist field in local initiatives.
- Liaise with sub-regional partnerships in their fields eg BCA will join the sub-regional RCC partnership.
- Be a focal point for liaison with local statutory funders.
- Give the highest priority to achieving excellence of service to frontline organisations, not only through effective planning and implementation, but also by means of monitoring and evaluation of all activities.

Terms of reference

- Appoint a chair/coordinator, on an annual basis.
- Meet on bi-monthly basis to implement roles – as stated above.
- Members to be thoroughly familiar with the work of other members of the consortium.
- Ensure that at all times the best expertise and guidance are accessed to ensure professional standards.
- Set up small executive group to coordinate work between meetings.
- Report to BIG on bi-monthly basis.
- Annual report to members of consortium and BIG.
- Keep bureaucracy and time spent at meetings to the **absolute minimum** ie share information largely through email and phone, short meetings on the basis of concise agendas.

Relationship Chart



Rationale for choosing this delivery model:

The consensus amongst BIG members was that this model was the one:

- Most likely to retain the good will of existing volunteer support to infrastructure delivery – there was evidence that this was likely to decrease in the other models- by allowing the existing independent infrastructure organisations to pursue their specific missions (in collaboration with others) and by reducing the risk of one set of community interests being subordinated to others.
- Most likely to ensure no loss of existing service delivery and to bring about, through collaboration and greater professionalism, a higher level of service to frontline organisations.
- Least expensive and bureaucratic to implement.

This model was the only one that received the endorsement of all BIG member organisations.

Appendix XIII CONSULTATION RESPONSES TO THE DRAFT IDP

Response to consultation has been received in a number of formats:

1. Individual responses.
2. Minuted responses from key agencies/partnerships.
3. Returned questionnaires from the consultation mail out with the summary IDP in December 2005
4. Consultation Workshop Responses
5. Informal verbal feedback given at various meetings etc

All responses have been considered and incorporated into the next draft of the IDP where possible, and where endorsed by the ChangeUp Consortium

1. Individual responses received from

- Voluntary Action (Chiltern and South Bucks) Chairman
- Volunteer Focus Chairman
- Vale Volunteers Board
- Youth Focus Board
- Bucks Community Action
- Community Matters Bucks
- Statutory partners combined response (BCC, CDC, SBDC, WDC)
- Pete Haley, WDC
- Martin Holt, CDC
- GOSE co-ordinator's feedback

2. Minuted responses from key agencies/partnerships

- Chiltern Partnership (the LSP for Chiltern) – their steering group considered the draft at their meeting on 12th January 2006 and agreed to endorse it.

3. Returned questionnaires.

These were mailed out to all frontline VCOs on the BIG countywide mailing list. 21 individual responses were received (all by 18th January).

	Yes	No	Not completed
Happy with the proposed services	79%	10%	11%
Happy with the proposed delivery model	69%	20%	11%

Comments from those not happy with proposed services

- Where does N Bucks fit in? (Gawcott Village Hall)
- Not very relevant to South Bucks– a large area (anon)
- We are a small and self-sufficient organisation and do not need support at the moment. (Friends from St Nicholas Cuddington)
- Too much red tape and bureaucracy, more and more paperwork, less competency, less efficiency (anon)

Comments from those not happy with proposed delivery model

- There appears to be nothing for north Bucks (Gawcott Village Hall)
- A more radical approach needed. The opportunity should be taken to streamline the various groups into a more cohesive structure under an overall team (Bucks and Winslow Community Care Forum)
- Does not help the voluntary sector in any way, we need less controls not more. (anon)
- This seems to be offering everything we need except money for running costs – the most essential (Aylesbury Rape Crisis)

Other comments

- 2 papers focus BME/North Bucks and Milton Keynes only. Very narrow, nothing included for “care in communities” at grass roots level outside of BME groups – is this really supposed to include all areas of Bucks if yes it has failed. (anon)

