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RUSHMOOR BOROUGH COUNCIL

OVERVIEW AND SCRUTINY COMMITTEE

*at the Council Offices, Farnborough on
Thursday, 24th October, 2024 at 7.00 pm*

To:

Cllr Halleh Koohestani (Chairman)
Cllr Nadia Martin (Vice-Chairman)
Cllr S. Trussler (Vice-Chairman)

Cllr Leola Card
Cllr A.H. Crawford
Cllr P.J. Cullum
Cllr Thomas Day
Cllr C.P. Grattan
Cllr G.B. Lyon
Cllr Bill O'Donovan
Cllr M.J. Tennant

Standing Deputy

Cllr C.W. Card
Cllr S.J. Masterson
Cllr T.W. Mitchell
Cllr Sarah Spall
Cllr Jacqui Vosper
Cllr Ivan Whitmee

Enquiries regarding this agenda should be referred to the Administrator, Adele Taylor, Democratic Services, Tel. (01252) 398831, Email. adele.taylor@rushmoor.gov.uk.

A G E N D A

1. **MINUTES OF THE PREVIOUS MEETING – (Pages 1 - 10)**

To confirm the Minutes of the Meetings held on 12th and 19th September, 2024 (copies attached).

2. **RUSHMOOR VOLUNTARY SERVICES - SERVICE LEVEL AGREEMENT - ANNUAL REPORT – (Pages 11 - 36)**

To receive the 2023/24 Annual Report (copy attached) and the 2024/25 Q1 & Q2 Report from Rushmoor Voluntary Services' (RVS) Chief Executive, Donna Bone. Also attached are:

- The Service Level Agreement between the Council and RVS
- An Executive Summary of the 2023/24 Annual Report (to follow)
- An Executive Summary of the 2024/25 Q1 & Q2 report

Emma Lamb, Community and Partnerships Service Manager at the Council, will be in attendance.

3. **WORK PLAN – (Pages 37 - 44)**

To consider the Work Plan for the 2024/25 Municipal Year (copy attached).

MEETING REPRESENTATION

Members of the public may ask to speak at the meeting on any of the items on the agenda by writing to the Committee Administrator at the Council Offices, Farnborough by 5.00 pm two working days prior to the meeting.

Applications for items to be considered for the next meeting must be received in writing to the Committee Administrator fifteen working days prior to the meeting.

OVERVIEW AND SCRUTINY COMMITTEE

Meeting held on Thursday, 12th September, 2024 at the Council Offices, Farnborough at 7.00 pm.

Voting Members

Cllr Halleh Koohestani (Chairman)
Cllr Nadia Martin (Vice-Chairman)
Cllr S. Trussler (Vice-Chairman)

Cllr Leola Card
Cllr A.H. Crawford
Cllr P.J. Cullum
Cllr Thomas Day
Cllr C.P. Grattan
Cllr G.B. Lyon
Cllr Bill O'Donovan
Cllr M.J. Tennant

11. MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 1st August, 2024 were agreed as a correct record, subject to the following amendment at paragraph two on page 7 of the report;

AGREED – that the Cabinet be informed that the Committee considered grounds maintenance (i.e. weeding, grass cutting etc.) an important service for residents.

In relation to the meeting held on 13 June 2024, a number of issues were raised for clarity, these were as set out below:

- At the meeting, it was noted that Cllr Tennant had emphasised the importance of the CIPFA report being considered by the Committee. He asked that it was made clear if the Council was indeed bankrupt or not. In response to the comment, Mr Harrison advised that the Council was not bankrupt and that a meeting would be scheduled for the CIPFA report to be presented to the Committee for scrutiny.
- At the meeting, Cllr Trussler had requested to raise further questions outside of the meeting relating to the item on the Housing and Homelessness Prevention Strategy, due to time restrictions on the evening. These questions had been raised via email and shared with relevant officers for response.
- The membership of the Committee's Progress Group had been recorded incorrectly in the minutes. It was noted that the membership should include Cllr Nadia Martin and not Cllr C.P. Grattan.

12. FINANCIAL MATTERS - CIPFA REPORT

The Chairman welcomed Simon Allsop, Managing Consultant – Financial Management, at the Chartered Institute of Public Finance and Accountancy (CIPFA), who was in attendance to provide an independent overview of the CIPFA Financial Resilience Review of the Council, published in June 2024. The Council's Executive Head of Finance, Peter Vickers, was also in attendance.

It was advised that the Leader of the Council had been invited to the meeting but had been unable to attend. However, should Members have any questions, for him specifically, it was requested that these were made in writing via email to the Leader for him to respond to accordingly. It was also noted that he would be happy to attend a future meeting to address the Committee and update in regard to the Council's progress in delivering its Financial Recovery Plan .

It was noted that the Council had commissioned CIPFA to undertake a review of its financial position and proposed response, as a result of concerns over emerging potential financial issues as set out in the General Fund Budget 2024-25 and the Medium Term Financial Strategy (MTFS) 2024-25 to 2027-28 and advice from the Department of Levelling Up, Housing and Communities (DLUHC), that their focus had been on Councils that had or were unlikely to set a balanced budget in 2024/25 and were therefore currently not eligible for Exceptional Financial Support (EFS). The review had taken account of:

- Financial Management and Sustainability – an assessment of the Council's financial management and management risk, financial pressures, deliverability of savings plans and services and, any potential capital flexibilities
- Debt/Commercial Assets – an assessment of the Council's assets and investments taking account of commercial income, debt costs and other risks
- Capital Programme/Companies – an assessment of the Council's capital programme and management of related risk including the two Council owned companies, Rushmoor Homes Limited (RHL) and Rushmoor Development Partnership (RDP)
- Governance and Culture – an assessment of the Council's governance arrangements, leadership, operational culture and whether there had been appropriate governance procedures in place with the capability and capacity to make necessary transformation

The Report also set out improvement proposals and recommendations.

The Committee discussed the report and raised a number of issues, these included:

- Disposal of assets – clarity was requested on the disposal on assets that generated revenue, it was noted that should the Council ever be considered for EFS or were looking to avoid a S114 notice, all assets would need to be considered for disposal on their individual merits

- Implementation of a “golden triangle” – It was advised that a “golden triangle” referred to the three statutory officer roles within a local authority (Head of Paid Service, Monitoring Officer and S151 Officer). The CIPFA Report indicated that having the S151 Officer reporting to the Monitoring Officer and not directly to the Head of Paid Service potentially weakened governance and independence. It was advised that the implementation of a “golden triangle” was a matter for the Head of Paid Service who should also consider the governance structure when making any changes. It was noted that a recommendation had been made as part of the Peer Review to carry out a review of governance arrangements in the round, and this could be considered as part of that review which was currently being implemented, with an expectation of findings within 6-8 weeks.
- A request for more regular reporting (from quarterly to monthly) on the financial position and in a format that was understandable to all Members - It was advised that plans were in progress to improve on reporting, to allow for more frequent updates to Members, this would help to ensure decisions were made in a timely manner and in a format that increased understanding. It was suggested that executive summaries were helpful, and a better understanding of the implications (a financial impacts paper) could assist Members to make informed decisions in line with the urgency of the matter.
- Financial Recovery Working Group – it was advised that the working arrangements of the Group were currently being considered, these included the ability to hold both informal and formal discussions, private sessions to address matters in a timely manner and urgent engagement with an independent advisor to act as a critical friend and provide challenge through the process. The Committee felt that the urgency of the working arrangements for the Group were not in line with the current financial position and the process needed to be accelerated to meet the need.
- The use of capital receipts for revenue – it was noted that the Government had granted the ability to use capital receipts to bridge the gaps in service provision and to address debt pressures.
- Risk – it was advised that the most uncertain area was property. Mapping was being undertaken on each asset to better understand the risk implications for each property.
- Vacancy costs – it had been reported that £1.23 million of vacancy costs had been budgeted for in the July 2024 budget plan. It was advised that the majority of this budget was used to engage interim agency staff when permanent staff could not be recruited and the only way to realise a saving from this fund would be to not engage agency/interim staff.
- Short term interest rate changes – in response to a query relating to response time to react to interest rate changes, it was advised that interest rates were monitored daily and reacted to accordingly when refinancing the Council’s

current debt profile, at present all refinancing was being undertaken short term (around one year) the Executive Head of Finance confirmed that the current MTFs assumed a medium term rate of interest at 4.1% and that once rates could be achieved at or around that level, then the Council would seek to secure some refinancing over a longer period.

- Risk Management – it was acknowledged that work needed to be done on how risk was managed, mitigation actions and how key risks were identified and monitored. It was noted that prioritisation of risk should be considered and that work to review the approach to risk was underway.
- Treasury Management – it was advised that a strategy had been developed to move funds when interest rates were more favourable. At present no funds would be fixed longer term until more sustainable interest rates (3.1% as set out in the recovery plan – revised up to 4.1% in the July Report to Council) were realised.

The Committee **ENDORSED** the recommendations as set out in the CIPFA report and recommended that all should be adopted without any undue delay. In addition, the Committee further recommended that:

- The work of the Financial Recovery Working Group be accelerated to reflect the urgency of the financial position facing the Council.
- Pre-scrutiny was used to consider any future governance matters in a timely manner to avoid any further delays in improving the process of governance.
- Serious consideration be given to appointing an independent person (possibly from CIPFA or similar independent public financial body) to the Financial Recovery Working Group to provide external independence and challenge.

The Committee also requested information on best practice, where councils in a similar situation had acted quickly and started to address their financial positions positively. In addition, examples of financial papers written in plain English were requested. Mr Allsop agreed to share this information.

The Chairman thanked Mr Allsop and Mr Vickers for their time and contribution to the meeting.

13. **WORK PLAN**

The Chairman deferred discussion on the Work Plan to the next meeting of the Committee on 19 September, 2024.

The meeting closed at 9.14 pm.

CLLR HALLEH KOOHESTANI (CHAIRMAN)

OVERVIEW AND SCRUTINY COMMITTEE

Meeting held on Thursday, 19th September, 2024 at the Council Offices, Farnborough at 7.00 pm.

