

## Area Hub Monitoring (North) 2011: quarter 1 and 2 Summary

Qualitative Measure	Items
1. Timeframe and work plan of how each locality based Area Partnership will be created	<b>Plan and timeline to date.</b>
2. Evaluation report of community consultation / information sharing events	<b>Training survey Harwill Crescent report</b>
3. Evaluation report of voluntary organisation networking events / meetings	<b>North Locality Networking events ref. HM</b>
4. Evidence of communication network with sample of information shared amongst voluntary sector	<b>OVP E-Bulletin - contacts available for inspection</b>
5. Evidence of disadvantaged or hard to reach people enabled to access mainstream services (case studies)	<b>Case files available for 8 supported under Intensive Local Engagement Project, Harwill Communities report</b>
6. Involvement in local decision making and problem solving groups and undertaking tasks as identified	<b>Partnership with NCH/NM to address gap in community voices (5 areas) Play on the Wildside (Bulwell Toy Library on BHall Pk – officers’ steering gp Bulwell Partnership (Children’s Services &amp; schools), Bulwell Town Centre Christmas Lights Switch on Planning Gp, West Area Youth and Play co-ordinators &amp; Broxtowe LAGs, One Nottingham Board, VCS Thriving Group &amp; ON VCS Funding w/gp, West Area Youth and Play Co-ordinators, Bells Lane &amp; Aspley LAGs, Bestwood &amp; Bulwell Area Managers Meetings, Childrens Centres Advisory Boards, Get Nottingham Working event, Bulwell JobCentre Jobs Fair</b>
7. Identify additional funding brought in by the Hubs activities to both the Hub and the organisations it supports	<b>OVP £5799 Broxtowe PT £18,028 BP Funding £51,818</b>

Output	Items
<p>1. Community consultations or information sharing events with a minimum of 30 residents attending / involved.</p> <p><i>Consultations can be individual events or information and feed back gathered at different venues and activities , eg: Youth worker on detached sessions could used feed back form young people they meet on the street over a specified period. There may also be occasion when this data will be directly inputted into the City Council community engagement and feed back data base. this then would be adequate evidence</i></p>	<p><b>Output total: 6 against profile of 6.</b></p> <p><b>One Vision Partnership E-Bulletin (Community News) to 64 residents</b>  <b>Royal Wedding Party on the Park planning network (10 gps)</b>  <b>A/BI Intergenerational Tea-dance (60plus attendees)</b>  <b>BP Facebook (148 friends)</b>  <b>Community Training Survey (Warren Hill)</b>  <b>Employment and Training Information sessions (6 venues)</b></p>
<p>2. Voluntary organisation networking events / meetings with a minimum of 10 groups.</p> <p><i>Locality based information sharing events the hub has organised.</i></p>	<p><b>Output total: 4 against profile of 4 North Locality Networking events (x2) (GC/ BP / OVP)</b></p> <p><b>Caldon Green Event Planning Group (Vol Orgs)</b>  <b>Coalfield Regeneration Trust Workshop for Vol/Orgs Red Lion C/C</b>  <b>Aspley and Bells Lane Partnership meetings (30 attendees)</b></p>
<p>3. Communities of interest networking events / meetings</p> <p><i>Locality based information sharing events the hub has organised.</i></p>	<p><b>Output total: 2 against profile of 0</b></p> <p><b>Snape Wood, Sellers Wood Drive and Sankey Drive Drop in sessions</b>  <b>Mountzion 7<sup>th</sup> Day Adv. Community Church</b></p>
<p>4. Community Cohesion events bringing 2 or more different communities together.</p> <p><i>Meetings, social events the hub has organised.</i></p>	<p><b>Output total: 8 against profile of 0 Bulwell Hall Park Holidays at Home event</b></p> <p><b>Bulwell Bogs Holidays at Home event</b>  <b>Vision of Health Coffee Morning</b>  <b>Harwill Crescent: Communities Taking control</b>  <b>Minver Crescent Youth Club</b>  <b>A/BI Intergenerational Tea Dance</b>  <b>Fun on the Forest event</b>  <b>Bestwood FunDay (BD/BCC)</b></p>