4. Responses at the consultation workshop – ChangeUp County reference Group - 12th January 2006

Presentations given: Overview of ChangeUp (Mike Coote), Update on draft IDP (Diane Rutter), Verbal reports given from each project leader

The 41 attendees were divided into 6 workshop groups for consultation discussion. Of these, 2 groups didn't give the breakdown of their group's individual views so in the summary the first number denotes individuals views and the second number denotes a groups' views

Plan	Yes	No	Comment
Keep the existing services that support voluntary organisations?	22 + 2		Comfortable with the process and they know the personnel. Yes but a more robust response to ASP. Difficulty finding isolated communities in the Buckinghamshire area very much needed.
Extend services to cover all of Bucks?	22 + 2		Assuming South Bucks previously missed out and so all Bucks to be even. But be realistic as to what the real need is and provided they are providing services as in 1. Why not?
Local delivery points to be maintained in Aylesbury, High Wycombe, Chesham, and to be established in Denham.	22	2	Agree in principle but question the practice/resource. Need virtual offices rather than physical ones. Part open services are not often used. Question that local services necessitates permanent local presence. Why Denham? Better in Burnham and Iver. Denham versus Gerrards Cross or others. Not at the expense of outreach. This is particularly relevant for this sector. The existing groups also have to demonstrate a re-shaping of services. Denham where? A very spread out area.
Outreach points to be established in Buckingham, Burnham, Beaconsfield, Marlow, Princes Risborough.	16 + 1	1	More relevant to Burnham due to its isolation. Is this a drop-in centre? Denham an outreach point too. Outreach points to be very good information points not manned. Need to include Chalfonts and Winslow. Where should residents of N Bucks get support? Are there cross border initiatives?

Plan	Yes	No	Comment
			Occasional point of presence is important addition to the phone or web. Not appropriate locations for BME groups, however this may not be the case for the other strands. It is vital to match the locations and needed services.
Single entry web portal	22 + 2		Good move Explore oncall community systems to take this forward (part of e-government, AVDC taking the lead, free to VCS, part of Bucksinfonet). With reservations not to spend lots on it when sites are already out there. A good idea but need to ensure the practicalities are... Publicity of our services at the library and mobile library, post offices, all information including funding newsletter.
Single countywide newsletter – BIG times	22	3	Should include funding and training newsletters. Concept good; delivery needs improvement. All organisations need to comply, ie put information into the right newsletter (local or countywide). Needs budget allocation. Get business sponsorship and give credit “printed by...” Needs more thought to balance audience needs, sharing and dividing interests. Only if this is truly the only newsletter.
Countywide funding newsletter	16 + 2	6	Should be included with BIG Times. Yes, but more prompt advice also needed by email. Yes! To combine with the BIG Times and funding updates. Yes a good idea – also on web.
Learning network and countywide training newsletter	14 + 2	8	Should be included with BIG Times. Yes, but more prompt advice also needed by email. Query the form and frequency. Do we need a separate publication? What is needed is a training calendar with contact details as an insert to BIG Times.

Plan	Yes	No	Comment
			<p>Countywide information to support countywide local delivery (efficient but not necessarily centralised delivery). To combine with the BIG Times and training updates. Also on web.</p>
<p>Streamlining representation –BIG to be the clearing house and main point of contact for consultation and representation</p>	7	5 + 1	<p>Subject to service delivery. BIG also to be the central voice for the VCS to national govt as well. Good evaluation and monitoring essential to prove effectiveness. Yes for countywide issues but no if local issues. Grassroots VCOs still don't get to hear what is going on – info isn't cascaded within their own organisations eg uniformed youth organisations. Need to get all local VCOs onto the countywide database. Need a piece of work targeting mapping all local VCOs. Could work but must have ongoing and detail consultation with frontline groups. This seems a good idea but concerned that it feeds into the BIG group. Why? different priorities local vs countywide.</p>
<p>Increasing operational collaboration –Establishment of the 2 consortia to improve services on the ground</p>	6	10 + 2	<p>Subject to service delivery. Good evaluation and monitoring essential to prove effectiveness – consortia are not known for good service delivery. Concerns about too many organisations, boards etc – one would be better. Essential for organisations to work as one. This is putting in another layer. Likely to cost more. Must work together without making it a formal structure. BIG are already working together, through BIG and ChangeUp and this should continue. Consortia will cost more money, will put another barrier in. will delay things further. Don't need a formal structure, should not be consortia. Why 2, why not 1? The group feel that having 2 consortia is not representative of the needs. Why 2? Divisive. What services?</p>