Voting Members

Cllr Halleh Koohestani (Chairman)
Cllr S. Trussler (Vice-Chairman)

Cllr Leola Card
Cllr A.H. Crawford
Cllr P.J. Cullum
Cllr Thomas Day
Cllr C.P. Grattan
Cllr G.B. Lyon
Cllr Bill O'Donovan
Cllr M.J. Tennant

Apologies for absence were submitted on behalf of Cllr Nadia Martin

14. COMMUNITY SAFETY

The Committee welcomed Chief Inspector Gillian Cox, Hampshire Police and the Council's Community Safety Manager, David Lipscombe who were in attendance to report on current issues, challenges and positive news stories within the policing and community safety sector. Also in attendance was the Portfolio Holder for Neighbourhood Services, Cllr Becky Williams.

Mr Lipscombe provided an overview of the Community Safety Team and their key roles and responsibilities. It was noted that the Team were the first point of contact for calls primarily relating to anti-social behaviour (ASB), crime and disorder and neighbourhood youth disruption. Early intervention methods were used to try and tackle these issues in the first instance, these methods included warning letters, home visits, education, and Acceptable Behaviour Contracts.

Management of the CCTV service also fell within the Teams' remit. Since the relocation of the CCTV unit to Runnymede, the service had benefited from increased hours of service and better camera review options. A request was made for a cost analysis of the CCTV service.

An update was provided on the Community Patrol Team, following a recruitment process, there were now five members of the team with one vacancy. Those in post had recently completed the Community Safety Accreditation Scheme course, which allowed officers to be granted with certain police powers.

The Committee were apprised of what had gone well and current concerns for the Team. Things that had gone well included, a closure order at a property where the

residents were causing significant ASB, Think Safe - a Year 6 project highlighting how to act in certain scenarios, and "Yellow Brick Road" a project which helped young people at risk of exploitation. Current concerns included Farnborough Town Centre where the street attached/homeless had recently been causing a number of issues, neighbour disputes and residential cannabis use, and mental health and housing issues.

The Committee were informed about the response to the recent Community Safety Survey. It was noted that the survey could only be completed online at present, however 930 residents had responded, double the number of responses from the previous year. It was also reported that a larger number of young people had engaged with the survey following contact with the two local colleges. However, only 3% of respondents had been from the Nepalese community and consideration on how to increase this for the 2025/26 survey, would be given. The length of the survey was also discussed and it was felt that it could be shortened for future years.

It was advised that on 9 September, a meeting of the Joint Overview and Scrutiny Committee for Community Safety had taken place. The meeting attended by Elected Members and Officers from Basingstoke and Deane, Hart and Rushmoor reviewed the partnerships priorities for 2023/24 and endorsed the work of the Safer North Hampshire Strategic Community Safety Partnership and its plans for 2024/25 which included:

- Improving feelings of safety and health outcomes within the Community Safety Partnership area
- Serious violence
- Domestic abuse
- Antisocial behaviour
- Town centre engagement

The Committee discussed the presentation and raised a query regarding the "Choices" project. "Choices" was a project funded by the Violence Reduction Unit (VRU) allowing a group of experts to attend schools and engage with years 6 and 7 on a variety of issues, including drug use, alcohol use, sensible decision making, healthy relationships etc. It was noted that the project had been offered to all schools in the Borough but take up had been mixed.

A discussion was also held on the subject of fly-tipping, and requests were made for data by ward, land divisions, enforcement boundaries and that consideration be given to increasing the penalty charge amount.

The Chief Inspector (CI) gave her presentation which provided an overview of the past 12 months. It was noted that this would be CI Cox's second year in post. The past year had seen a lot of organisational change and challenge, but it was advised that the team were now in a strong position, with stable leadership and solid working relationships with partners to move forward.

The Committee were apprised of the crime data for the period between August 2023 and July 2024. Crimes with the largest number of occurrences were noted as violence against the person and theft offences. However, it was noted that

occurrences of ASB had seen a reduction since June 2024, this could be attributed to levels of reporting and ASB meaning different things to different people. The outcome data had also been reviewed and this had shown a positive picture where an increase in crime had occurred, there had also been an increase in outcome.

Data was provided on Operation Sentinel, a Home Office led initiative tackling serious violence hotspots, of which there were two in Rushmoor, Aldershot and Farnborough town centres. Regular patrols of the areas were made and the teams ensured they followed guidance to be visible, observant and engaging. Since April 2024, methods had been amended to achieve 100% compliance rates.

Data on 999 and 101 calls was shared with the Committee, each showed big improvements on the previous years. For 999 calls the SLA was up by 17% as a result of more calls being answered quicker. With regard to 101 calls the average time to answer had reduced by 81% (03:07 minutes from 16:09 mins the previous year). It was suggested that this positive message could be promoted within the community to encourage more people to report via this channel.

The Committee noted the challenges and opportunities faced by the police service. these included:

- Victim satisfaction – it was noted that levels of victim satisfaction had dropped and there was a push within the service to improve through better communication.
- Drug related harm – it was noted that drugs were the greatest harm in the borough, it continued to be a priority of the community and it was vital that the work to prevent drug related harm was managed effectively.
- Protests – the force had and would continue to work to support the district during periods of unrest. The police worked within the community to ensure everyone felt safe allowing for the democratic right to protest. A request was made to involve CI Cox in the newly established Community Engagement Task and Finish Group following the Notice of Motion to Council on 15 August on Community Tensions.
- Resourcing – It was reported that the current resources met the demand in the area, however more resource would always be welcomed.

CI Cox advised on the engagement efforts within the force, these included Hants Alert - a platform to inform of current issues, Let's Talk – face-to-face surveys to identify key problems and highlight emerging issues and making the team more visible through Cops and Coffee sessions. Social media continued to be used to highlight successes. Ward distribution and contact information was also shared for the four local "Bobby's", engagement with the officers was encouraged and should more resource be allocated distribution of areas would be reconsidered.

The Committee discussed petty crime and low level criminal activities, such as shoplifting, petty vandalism and cannabis use. CI Cox advised that it was difficult strike the right balance, as things affected people and communities differently, by

tackling individuals' behaviours you lessened the occurrences of petty crime, but limited resources made this difficult. It was however noted that these types of crime should be reported and they would be looked at on a priority basis.

Further discussions were held around specific matters, these included;

- Threats to public officials - it was noted that Operation Bridger was in place, but mainly enforced around election periods. CI Cox would provide any information available to Elected Members for their information.
- Use of available town centre unit in Farnborough as a police hub to help address recent ASB – Cllr Becky Williams advised that following the recent increase in ASB in the town centre, the Community Safety Team were working with specific individuals to address the issues. A comprehensive strategy to tackle ASB was also be prepared.
- Shoplifting – it was advised that the action taken against a shoplifter was store dependent. The police worked with the stores to understand their targets, security and CCTV provisions, and addressed any incidents of shoplifting as deemed appropriate.
- Provision of 725 new police officers – it was noted that the new recruits would be distributed across Hampshire by the force's Corporate Insights Team.

ACTIONS:

What	By Whom	Date
Provide data on numbers of fly tipping incidents by ward	James Knight, Service Manager - Place Protection	November 2024
Map of what land belongs to who to be shared with Members	James Knight, Service Manager - Place Protection	November 2024
PPO stated as having said that the Council cannot enforce on VIVID land - is this correct?	James Duggin - Executive Head of Operations	November 2024
Provide POC for MOD Land to members	James Knight, Service Manager - Place Protection	November 2024
Review the length of the Community Safety Survey for year three to make it shorter	David Lipscombe - Community Safety Manager	2025/26
Consideration be given to the amounts charged for PCN's to be a more effective deterrent.	David Lipscombe - Community Safety Manager	--

Consideration be given to the promotion of 101 and the impacts of crimes that are not reported, as part of ASB week in November 2024	David Lipscombe - Community Safety Manager	November 2024
Share any information relating to treats against public officials with Members	Gillian Cox, Chief Inspector	November 2024
Extend invitation to Gillian Cox to attend the meeting of the Community Engagement T&F Group	Adele Taylor, Committee Admin Ian Harrison, Executive Director	10 October 2024
Provide a list of the schools who have engaged in the "Choices" Programme	David Lipscombe - Community Safety Manager	October 2024
Provision of cost data analysis on the CCTV Unit	David Lipscombe - Community Safety Manager	October 2024

The Chairman thanked Chief Inspector Cox and Mr Lipscombe for their presentations.

15. **WORK PLAN**

The Committee noted the current Work Plan and the addition of speeding and road safety issues to the Hampshire Highways item, these would be picked up at the next Progress Group meeting. It was also noted that the work was being progressed on the Action Tracker and an update would be provided at the Progress Group.

The meeting closed at 9.17 pm.

CLLR HALLEH KOOHESTANI (CHAIRMAN)

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Monitoring Report 2023/24

Outcome 1	Outputs & Commitment	Measurement/Supporting evidence provided
Community and voluntary groups can access appropriate support and guidance enabling them to strengthen their governance, financial/organisational sustainability and volunteering practice.	Information, advice and support delivered to community and voluntary groups in the Borough, including but not limited to: <ul style="list-style-type: none"> new trustees identified, trustees supported to understand governance responsibilities, improve volunteer recruitment, retention and management practices. New member organisations supported to achieve membership eligibility criteria. A programme of information, development and networking opportunities is provided.	Data demonstrating the number of organisations and support provided. Details of new member organisations. Details and data of the events hosted by RVS. Case studies to demonstrate variety depth and impact of support provided.

Number of member organisations: 329					
	<i>Quarter 1</i>	<i>Quarter 2</i>	<i>Quarter 3</i>	<i>Quarter 4</i>	<i>Total</i>
Total number of groups supported:	76	62	33	45	216
Governance/ policy/business planning:	13	10	25	10	58
HR (volunteers and paid staff)	5	10	14	15	44
Measuring & demonstrating impact:	0	5	6	40	51
Number of new member organisations:	5	7	3	5	20
New members: <ul style="list-style-type: none"> VoiceAbility Barnardo's Hampshire Healthy Families Rosie Minibus (affiliate member) Hart Foodbank (affiliate member) Fleet & District U3A Spirit Youth Hawley Primary School Hart District Council (affiliate member) Farnborough International Ltd (affiliate member) Branches Spaces for Growing Twins Trust Borders Cadet Corps & Borders Cadet Corps-Corps of Drums (affiliate member) Girlguiding Whitewater Division (affiliate member) St Paul's CofE Infant School The Whole Hub Tourette's Action Every Other Mother Our Lady & St Dominic Catholic Church Orchard Manor Care Home 					
Affiliate members are those who register to hire minibuses only, as required by our HCC CT contract.					

