



Arun District Council
VAAC Annual Report 2023 – 2024.

June 2024

Contents:

1. Introduction
2. Key Performance Indicators
3. Volunteering
4. Community Investment
5. Equity, Inclusion and Diversity
6. Plans for 2024 -2025

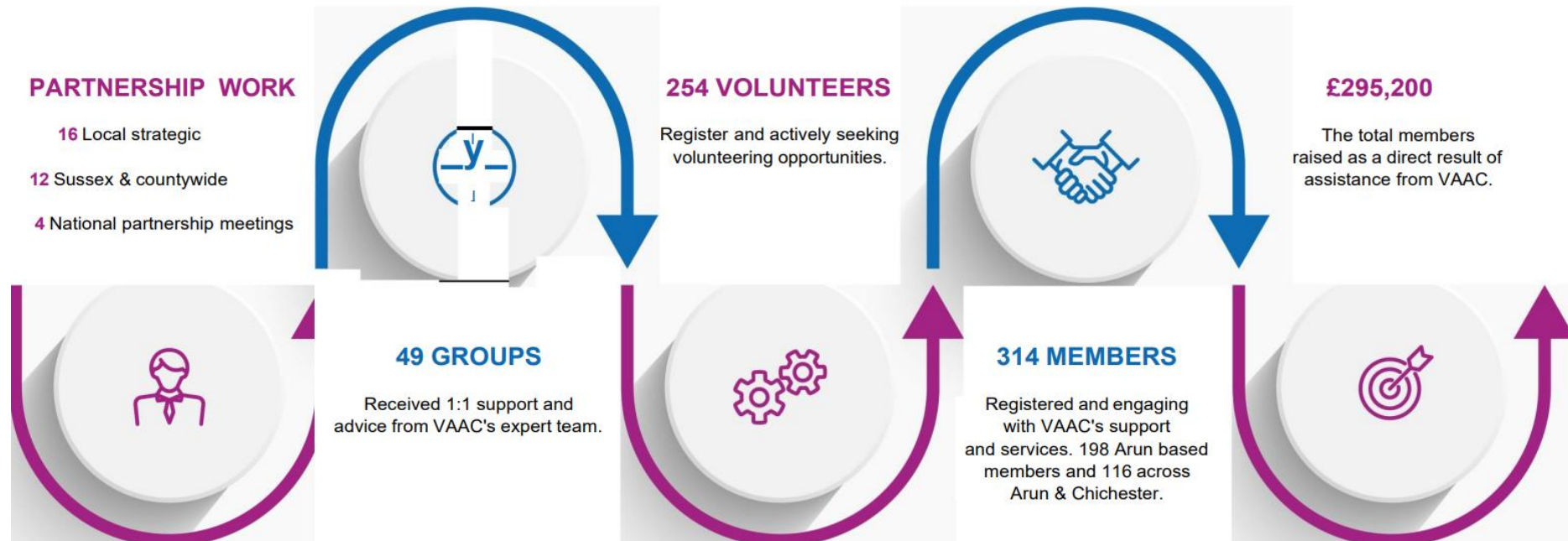
1. Introduction

This year has been focused on transitioning to a stronger financial position, whilst building on our offer to the VCSE sector, and continuing to make a positive contribution to collaborative work. A key focus has been on equity, inclusion and diversity. We have invested to save on our IT systems and support and recruited a new Finance Manager post. We embarked on a process of reshaping and restructuring the organisation over the winter months, and the revised structure was 'live' by 1st April 2024.