Plan	Yes	No	Comment
A funding group comprising stakeholder reps to plan for and ensure sufficient funding to deliver the services they have all agreed are needed.	22 + 1	1	Sounds like Shang-gri-la. A huge resounding yes. Needs user and providers in stakeholders but do not push the “sufficient funding” agenda onto users – frontline organisations. Lots of discussion but agreed in that it gives opportunities for economy. Internal matter.
Are there other ways you can help?	3	3	Yes but can't be specific. Please contact us if you need our skills, facilities or services. More research and development.

Appendix XIV BUCKS INFRASTRUCTURE FUNDING GROUP - TERMS OF REFERENCE

Creating sustainable funding for Buckinghamshire's VCS Infrastructure

- VCS Infrastructure organisations within the County (who are all members of the Bucks Infrastructure Group – BIG) are not adequately funded to deliver the service identified as being required by front-line County VCOs. The situation is worsening as pressure on Statutory funds increases, limiting their capability to continue to fund at current levels, and as current Community/Lottery funding reaches its end.
- Although each Infrastructure Organisation is responsible for its own funding viability, the challenge is so great that, as part of the IDP, a small Group of people with relevant expertise from all sectors in the County is to be created to provide advice, guidance and practical help to them.
- The Group (possibly called the Bucks Infrastructure Funding Group - BIFG) should have members drawn from Statutory, Voluntary and possibly Private sectors. It will have an advisory role, both to individual Infrastructure Organisations and to BIG. It will report its progress and its effectiveness regularly to the County ChangeUp Consortium.

Terms Of Reference:

- BIFG will be set up as a sub-group of the County ChangeUp Consortium.
- BIFG will be represented at meetings of the BIG Management Committee.
- BIFG will be informed of the likely funding challenges facing each of the members of BIG (although BIG members will not be obliged to inform BIFG).
- BIFG will familiarise itself with the current and future funding environment in which BIG members operate e.g. statutory funding availability and the process for accessing it, BIG lottery funding opportunities, Central Government funding strategies and all other local funding avenues.
- BIFG will suggest initiatives, ideas and actions for achieving new funding sources to BIG and its members. These should be creative and innovative, including, for example, considering organisation consolidation, creation of social enterprises, working with other organisations within the VCS (both inside and outside the County).

BIG members will not be obliged to adopt BIFG recommendations. However BIFG will report on its activities and progress, including its independent observations of the funding sustainability of the Infrastructure Organisations, to the Changeup Consortium twice yearly.

Appendix XV REPORTS FROM CHANGEUP PILOT PROJECTS

Sub-project Volunteering

PROJECT OWNER: Vale Volunteers

PROJECTIVE OBJECTIVE:

This project builds on the planned activities of project 3 which relate to volunteering. It concentrates on 2 main areas:

- The adoption of Volunteering England's National Branding by all Buckinghamshire Volunteer Centres
- The completion of Volunteering England Quality Standards by all centres in the county.