Voluntary Sector Fora - Rushmoor Voluntary Services (RVS) holds a Voluntary Sector Forum (VSF) four times a year to give voluntary/community groups the opportunity to get together, share experiences and learn from one another. Presentations are given from a variety of voluntary and statutory organisations which provide valuable information and support. This enables the voluntary sector to keep abreast of any changes which might have an impact on their organisation. We provide the opportunity for local issues to be discussed and events to be promoted. Strong partnerships have been formed because of the Forum.

Our quarterly VSF are planned to respond to emerging issues and need. We have held three VSF so far, attracting over 79 delegates from 30 organisations with ten 10 presenters. These figures do not include RVS or RBC staff, volunteers and councillors.

Together for our Planet - In June, we focused on supporting the local VCSE to green their organisations and consider how we can work in partnership to improve our response to climate change in Rushmoor.

We had an excellent agenda of speakers from across the community including Ben McCallan, CEO of Zero Carbon, Guildford who helped delegates to 'Understand the Carbon Conversation'. His extremely enlightening presentation gave advice on developing organisational sustainability plans, the energy savings of making switches to building utilities and understanding your impact. Ben helpfully busted some jargon about CO2 and the three 'scopes'.

Sarah Taylor, the Sustainability Officer for Frimley ICS spoke about the ICS's Sustainability Projects and Plans. Sarah shared details of the NHS carbon footprint and the ICS's key targets for the emissions they control directly and the emissions they can influence. Sarah gave an overview of how their green plan was developed and how it will be delivered. This includes increased recycling which will include insulin pens and crutches and the change of inhalers from aerosol to powder and how we, as patients, can progress this ambition.

Other speakers from local groups gave updates on their organisation's progress in greening processes, policies etc. They shared some hints, tips and some practical solutions to addressing the carbon footprint in using IT.

Sophie Rogers, the Climate Change Officer with Rushmoor Borough Council gave an update on the Council's progress further to the climate emergency declared in 2019. Delegates were particularly keen to understand that offsetting doesn't form part of the response plan.

Equalities - In September, we focussed on Equalities. 40 guests representing 18 organisations benefitted from engaging with three very passionate and well-informed speakers: Esi Hardy, CEO of Celebrating Disability provided valuable insight into how to get the recruitment process right and how to meaningfully become Disability Confident through engagement with people with lived experience. Charlotte Mason, Associate Director of Frimley ICB gave an overview on their latest initiatives to address health inequalities across the system and particularly in Rushmoor. Anna Murray, a Sexual Health Promotion Practitioner from Solent NHS gave an insightful presentation on gender identity which encouraged further exploration of the issue which is often not understood by the wider population.

Measuring Impact - The theme for March's Rushmoor Voluntary Sector Forum was Measuring Impact. This has been identified as being particularly valuable at a time when funding and services are under threat. We received a positive response to presentations from Action Hampshire who shared their recently published resource - *Impact Measurement Guidance Booklet*; NHS Frimley ICB who demonstrated how to Evidence Impact using Open Data Sources, and the Community Grub Hub who shared information on how their service impacts upon local residents. During the networking lunch it was clear that organisations were rethinking the importance of measuring impact, particularly in the present climate. We promoted existing workshops and will follow up with an offer of a local workshop later in the year.

Direct Support – Our core activity includes providing support to groups directly. General requests can often be resolved by signposting to resources that we have created or identified as

suitable for the purpose, e.g. guidelines on which organisation structure might be most appropriate for the new group being set up. When more intensive support is needed, our Community Development team will work with the groups to support them to develop the skills, find the solutions and assist with the completion of forms, bids etc to support the development of the groups. If necessary, support will be provided to address specific issues on governance, people, funding, etc.

Case Study - Two groups we support are Project Together - led by Nepali young adults - and the Rushmoor Repair Café. They are very different groups that can offer each other the benefit of their knowledge and an alternative perspective. We facilitated 'Lets Talk Trustees', a workshop that enabled them to explore their roles, their organisations strengths and needs. They supported one another to identify gaps in skills and knowledge and the Trustee roles they need to recruit to. It was an eye-opening experience, particularly for the Repair Cafe, who had not looked beyond the project until now. A second workshop assisted them to build a framework for a business plan based upon their learning and reflection.

Outcome 2	Possible Outputs	Supporting Evidence Provided
Increased funding secured for a wide range of voluntary and community sector organisations.	<p>Information shared about a wide range of funding opportunities accessible to local groups.</p> <p>Access provided to national funding databases.</p> <p>Member organisations actively supported to submit bids.</p> <p>Fundraising activities supported with advice, resources and volunteers.</p>	<p>Data demonstrating the number of organisations supported.</p> <p>Details of funding achieved, where feasible.</p> <p>Feedback from funders showing increase in applications.</p> <p>Case studies to demonstrate variety, depth and impact of support provided.</p>

	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
Total number of groups supported with financial/fundraising:	12	14	15	33	74
Value of bids supported:	£63,200	£129,000	£161,364	£261,256	£614,820

We share information with our members on the many grants, trusts and funds which are available to community groups. This is achieved through our bi-weekly newsletters, through direct e-mailshots to members, sharing funding bulletins, through access to searchable databases, also via our website - [Funding Help – Rushmoor Voluntary Services \(rvs.org.uk\)](http://Funding Help – Rushmoor Voluntary Services (rvs.org.uk)).

Due to the specific criteria of eligibility, the needs of the group and the increasing competition for monies, a number of bids may need to be submitted to different grant makers in order to achieve the funding required.

Grants – RVS have provided six grants to local groups so far this year. Benefits range from gardening in schools, supporting young carers and young people with disabilities to creating environmental community engagement.

Case Study – The Nepali group Ama Samhua Gurkha Dance want to expand what they do as a group, to increase number of sessions, offer food and trips out of the area. Under the umbrella organisation GRNC and with the support of GRNC president Man Gurung, we identified The National Lottery Awards for All as the most relevant fund to apply to. We went through the application together, considering each question and agreeing the answer. RVS completed the forms due to limited knowledge and confidence of using English language.

Case Study – RVS member Equal Potential CIC applied for TNL Heritage Funding, to produce a book celebrating historic figures who were diagnosed or considered to be neurodiverse. RVS wrote a reference for Equal Potential, outlining the support we had given to ensure they had firm foundations and good connections with local people and organisations.

Outcome 3	Possible Outputs	Supporting Evidence Provided
Enhanced capability, capacity and resilience in the sector, which reflect the diversity and breadth of Rushmoor communities and activities.	<p>Communications signposting organisations to sources of local and national support.</p> <p>Signposting to local, regional and national training, conferences and professional development opportunities.</p> <p>New groups/activities established, in response to emerging needs.</p>	<p>Newsletters, social media and comms to share information.</p> <p>Examples of new information/training delivered in response to expressed need.</p> <p>List of training delivered and number of attendees.</p> <p>Data demonstrating the number and diversity of new groups, activities and members.</p> <p>Case studies to demonstrate variety depth and impact of support provided.</p>

	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
New groups or projects established:	1	2	1	2	6

New Groups:

- **Rushmoor Repair Café** – aimed at saving money for residents and reducing carbon emissions by reducing landfill.
- **Spaces for Growing** – an environmental group focussed on developing community and green spaces locally.
- **Fernhill Community Partnership** – aimed at building a stronger community by working together.
- **Aldershot Methodist Church Wellbeing Group** – a group providing coffee and cake to reduce isolation and provide a safe and warm place. Also provides access to support with food and fuel poverty.
- **Blooming Minds** – green social prescribing programme, supporting adults with moderate mental health challenges through gardening.
- **The Smile Project** – addressing health inequalities for primary age children.

	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
Training events hosted:	12	6	6	7	31
Training learners registered:	77	72	61	89	299

RVS distributes information to members and stakeholders via a bi-weekly e-newsletter. Our 'padlet' includes information from local groups, organisations and partners, funding opportunities, local events and activities, training workshops and courses and information of general interest to our members - <https://padlet.com/msc79/rvs-members-newsletter-28-w1ckenr9vczsr01e>.

Our social media highlights similar messaging and is accessible to the public. We re-post information provided by partners including news from Hart Voluntary Action which might benefit Rushmoor residents and groups.

During the pandemic, most training providers adapted their courses to be provided on-line. This provides access to a far wider resource of training than we could hope to provide locally, so we research and collate information of courses available to the local VCSE sector. RVS maintain a

centralised calendar of these training opportunities on the Hampshire CVS website - [Events – Hampshire CVS Network](#). Over 30 training events are promoted for each month across a broad spectrum of skills development and from a wide variety of organisations, including national bodies and Hampshire CVSs.

We have established an effective relationship with Hampshire Libraries. Through their Hampshire funding for Learning in Libraries, Farnborough and Aldershot provide training to meet the needs of our member organisations such as Emergency First Aid. The additional benefit of this partnership working is that the training is free to volunteers.

Case Study – The recruitment of Trustees remains a challenge for all CVSs and for VCSE groups. In acknowledgement of this, for Trustees Week in November, we recruited 12 delegates for a 'Let's Talk Trustees' workshop. They were all potential/new trustees. Two experienced trustees worked with us giving presentations, sharing testimonials and encouraging Q&A. We were pleased with the level of enthusiasm, with most keen to take up opportunities locally. We are encouraged by the success of the event and in future will expand it to include organisations looking to recruit new trustees. This is a suggestion from the delegates themselves.

Outcome 4	Possible Outputs	Supporting Evidence Provided
Council and partner organisations value the strengths of the community and voluntary sector and understand the scale and nature of the challenges faced.	<p>Proactive engagement in local networking and working groups/events specifically including the Supporting Communities Working Group.</p> <p>RVS highlights emerging issues and challenges facing the sector to RBC and other key partners.</p> <p>RVS acts as a credible voice for the sector, gathering and sharing insight and evidence from its member organisations.</p>	<p>Examples of issues raised and any resulting changes in policy/practice/procedure.</p> <p>Examples of evidence gathered highlighting the benefits and impacts the sector brings to communities and to partner agencies.</p> <p>Case studies demonstrating the forums/networks where RVS represent the sector and how information is shared back to the sector.</p>

Rushmoor Link – although a separately commissioned project, the directory is a valuable achievement for the community and a great example of collaboration. Within approximately six months, we have moved from concept to delivery of Rushmoor Link - [Find local support in Rushmoor - Rushmoor Link](#).

The directory provides access to local information about activities, groups and community services. It will be valued by residents looking for support and social opportunities, by health partners signposting for health and wellbeing and other professionals needing to engage with community groups.

