

**KENSINGTON & CHELSEA
COMMUNITY EMPOWERMENT FUND**

DEVELOPMENT PLAN, WORK PROGRAMME AND BUDGET TO MARCH 2004

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1. THE VOLUNTARY ORGANISATIONS FORUM (COMMUNITY EMPOWERMENT NETWORK)

Kensington & Chelsea has a long tradition of community action. Supported by the Social Councils, the vibrant and extensive voluntary sector comes together in the Voluntary Organisations Forum (VOF) - the Community Empowerment Network for Kensington & Chelsea. On 18 September 2001, the following aims and objectives were endorsed by VOF as its statement of purpose.

VOF aims to bring voluntary and community groups in Kensington & Chelsea together, to work on issues of mutual interest. Its objectives are:

- ❑ to share information on local and national developments of interest to voluntary and community groups, including new funding opportunities;*
- ❑ to elect people to represent the voluntary sector in discussions with the Borough Council and other statutory agencies and to partnership boards;*
- ❑ to establish sub-groups, sub-committees and forums for organisations working with specific client groups and on particular issues;*
- ❑ to act as the community network for Kensington & Chelsea in relation to the Local Strategic Partnership, the Community Strategy and the Neighbourhood Renewal Strategy and also in decision-making about the allocation of the Community Empowerment Fund and the Community Chest.*

A Local Strategic Partnership Sub-Committee of VOF has been set up with the following terms of reference.

5 voluntary sector representatives from the LSP steering group, 2 residents representatives, and CEN members representing Older People, Race and Diversity, Housing and Health.

2. OUTPUTS DURING THE DEVELOPMENT PERIOD

The Community Empowerment Fund (CEF) is managed by the Community Empowerment Network (VOF) in Kensington & Chelsea. The CEF is provided by central government to boroughs in receipt of Neighbourhood Renewal Fund. It is seen locally as an important opportunity both to ensure that the community and voluntary sector can take a leading role in the Local Strategic Partnership, the Community Strategy and the Neighbourhood Renewal Strategy and to strengthen VOF as the community network for Kensington & Chelsea.

A number of key outputs have already been achieved in relation to these objectives.

Outputs for the period January – December 2002

- An involvement system for payments is operational.
- Twenty consultation events have been held to consult on the Community Strategy.
- Agreed Community Strategy.
- Agreed Neighbourhood Renewal Strategy.

- Articles on aspects of Neighbourhood Renewal and the Kensington & Chelsea Partnership appear regularly in LINK newsletter.
- News on the VOF appears regularly in LINK newsletter.
- Report '*Mapping the I.T capacity of voluntary sector organisations in Kensington & Chelsea*' completed Sept. 2002
- Community development workers across the borough have to set up a development workers network supported by the CEF.
- Voluntary sector organisations have met with the Assistant Chief executive RBKC to discuss Local Public Service Agreements and the development of local targets.
- A new database of voluntary organizations in Kensington and Chelsea has been developed.
- *Community Empowerment Guide* information pack for voluntary and community groups containing information on the Local Strategic Partnership, Community Empowerment Fund, ways to get involved and how to claim expenses has been published, October 2002.
- A new Kensington & Chelsea Social Council website as a resource for the voluntary sector, has been designed in partnership with ACAVA a local voluntary sector arts organisation.
- Migrant Refugee Communities Forum has been funded by the CEF to run a programme of capacity building and training with local refugee and migrant groups.
- An Older Persons representative has been nominated by Age Concern to the CEN LSP sub –committee.
- A project brief has been developed for an equality audit of the Kensington & Chelsea Partnership.
- RBKC for Race Equality Scheme presentation made at the CEN meeting July 2002.
- Racial Harassment Forum video produced with young people from the borough and screened at the CEN meeting July 2002.
- Increased involvement by the voluntary/community sector and young people in the LSP Borough Conference in November 2002 was achieved using CEF funding:
 - Youth Culture TV (a young people's training and employment project) filmed
 - the Borough Conference, YCTV also mounted a Video Box at the Borough
 - Conference to gain the participation and views of young people.
 - Young People's involvement in the borough conference was promoted through the CEF funding of ACAVA's mobile digital arts facility.
- Voluntary organisation's played a central role in the planning and delivery of the borough conference held in November 2002.
- Findings and recommendations of the I.T mapping survey of the voluntary sector presented at the CEN meeting December 2002 by the local consultant.
- Funding to implement the findings of the research allocated from the NRF underspend (20K for a small IT grants fund for local groups)
- 3 Representatives from the Travellers funded by the CEF to attend a national conference 'Developing Services for Gypsies and Travellers' in November 2002.