[VAAC Financial Statements 2023 - 2024](#)

2. Key Performance Indicators

VAAC IMPACT IN ARUN – 2023/2024



3. Volunteering

There are a number of key highlights:

- We have had 254 Arun registrations, a record number for VAAC.
- In January we had the VAAC Volunteer Fair in Rustington. 30 organisations and over 170 volunteers attended.
- Delivered outreach sessions at Turning Tides and My Sisters House, two local libraries, and Creative Heart.
- A Volunteers Coordinator's Network event at Arundel WWT, led by Age UK, on 'What makes a good volunteer induction.
- Direct support to organisations on best practice, volunteer recruitment, retention, and development.
- Volunteers Week events in June 2023
- Our Volunteer App continued to be developed. The number of times individuals chose "Register your interest" and clicked on any opportunities was 3,115, the number of opportunity views was 13,076

Examples from member's feedback from the Volunteer Fair is detailed below:

"It was an excellent event, thank you. We took the details of ten potential volunteers. Other folk expressed interest and took information away. In addition, I made some great connections with other charities. Getting our name out there and being available to chat with local people is also great for us." CPRE Sussex

"It was a fabulous event on Saturday. We thoroughly enjoyed ourselves speaking to so many people. Honestly, this was best event for volunteer recruitment I have been too! Being so close to Rustington high street helped with the footfall along with your advertising of the event. Well done!" Family Support Work

Through the year we have collated Volunteer Lives case studies, and a number of these are Arun based. They provide great examples of how giving time, empathy and using skills, improves mental and physical well-being.

<https://aidemail.co.uk/campaigns/vaac/5liyRpzqzNoOW5pkwZJHsbHPm>

We attended the National launch of the ten year Vision for Volunteering back in 2022 - [Vision for Volunteering](#). This year kept up to date via NCVO and other related conferences this ensure we continue to progress and develop our work on volunteering.

4. Community Investment

Our membership across Arun stands at 198, with 116 of these covering Arun and Chichester, in total , 314 members. The number of referrals for support that have been actioned and concluded is 49. These are detailed in the table below.

Quarter 1		
Arun & Chichester	My Sisters House Women’s Centre	HR
Arun	Cancer United	Legal & Governance
Arun & Chichester	Pregnancy Options Centre	Funding
Arun	Nightingales Tenants Association	Funding
Arun	Aldwick Royal British Legion	Funding
Arun & Chichester	ROHO Community	Funding
Arun & Chichester	Emma Kyte	Startup
Arun	Bognor Regis Foodbank	Funding
Arun & Chichester	Lithuanian Community of South Coast, UK	Legal & Governance
Arun & Chichester	My Sisters House Women’s Centre	Funding/Strategy & Planning: Crisis mitigation
Arun & Chichester	Sussex Prisoners Families	Volunteering
Arun	Yada	Funding
Arun & Chichester	Emma Kyte	Legal & Governance
Arun	Littlehampton Town Craft and Horticultural Show	Policies & Procedures
Arun & Chichester	Anna-Maria Johnson	Startup

Arun	Dove Lodge Community Resource Centre	Legal & Governance
Arun & Chichester	Wellspring West Sussex	Legal & Governance
Arun	Bognor Makerspace CIC	Legal & Governance
Chichester	Chichester Pride	Policies & Procedures / Project Development
Quarter 2		
Arun & Chichester	Pregnancy Options	Legal & Governance / Project Development
Arun	Arun Sunshine Group	Legal & Governance
Arun & Chichester	Safe in Sussex	Volunteering
Arun & Chichester	Pregnancy Options	Committee Support
Arun	Wildfowl & Wetlands Trust Arundel (Arundel Wetland Centre)	Volunteering / Legal & Governance
Arun	Yada	Funding
Arun & Chichester	Wellspring West Sussex	Legal & Governance / Policies & Procedures / Project Development / Startup / Strategy & Planning
Arun	Dove Lodge Community Resource Centre	Project Development
Arun & Chichester	Volya Art Group	Project Development / Legal & Governance / Policies & Procedures
Arun & Chichester	Bognor and Chichester Voice	Funding
Arun	Reading Warriors	Funding / Health Checks / Legal & Governance / Marketing / Policies & Procedures / Project Development
Arun & Chichester	Volya Art Group	Funding / Start up
Arun & Chichester	Impact Advocacy Service West Sussex	Funding
Arun	START from Scratch	Legal & Governance / Strategy & Planning / Volunteering
Arun	Places for People	Enquiry