A collaboration of RBC and RVS staff, colleagues and volunteers achieved the specification, the design and content, the development and the comms to achieve a soft-launch in December. The initial analytics evidence 1115 users and 1740 searches in January

Youth Influence - RVS's Community Development Officer gave a presentation about volunteering to 30 young people at the Rushmoor Youth Influence group in May. This group provides a regular opportunity for young people aged 13-20 to share their voice on what matters to them. The focus of the evening was employment, volunteering, and budgeting. They enjoyed our interactive presentation and came up with lots of ideas about the benefits of volunteering. Approximately one-third of the young people were either already actively volunteering or had volunteered previously. This included volunteering through the Duke of Edinburgh award.

Since the presentation, two of the young people have come forward to volunteer in social media and photography for one of our member organisations. This is just being finalised but they hope to start soon. One of them says that he would like to volunteer because *"I would like to build my skills for my future career"* and the other says *"I would like to give back to the community I live in"*.

In addition, we were delighted that Dhruv, one of the young volunteers in Rushmoor, was nominated for a Rushmoor Volunteer Recognition Award in recognition of his support with setting up the Rushmoor Youth Influence group at our annual awards ceremony.

Inequalities in our Communities - at our December VSF, we highlighted the work being undertaken by RVS, as an organisation and as a sector representative. We fed back on work undertaken alongside HCC, RBC and Frimley ICB strategically, to reduce health inequalities and impact. We spoke to the Live Longer Better strategy and Rushmoor Borough Council's Supporting Communities strategy. We spoke about how volunteering supports residents to remain active (e.g. Health Walks) and connected; how volunteering with other groups offers opportunities to contribute to healthy lives at all ages from Home Start through to Age UK.

Green Social Prescribing - We recognise that many new developments that are taking place in health and social care has seen a rise in prevention initiatives with a link to nature. RVS recognise that Social Prescribing has emerged as a crucial method of linking patients back into their communities. We recognise that Blooming Marvellous - our supported volunteer programme - can contribute to this methodology, in halting the depreciation of mental and physical health for participants.

Funding has been secured to expand RVS's current offer to include Blooming Minds ten week green social prescribing programme, for people with mental health and wellbeing challenges. A new Community Support Worker has been appointed, to support the existing Blooming Marvellous offer and facilitate the development of Blooming Minds. The green social prescribing programme will offer another referral pathway to and from Blooming Marvellous, serve as a conduit for new and existing supported volunteers. We are currently working with partners to develop appropriate green spaces and to further referral pathways.

Future Services Consultation - We created a campaign to raise the awareness of the HCC Future Services Consultation to our member organisations. This included social media and regular articles in our newsletter.

Two workshops were also delivered to give VCSE organisations an opportunity to explore, share and discuss how the 13 proposals would impact on the organisations and their clients/members. We discussed the hidden impacts, identified unintended consequences and explored alternative solutions which the groups fed back to HCC via the consultation. Groups also shared their plans on how to engage their clients/members to ensure that underserved communities had a voice in the consultation. We are very pleased that the feedback summary demonstrates that those voices in Rushmoor were strong.

Case Study – In recognition of the above and of the increasing number of green community spaces in Rushmoor, we have created a new forum. The inaugural meeting of the Rushmoor Green Community Forum took place in December. There were 19 in attendance, representing 13 organisations ranging across woodland rangers, community garden volunteers, conservation groups and green social prescribers. All agreed it was a worthwhile event and that the forum has a lot of potential. They agreed to meet quarterly, to share ideas, knowledge, experience and challenges.

Three project ideas are being explored by different members of the forum as a result:

- Mobile coffee van to visit public green spaces, like Brickfield Country Park, Wellesley Woodlands, Southwood Woodlands.
- Great Big Green Week joint event – art installations and craft activities to be created at each organisation/place participating.
- Mapping community green spaces.

A purpose of the forum is to create links between potential green social prescribing placements and a better understanding of social prescribing. The first steps towards this have been achieved. RVS have offered to facilitate the forum, however it was agreed that any activity will be owned by the group. The next forum is planned for February.

Outcome 5	Possible Outputs	Supporting Evidence Provided
Increased volunteering to meet and respond to local need.	Campaigns/events/promotions held and local events engaged in. Increased involvement of Rushmoor residents with the local voluntary and community sector. Organisations supported to attract new volunteers and to retain existing team. Organisations registering their new opportunities with RVS. Volunteers matched to opportunities.	Data showing number of opportunities promoted. Data demonstrating the number of placements achieved. Case studies demonstrating the variety and impact of volunteering, including the number of bite sized opportunities fulfilled as well as traditional placements.

	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
Volunteer Passports:	0	7	1	6	14
Active placements for micro/bite-sized volunteering:	0	72	69	32	173
Number of volunteers recruited and placed during the quarter via brokerage:	34	55	37	33	159
Annual value of the brokerage placements*:	£50,759	£81,953	£55,132	£49,075	£236,919
Number of volunteering opportunities advertised during the quarter:	126	128	135	178	n/a

Championing Volunteering - RVS aims to promote the varied range of different volunteering opportunities available to a wider audience and to encourage more people to volunteer in Rushmoor. This is a particular priority, post-pandemic as some VCSE organisations are struggling to fill their volunteering opportunities and people need support to reconnect to their communities.

Volunteer Fair - We organised a Volunteering Fair in Kingsmead in September; the first since the pandemic. Eighteen organisations attended ranging from national charities such as Guide Dogs, Royal British Legion and Citizens Advice through to Hampshire-wide organisations such as Home-Start Hampshire, Innovation Volunteers and Hampshire Healthy Families (Barnardo's) through to smaller Rushmoor organisations such as the Rowhill Nature Reserve Society, Rushmoor Repair Café and Hart & Rushmoor Young Carers.

We promoted the event with posters in Farnborough Town Centre as well as on social media. This was translated into Ukrainian to reach out to our Ukrainian residents in Rushmoor. We also collected and displayed flyers from other organisations who couldn't attend on the day so that we could promote their roles too. In addition, we invited staff from Hart Voluntary Action, the DWP Disability Employment Adviser and local businesses to attend on the day to talk to the organisations. We estimate at least 80 people engaged with the stall holders, finding out more information about what volunteering would entail. A biproduct of the event was links made between voluntary organisations that would not usually meet.

Bitesize Volunteering – more people are attracted to short term, micro volunteering opportunities where they can support/respond to a specific project and walk away without ongoing responsibility. We maintain a team of about 120 RVS Responders. Some have continued with us since joining during the pandemic and we have a regular trickle of new sign ups.

Bitesize volunteers are in demand from our member organisations. Opportunities have ranged from Rushmoor Borough Council town centre event marshals, support for Remembrance Sunday events and drivers for the community Christmas Lunch, plus Rotary events including Music in the Park, Donkey Derby and the Christmas floats. They make a big difference to our smaller organisations where every volunteer is much appreciated. Parents Action Group for special play and Hawley Community Garden have both needed extra pairs of hands at their special events. The volunteers increase their own wellbeing through helping others as well as the individuals and organisations benefiting from the support.

Youth Volunteering - RVS are working in collaboration with Frimley ICB to deliver The Smile Project. The aim is to improve the oral health and wellbeing knowledge of primary age children living in Rushmoor areas affected by health inequalities. We have recruited young volunteer Ambassadors from Wavell School, Farnborough Technical College and Farnborough 6th form. We have also recruited volunteer Mentors with experience in dentistry and/or working with young people.

Interactive training has been undertaken ahead of the delivery which will take place in schools, uniformed groups and community events in the summer. We anticipate that this work will prepare us for future collaborations, particularly to support the VCSE sector to work effectively with the NHS.

*The value of volunteering is calculated by:

Annual Value = number of active volunteers (a snapshot - the figure from the most recent quarter) x 11 (average number of hours in a 4 week cycle as per Institute of Volunteer Research) x 13 (4 week cycles/yr) x £10.42 (minimum wage) = estimated economic value per annum.

Donna Bone
May 2024

Monitoring Report 2024/25

Outcome 1	Outputs & Commitment	Measurement/Supporting evidence provided
Community and voluntary groups can access appropriate support and guidance enabling them to strengthen their governance, financial/organisational sustainability and volunteering practice.	Information, advice and support delivered to community and voluntary groups in the Borough, including but not limited to: <ul style="list-style-type: none"> new trustees identified, trustees supported to understand governance responsibilities, improve volunteer recruitment, retention and management practices. New member organisations supported to achieve membership eligibility criteria. A programme of information, development and networking opportunities is provided.	Data demonstrating the number of organisations and support provided. Details of new member organisations. Details and data of the events hosted by RVS. Case studies to demonstrate variety depth and impact of support provided.

Number of member organisations: 337

	<i>April – September</i>	<i>October - March</i>	<i>Total</i>
Total number of groups supported:	18		18
Number of new member organisations:	9		9

New members:

- Creative Response Arts
- 2nd Odiham Scouts*
- Families Supporting Care*
- 1st Swallowfield Scouts*
- Cancer Testing South*
- Andy Mans Club
- Aldershot Underwood Bowling Club
- Camberley Nepalese Gurkha Society*
- Goodness & Mercy Healthcare Ltd*

*Affiliate members are those who register to hire minibuses only, as required by our HCC CT contract.

Case Study – Following the change of management at Farnborough Food Bank, they requested that an RVS manager join their management board to support the good governance of the organisation. Our Community Development Manager has joined the Board for an initial period of one year. To date, the focus has been on reviewing their mission, vision and strategy which will need to be approved by the Trussell Trust.

Voluntary Sector Fora - Rushmoor Voluntary Services (RVS) holds a Voluntary Sector Forum (VSF) four times a year to give voluntary/community groups the opportunity to get together, share experiences and learn from one another. Presentations are given from a variety of voluntary and statutory organisations which provide valuable information and support. This enables the voluntary sector to keep abreast of any changes which might have an impact on their organisation. We provide the opportunity for local issues to be discussed and events to be promoted. Strong partnerships have been formed because of the Forum.

Our quarterly VSF are planned to respond to emerging issues and need. We have held two VSF so far, attracting over 68 delegates from 37 organisations.

What's New? – Motivated by the change in leadership at Rushmoor Borough Council, we took the opportunity to invite speakers to speak to changes which will impact, or create opportunities for, the VCSE sector in Rushmoor.