PROJECT ACHIEVEMENTS:

BRANDING: Launch of Volunteering England national branding took place at all the 3 Annual General Meetings of Volunteer Centres in October 2005. A joint presentation was made and all AGMs were attended by representatives from all the centres. Over 130 member organisations attended the three AGMs and learned of the changes,

National Branding materials have been delivered to the volunteer centres and are now in use. This branding will be prominent in a publicity campaign which will see the three volunteer centres' contact details displayed on the back of Arriva Buses across the county. An 0845 telephone number has been acquired for 12 months to simplify the volunteer referral procedure in Bucks. (Funding for this has come from Volunteering England)

QUALITY MARK 2 Volunteer centres will be making applications for Round 10 of the Quality Standards process in March. Volunteer Focus will now make an application under round 11 of the process. Vale Volunteers will liaise with other Volunteer Centres to ascertain areas of work towards the quality mark that can be undertaken in partnership.

PROJECT BUDGET: £ 20,250

SUMMARY OF PROJECT OUTCOMES AND LESSONS LEARNED

- The Buckinghamshire Volunteer Centre network has been strengthened by the joint undertakings of this sub-project.
- Working together has led to all new ideas being shared, and other joint initiatives (not included in the project) being undertaken eg the Arriva Bus publicity project.

Sub-project: County Newsletter

PROJECT OWNER: Priory Centre

PROJECTIVE OBJECTIVE: Produce three copies of a county newsletter for distribution in August, November and February.

PROJECT ACHIEVEMENTS TO DATE: All three issues despatched. Questionnaire included with third issue to ascertain opinions of countywide newsletter generally and BIG Times specifically.

PROJECT BUDGET: £8,750

Sub-project: Networking

PROJECT OWNER: Voluntary Action (C&SB)

PROJECT OBJECTIVE:

(Quoted from submission to GOSE in March 2005)

An initial networking event (June 2005) for all infrastructure organizations will be held. In the first part each organisation will give a timed presentation with handouts to explain their actual current work within the county. In the second part attendees will identify areas that they

will agree to share/collaborate between organisations. This will be a significant event lasting for a full day and involving Trustees and Staff of all BIG member organisations.

Outputs will include:

- An information sheet containing the key contacts within each organisation and what they do, with a simple referral form. All organisations will then use these to make appropriate referrals to each other.*
- An action plan for bilateral or other collaborations to be developed within the year and fed into the Infrastructure Development Plan.*
- There will be a follow up networking event (January 2006) to share what increased collaboration has come out of the pilot and to refine the actions to be fed into the Infrastructure Development Plan.*

PROJECT ACHIEVEMENTS TO DATE:

- Initial networking event held on 29th July 2005 . Sixteen staff attended representing all BIG members except Youth Focus (due to unavoidable circumstances). Useful exchange of information and identification of areas for closer collaboration.
- Key contacts sheet and referral forms distributed to all attendees, with discussion around their usage.
- Action plan for collaboration produced and is being implemented. (circulated previously)
- Follow-up networking event held on 16th January. Fifteen staff attended, representing all BIG members.
- Actions to be fed into the IDP were refined, some of which have since been endorsed and adopted by the consortium.

PROJECT BUDGET: £2,000

SUMMARY OF PROJECT OUTCOMES AND LESSONS LEARNED

- There is considerable good will amongst the staff of the infrastructure organisations to work together both operationally and strategically.
- Meeting each other to identify issues and share solutions was creative and extremely helpful.
- There were some quick wins in the early action plan, which have already been implemented and so do not appear in the IDP for the coming period. eg facilitating key frontline VCOs to open their CRB checking as a low-cost service to other VCOs within the county.

- Other actions have been built into the IDP action plan. eg the development of the shared database for better communication links with frontline VCOs across the county.
 - Decision to continue to hold these networking events, and to use them:
 - As a place to focus on the operational outworking of specific collaborative proposals as delegated by BIG.
 - To enable informal networking and the spin offs that ensue as this is the only venue at which the staff who deliver of infrastructure services all meet each other.
-

Sub-project: Training

PROJECT OWNER: Voluntary Action (C&SB)

PROJECT OBJECTIVE:

(Quoted from submission to GOSE in March 2005)

This will build on the BIG Business plan objective 6 and the planned activities relating to training.