Arun & Chichester	Walk this Way South Downs Women's Walking Group	Committee Support / Funding / Legal & Governance
Arun	Turning Tides	Volunteering
Arun & Chichester	SOA_TALK (formerly Sons of Anxiety Talk)	Legal & Governance
Arun & Chichester	ROHO Community – UK (RWANDAN OPEN HEART ORGANISATION)	Committee Support / Funding / Project Development
Arun	Veterans Volunteer Service	Funding / Project Development
Arun & Chichester	Pregnancy Options Centre	Project Development
Arun	Bognor Regis Youth and Community Centre	Funding / Project Development / Strategy & Planning
Arun & Chichester	Goodwood Education Trust	Strategy & Planning
Quarter 3		
Arun	Unboxed	Startup
Arun	Glebelands Community Centre Ltd	Volunteering / Legal & Governance
Arun & Chichester	SAGE Counselling	Project Development / Strategy & Planning
Arun	Bognor Regis Foodbank	Funding
Arun & Chichester	Tyler's Trust	Legal & Governance / Policies & Procedures
Arun & Chichester	PACSO	Policies & Procedures
Arun	Grandad's Front Room CIC	Legal & Governance / Funding / Policies & Procedures
Arun & Chichester	Apulstock	Legal & Governance
Arun	Bognor Regis Youth and Community Centre	Committee Support / Legal & Governance
Arun	Ford Forward Community Chaplaincy	HR
Arun	ACF Primary Care Network	Volunteering
Arun	Bognor Community Gardeners	Funding / Legal & Governance /
Arun	Angmering Allotmenters	Funding / Project Development
Arun & Chichester	My Sisters' House, Arun and Chichester Womens' Centre	Committee Support / Policies & Procedures / Strategy & Planning
Arun & Chichester	Goodwood Education Trust	Funding

Arun	Bognor Womens Football Club	Funding
Arun & Chichester	Impact Advocacy & Workability	Funding
Quarter 4		
Arun	Friends of Felpham Post Office	Funding / Legal & Governance / Policies & Procedures
Arun	Bex Bellhouse	Funding / Legal & Governance
Arun	Grandads Front Room	Legal & Governance / Funding / Committee Support
Arun	Pagham & District Residents Association	Committee Support / Legal & Governance / Funding
Arun	Glebelands Community Centre Ltd	Committee Support / Funding
Arun	Ferring Country Centre	Marketing
Arun	Bognor Armed Forces Day	Funding
Arun	Littlehampton Society	Legal & Governance
Arun	Patient Link	Committee Support
Arun	East Preston Men in Sheds	Funding
Arun	Littlehampton Community Fridge	Committee Support / Legal & Governance
Arun	Bognor Regis Carnival Association	Funding
Arun & Chichester	Pregnancy Options	Policies & Procedures
Arun	Veterans Volunteer Service	Funding / Legal & Governance

Feedback from the referrals.

The two cases studies provide a sample of how we work directly with the groups.

Case study 2022 – 2024

VAAC working with Lillian Holdsworth, Trustee of The Glebelands Centre, Ferring

Nina worked with LH, a trustee of The Glebelands Centre to unpick their legal status and help them navigate the various options. This referral has taken 18 months of working with LH from May 2022 to help her untangle their current legal status, then plan to become a Charitable Incorporated Organisation (CIO). They originally thought they were a CIC. They weren't. They were a Company Ltd by guarantee but had an unincorporated association's constitution! After several months of steering them through their preferred options, assisting with explaining about Charity Commission Objects, Trustee responsibilities, policies/ procedures and looking through their draft CIO application forms – they finally became a CIO, November 2023.

What advice did you require?

"I need help please with someone to look over CIO application".

"Would like to discuss VAT issues and exemptions for equipment and building works".

"Safeguarding policies required for Charity Commission / Companies House".

How useful was the advice and information you received?

"Extremely useful"

In what ways will the advice given make a difference to your organisation?

"Advice will Help us to convert from a Ltd. company to a CIO enabling us to apply for grants. Nina's 1 .1 advice and guiding me through application for CIO has been successful. Charity Status granted on November 15th 2023".