Mindful of the restrictions imposed by purdah, Gareth Williams, the new elected Leader of the Council introduced himself to the meeting. Gareth reminded the meeting of the priorities of the Rushmoor Labour Party and provided an overview of the Cabinet portfolios.

Martha Earley, Director for Partnerships & Communities explained about the recent restructure within NHS Frimley ICB following a national 30% cut to budgets. Martha provided an overview of the priorities and the local work undertaken in partnership with the VCSE sector at 'place' and introduced Jonathan Sly who is taking over as Director for Partnerships & Communities for North East Hants & Waverley Place.

Angela Wilson, an RVS Community Support Worker spoke about the new Blooming Minds green social prescribing project, ahead of the pilot programme planned for the summer. Angela also raised awareness of the plans for the Great Big Green Week 2024, initiated by members of the new Rushmoor Green Community forum.

Two new member organisations provided an overview on their organisations: The Whole Hub (providing education for children still on the school roll but not accessing school) and Tourettes Action.

The Fora also provide opportunities for networking and sharing key messages. ICB colleagues advised that only 6,000 of the 15,000 carers in our area are logged on GP systems as carers. Attendees were encouraged to support the people they are working with who have caring responsibilities to register with their GPs as they may be able to access additional support.

Funding Support – Mindful of the cuts in statutory funding and their impact on the valuable work undertaken by the VCSE sector, we invited speakers to introduce some funding opportunities which may be available to member organisations.

Mark Gittos of Vivid Homes gave an enlightening presentation on using Crowdfunding for projects and services. Many groups are nervous of using these mechanisms so we will follow this up by running a workshop to support people to plan and prepare Crowdfunding campaigns.

The Hampshire and Isle of Wight Community Foundation provided some pointers on preparing strong applications and promoted two funds which were open to support work in Rushmoor.

Kath O'Rourke provided information on the grants which were available through Rushmoor Borough Council including the Pride in Place fund.

Outcome 2	Possible Outputs	Supporting Evidence Provided
<p>Increased funding secured for a wide range of voluntary and community sector organisations.</p>	<p>Information shared about a wide range of funding opportunities accessible to local groups.</p> <p>Access provided to national funding databases.</p> <p>Member organisations actively supported to submit bids.</p> <p>Fundraising activities supported with advice, resources and volunteers.</p>	<p>Data demonstrating the number of organisations supported.</p> <p>Details of funding achieved, where feasible.</p> <p>Feedback from funders showing increase in applications.</p> <p>Case studies to demonstrate variety, depth and impact of support provided.</p>

	<i>April – September</i>	<i>October - March</i>	<i>Total</i>
Total number of groups supported with financial/fundraising:	39		39
Value of bids supported:	£797,233		£797,233

We share information with our members on the many grants, trusts and funds which are available to community groups. This is achieved through our bi-weekly newsletters, through direct e-mailshots to members, sharing funding bulletins, through access to searchable databases, also via our website - [Funding Help – Rushmoor Voluntary Services \(rvs.org.uk\)](http://Funding Help – Rushmoor Voluntary Services (rvs.org.uk)).

Due to the specific criteria of eligibility, the needs of the group and the increasing competition for monies, a number of bids may need to be submitted to different grant makers in order to achieve the funding required.

Grants – RVS have provided a grant to one local group so far this year. This was to support the social integration and engagement of diverse volunteers.

Case Study – During the two quarters we supported the preparation of funding bids for £797,233 and reported success of £356,766 so far (some bids are still pending). In addition to this, our CEO - representing the Rushmoor VCSE sector - sat on two panels which considered and granted funds amounting to an additional £120,346.00. The Frimley Integrated Care Board Innovation Fund was a collaboration with Hampshire County Council and granted funds to 22 health organisations and VCSE groups local to Rushmoor and awarded £104,785. The Rushmoor Community Lottery Panel considered 18 bids from VCSE groups operating in Rushmoor for £15,561.00. Both require the panellists to assess the individual applications and to prepare questions for the applicants to provide additional information ahead the panel meeting. In depth discussions consider the bids, analyse the priorities of the expenditure and submit recommendations for awards.

Outcome 3	Possible Outputs	Supporting Evidence Provided
Enhanced capability, capacity and resilience in the sector, which reflect the diversity and breadth of Rushmoor communities and activities.	<p>Communications signposting organisations to sources of local and national support.</p> <p>Signposting to local, regional and national training, conferences and professional development opportunities.</p> <p>New groups/activities established, in response to emerging needs.</p>	<p>Newsletters, social media and comms to share information.</p> <p>Examples of new information/training delivered in response to expressed need.</p> <p>List of training delivered and number of attendees.</p> <p>Data demonstrating the number and diversity of new groups, activities and members.</p> <p>Case studies to demonstrate variety depth and impact of support provided.</p>

	<i>April – September</i>	<i>October - March</i>	<i>Total</i>
New groups or projects established:	1		

New Groups:
 Andy Mans Club has been established, see below, three others are in progress.

	<i>April – September</i>	<i>October - March</i>	<i>Total</i>
Training events hosted:	14		14
Training learners registered:	126		126

RVS distributes information to members and stakeholders via a bi-weekly e-newsletter. Our newsletter 'padlet' includes information from local groups, organisations and partners, funding opportunities, local events and activities, training workshops and courses and information of general interest to our members - [RVS Members Newsletter 43 \(padlet.com\)](https://www.padlet.com).

Our social media highlights similar messaging and is accessible to the public. We re-post information provided by partners including news from Hart Voluntary Action which might benefit Rushmoor residents and groups.

We host training for Senior First Aid at Work and Food Hygiene training as these can be essential for local groups. Alongside this, through our established relationship with Hampshire Libraries, they provide Emergency First Aid in Farnborough and Aldershot libraries through their Hampshire funding for Learning in Libraries. The additional benefit of this partnership working is that the training is free to volunteers. Three workshops have been held this year.

We host MiDAS (Minibus Driver Awareness Scheme) training as this is required for all drivers from community groups hiring our minibuses. This has been a challenge this year due to the national loss of qualified trainers and the uncertainty of the future of this training. It is due to be moved to an on-line course followed by an in-person assessment, but this has been delayed by Hampshire County Council multiple times.

Members are directed to partner CVs in Hampshire and national organisations such as NCVO for mainstream training needs.

Case Study – Andy's Man Club (AMC) are a men's suicide prevention charity, offering free-to-attend peer-to-peer support groups across the United Kingdom and online. They want to end the stigma surrounding men's mental health and help men through the power of conversation. #ITSOKAYTOTALK

They are a growing national charity that relies on local volunteers to set up new groups. The nearest groups to here are Bracknell, Woking and Guildford.

Action Taken

- We met with Paul, who wanted to set up a local group to explore the support needed.
- Following an initial meeting with a Community & Partnerships Officer from Rushmoor Borough Council, Paul was introduced to Aldershot Town FC Foundation. They welcomed him enthusiastically.
- Aldershot Town FC's Chairman is being very supportive including promotion by match day announcements and providing free meeting space.
- Paul has recruited seven volunteer facilitators, who are all required to complete the online training with national AMC.
- We introduced Paul to a local Nepali group, Project Together to explore joining forces and to encourage Nepali men to attend, possibly with translators. It was acknowledged that language can be a barrier and like the British culture, for Nepali men to talk openly about their mental wellbeing is a challenge.
- We also introduced Paul to Equal Potential CIC founder Natalie who explained the challenge for Nepali young people is not so much language as the understanding of cultural barriers – traditional Nepali vs modern British. It was identified that younger Nepali volunteers would be a great help.
- AMC would like to encourage Gurkha Veteran's and younger Nepali men to join the support group.
- AMC Aldershot launched in July.

- We considered their application to register the group as an RVS member and supported him to achieve the necessary eligibility criteria.
- As usual we promoted as new member on social media and website and invited representatives to present at Rushmoor Voluntary Sector Forum.
- In August, Paul from AMC called to ask for help to recruit more facilitators and to give an update. Key points:
 - They have asked to move space at the football club because 30+ men are attending each week.
 - The connection with Equal Potential has been productive.
 - They have recruited a serving Gurkha as a facilitator.
 - They are aiming to set up a new group in January, specifically for Nepali men. This will be based at the Enterprise Centre, which was supported by Rushmoor Borough Council.
 - They have a QR code created for this group, to help promotion.
 - They need assistance to recruit Nepali facilitators for the new Nepali group. We helped to complete the paperwork for the Volunteer North Hants website and followed up quickly.
 - AMC had a stall at the Motor Show in Farnborough recently which provided good promotion.
 - The organising company has adopted AMC as this year's charity, will be taking the information round to display at all the Motor shows across the country and will put adverts in their magazine.
 - AMC also had a stall at Rushmoor Pride on 28th September.
 - A Grenadier Guard Welfare Officer is now asking for a military based group set up on the base, for military personnel.

The success of AMC Aldershot is another great example of Rushmoor Voluntary Services, VCSE organisations and the borough council working collaboratively to support a much needed service.

Outcome 4	Possible Outputs	Supporting Evidence Provided
<p>Council and partner organisations value the strengths of the community and voluntary sector and understand the scale and nature of the challenges faced.</p>	<p>Proactive engagement in local networking and working groups/events specifically including the Supporting Communities Working Group.</p> <p>RVS highlights emerging issues and challenges facing the sector to RBC and other key partners.</p> <p>RVS acts as a credible voice for the sector, gathering and sharing insight and evidence from its member organisations.</p>	<p>Examples of issues raised and any resulting changes in policy/practice/procedure.</p> <p>Examples of evidence gathered highlighting the benefits and impacts the sector brings to communities and to partner agencies.</p> <p>Case studies demonstrating the forums/networks where RVS represent the sector and how information is shared back to the sector.</p>

It is a legal requirement of each Integrated Care Board (ICB) to establish an alliance with their local VCSE sector. Some have achieved this with engagement happening at a high level only. Frimley ICB Directors were clear that they wanted to establish a meaningful forum whereby representatives of even the smallest community groups would have an opportunity to engage with health.

As one CVS in the Frimley ICB footprint, we have joined with colleagues to establish an Alliance Leadership Group. We have agreed our Vision, Mission, Terms of Reference, MoU, our membership model, initial branding design and comms.

Our mission is to create a Partnership between the Voluntary, Community & Social Enterprise Sector and the Health and Care System. To be a thriving, diverse and sustainable VCSE sector that contributes as an equal partner to improve the health and wellbeing of people living in the Frimley Health and Care geography.