3. DEVELOPMENT PLAN APRIL 2003 – MARCH 2004 (2ND DEVELOPMENT PHASE)

The following objectives, targets and performance indicators are proposed for the 2nd development phase. This will build upon the setting up period and further extend the scope and effectiveness of the CEF for the community and voluntary sector in Kensington & Chelsea.

Objective 1: to ensure that the community and voluntary sector can engage proactively with the Local Strategic Partnership at all levels and contribute to the implementation of the neighbourhood renewal strategy in Kensington & Chelsea.

Target 1: increased community and voluntary sector involvement in the implementation of the neighbourhood renewal strategy

Performance indicator: community and voluntary sector led regeneration initiatives that contribute to mainstream service delivery to be allocated NRF funding.

Target 2: developing the roles and contribution of different sectors within the Local Strategic Partnership steering group

Performance indicator: non-statutory chair to be elected to lead the steering group.

Target 3: Improved relationship between the LSP, the community and voluntary sector and civil society

Performance indicator: the LSP steering group members to have participated in local forums and events, providing opportunities for information exchange and feedback.

Objective 2: to develop the role of VOF as the community empowerment network for Kensington & Chelsea

Target 4: implementation of membership survey of the CEN and evaluation of sub-forums carried out in 2002.

Performance indicator: improvements (addressing members survey responses) implemented by February 2004.

Target 5 : Improved channels of communication between CEN, voluntary sector representatives and the LSP steering group.

Performance indicator: Voluntary sector representatives to provide feedback to CEN meetings and feed the views of CEN members back to the steering group.

Target 6: active engagement by the CEN with neighbourhood renewal plans and strategies to ensure benefits to local communities and constituents.

Performance indicator: LSP steering group agendas to be circulated to CEN members and relevant items discussed in advance of LSP steering group meetings.

4.

**WORK PLAN APRIL– JUNE 2003
KENSINGTON & CHELSEA
COMMUNITY EMPOWERMENT FUND**

OBJECTIVE 1: to ensure that the community and voluntary sector can take a leading role in the local strategic partnership, the community strategy and the neighbourhood renewal strategy

Tasks

1. Encouraging involvement: to do outreach and publicity to inform groups of the system for making payments to the Community Empowerment Fund for:

- Attendance at meetings
- Childcare expenses
- Travel expenses/and or provision of transport to meetings
- Increasing group membership to reflect the diversity of the sector

ACTIVITIES:

To re-launch LINK and an online version June 2003

Community newsletter in Earls Court will be produced and launched May 2003.

Support community groups applications for participation in the Earls Court Festival.

Distribute new application forms for the Community Empowerment Fund.

Publish a new edition of the Community Empowerment Guide to be distributed with the CEF application form to all community groups.

2. IT development

Improve access to IT for voluntary and community groups by:

- Implementing the recommendations of the IT mapping survey of the sector
- Setting up a Social Council website as a resource for the voluntary sector following completion the design of the site in December 2002
- Social Council's new database will include more detailed information on voluntary and community groups including email and website
- working with the RBKC and other partners to ensure voluntary sector access to the LSP website.

ACTIVITIES:

Launch the new database of voluntary organisations in Kensington & Chelsea in June 2003.

Complete content management system and launch the new Kensington & Chelsea Social Council website as a resource for the voluntary sector, with current information on regeneration in the borough and links to the borough's LSP website and other related sites in June 2003.

Capacity building local community and voluntary organisations by providing on site training, priority will be given to small groups in receipt of IT equipment purchased with the NRF small grants fund.

3.Training: To encourage further proposals for capacity building and training from local organisations. These training programmes delivered by and for voluntary sector and community organisations would enable them to play an active role in the Local Strategic Partnership and neighbourhood renewal. **In particular the training is targeted at:**

- Voluntary sector representatives on the Steering Group;
- Members of community groups (participation in meetings and public speaking);
- Community and voluntary sector groups (organisational development and planning);
- Voluntary sector managers of BME organisations (funding and sustainability).

ACTIVITIES

To continue to organise training programmes :

'Writing Budgets', a 2 hour CEF workshop for local community organisation in partnership with the Portobello Business Centre. March 2003

'How to be a representative', for 25 local participants, interested in getting involved in the LSP and neighbourhood renewal activities. May 2003.

'Fundraising Strategies ' in partnership with the Black Training and Enterprise Group (BTEG). This 2 day workshop is for local BME organisations. May 2003.

