PRESENTATION BY NENE VALLEY COMMUNITY ACTION

1 Purpose of report

1.1 To introduce the presentation from Nene Valley Community Action.

1.2 The presentation relates to the work this organisation carries out in the borough in support of the council’s priorities.

2 Executive summary

Not applicable.

3 Appendices

Appendix A to this report contains background information supplied by Nene Valley Community Action; Appendix B is the organisation’s volunteering policy.

4 Proposed action:

4.1 The committee is invited to RESOLVE to note the presentation, and

4.2 The committee is invited to discuss issues relating to the work of Nene Valley Community Action and identify any matters they RECOMMEND be reported to relevant policy committees for their attention.

5 Background

This presentation forms part of the general programme of review agreed by the committee at its meeting on 27 June 2011.

6 Discussion

6.1 Nene Valley Community Action (NVCA) supports all individuals and groups within the local community. It provides help and opportunities to enable people to realise their ambitions as well as advice and information to local groups to enable them to continue to meet the needs of local people.

6.2 NCVA seeks to strengthen collaboration between local infrastructure providers and other partners to maximise funding/investment and promote good funding practice.

6.3 The organisation’s aim and mission statement are set out in Appendix A.

6.4 In 2011/12 the council granted £25,000 to NVCA.

6.5 The organisation has provided a copy of its accounts and current business plan, which can be provided to members on request.
7 Legal powers
The Local Authorities (Alternative Arrangements) (England) Regulations 2001 empower the council to establish one or more overview and scrutiny committees. An overview and scrutiny committee of a local authority may invite persons other than members or officers of the authority to attend meetings of the committee.

8 Financial and value for money implications
There are no such implications arising directly from this report. However, effective overview and scrutiny is one of the means by which the council secures effective use of its resources.

9 Risk analysis
A risk table is usually completed for any report setting out a proposed course of action that entails risks at the outset of the project or if the risks change along the way. This is not relevant in respect of this report.

10 Implications for resources
There are no implications arising directly from this report, other than officer time required to prepare any reports needed to make recommendations to policy committees as a result of the committee’s findings.

11 Implications for stronger and safer communities
There are no such implications arising directly from this report. However, effective overview and scrutiny is one of the means by which the council secures improvement in the discharge of its functions that contribute to making its community stronger and safer.

12 Implications for equalities
Local scrutiny of public services improves the ability of the council to ensure equalities issues affecting the local community are taken into account by other public service providers.

13 Author and contact officer
Bridget Lawrence, Head of Resources

14 Consultees
None

15 Background Papers
Papers supplied by NVCA, including their business plan.
Appendix A

Borough Council of Wellingborough

<table>
<thead>
<tr>
<th>Name of organisation: <strong>NENE VALLEY COMMUNITY ACTION</strong></th>
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<td>Date of presentation to Overview and Scrutiny Committee: <strong>27 February 2012</strong></td>
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| Number of employees (full time equivalents): 7 |
| Number of volunteers: 42 |

**Aims and objectives of organisation**

To promote any charitable purposes for the benefit of the community and in particular the advancement of education, the protection of health, the relief of poverty, distress and sickness and to provide support, training and advice which enhances the effectiveness of organisations to promote the charitable activities on behalf of local communities.

Our mission statement ""Listening to Communities". Nene Valley Community Action provides services that develop opportunities, supports and builds capacity, enables and helps people and communities to achieve positive outcomes."

**Please attach the following if available (please delete as appropriate):**

- Business Plan: available
- Forward Plan: not available
- Volunteering policy: available
- Fundraising policy: not available

**Service level agreed with council (if applicable)**

2011 – 2012 £25,000 to provide infrastructure (support & development services) to front line organisations in Wellingborough

**Performance against service level agreement (if applicable)**

- Provide information, advice and guidance to community groups – Achieved a weekly ebulletin is sent to all groups. The new NVCA website is now live containing a wealth of information. One to one support and group advice is also offered. Our Development Officer now works from WBC Tithe Barn offices every Monday to enable local groups to visit there and to also encourage members of the public who access the offices to consider volunteering.
- Training has been offered to the VCS covering a range of topics including Lone Working, Disability Awareness, Change Management, Vulnerable Adults, Successful AGM’s.
- The Wellingborough Community Consortium has been held twice this year so far with over 40 people at each event. We have also provided and facilitated additional events regarding the Wellingborough Homes proposal regarding Prevention and hosted events for NCC around the Prevention Strategy consultation. Both Cllr Bell and Cllr Graves have attended events.
- Annual Satisfaction Survey was sent out in August. Average level of responses offering positive feedback.
NVCA promoted the recruitment campaign for 2 Countywide Forum Steering Group representatives for Wellingborough. NVCA are currently working towards recruitment of advocates required for Wellingborough Partnership.