We intend that the VCSE sector is party to producing and shaping strategies, plans and services with the ICB, to deliver improved health and wellbeing for populations, delivering solutions to reducing inequalities.

Membership is open to individuals representing organisations together with nominated ICS staff. Registered Members will have full voting rights in our main Alliance meetings which will take place three times a year. Members are also invited to join thematic sub-groups which will focus on specific elements: 1, Starting Well, 2, Living Well 3, Ageing Well with a fourth for Learning Disability, Autism and Neurodiversity.

It is hoped that the Alliance will provide a “front door” for communication, engagement and reach into VCSE organisations, advocating on behalf of the sector and facilitating greater collaborative partnership working and clear communication channels. This will enhance the value the sector can bring by providing an informed voice and enabling both large and small voluntary organisations to bring their experiences and have their voice heard.

RVS have promoted this widely to our members and the wider VCSE sector. The launch event in July was a success and more than 20 local groups have signed up as members.

Outcome 5	Possible Outputs	Supporting Evidence Provided
Increased volunteering to meet and respond to local need.	<p>Campaigns/events/promotions held and local events engaged in.</p> <p>Increased involvement of Rushmoor residents with the local voluntary and community sector.</p> <p>Organisations supported to attract new volunteers and to retain existing team.</p> <p>Organisations registering their new opportunities with RVS.</p> <p>Volunteers matched to opportunities.</p>	<p>Data showing number of opportunities promoted.</p> <p>Data demonstrating the number of placements achieved.</p> <p>Case studies demonstrating the variety and impact of volunteering, including the number of bite sized opportunities fulfilled as well as traditional placements.</p>

	<i>April – September</i>	<i>October - March</i>	<i>Total</i>
Active placements for micro/bite-sized volunteering:	56		56
Number of volunteers recruited and placed during the quarter via brokerage:	79		79
Annual value of the brokerage placements*:	£129,237		£129,237
Number of volunteering opportunities advertised during the quarter:	79		79

We were contacted by a young woman with sensory impairment who wished to volunteer. Rather than utilising our usual brokerage service, we needed to identify opportunities that would be appropriate and organisations that would be able to support her needs. She really enjoys spending

time and talking with older people, providing company for them. She has previous experience and was valued by the care home she previously volunteered at. We approached trusted Rushmoor Voluntary Services' member organisations that are local to her and had the potential to offer the right setting and appropriate support. We have been able to facilitate a supported volunteer placement with Brendon Care and offered ongoing advice and information if this is needed. This is a great example of how volunteering can be as beneficial for the volunteer as it is for the people she is supporting.

*The value of volunteering is calculated by:

Annual Value = number of active volunteers (a snapshot - the figure from the most recent quarter) x 11 (average number of hours in a 4 week cycle as per Institute of Volunteer Research) x 13 (4 week cycles/yr) x £11.44 (minimum wage) = estimated economic value per annum.

Donna Bone
October 2024

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**SERVICE LEVEL AGREEMENT BETWEEN
RUSHMOOR BOROUGH COUNCIL
AND
RUSHMOOR VOLUNTARY SERVICES**

1. INTRODUCTION

- 1.1. This service agreement is between Rushmoor Borough Council, (the “Council”) and Rushmoor Voluntary Services (“RVS”), the Council for Voluntary Service for Rushmoor.
- 1.2. This agreement shall commence on the 1st April 2024 and shall expire on 31st March 2025. Thereafter, the agreement may be renewed at the discretion of the Council, subject to availability of resources, for a period of one year with suitable terms and conditions acceptable to both parties.
- 1.3. This agreement has been designed to ensure the work is aligned to the strategic priorities of Rushmoor Borough Council and the objectives of the Supporting Communities Strategy where the vision is to tackle inequality and deprivation.
- 1.4. The purpose of this agreement is to affirm the principles behind the funding and operation of RVS and the Council. It will provide greater continuity greater clarity around funding, and a framework for monitoring and evaluation of RVS that is in the interest of both parties.
- 1.5. The Council recognises that RVS has many stakeholders predominant among which are its members. RVS is mainly responsible to its membership of voluntary and community groups and it is therefore important that other stakeholders respect its independence and integrity.

2. PROFILE

- 2.1 RVS exists to serve as the strategic body representing the Voluntary, Community and Social Enterprise (VCSE) sector across Rushmoor. They subscribe to the National Association Voluntary and Community Action (NAVCA)’s four functions of local infrastructure: leadership and advocacy; partnerships and collaborations; capacity building and volunteering.

RVS fulfil the above via several key infrastructure workstreams including:

- **An umbrella membership body for VCSE organisations:** Member organisations can access a wide range of development, general information and specific guidance services to help them flourish.
 - **Representation and partnerships:** RVS use their wide-ranging presence and connections amongst local, county and national networks to ensure the voice of the VCSE sector is represented at a strategic level and that members’ voices are heard.
 - **Volunteering Centre:** RVS ensure members are equipped with a volunteer resource fit to meet the needs of our community. RVS promote volunteering to ensure the VCSE sector is connected to and represented by the people it serves.
 - **Leading Community Action:** From coordination of large-scale community efforts in emergency situations through to bringing key partners together to deliver community initiatives, RVS identify needs and enable voluntary action.
 - **Managing Community Interest Projects:** RVS provide/manage community transport services, a Home Help service and social inclusion activities. RVS manage funded horticulture projects as well as other endeavours.
- 2.2 RVS is also a member of the established Hampshire CVS Network. Collectively, the network provides services to respond to the following priorities through funding from Hampshire County Council:
 - Continued development of volunteer capacity across Hampshire, including attracting new volunteers and developing flexible volunteering opportunities.
 - Capacity building voluntary sector support for Adults and Children’s’ Services and engaging in strategic meetings.

- A coherent CVS Network that recognises and responds to challenges within the Voluntary Sector.
- Improved understanding and promotion of the key role that volunteers can play in supporting Health and Social Care outcomes, particularly within early intervention and prevention and to support COVID recovery.
- Maximising the use of digital resources to improve capacity within the voluntary sector (including recruitment), provide creative responses to support Health and Social care (operational delivery) and ensure the sector works effectively (resourcing).

3. FUNDING

The Council will provide £64,877.40 for 2024/5 in the form of a grant exclusive of VAT.

- 3.1 Payment will be made on receipt of an invoice for the above amount and once an authorised representative of RVS has signed and returned a copy of this agreement to the Council.
- 3.2 The use of the funds shall be at RVS' discretion so that the profile of the service set out in Appendix 1 is maintained and the quality standards set out in Appendix 2 are met. Underspends cannot be carried forward to the next financial year and should be clearly identified in the organisation's management accounts. Apart from management fees, all monies shall be used to operate RVS' services and for no other purpose unless agreed with the Council.
- 3.3 The funding for RVS is based on the profile of the service set out in Appendix 1. It is recognised by all parties that RVS is a dynamic organisation and that changes to this profile may occur over time either to improve the service, to meet newly identified needs or through exceptional circumstances. Significant changes in the profile that are expected to last more than one month must be mutually agreed by all parties to this agreement.
- 3.4 Funding for the services is made available on the understanding that RVS meets the essential management and quality standards set out in Appendix 2 on an implementation timetable agreed by the Council.

4. COMMUNICATION MONITORING AND EVALUATION

- 4.1 RVS recognises that it is receiving public funding and accepts the Council's responsibility to account for these monies.
- 4.2 Links with the Council will be maintained through the Community & Partnerships Service Manager who will be the first point of contact between the council and RVS.
- 4.3 The services of RVS will be monitored using the performance indicators (KPI's) and means of assessment outlined in Appendix 3. The aim of these KPI's is to provide an accurate and fair view of RVS covering financial performance and quality of service.
- 4.4 Representatives of the Council and RVS will meet at least once each year usually in early September to monitor and evaluate performance. RVS will supply the Council with a copy of its latest Business Plan in force at the time.
- 4.5 Targets must be in line with the Council's strategic objectives and other relevant policies and will be discussed and agreed as part of the annual review process. The Council may call upon any evidence that may be reasonably required for monitoring and evaluation purposes.
- 4.6 RVS will continue to prioritise work in areas of deprivation in line with the Supporting Communities Strategy. RVS will respond, within reason, to requests from partner agencies to strengthen community development and voluntary action.

RVS will represent the local voluntary sector with a place on the Supporting Communities Partner group

- 4.7 The monitoring and evaluation meeting, and the reports presented to it, will consider the following issues:
 - (a) Changes in the profile of operations with reference to Appendix 1;
 - (b) Performance of RVS against the KPI's and the quality standards set out in Appendix 2 and 3;
 - (c) Quantitative data on the operations of RVS.
 - (d) The need or possibility of service enhancements;
 - (e) Financial position of RVS and the financial position of the Council.
 - (f) Any conflicts of interest.

5 TERMINATION

The Council may end this agreement if there is:

- 5.1 A misuse of payments made by the Council;
- 5.2. A fraudulent contravention of statute by RVS;
- 5.3. A failure to provide the service, set out in Sections 2.1 and 2.2 of this agreement, at the level indicated, without notice to and without prior approval of the Council.

If one party breaks this agreement, the aggrieved party can give three month's notice in writing to the other party to terminate the agreement. Every effort will be made to resolve disputes amicably between the parties involved, before recourse to termination, external assistance or arbitration. If recourse to arbitration is necessary, the dispute will, at the option of the aggrieved party, be referred to a single arbitrator acceptable to all parties. The decision will be binding on all parties. The Chairman of the Institute of Arbitration shall appoint the arbitrator on agreement by the parties or in default of agreement.

6. SIGNED FOR RUSHMOOR BOROUGH COUNCIL


Signature: ... 

Name of Signatory (Please Print)....Rachel Barker.

Position...Assistant Chief Executive.....

Date...02...../...04...../2024

SIGNED FOR RUSHMOOR VOLUNTARY SERVICES

Signature: 

Name of Signatory (Please Print)....Donna Bone.....

Position.....Chief Executive Officer.....

Date.....05...../...04...../2024

Appendix 1

SERVICE LEVEL AGREEMENT BETWEEN RUSHMOOR VOLUNTARY SERVICES AND RUSHMOOR BOROUGH COUNCIL

SERVICE PROFILE

During 2024/25 RVS will continue to develop the capacity, resilience and self-sufficiency of the community and voluntary groups, active in Rushmoor, to achieve the following outcomes:

1. Community and voluntary groups can access appropriate support and guidance enabling them to strengthen their governance, financial/ organisational sustainability and volunteering practice.
2. Increased funding secured for a wide range of voluntary and community sector organisations.
3. Enhanced capability, capacity and resilience in the sector, which reflect the diversity and breadth of Rushmoor communities and activities.
4. Council and partner organisations value the strengths of the community and voluntary sector and understand the scale and nature of the challenges faced.
5. Increased volunteering to meet and respond to local need.