January 2024 referral:

“We wish to create a community vegetable garden for everyone to enjoy with indoor socialising and refreshments. Not yet costed. And looking for funding for upgrading the centre”.

Nina helped connect them with Arun and Chichester Food Partnership to find out more about running, funding and establishing a community garden.

VAAC also produced a bespoke funding search for them – this service is provided by a VAAC Volunteer. From April 2024 the Centre has installed a new heating system, insulation and organised an open day to explore the thoughts of residents and hirers. A community raised garden beds scheme and other suggestions were suggested e.g. youth groups, car parking, creating a village management committee. They have also recruited more trustees to share the responsibilities.

Case study. Jan 2024 - March 2024

Tony Page, trustee of East Preston Men in Sheds.

February 2024 referral:

Nina worked with Tony Page on their referral:

“We are about to enter year 3 of our set up and moving onto the build of our premises in the village centre. Money for the capital build and equipping of our workshop / shed minnow our prime focus. We have approx £18,000 but need significantly more asap before the aforementioned monies become time lapsed because of their conditionality. Need to raise operating costs and primarily some capital for the build our or workshop / shed.”

Nina continued working with Tony, discussing community engagement, sponsorship, partnership, acquiring more trustees, speaking with other Men in Sheds groups. VAAC also provided a bespoke funding search for them, listing a number of local and national funds to consider applying to.

They were encouraged to attend VAAC's Meet the Funder event - face-to-face with the National Lottery Community Fund on 28 February and found it "extremely useful".

Adrian Miller of EPMS said when asked, what difference will attending this make to your organisation?

"Face to face opportunity enables us to focus on aspects of applications that will hopefully lead to success in the future".

Nina also encouraged them to attend Ernest Kleinwort Meet the Funder event. They have submitted a funding application and waiting to hear. As of May 2024, the EPMS build has now been completed, and the group are continuing to build their resources.

Networking & Training

We have delivered six networking events in Arun over the year, namely

Networking	Numbers
Felpham Networking	19
Coffee Connections – Ferring County Centre	7
Annual General meeting	26
Bognor Networking Event	15
Coffee Connections – Littlehampton	5
Volunteer Recruitment Fair	13
Total attendees	87

We have continued to deliver training courses as detailed below, and now lead this area of work on behalf of West Sussex Links (previously named the Voluntary Sector Infrastructure Alliance).

Training course	Numbers
Lucy Stone Fundraising events	39
Eligibility for DBS checks online	9
VCN Autism in the Workplace	10
Wayfinding Workship – Bognor Football Club - Regeneration	3
VCN Creating a Valuable Volunteer Experience Arundel	11
FNM (fundraiser networking meeting) Meet the Funder: National Lottery	14
Trustee training on line	4
Total attendees	86

Our first West Sussex Links training digest was circulated in October
<https://aidemail.co.uk/campaigns/vaac/1INEShuQBJUTVQK3bLB0Hbj0w>

Feedback from both the networking and training is always positive.

For example, the quotes below are from the April 2023 on line fundraising session:

My Sisters' House:

How useful to your organisation was the content from today's event / training?

“Extremely useful”

What difference will this make to your organisation?

“It will help me focus my funding bids much more and will help me identify ones that are suitable.”

PACSO

How useful to your organisation was the content from today's event / training?

“Extremely useful”

What difference will this make to your organisation?

“I am new to fundraising so found all the information that Lucy shared with us really useful.”

Information and guidance:

- Funding Focus has been distributed every month to 455 Arun contacts.
- Our e-bulletin has continued to be issued on a fortnightly basis.

5. Equity, Inclusion and Diversity

We have a number of targeted initiatives that are focused on health equity and disability rights/access.

Case Study: Addressing Health Inequalities

NHS commission for Community Connectors Programme. Arun is one of four programmes across Sussex

May 2023 – January 2025

In Arun the Community Connectors project is running across three sites; Bognor Makerspace, Littlehampton Armed Forces and Veterans Breakfast Club (LAFVBC) and Crimsham Farm (specifically their community café Charlie Charlie 1) In all the cases Community Connectors were given access to the online training Making Every Contact Count (MECC) and additionally those at Makerspace received training from the Mason Foundation.