NVCA staff offer volunteer appointments twice a week in Wellingborough and over 90 appointments have taken place so far this year. We have seen an increase in people with learning disabilities who wish to volunteer.

### Details of partnership work with other organisations in Northamptonshire

- Work in partnership with CAB Wellingborough.
- Member of Northamptonshire Carers Partnership
- Member of Disability Partnership
- Member of NCC Prevention Board
- LIO representative for Countywide Forum Steering group
- Member and Chair of LION (local infrastructure organisations Northamptonshire)
- Member of Board of Governors for Kettering General Hospital
- Member of Area Leadership Team for children, young people and families – East Northants
- Partnership agreement with CVS Northamptonshire to deliver training for the sector.
- Facilitators for WBC Older peoples “Later Life Matters” event in April 2012.

### Are accounts available for the past three years? Yes/No

Already sent in

### Effect on the community of cutting grant from the council by £5,000 (or, if grant is below £5,000, the effect of cutting the grant entirely)

A reduction of £5000 will affect the capacity of the organisation to take on any additional roles in Wellingborough. We will have to ensure that the work carried out is specific to our contract and careful consideration will have to be given to any additional requests.

### Effect on the community of increasing grant by £5,000

An increase of £5000 would enable NVCA to consider a further part time Development Officer role to take on additional duties for Wellingborough.
Appendix B

NENE VALLEY COMMUNITY ACTION
Volunteering Policy

Nene Valley Community Action aims to encourage people from the community to volunteer their services in a variety of opportunities. We aim to provide fair, safe, enjoyable and empowering experiences for all.

PURPOSE OF THE VOLUNTEERING POLICY

This policy:
- Formally acknowledges and supports the role of volunteers
- Sets out a policy to ensure good working practices
- Defines the rights and responsibilities of the volunteers
- Encourages and enables, rather than limits, the involvement of volunteers

VOLUNTEER RIGHTS

Every volunteer for Nene Valley Community Action has the right:
- To be actively involved in the organisation
- To be supported in their volunteering
- To be given appropriate training
- To be safe in their volunteering
- To have agreed out of pocket expenses reimbursed
- To have any concerns or questions dealt with promptly
- To stop or change their volunteering after discussion with their Line Manager and at the discretion of the CEO
- To have their personal information kept in a secure and responsible manner
- To be recognised as an individual, according to the organisation’s Equal Opportunities Policy
- To receive up to date information about the organisation

VOLUNTEER RESPONSIBILITIES

It is the responsibility of the volunteer:
- To abide by the procedures and policies of Nene Valley Community Action
- To act in accordance with the Equal Opportunities Policy of the organisation
- To keep in regular touch with their Line Manager or CEO of the organisation
- To inform their Line Manager or CEO if they have a problem and wish to leave their volunteering
- To attend training where appropriate
- To maintain their level of commitment
- To respect confidences
- To be reliable
- To act appropriately and set a good example to others
- To be open and honest
- To give feedback to their Line Manager or CEO
Volunteer Grievance Procedure

Nene Valley Community Action aims to provide a positive and appropriate experience for its volunteers. The organisation recognises that there may be an occasion when a volunteer is dissatisfied. The following procedure should be used by volunteers in these circumstances:

- The first point of contact for a volunteer with a grievance should be their Line Manager.
- If this contact does not result in a satisfactory outcome, or if the volunteer does not feel comfortable approaching their Line Manager they should raise the issue in the following way:
  - By contacting the CEO of the organisation verbally or in writing.
  - By contacting the Chair of the Board of Trustees either verbally or in writing. Full address details are to be found in the organisation's leaflet.

Either of the above ways will be dealt with within seven working days.

March 2009