<p>5. Organisations supported to be ready to access the City Councils commissioning process.</p> <p><i>The new organisations your hub has worked with over that reporting period.</i></p>	<p><b>Output total: 0 against profile of 0 Included in 6.</b></p>
<p>6. One to one support and development meetings with grass root organisations</p> <p><i>The new organisations your hub has worked with over that reporting period.</i></p> <p><i>This is about NEW groups or entirely NEW work undertaken with groups previously supported. (Note that where this is financial or capacity building support it may be able to count under 5 above instead)</i></p>	<p><b>Output total: 18 against profile of 17</b></p> <p><b>Community Speed Watch (OVP)</b>  <b>SfiCE Foundation (OVP)</b>  <b>Bulwell Foresters Archery Group</b>  <b>Bulwell Forest Community Garden Group</b>  <b>Holidays at Home Planning Committee</b>  <b>Bulwell Hall Boxing and Community Fitness Club</b>  <b>Bulwell Hall TRA</b>  <b>Vision of Health (Healthy Living Centre volunteers)</b>  <b>Friends of Snape wood Nature Reserve and Ashton Park</b>  <b>Friends of Bulwell Bogs</b>  <b>Top Valley TRA</b>  <b>Broxtowe Estate TRA training to deliver Intensive Local Engagement Service</b>  <b>Harwill Crescent Young People</b>  <b>Childrens' Centres' Advisory Boards resident members</b>  <b>Family Fun Day (Bestwood Community Association)</b>  <b>HW Primary Parents Gp</b>  <b>Top Valley Community Association (NO'C)</b>  <b>Bulwell Community Garden Project (TO)</b></p>
<p>7. One to one support and development meetings with potential social enterprises and local social entrepreneurs</p> <p><i>The new contacts your hub has worked with over that reporting period.</i></p>	<p><b>Output total: 2 against profile of 2</b></p> <p><b>Sixways Community Café project</b>  <b>Best Companions Lunch Club expansion plans</b></p>

<p>8. Volunteering opportunities or placements being created by the hub and supported organisations.</p> <p><i>This can include new volunteers or existing volunteers.</i></p>	<p><b>Output total: 65 against profile of 50</b></p> <p><b>2 Reception / Admin positions at Red Lion C/C (Hayley Grade &amp; Sue Wright)</b>  <b>3 Trustee/board members of Friends of SWAP (Hayley Goode &amp; Irene Healey)</b>  <b>2 Coffee morning / kitchen assistant positions at HLC (Jane Fleming, Sarah Simpson)</b>  <b>3 new OVP Management Committee members (Ros Yousouf, Helen Dexter, Treasurer)</b>  <b>3 Friends of Snape Wood Nature Reserve Ashton Park .</b>  <b>2 Monday Football Club</b>  <b>1 Tuesday Dance Club</b>  <b>2 Wednesday Funday Club</b>  <b>3 Thursday Credit Union Collection Point</b>  <b>2 Sixways Community Café</b>  <b>2 A Toy Library</b>  <b>1 Tea Dance delivery</b>  <b>18 Harwill Crescent</b>  <b>2 Aspley &amp; Bells Lane Partnership</b>  <b>2 Kickboxing Club</b>  <b>2 Childrens Centres Advisory Boards</b>  <b>1 Sg Walk Gp</b>  <b>4 BS Reception</b>  <b>1 Best Companions (Ivy Lea)</b>  <b>9 BPFForum</b></p>
<p>9. People supported in achieving a vocational / accredited qualification.</p>	<p><b>Output total: 19 against profile of 20.</b></p> <p><b>6 vols L2 Food Safety Awareness Accredited Training</b>  <b>7 vols L2 Health and Safety at Work</b>  <b>1 resident staff NVQ2 English levels 1 &amp; 2</b>  <b>2 resident staff Risk Assessment &amp; Support Planning &amp; Intro Mental Health</b>  <b>3 vols Safeguarding Children</b></p>



**Voluntary Sector hub Funding  
Service Level Agreement 01/04/2011 – 31/03/2012  
Monitoring Report**

**This report covers the quarter 1 April 2011 To 30 September 2011 Year 2011-12.**

**Organisation and project name**

The Bestwood Partnership (in partnership with One Vision Partnership Ltd, Broxtowe Partnership Trust, Aspley and Bells Lane Partnership, and B.E.S.T.

**Name of person completing form** .....Gary Cawthorne..

**Date completed** .....25<sup>th</sup> October 2011.....

**Please return your completed form to:**

The Single Gateway  
Communities Courtyard  
Wollaton Annex  
Wollaton Road  
Nottingham  
NG8 2AD

Please tell us about progress towards this quarter's output targets in the tables below, using the information in Section 5 and Schedule 3 of your SLA and figures from your own quantitative monitoring.

**Agreed Outputs**

- |   |
|---|
| 1. Community consultations or information sharing events with a minimum of 30 residents attending / involved.   |
| 2. Voluntary organisation networking events / meetings with a minimum of 10 groups.                             |
| 3. Communities of interest networking events / meetings   |
| 4. Community Cohesion events bringing 2 or more different communities together.                                 |
| 5. Organisations supported to be ready to access the City Councils commissioning process.                       |
| 6. One to one support and development meetings with grass root organisations                                    |
| 7. One to one support and development meetings with potential social enterprises and local social entrepreneurs |
| 8. Volunteering opportunities or placements being created by the hub and supported organisations.               |
| 9. People supported in achieving a vocational / accredited qualification.                                       |

Output Measure	Forecast for Qu 1 & 2	Actual for Qu 1 & 2	Variance	Reason for variance of 10% or more
1	6	6	0	Achieved: additionally, some outstanding information from B.E.S.T. will show in qu 3 monitoring
2	4	4	0	
3	0	2	+2	Earlier than anticipated work with communities of interest
4	0	8	+8	Additional work addressing community cohesion issues
5	0	0	=	
6	17	18	+1	
7	2	2	=	
8	50	65	+15	Overall increase in early activity
9	20	19	-1	Additionally, B.E.S.T. figures to show in qu. 3.