Appendix 2

SERVICE LEVEL AGREEMENT BETWEEN RUSHMOOR VOLUNTARY SERVICES AND RUSHMOOR BOROUGH COUNCIL

MANAGEMENT AND QUALITY STANDARDS

PART 1 - ESSENTIAL ELEMENTS

- 1.1 Communication with Members and Users of Services** In accordance with Best Value there will be communication and consultation with members and users regarding services and in particular any changes to services funded by Rushmoor Borough Council. RVS will develop methods of consultation that may include but are not limited to Questionnaires; Surveys; Personal Interviews; User representation.
- 1.2 Quantitative Data** – Quantitative data on the operations of RVS will be prepared annually and provided to lead officer.
- 1.3 Equal Opportunities** - Rushmoor Voluntary Services has a written Equal Opportunities Policy and Procedure.
- 1.4 Complaints** - RVS has an established complaints procedure for use by any person who wishes to comment on the operations of the Charity.
- 1.5 Health & Safety** – RVS shall comply with the requirements of the Health and Safety at Work etc. Act 1974 if applicable and any other acts, orders, regulations and codes of practice relating to health and safety.
- RVS shall carry out its own risk assessments in relation to the delivery of services with reference to Appendix 1.
- 1.6 Quality** - RVS shall meet minimum legal requirements in all matters and meet nationally recognised standards, where available. RVS is a member of the National Association for Voluntary and Community Action (NAVCA).
- 1.7 Controls** - RVS has systems and policies in place to comply with the requirements of the Data Protection Act 2018, Companies Acts, Charities Acts and other legislation relevant to its operation.

PART 2: DESIRABLE ELEMENTS

- 2.1. That the Council is mentioned as sponsors on publicity material, vehicles or other property which it has financed in part or whole.
- 2.2. That regular surveys are carried out to ascertain:
(i) the views of members of RVS;
(ii) the views of users of all services provided by RVS
- 2.3 That RVS will investigate areas where its services may be enhanced. Reports on proposed changes or enhancements will be included in the Annual Report to the Council.
- 2.4 That RVS will work with the Council to develop measurement criteria in line with Best Value.

Appendix 3

SERVICE LEVEL AGREEMENT BETWEEN RUSHMOOR VOLUNTARY SERVICES AND RUSHMOOR BOROUGH COUNCIL BEST VALUE PERFORMANCE CRITERIA

The following performance indicators and means of assessment will be used:

1. FINANCIAL REPORTS.

RVS will include management accounts in the minutes of each RVS Board Meeting. These will show actual spending on an accruals basis for the group for the current financial year.

1. BEST VALUE CRITERIA

- (a) **Challenge** Working with its stakeholders RVS will examine its objectives and which of its services meet a genuine need. Annual surveys will be undertaken on services provided.
- (b) **Compare** RVS will work with its stakeholders to determine if there are better ways of delivering its services. This will include comparison with other councils for voluntary service and similar voluntary sector organisations. Information sharing with other CVS' in Hampshire will also highlight areas of work.
- (c) **Consult** RVS will continue to involve its stakeholders in determining the short and longer term priorities of the Charity.
- (d) **Compete** To identify whether any services could be provided more effectively by alternative means.
- (e) **Collaborate** RVS will work in partnership with its stakeholders and ensure that all the partnerships in which it is involved are monitored to ensure they are representative and inclusive.

2. KEY PERFORMANCE INDICATORS

Outcome 1	Outputs & Commitment	Measurement/Supporting evidence provided
Community and voluntary groups can access appropriate support and guidance enabling them to strengthen their governance, financial/organisational sustainability and volunteering practice.	<p>Information, advice and support delivered to community and voluntary groups in the Borough, including but not limited to:</p> <ul style="list-style-type: none"> • new trustees identified, • trustees supported to understand governance responsibilities, • improve volunteer recruitment, retention and management practices. <p>New member organisations supported to achieve membership eligibility criteria.</p> <p>A programme of information, development and networking opportunities is provided.</p>	<p>Data demonstrating the number of organisations and support provided.</p> <p>Details of new member organisations.</p> <p>Details and data of the events hosted by RVS.</p> <p>Case studies to demonstrate variety depth and impact of support provided.</p>

Outcome 2	Possible Outputs	Supporting Evidence Provided
Increased funding secured for a wide range of voluntary	Information shared about a wide range of funding opportunities accessible to local groups.	Data demonstrating the number of organisations supported.

<p>and community sector organisations.</p>	<p>Access provided to national funding databases.</p> <p>Member organisations actively supported to submit bids.</p> <p>Fundraising activities supported with advice, resources and volunteers.</p>	<p>Details of funding achieved, where feasible.</p> <p>Feedback from funders showing increase in applications.</p> <p>Case studies to demonstrate variety, depth and impact of support provided.</p>
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Outcome 3	Possible Outputs	Supporting Evidence Provided
<p>Enhanced capability, capacity and resilience in the sector, which reflect the diversity and breadth of Rushmoor communities and activities.</p>	<p>Communications signposting organisations to sources of local and national support.</p> <p>Signposting to local, regional and national training, conferences and professional development opportunities.</p> <p>New groups/activities established, in response to emerging needs.</p>	<p>Newsletters, social media and comms to share information.</p> <p>Examples of new information/training delivered in response to expressed need.</p> <p>List of training delivered and number of attendees.</p> <p>Data demonstrating the number and diversity of new groups, activities and members.</p> <p>Case studies to demonstrate variety depth and impact of support provided.</p>

Outcome 4	Possible Outputs	Supporting Evidence Provided
<p>Council and partner organisations value the strengths of the community and voluntary sector and understand the scale and nature of the challenges faced.</p>	<p>Proactive engagement in local networking and working groups/events specifically including the Supporting Communities Working Group.</p> <p>RVS highlights emerging issues and challenges facing the sector to RBC and other key partners.</p> <p>RVS acts as a credible voice for the sector, gathering and sharing insight and evidence from its member organisations.</p>	<p>Examples of issues raised and any resulting changes in policy/practice/procedure.</p> <p>Examples of evidence gathered highlighting the benefits and impacts the sector brings to communities and to partner agencies.</p> <p>Case studies demonstrating the forums/networks where RVS represent the sector and how information is shared back to the sector.</p>

Outcome 5	Possible Outputs	Supporting Evidence Provided
<p>Increased volunteering to meet and respond to local need.</p>	<p>Campaigns/events/promotions held and local events engaged in.</p> <p>Increased involvement of Rushmoor residents with the local voluntary and community sector.</p>	<p>Data showing number of opportunities promoted.</p> <p>Data demonstrating the number of placements achieved.</p>

	<p>Organisations supported to attract new volunteers and to retain existing team.</p> <p>Organisations registering their new opportunities with RVS.</p> <p>Volunteers matched to opportunities.</p>	<p>Case studies demonstrating the variety and impact of volunteering, including the number of bite sized opportunities fulfilled as well as traditional placements.</p>
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RBC SLA Monitoring Report 2024/25 Executive Summary

Introduction

It is widely accepted that Local Authority and Hampshire County Council's (HCC) grants jointly contribute to the delivery of the core function of Hampshire Councils of Voluntary Services, including Rushmoor Voluntary Services (RVS). The RBC SLA from 2023/24 was rolled forward pending the priorities and the funding allocation from HCC – via a contract with Community First – for 2024/25. It was expected that a reduction would be achieved in line with the Hampshire wide Infrastructure Grant allocation. Last month, RVS was advised that the funding from HCC would be reduced by 27% to £27,500 for 2024/25 against revised priorities:

- To develop volunteer capacity across Hampshire, attracting new volunteers and promoting flexible volunteering opportunities.
- Maintain a CVS network recognising and responding to the challenges and needs of the Voluntary Community & Social Enterprise (VCSE) sector.
- To provide a voice for and engagement with VCSE sector and HCC and align VCSE capacity with HCC Adults' health & care and Children's services priorities.

Although no longer the same, the outcomes of the SLA still align with HCC's priorities:

1. Community and voluntary groups are able to access appropriate support and guidance enabling them to strengthen their governance, financial/ organisational sustainability and volunteering practice.
2. To facilitate increased funding for a wide range of voluntary and community sector organisations.
3. Enhanced capability, capacity and resilience in the sector, which reflect the diversity and breadth of Rushmoor communities and activities
4. Council and partner organisations value the strengths of the community and voluntary sector and understand the scale and nature of the challenges faced.
5. Increased volunteering to meet and respond to local need.

RBC maintained a grant of £64,877 for 2024/25 (following a 5% reduction in 2023/24 and 10% reduction in 2022/23).

Service Delivery

Some efficiencies have been made by streamlining the data capture and reporting against our SLAs by aligning our reports.

Outcome One - More significant efficiencies have been made in how we respond to requests for support by our 337 member groups. We have created a portfolio of on-line resources which we signpost enquiring organisations to. Only if they are unable to resolve their enquiry, or if it is a larger issue, we have provided additional personalised support. An example of this is RVS taking on a role on the Management Committee of the new Farnborough Foodbank to support good governance for this valuable community project.

Our quarterly Voluntary Sector Fora provides an efficient opportunity to share information, education and updates across the sectors and to facilitate valuable networking. The new Leader of RBC and Frimley ICB's new Director for Partnerships & Communities for North East Hants & Waverley Place used these opportunities to meet members of the local VCSE sector.

Outcome Two – Information about funding opportunities are shared via our website, newsletters and in-person events.

The increased financial pressure on the sector and concern for the future is reflected in the increased number of funding bids that we supported this year. The total value of bids supported (£797,233 has been inflated by one bid for three-year funding for a valued mental health support service which is under threat of closure.

We are waiting to learn of the outcome of most of the bids but know that £356,766 has been achieved. We also learned of the success of bids supported by RVS in the previous year including £200,000 National Lottery funding for Greater Rushmoor Nepali Community and we also supported the distribution of £135,907 via representation on the panels of Frimley ICB's Innovation Grants and Rushmoor Community Lottery.