Neighbourhood Renewal Community Chest and Community Learning Chest. Two workshops organised to support the 3rd round of NRCC and CLC in partnership with the Migrant Refugee Communities Forum and EMF/CEMVO. May 2003.

'Planning for Success', a two day workshop for local BME organisations in partnership with EMF/CEMVO, to develop the organisational skills of BME groups. June 2003 .

4. Interpretation and translation

Improve access for people whose first language is not English and with hearing disabilities by:

- Organising further community workshops in the mother-tongue or providing interpreters as appropriate;
- Supporting community groups involved in producing and publishing translated information as appropriate;

ACTIVITIES

Ongoing CEF funded Migrant and Refugee Communities Forum publishing workshops for groups wishing to produce literature on in their own.

Response community newsletter will be developed in Jan-March 2003 and launched in May 2003. Training will be given to EAL speakers in newsletter production.

CEF funded hearing loop equipment for the Tabernacle Centre to enable wider access for people with hearing disability to forums and events.

OBJECTIVE 2.

To ensure that community and voluntary sector groups are informed and make applications to the Neighbourhood Renewal Community Chest and Community Learning Chest funds.

Tasks

5.

- Coordinate outreach and publicity of the Community Chest and Community Learning Chest funds for 2003-2004 in collaboration with EMF and local organisations. **Planning meetings took place in February 2003 with EMF CEMVO and MRCF, NRCC/CLC workplan (3rd round) has been drawn up.**
- Local selection panel to prepare to allocate the 3rd round of Community Chest and Community Learning Chest funds based on local priorities and national criteria. **Local development workers network discussed local priorities March 2003**
 - Arrange 3rd round workshops to develop networking and partnership culture within the community and voluntary sector. **May 2003.**

OBJECTIVE 3:

To strengthen the Voluntary Organisations Forum (VOF) as the community empowerment network for Kensington & Chelsea

Tasks

6. Structure

To strengthen communication between the CEN, voluntary sector representatives and the sub groups concerning the LSP agenda.

ACTIVITIES

CEN representatives on the LSP to regularly give feedback at each CEN meeting and receive input from CEN members for the KCP.

To collate the results of the CEN and sub group surveys, publicise the results and discuss methods of implementation of the findings in the various forums.

7. Publicity

- To ensure that CEN members are kept informed about strategic developments within the borough and that they have an opportunity to be involved in decision making through their representatives on the LSP steering group and other partnerships.

ACTIVITIES

Planning to commence in April with partners from the LSP for a 'Meet the Funder event combined with a Community Empowerment and Neighbourhood Renewal event. To be held in September 2003.

5. COMMUNITY EMPOWERMENT FUND Projected costs April – June 2003

Training and Development

Capacity building and training	36,100
Newsletter editing costs	12,000
Conference attendance and involvement expenses	3,000
Production of publications	6,000
Outreach and publicity	3,500
CEN forum expenses	2,500

Sub total

Administration

Management fee	250
Running costs	2,500
Existing staff	8,400

TOTAL

Breakdown of capacity building and training budget:

On-site IT training	5,000
BME funding workshop	2,200
Planning for Success	2,400
How to be a representative	2,000
Proposals from local organisations to deliver training	15,000
Business plan training	1,500
Database input	750
Involvement expenses for group training	2,250
<u>TOTAL</u>	<u>36,100</u>

6. OUTLINE COMMUNITY EMPOWERMENT NETWORK SUPPORT PLAN MARCH 2003 TO MARCH 2004

Objectives

- ❑ To ensure that the community and voluntary sector is able to take a leading role in the Local Strategic Partnership.
- ❑ To ensure that the community and voluntary sector takes a leading role in the implementation of the Neighbourhood Renewal Strategy.
- ❑ To ensure that community and voluntary organisations have access to the Community Empowerment Fund, Community Chest, Community Learning Chest and other regeneration funds.
- ❑ To strengthen the CEN in Kensington & Chelsea and increase the representation of hard to reach groups.
- ❑ To support voluntary organizations providing or developing mainstream services in accessing NRF funds to improve their delivery.

NETWORK SUPPORT PLAN 2003 - 2004

BOROUGH: KENSINGTON & CHELSEA

LEAD ORGANISATION & ACCOUNTABLE BODY:

**KENSINGTON & CHELSEA SOCIAL COUNCIL
(FORMED FROM THE MERGER OF CHELSEA & NOTTING HILL SOCIAL
COUNCILS IN 2002)**

**THE COMMUNITY EMPOWERMENT NETWORK AND THE VOLUNTARY
ORGANISATIONS FORUM (VOF) HAS AGREED THAT KENSINGTON & CHELSEA
SOCIAL COUNCIL SHOULD LEAD ON NETWORK SUPPORT.**

THE NETWORK SUPPORT PLAN IS TO BE AGREED BY THE VOLUNTARY ORGANISATIONS FORUM.