There will be liaison with:

- *The Learning and Skills Council (LSC) to lobby and help develop comprehensive, sustainable countywide mechanisms for VCS training.*
- *P4 regarding their delivery of LSC contracted training in Bucks.*
- *All BIG member organisations*

Outputs:

- *Reports to BIG management committee.*
- *A calendar of all known training and events for the VCS to be held within Bucks to be compiled and distributed to all BIG member organizations and included in the integrated newsletter.*

PROJECT ACHIEVEMENTS TO DATE:

- LSC participated in the BSP VCS conference on 20th May 2005 by running a workshop on their future involvement in Bucks.
- LSC accepted Barbara Poole's report on developing a learning network and agreed to fund the post of learning network co-ordinator for Bucks from August 2005, initially one year. Learning network Co-coordinator appointed, Kate Blanchard, based at Bucks Lifelong Learning Partnership. Steering group and Work plan in place.
- P4 have completed all Training Needs Analyses with 8 identified frontline VCOs and are developing their individual learning plans. (Bucks Association for Mental Health, Carers Buckinghamshire, Chiltern Racial Equality Group, Home Start, Queens Park Arts Centre, Shaw Trust, SKIDZ, South Buckinghamshire Riding for the Disabled, Cruse Chiltern and Beaconsfield).
- Email updates sent to BIG members
- Calendars of upcoming free training events open to all VCOs in Bucks were included as flyers in the integrated newsletter, BIG Times. These are being run by P4, paid for by LSC. These places have not been fully taken up and some events have been cancelled due to low take up.
- A countywide Voluntary Sector Training Calendar, incorporating all known VCS training (not just that provided by P4) was published and sent out with the March BIG Times. It included a promise of quarterly updates.
- The learning network co-ordinator is running 3 local learning events for the VCS in the spring in Aylesbury, Wycombe, Beaconsfield, plus a countywide learning event in the summer. These will include workshops and debates on key topics identified as high training needs, plus presentations and displays of further learning resources and courses open to the VCS in Bucks.

PROJECT BUDGET: £1,000

SUMMARY OF PROJECT OUTCOMES AND LESSONS LEARNED

- The LSC has now engaged with the sector in Bucks – however their funding for future years is uncertain.
- Publishing a calendar of training as an insert to each BIG Times has been popular and will be continued.
- However, the P4 training courses have not been fully subscribed. Simply informing local VCOs that training is available is not always enough to get them to engage with training and developing their volunteer workforce – eg training on committee skills and trustees responsibilities is clearly needed and yet uptake of places was poor. If we are to help develop the VCS workforce then a more creative approach than simply putting on courses needs to be found.
- Recommend a VCS training coordinator as a countywide post to develop, promote and deliver key courses accessible to all VCOs across the county.

Appendix XVI IDP LINK TO YOUTH AGENDA

Youth Focus (Buckinghamshire Council for Voluntary Youth Services)

This is the infrastructure body that supports voluntary youth and community organisations. The Chair of Youth Focus is a member of the Shadow Children and Young People's Trust and the Director is a member of the Children and Young People's Strategic Partnership Group.

Every Child Matters and the Children and Young People's Trust

In 2003 the 'Every Child Matters – Change for Children' Green Paper was published. This places the needs of children, young people and families at the core of a whole system reform of children and young people's services. It outlines the following main objectives that providers of these services need to meet:

- A more integrated approach to delivery of children's services
- Building services around the needs of children and young people
- Information sharing and multi-agency working
- Involvement of young people in the decision-making process
- Early intervention and preventative measures to protect children

There are five outcomes all children's service providers should aim to help children achieve:

1. Be healthy - good physical and mental health
2. Be safe – protected from harm and neglect
3. Enjoy and achieve – getting the most out of life
4. Make a positive contribution to the Community
5. Achieve economic well being – help children and young people to achieve their full potential in life

The key aims are:

- To reduce educational failure
- To reduce offending behaviour
- To reduce the number of children suffering from ill health, or becoming teenage parents
- To set up Children's Trusts which will include key organisations that work with children. (In Buckinghamshire this is called the Children and Young People's Trust)

The paper identifies a number of groups of young people that are particularly vulnerable:

- Unaccompanied asylum seeker children, particularly with regard to housing need
- Young carers
- Children with parents in prison
- Looked after children
- Ethnic minority children who come from ethnic minority groups consistently under-achieving at school.
- Children from low socio-economic backgrounds
- Children with disabilities

The Children Act 2004 provides the legislative framework to develop more effective and accessible services, with the creation of a Children's Trust in every Local Authority by April 2008.

In Buckinghamshire a Shadow Children and Young People's Trust Board was established in January 2006. This is due to become the full Trust in April 2007.

Buckinghamshire Children and Young People's Plan

This is an important element of the reforms underpinned by the Children Act 2004. Each local authority area is required to produce a single, strategic, overarching plan for all services affecting children and young people. It supports more integrated and effective services to secure the five outcomes set out in Every Child Matters.

The Role of the Voluntary Youth Sector and Links to the IDP

The voluntary youth sector delivers a wide, diverse and extensive range of services to children and young people. The youth sector is therefore a key partner in the delivery of all services that affect the lives of children and young people. In order to make this an effective and efficient partnership it is vital that the infrastructure of the voluntary youth sector is supported and strengthened so that it has the capacity to engage fully in this development.

Change Up and the Buckinghamshire Infrastructure Development Plan provide an important link to these developments. Both the Rural Project and the Additional Support Programme have identified significant areas for development concerning issues that affect young people.

The Buckinghamshire County-wide Youth Strategy

The Countywide Youth Group is made up of key organisations involved in the delivery of services for children and young people. This includes representation from the four District Councils as well as the County Council and the voluntary sector. The strategy, launched in December 2004, also stresses the need for a joined up approach to children's service delivery in Buckinghamshire. It outlines six priority action areas:

- To ensure proper consultation with young people, and encourage active citizenship.
- To provide adequate access to services and efficient means of transport for young people
- To promote and encourage active lifestyles
- To provide suitable counselling, support, and advice services
- Improved targeting of services
- To provide suitable and affordable housing

Extended Services

Schools will be used as the hubs of the community and they will have a role in developing the services available to the community. Not all activities need to be based in schools. The 'Core Offer' by 2010 will be:

- All round 8 am – 6 pm quality childcare on site or through local providers
- A varied menu of activities including study support, access to computers etc
- Parenting support including family learning i.e. basic skills – cooking, debt counselling, parenting skills
- Swift and easy referral to specialised support services
- Community access including adult learning

Children's Centres

This government initiative aims to set up 'one stop shops' for under 5's offering support to parents and parents-to-be to provide productive and safe experiences so that children can thrive at school and later in childhood. Initially to be set up in disadvantaged areas but there will be a universal service by 2010 serving all 30,500 under 5's in Buckinghamshire.

The voluntary sector will have a major role to play in the development and implementation of Extended Services and Children's Centres.

Youth Matters – Next Steps

Following consultation on the Green Paper, the 'Next Steps' offers a development of provision so all young people (13 – 19 year olds) can achieve the 5 outcomes of Every Child Matters. Young people will have more choice and influence over services and facilities that are available to them. There will be a new duty on local authorities to ensure young people have access to a wide range of positive activities. The Youth Opportunity Fund and the Youth Capital Fund will put funds directly into the hands of young people to spend on activities in their local area. The Youth Opportunity card is being piloted in 10 areas over the next two years. Young people will be encouraged to volunteer and contribute to their local community.

Russell Commission Implementation Body.

Funding has been made available to range of organisations to develop volunteering opportunities for young people. Children's Trusts will be encouraged through guidance to work closely with the implementation body to ensure that volunteering opportunities are available in each area. There are also plans to accredit volunteering activity through the new qualifications network. A new funding round is coming in the Spring of 2006.