Outcome Three – Significant support has been provided to four new groups being established in Rushmoor. Assisted by introductions to key organisations, one successfully launched in July and has seen noteworthy benefit of cross-sector partnership working. Andy's Man Club is already planning development to encourage engagement from our Nepali community and has been adopted as the Motor Show's Charity of the Year.

Essential training courses (inc First Aid and Food Hygiene) have been delivered locally whilst signposting to accredited organisations is encouraged to maximise resources.

Outcome Four – RVS is one of six VCSE organisations which makes up the Leadership Group of the recently launched Frimley VCSE Alliance. Our mission is to create a partnership between the Voluntary, Community & Social Enterprise Sector and the Health and Care System.

We intend that the VCSE sector is party to producing and shaping strategies, plans and services with the ICB, to deliver improved health and wellbeing for populations, delivering solutions to reducing inequalities.

RVS have promoted this widely to our members and the wider VCSE sector. The launch event in July was a success and more than 20 local groups have signed up as members.

Outcome Five – 79 volunteers have been placed within Rushmoor VCSE groups. Using the Institute of Volunteer Research's model, this equates to an estimated economic value of £129,237 per annum.

An average of 146 opportunities were listed on our Volunteer North Hants website - [Volunteer North Hampshire - Volunteering opportunities in North Hampshire \(volunteernorthhants.org\)](https://www.volunteernorthhants.org).

Additionally, 56 'bite-size' opportunities were completed by RVS Responders. These included supporting Rotary at the Donkey Derby and conservation roles with Rowhill Nature Reserve and at Queen Elizabeth Park.

Donna Bone
October 2024

OVERVIEW AND SCRUTINY COMMITTEE WORK PLAN

The purpose of the work plan is to plan, manage and co-ordinate the ongoing activity and progress of the Council's Overview and Scrutiny Committee. It will be updated regularly and presented to each meeting of the Committee. It will include issues that are currently being actioned as well as those that will be subject to future work.

The Committees Terms of Reference are as follows:

- to perform all overview and scrutiny functions on behalf of the Council;
- to appoint such formal sub-committees and informal task and finish groups as it considers necessary to assist it in discharging its functions;
- to prepare and approve the overview and scrutiny work programme so as to ensure that the Committee's time is effectively and efficiently utilised;
- to undertake investigations into such matters relating to the Council's functions and powers as:
 - (1) may be referred by the Council, Committees, the Cabinet, or the Leader; or
 - (2) the Committee may consider appropriate; or
 - (3) have been referred to the Committee pursuant to the "call-in" procedure set out in the Overview and Scrutiny Procedure Rules in Part 4 of this Constitution. (These can be decisions taken by the Cabinet, a Cabinet Member, key decisions taken by an officer or under joint arrangements).
- to monitor and review the performance of the Council and services against relevant performance indicators and adopted plans;

- to review and/or scrutinise decisions proposed to be made (pre-decision scrutiny) or actions taken in connection with the discharge of any of the Council's functions;
- to review existing policy and strategy with a view to securing continuous improvement in the way in which the Council's functions are exercised, having regard to a combination of economy, efficiency and effectiveness;
- to make reports and/or recommendations to the full Council and/or the Cabinet in connection with the discharge of any functions;
- to review and/or scrutinise any matter affecting the area or its inhabitants;
- to discuss initiatives put forward for consideration by individual members of the Committee and any relevant 'call-for-action' in accordance with the Overview and Scrutiny Procedure Rules set out in Part 4 of this Constitution; and
- to consider petitions referred to the Overview and Scrutiny Committee in accordance with provisions set out in the Petition Scheme set out in Part 4 of this Constitution.

(A) ISSUES CURRENTLY BEING PROGRESSED BY THE OVERVIEW AND SCRUTINY COMMITTEE TASK AND FINISH GROUPS

ISSUE (PURPOSE OF REVIEW)	TASK AND FINISH GROUP (MEMBERSHIP 2024/25)	CURRENT WORK
To monitor the performance and activities of Registered Providers working in the Borough.	Cllrs Gaynor Austin, Halleh Koohestani (Chair), S.J. Masterson, Bill O'Donovan and M.D. Smith.	The Review and Planning meeting for the Registered Providers Group will be rescheduled to accommodate Member availability. A new date will be circulate.
To review the Council Tax Support Scheme	Cllrs P.J. Cullum, C.P. Grattan, Lisa Greenway, M.J. Roberts and Stuart Trussler (Vice-Chair)	The first meeting on the Group is scheduled to take place on 16 October.
To consider further the economical and environmental impacts of Farnborough Airport on the Borough.	Cllrs Craig Card, A.H. Crawford, P.J. Cullum, Halleh Koohestani (Chair), G.B. Lyon and Bill O'Donovan with Cllr Jules Crossley (Policy, Climate & Sustainability Portfolio Holder) as an invitee as required.	

(B) OTHER ISSUES CURRENTLY BEING PROGRESSED BY THE OVERVIEW AND SCRUTINY COMMITTEE

ISSUE	CURRENT WORK
Arts and Culture	At its November meeting the Committee were apprised of the work being undertaken in conjunction with the Hampshire Cultural Trust and Arts Council England on arts and cultural activity on the Borough. A further meeting would be held on this item in 6-12 months.
Asset Management	At its meeting in January 2024, the Committee received a presentation detailing progress on the Asset Management Strategy and future delivery, and a review of the portfolio and principles of disposal in light of the budget. A watching briefing would be maintained on progress during the 2024/25 Municipal Year.
Cabinet Champions	The two Cabinet Champions attended the meeting in March to provide a report on their work and activities during 2023/24. The work of both Champions was noted and the recommended priorities for 2024/25 endorsed.

OVERVIEW AND SCRUTINY COMMITTEE

WORKFLOW – June 2024- March 2025

DATE	ITEMS
13th June 2024	Registered Providers T&F Annual Report Housing and Homelessness Prevention Strategy
1st August 2024	SERCO
12th September 2024	Financial Matters/CIPFA Report
19th September 2024	Police and Community Safety
24th October 2024	Rushmoor Voluntary Services - Annual SLA Report – Donna Bone
<i>14th November 2024</i>	<i>Risk Management Briefing for CGAS Committee (open to all) – email OSC members to encourage attendance at the proposed meeting on 28 Nov</i>
28 November 2024	Leader Priorities – GW Risk Register Review – GW/RS
12th December 2024	Citizens' Advice - Annual SLA Report – Calum Stewart
30th January 2025	Financial Recovery Plan – Review – Invited GW & PV Cultural Compacts (Part 2)
27th March 2025	Champions Annual Report (x2)
Potential Future Items for the Committee in 2024/25	<ol style="list-style-type: none"> 1. Property – Disposals Update & Union Yard – Lettings 2. Highways issues (condition of roads, speeding and road safety issues) – HCC 3. Housing and Homelessness Prevention Strategy (Session 2) 4. Climate Change Action Plan (inc. water quality) (Currently going to PPAB in November for a refresh) – Spring 2025 5. Community and Youth Engagement 6. Stagecoach

OVERVIEW AND SCRUTINY COMMITTEE

Progress Meetings 2024/25

Membership: Cllr Leola Card, P.J. Cullum, Thomas Day, Halleh Koohestani (Chair), Nadia Martin (Vice Chair), Bill O’Donovan and Stuart Trussler (Vice Chair)

DATE	ITEM	NOTES
02.07.2024	<p>SERCO – scoping of item for 1 August</p> <p>Housing and Homelessness Prevention Strategy – request to Cabinet to review the strategy (June 13 meeting)</p>	<p>Annual report will be finalised – a summary of the report will be presented at the meeting</p> <p>Areas of concern include,</p> <ul style="list-style-type: none"> - grass cutting changes and impacts (rewilding) - Waste Management – what are the %’s and how can we improve? Consider national changes due in 2027 - Focus on key services provided - how can we improve? / cost / effectiveness / performance against KPI’s - Renewal of contract - Benchmarking against other councils <p>Important to review the data requested at the meeting prior to making a decision on a review of the strategy by the Cabinet. Data will provide context to those carrying out a review to determine if the strategy is achievable/objectives realistic. Cabinet Member minded to review anyway, is it better to wait until any changes have been made? Could offer engagement services from the Committee as part of the review.</p> <p>ACTION – follow up on request for data – AT/ZP</p> <p>ACTION – data request – how long are people in temp accommodation? How do we move people from temp to permanent accommodation?</p>

	Police and Community Safety - September 19 meeting	Produce list of asks for the Chief Inspector and Community Safety Team at next PG meeting.
	Future items for consideration	A list has been added to the Potential items above.
02.09.2024	Financial Matters / CIPFA Report (12 September)	Simon Allsop of CIPFA will be attending online to talk through the recent CIPFA Report. Request for a clear understanding of the recommendations within the report. Establish what OSC can do to provide effective scrutiny, best practice/key lines of enquiry etc. What lessons have we learnt? Update on current position of the Council in response to the report.
	Police and Community Safety (19 September)	Areas to cover at the meeting included: <ul style="list-style-type: none"> - General overview of Community Safety - Report back from the Joint Crime and Disorder Overview and Scrutiny Committee - What's gone well - Top 5 thing for GC/DL - CPO teams - Challenges - What can be done better - Cops and Coffee - 101/online SLAs - Boundary areas
	Work Plan	Members prioritised the work plan as set out above.
03.10.2024	Financial Matters/CIPFA Report	Made some recommendations that would be included in the report to Cabinet on 15 October. The Financial Recovery Action Plan would be reviewed in the New Year, pencilled in for 30 January, Leader and PV invited.

	Police and Community Safety	ACTION – add request for Gillian Cox to attend the Community Engagement T&F to the Action Tracker
	RVS and CA Annual SLA Reports	Ensure copies of the SLA agreements are shared with Members in advance and ask attendees to provide an executive summary with their reports. Pencilled in for the Dec meeting – TBC.
	24 October Meeting	Risk Register – general feel, how mitigating, how managed. Look at critical ones (red) and any emerging risks. Establish where the “real” risks are... Leaders Priorities – invite the Leader to share his priorities for the future.
	HCC – Engagement Process	Set up a remote meeting with all Members of the Committee to consider items for inclusion in a letter to HCC to start the process of engagement with them. Write to all Members in advance of the meeting to ensure all HCC related issues are captured for consideration in the discussion.
	Stagecoach	ACTION - Share minutes of the last meeting at which Stagecoach were present.
18.11.2024		
09.01.2025		
06.03.2025		