Please tell us about the results given above. Have you met the targets set for your agreed outputs? What has gone well? What has not gone so well? Any key achievements this quarter? Do you need any further assistance?

**Targets have largely been met or exceeded, especially since some figures are yet to be confirmed by partners; any reamining outstanding will be counted in qu. 3. It is therefore anticipated with confidence that there will be overperformance across the board, reflecting the effectiveness of the Hub partnership.**

Key achievements are:

- Effective sharing of responsibilities in the hub project across the partners
- e-bulletins to residents and partners
- North Locality networking events
- Community Cohesion events not planned at the outset but arising out of local need
- Large number of voluntary and community organisations supported
- Volunteers positions created, maintained and filled
- Qualifications achieved by residents participating in partnership-provided community training

We would like to you to tell us about you progress against the outcomes between April and September 2011, including any issues that may impact on your achieving the agreed outcomes. Either attach information as requested or comment in the box provided.

**Agreed Qualitative Outcomes ( listed in schedule 3 of your SLA)**

<p><b>1. Timeframe and work plan of how each locality based Area Partnership will be created.</b></p>
<p>This was set at the outset of the project. In terms of implementation, the outputs themselves demonstrate the degree of engagement between the Hub partners. Structurally, One Vision Partnership Ltd is managed by The Bestwood Partnership while retaining local identity and legal entity. Aspley and Bells Lane Partnership finances re this project (including staffing) are managed by The Bestwood Partnership. A Chairs' Meeting of the partners' management boards takes place on a regular basis to discuss overall strategy: they have determined that interdependence without merger is the appropriate working model for the present time. The hub project is held together by Service Level Agreements between ourselves as lead partner and each partner member of the consortium. Following this monitoring round, a series of meetings will determine the future focus for each constituent member as regards this and other joint activity.</p>
<p><b>2. Evaluation report of community consultation / information sharing events.</b></p> <p>Information sharing has had a number of strands: attendance at a series of school-based events and summer fayres and employment/training workshops with information stalls; setting up of a Facebook page for the organisation with to date 148 "friends"; local survey of community training needs, 30+ respondents; Action for Children Open Day, around 70 participants; Community News e-bulletin to 60+ residents; These show activity in a geographical spread of Bestwood, Bulwell, Bulwell Forest, and Aspley and Bilborough wards.</p>
<p><b>3. Evaluation report of voluntary organisation networking events / meetings</b></p> <p>The key networking events were two North locality events initiated at an Area 2 Managers' Meeting by the Area Manager, Children's Services and Bestwood Partnership Development Manager, at which outreach workers attended from partners and there was a focus on networking and the implications of the new family support mechanism. It was held as two separate events at Southglade Access Centre and 50+ officers each of these. Broxtowe Partnership Trust held a planning event attended by ten voluntary sector organisations, the Royal Wedding Event itself being held on the Park on 29<sup>th</sup> April.</p>
<p><b>4. Evidence of communication network with sample of information shared amongst voluntary sector.</b></p>
<p>E-mail/contacts list available for inspection at monitoring visit.</p>

**5. Evidence of disadvantaged or hard to reach people being enabled to access mainstream services (case studies)**

Broxtowe Partnership Trust has case files for 8 individuals supported to access services through their Intensive Local Engagement programme. Harwill Communities (Aspley and Bells Lane) report available

**6. Involvement in local decision making and problem solving groups and undertaking tasks as identified**

Examples are, with City Council and other partners: Broxtowe Local Action Groups, Bestwood and Bulwell Area Managers' Meetings, One Nottingham Board, VCS Thriving Group, One Nottingham VCS Funding working group, West Area Youth and Play Coordinators and Bells Lane and Aspley LAGs.

**7. Identify additional funding brought in by the Hubs activities to both the Hub and the organisations it supports**

Broxtowe: £18,000 from a range of funding sources.  
One Vision: £ 6,000 for community groups.  
Bestwood Partnership: £20,000 for employability services.  
BEST (£9,000 for new client support) and Aspley & Bells Lane figures to be confirmed

Please use this space to include any further information you feel it would be useful to share with us regarding progress to date.