Community Connectors and staff from Arun Wellbeing attended the Makerspace Winter Fair to engage with members of the public, 30 conversations were had that day.

A series of information sessions were held at Makerspace in Bognor with the groups of users there bringing in expertise through Arun Wellbeing, the Prevention Assessment Team and Regis PCN. 31st January session covered sustaining fitness and wellbeing, 14th February session covered mental health and emotional wellbeing and the session 20th March was attended the PAT nurse to take blood pressure readings. On 17th April the Cancer Care Coordinator from Regis PCN attended to talk with the group about cancer screening. The group were mainly women so discussion focussed on breast and cervical screening, but people also took information

on prostate cancer and bowel screening to pass on the male relatives and friends. The May session centred around healthy habits looking at alcohol consumption, smoking and healthy eating.

A six-week pilot walking programme was started in May with a weekly walk from centre lead by one of the Connectors. Similar sessions were also organised at the Littlehampton Armed Forces and Veterans Breakfast Club. On the 31st January, the session was themed around Healthy Lifestyles using resources from Public Health to stimulate conversations around diet, smoking and alcohol consumption. On 28th February, the group were visited by a nurse from the Prevention Assessment Team (PAT) who came along to take blood pressure readings. The nurse took a total of 15 blood pressure readings. 2 people had critically high readings and were advised to see their GP and Connectors supported these Veterans to access GP support. On the 27th March, the group were visited by the Cancer lead from the local GP surgery to talk to the group about the various cancer screening services offered by the NHS, the GP spoke to 3 people privately about their cancer diagnoses. The April session was attended by staff from WSCC to promote the Life Transitions pilot project that is being conducted in Littlehampton.

Crimsham Farm joined the programme in May and have so far hosted one information session at Charlia Charlie 1 which was attended by the PAT nurse doing blood pressure checks. 10 readings were taken and 1 person was advised to see their GP as a matter of urgency. Crimsham now have a direct contact with the PAT team so it is hoped the nurse can visit on a regular basis. Further information sessions covering cancer screening and emotional wellbeing/mental health are planned for July and September.

We also plan to extend this programme and partner with Men, Walk, Talk group in Littlehampton through 2024.

Disability initiatives

We worked and continue to work with ADC on beach access initiative in both East Preston and Bognor Regis. The East Preston scheme has now secured planning permission. In Bognor Regis the community consultation event took place in March 2024 and the capital plans are now being considered by ADC and Coastal Partners. We are working with the BID in Bognor Regis on the related accessibility to the town.

Diversity initiatives

In June 2023 we employed a Eastern European and Ukrainian Volunteer Co-ordinator. In Arun we have linked to ADC staff and contributed to family sessions and linked to WSCC ESOL lead on promoting some courses they were running in Littlehampton. The Ukrainian work has been principally Chichester focussed, due to the funding, however this will change in 2024 – 2025, with the allocated resources from ADC. We have also worked to support the Ukrainian choir that draws from both Arun and Chichester.

We have also been commissioned to conduct research with BAME communities with a focus on access to health services, and a project focused on LGBTQ and ethnic minorities access and understanding of clinical research.

Partnership work

We are members of a range of partnerships these include the Arun Local Community Network, WSCC Community Safety, Food Partnership, Financial Impact Group, Suicide Prevention Group, Digital Inclusion Group, Sussex Community Resilience, Health and Wellbeing Board, the VCSE West Sussex Links, the Health and Care Alliance, and the West Sussex CEO group.

6. Plans for 2024-2025

In the current year we are focused on:

- Investing in our website and moving towards self service for members
- Adoption of AI, especially for fundraising and social media
- Researching our membership and the issues impacting on the sector
- Engaging with our members and partners and devising our new long-term strategy 2025-2028
- Building our consultation offer
- Diversifying our income
- Continuing to campaign for VCSE recognition and long-term investment in the sector
- Further strengthening and diversifying our board of Trustees further

For more information on this report

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