Building on the Development Plan previously agreed with the Government Office for London (GOL), the objectives outlined below (in bold) are shown against the actions and progress made during the period. The objectives will continue to guide the Community Empowerment Network (CEN) and be worked towards within the framework of the Kensington & Chelsea Local Strategic Partnership.

This Network Support Plan has been referenced with the Kensington & Chelsea Local Strategic Partnership Self Assessment and Action Plan (January 2002).

OBJECTIVES

1) To ensure that the community and voluntary sector continues to take a leading role in the Local Strategic Partnership and in the implementation of the Community Strategy and Neighbourhood Renewal Strategy.

- The 5 voluntary sector representatives and 2 resident's representatives will continue to develop a strategy for playing a leading role in the LSP in collaboration with the Voluntary Organisations Forum (VOF) and VOF LSP sub-committee.
- As recommended in the Kensington & Chelsea Partnership meeting 3 voluntary sector representatives are part of the Partnership consultation and communication sub group. The aim is to disseminate more effectively information on all aspects of neighbourhood renewal to those who live and work in Kensington & Chelsea.
- CEN will continue to develop it's role in the Partnership in the implementation of the neighbourhood renewal strategy. (See NRS Action Plan, Community Development).
- Each Partnership Cluster has nominated 'Champions' and 'Cluster coordinators' within the Partnership Clusters to take forward key actions within the neighbourhood renewal strategy (see Year 1 review attached and Cluster Champions preference form attached). The voluntary sector will jointly lead on 3 of the 6 of the Partnership Clusters (Community Development, Health and Well-being, Safe Communities) with 1 residents representative leading on Environment and Transport.
- CEN will continue to provide regular opportunities for the community and voluntary sector to be involved in planning the delivery and implementation of the Community Strategy. The CEN meetings will be open to members of Partnership steering group to give presentations and dialogue with the members as part of the Partnership consultation and communication strategy (by prior arrangement),
- The Community Empowerment Fund will continue to be allocated to ensure opportunities for voluntary and community sectors to increase their skills at contributing to strategic planning. A further BTEG 'Planning for Success' workshop in May will support BME capacity building within the borough wide programme of training.
- NRF funded capacity building officer started work in January 2003, and will work closely with other CEN organizations to further the capacity building programme for voluntary organisations in the borough.

2) To ensure that community and voluntary organisations have access to the Community Empowerment Fund, Community Chest, Community Learning Chest and other regeneration funds.

- To further inform small groups about the Community Chest and Community Learning Chest through improved publicity to ensure it's uptake through the borough LSP website, Kensington & Chelsea Social Council website, LINK and other media.
- Kensington and Chelsea Social Council's development workers will continue to inform community and voluntary organizations about the NRCC/CLC during their outreach work in the borough.
- NRF funding secured to finance a small I.T grants fund (£20K) for community and voluntary organizations requiring basic IT equipment.
- To continue to inform groups through the monthly newsletter about other funds available locally and nationally for community and voluntary sector development.

3) To strengthen the CEN in Kensington & Chelsea and increase representation by hard to reach groups

- Increasing diversity of the CEN will continue through targeted training and capacity building programmes (see attached) with particular emphasis on hard to reach groups (BME organizations, young people, travellers, those in temporary housing)
- Review of the CEN and sub-groups has taken place and proposals will be discussed in future meetings.
- Progress was made reaching excluded groups during the Community and Neighbourhood renewal strategy consultation process and subsequent support for events and projects through the CEF, NRCC/CLC and NRF funded I.T small grants.
- A programme of on-site training to implement the recommendations of the voluntary sector I.T mapping survey will further support the inclusion of isolated or hard to reach groups, by enabling them to exchange online information and overcome barriers to engagement.

4) To support voluntary organizations providing or developing mainstream services to access funds to improve their delivery.

- CEN meeting briefed by NCVO on the cross cutting review of the voluntary sector.
- CEN meeting briefed on the Local Public Service Agreements(LPSA) and discussed areas of possible voluntary sector contribution to the LPSA targets.
- Development of a capacity building programme to enable voluntary sector mainstream delivery of services.
- Voluntary organizations supporting Older People to share good practice having achieved a successful consortium bid to deliver mainstream services in the borough.