*The very late settlement of the SLA and funding for qu 1 & 2 could have compromised severely delivery under this project. However, good established practice of working together and commitment of partners to the Hub, and mutual confidence, meant that work continued and outputs counted prior to formal confirmation – and money - being received and agreed.*

*As a consequence performance has been excellent in the circumstances. However, it does mean that some monitoring information remained outstanding by the deadline for this monitoring. Any remaining outstanding by the point of the monitoring visit will be referred on to qu 3 monitoring, such that a complete picture will be in place of the effectiveness of this funding in supporting community activity in the North of the City.*

**Financial information**

Please provide us with a copy of your expenditure ledger relating to this funding.

**Project and Organisation Management**

Any problems arisen this quarter relating to any of the following areas? Tick all that apply:

- |                 |                          |            |                          |                      |                          |
|-----------------|--------------------------|------------|--------------------------|----------------------|--------------------------|
| Accommodation   | <input type="checkbox"/> | Complaints | <input type="checkbox"/> | Management Committee | <input type="checkbox"/> |
| Health & Safety | <input type="checkbox"/> | Personnel  | <input type="checkbox"/> | Staff vacancies      | <input type="checkbox"/> |
| Volunteers      | <input type="checkbox"/> | Finance    | <input type="checkbox"/> | Service Delivery     | <input type="checkbox"/> |
| Project Officer | <input type="checkbox"/> |            |                          |                      |                          |
- Other  YES  (please state what) Staffing restructure/staff sickness.....



If you have ticked any box above, please give details including how matters were resolved.

During this period an ongoing staff restructure has concluded and as a result there have been redundancies within The Bestwood Partnership staffing. This is due to the end of a key employment project and its not being replaced or superseded. This period of uncertainty will come to an end if new subcontracts in the area of employability are finalised, and if this goes well, it may be possible to grow the staff team once more. This project provides a sound base for core management and delivery, helping in the overall sustainability of the organisation.

Long-term sickness of a key worker at One Vision Partnership hampered development of

Please state the number during this quarter of:

Quorate Management Committee meetings held 5   
*Partner organisations have equally held Management Committee meetings.*

Staff vacancies 0

Complaints received 0

Have there been any changes to your organisation's managing body (including membership), constitution, policies, procedures, cheque signatories, staff, or contact details?

YES  NO  (If yes, please give details below)

Bank signatory change owing to change in Bestwood Partnership Forum membership

**DECLARATION** – As far as I know, the information given in this monitoring return is true and complete and I am authorised to sign on behalf of the organisation:

Name ..... Position .....

Signed ..... Date.....

## **Timeline – progress in North Area Hub development**

### **Monitoring Period: quarter 1 and 2 - 2011-12.**

#### **Pre-April**

Initial discussions resulting in bid to proceed with BP lead on North area Hub project (partners BPT, OVP, BEST & ABL)

Management arrangement OVP with BP in place

**5/4/11**

Meeting GC (BP Development Manager) with Heidi May (North Area Manager) and subsequent meetings with HM and Imoegen Denton.

BPForum (= BP Man Comm) agreement to proceed.

**7/4/11**

Meeting Carole McCulloch re future of Aspley P'ship now resigned City post.

**12/4/11 - 1/5/11**

Agreement between ABL for CMCC to BP payroll on their behalf.

Chairs' meetings North area LAPs & BEST begin

**7/6/11**

BPF agreement to work increasingly more closely with other partnerships as development of Hub concept (in line with the Chairs' discussion)

**14/6/11**

OVP Man Comm update, concurrence with BP offer/decisions

**1/7/11**

Initial agreement of outputs, part of grant qu1 in for staffing ABL & BP

**4/7/11 ff**

Final approvals & agreement and detailed delivery share with other partners, including:

- (1) details of overall terms, outputs and outcomes;
- (2) contributions to outputs;
- (3) SLA BP with other partners against funding allocation.

**5/7/11 ff**

BPForum: targets agreed - other partners' boards confirming figures/activity

#### **August**

Confirmation of payments process as BP direct expenditure.

ABL expenditure through BP as payroll plus payment of invoices against activity. OVP, BEST, BPT initial payment re qu 1 & 2 in full once received from NCC.

Further payments subject to satisfactory performance/monitoring re qu 1 & 2.

**6/9/11**

BPForum concerns over funding following this "transitional year".

**7/9/11**

Chairs' meeting extended to City-wide – social enterprise models discussed.

**23/9/11**

Conclusion of SLAs, approvals, monitoring arrangements, satisfactory negotiation of any final outstanding issues for partners.

**28/9/11**

North Locality Networking events.

OVP decision to locate staff at Bestwood Directions with BP, with positive cost-sharing/-effectiveness implications, as base for outreach.

**Post-Sept**

All funding allocated and monitoring received (BP), OVP, BPT, ABL. Performance in line with or exceeding outputs.