Appendix XVII

IDP LINK TO LOCAL AREA AGREEMENT AND BUCKINGHAMSHIRE COMMUNITY STRATEGY

The countywide and district community strategies provide the long term vision for Buckinghamshire, and the framework for joint action by the public, private and voluntary sector in the county. The Local Area Agreement is central to the delivery of the Buckinghamshire Community Strategy and provides the action plan for partnership working.

The overarching theme of the Buckinghamshire Community Strategy 2005 is 'Promoting Prosperity – Tackling Inequalities'. Beneath this, the Community Strategy has 8 priority themes:

- Quality of Life for Children and Young People
- Quality of Life for Older People
- Safe Communities
- Cohesive Communities
- Healthy Communities
- Prosperous Communities
- Accessible Communities and Transport
- Superb Environment

The Community Strategy vision is one of a strong and vibrant voluntary and community sector which helps to connect people and enable them to shape their communities. The voluntary and community sector is recognised as a genuine partner, with a crucial role to play in delivering across all the themes of the Community Strategy and the LAA. Both the Community Strategy and the LAA identify the development of voluntary and community sector infrastructure as a priority for the county and one which is fundamental to achieving the other objectives identified.

The infrastructure development plan identifies the support, help and advice needed by local frontline voluntary and community organisations and sets out actions that are required to meet these needs. It will enable the growth of a vibrant and strong sector by ensuring all the support structures and capacity is in place to deliver an ambitious and challenging change programme. It is therefore integral to the delivery of the Community Strategy and LAA priorities.

Appendix XVIII

IDP LINK TO RURAL SOCIAL AND COMMUNITY PROGRAMME AND OTHER KEY BUCKINGHAMSHIRE STRATEGIC DOCUMENTS

Buckinghamshire Infrastructure Development Plan (IDP) has been taken forward alongside a number of other strategies currently being developed or implemented in the county. This section of the report focuses on the links between the IDP and the Rural Social and Community Programme (RSCP) whilst also making reference to other key strategic documents. Links between the Buckinghamshire IDP and the Local Area Agreement are dealt with elsewhere in this report.

Rural, Social and Community Programme

The Defra Rural, Social and Community Programme is designed to develop the capacity of the rural Voluntary and Community Sector and Parish Councils to address important rural social issues and tackle the causes of rural social exclusion. Nationally it will provide £13.5M on an annual basis and the programme is intended to help rural communities shape and enhance their own future.

In Buckinghamshire, the accountable body for the Rural Social and Community Programme is Buckinghamshire Community Action and the fund will be aligned with the Buckinghamshire Local Area Agreement. The RSCP in Buckinghamshire has identified five key priorities, and this document sets out to identify the links between this initiative and the Buckinghamshire Infrastructure Development Plan. Although the RSCP does have close links with the ChangeUp project based around rural communities in North Buckinghamshire and rural Milton Keynes, it does also demonstrate clear links with the wider Buckinghamshire IDP:

1. Affordable Housing: Rural Housing Enabler:

This RSCP priority aims to work with rural communities to help in the identification of priority needs around affordable housing and to identify and implement solutions to tackle shortages in the provision of affordable rural housing. It will also raise the awareness of the need for affordable rural housing and influence relevant regional and local strategies.

The provision of specialist advice and support for rural communities is an important need identified in the ChangeUp rural project, with a number of parishes highlighting this as an issue. This reflects objectives in the Buckinghamshire Rural Strategy (based around affordable housing, identifying suitable sites and information quality).

The Buckinghamshire Community Strategy also identifies the provision of suitable and affordable housing as a priority, as does the Regional Economic Strategy (ensuring sufficient and affordable housing to meet the needs of the region's labour force.)

2. Rural Community Development

This priority focuses on work to build the capacity of rural communities to identify key areas of concern, with a focus around health and access to health services, and to develop ways to address these issues locally.

It is in this area that the strongest links can be seen between the RSCP and the IDP. Community development is identified in the IDP as a key priority, along with start up and management support for voluntary and community groups, help with strategic planning and building the links between local action and policy initiatives. Practical support such as funding advice, governance and project management are all useful in promoting local capacity building and support of volunteering helps to address a crucial issue for local groups. Support for two-way communication promoted in the IDP will help ensure effective channels of communication between national, regional and local bodies and the voluntary and community sector, promoting consultation and providing information and knowledge to the sector.

The use of the Parish Planning approach to structure the work, to empower rural communities and to build capacity fits well with the findings of the rural ChangeUp project, using this approach to promote community engagement in rural communities and to build the links between larger rural communities and rural 'hinterlands'

Objectives in the Buckinghamshire Rural Strategy (around equitable access, maximising access to services and tackling rural isolation) support this work.

The Buckinghamshire Community Strategy, in the sections relating to Sustainable Communities and Quality of life for Children and Younger people, identify the importance of ensuring that local communities are empowered to help themselves, promoting participation and active citizenship to help provide an improved quality of life and improved health.

The Buckinghamshire Community Safety Strategy also highlights the need to develop stronger, more cohesive and active communities, engaging with local people to reduce the fear of crime and improve quality of life.

3. Building Business, Supporting Enterprise:

The third priority in the RSCP for Buckinghamshire concentrates on developing support targeted at rural businesses and particularly small rural social enterprises. Work will cover both villages and market towns, reinforcing the potential links between larger rural communities and those smaller settlements making up a rural 'hinterland'.

The Buckinghamshire IDP aligns with this in its aim to encourage innovation, creativity, collaboration and partnerships. The development of more effective funding advice service will also contribute by helping to gain access to funding opportunities. This priority may also help encourage the take-up of training, learning and some volunteering opportunities.

The rural ChangeUp project showed evidence of need for the provision of advice on social and community enterprise, along with opportunities for the development of key skills in this area.

The Buckinghamshire Rural Strategy identifies developing rural employment as a key objective and the South East Rural Delivery Framework also identifies stimulating new enterprises and promoting and supporting social enterprise and community based businesses as key strategic issues.

4. Village Halls and Community Building support

This RSCP priority aims to ensure that use of village halls, community buildings and churches is developed and improved and that use is increased, with increased information and services available to management committees.

Components of the Buckinghamshire IDP link to this priority through the theme of premises management. The provision of a funding advice service will again assist in access to funding opportunities and help encourage the take-up of training and learning opportunities across the sector. Community facilities are also useful in supporting ICT development, enabling surgery and outreach sessions and training workshops to take place in rural communities.

Research for the ChangeUp rural project underlined the need for good access to specialist advice on sustaining and developing the use of community facilities for the benefit of rural communities, supporting local action and also the co-ordination and delivery of services.

The Buckinghamshire Rural Strategy also identifies the wider use of community facilities as important and in the Buckinghamshire Community Strategy (through the sections relating to Sustainable Communities and Cohesive Communities) the notion of improved community infrastructure, including access to community spaces is seen as important.

5. Parish Plan grants

The final RSCP priority looks to continue to support parish planning groups in the delivery of Parish Plans, helping to strengthen communities, reduce social exclusion and empower local communities.

In the Buckinghamshire IDP, representation is a key issue and support for Parish Plans will help to ensure communities can engage with policy makers, service planners and funders and have a voice in partnerships and networks. Links between national and regional campaigns can be facilitated and the funding advice service will again help gain access to funding opportunities. A drawing together of those working on community planning can encourage collaboration and partnerships.

This reflects a clear finding from the ChangeUp rural research which showed clear evidence of need for community development support to build the capacity of communities to identify and address issues of concern, to take an inclusive approach to community issues and to link communities undertaking activities designed to improve the quality of life.

The Buckinghamshire Rural Strategy also focuses on the value of community initiatives and developing mechanisms by which the rural voice can influence policy.