**VCSFE**

**Representation Pro-Forma**

This form is to be used if you wish to have VCFSE (voluntary, community, faith and social enterprise) sector representation on your partnership group. Blackburn with Darwen Community Network will run a selection process to find representatives on your behalf. We recommend that you request two places so that the representatives can support each other but also so that you get better representation and there is the ability to cover for each other with meeting clashes, holidays, sickness, etc.

Please complete the form and send it back to Donna and Garth. if you have any difficulties - please ask.

**Name of:**

**Meeting/Group/Platform/Work Stream.**

[Blackburn with Darwen Volunteering Partnership for Health and Care]

**Chair:**

[TBC]

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| **Overall aim:**   1. [*Better integration of volunteering into decision making at ‘place-based’ and Integrated Care Board (ICB) level.* 2. *Health and care priorities are better supported by volunteering.* 3. *Better volunteer experience.* 4. *Innovative approaches to recruiting, supporting or deploying volunteers are shared.* |
| **Reporting to:**  **[**Place level   * The NHS Place Based Partnership for the area * Any local authority structure that has an overview on volunteering * Any local VCFSE networks     System Level   * Volunteering for Health Steering Group * Lancashire and South Cumbria VCFSE Alliance * Appropriate structures within the Lancashire and South Cumbria ICB/ICS and local authority equivalents   **]**  **Frequency of meetings & commitment of time: [1/1.5 hrs every quarter]** |
| **Terms of reference:**  [  **BLACKBURN WITH DARWEN VOLUNTEERING PARTNERSHIP FOR HEALTH AND CARE**    **Draft Terms of Reference (V 0.1)**     |  |  | | --- | --- | | **Aim** | To lead a collaborative approach on volunteering at the ‘place based’ level. | | **Functions** | 1. To develop a shared volunteering strategy for the place – bringing together the local authority, the NHS and the VCFSE Sector to embed volunteering.        1. To improve volunteering infrastructure and shared work – especially focusing on:  * Better integration into decision-making at ‘placed based’ and Integrated Care Board level * Health and care priorities are better supported by volunteering * Better volunteer experience * Exploring approaches to recruiting, supporting and deploying volunteers.      1. To receive updates on developments and intelligence and pro-actively respond to, existing and emerging issues which affect our communities where volunteering can potentially help to provide a solution.      1. To seek out and coordinate funding opportunities to support volunteer health champion projects that meet identified health and social care priorities (including the wider determinants of health) within the place.      1. To ensure that the work of the Group is both strategically and operationally aligned to other strategic boards and support the achievement of our shared outcomes.      1. To feed into system wide discussions and strategic work and ensure volunteer programmes and projects are better co-ordinated at the system and place levels. | | **Reporting into** | Place level   * The NHS Place Based Partnership for the area * Any local authority structure that has an overview on volunteering * Any local VCFSE networks     System Level   * Volunteering for Health Steering Group * Lancashire and South Cumbria VCFSE Alliance * Appropriate structures within the Lancashire and South Cumbria ICB/ICS and local authority equivalents | | **Chair /**  **Vice Chair** | * To be decided locally | | **Frequency of**  **Meetings** | * Quarterly | | **Membership** | * Nominated Lead Officer for Volunteering within the local NHS Hospital Trust Charity (or charities) * Nominated Lead Officer for Volunteering within the Upper Tier local authority or authorities for the area * Nominated lead officer for the Volunteer Centre or Volunteer Centres operating in the area * Nominated lead officer from the NHS Place Based Partnership within the area * Up to 2 representatives from Volunteer Involving Organisations from the VCFSE Sector who have been nominated by a local VCFSE network or forum     Other interested parties may be invited to the meetings to discuss particular needs for volunteer Health Champions to meet identified health priorities. | | **Secretariat**  **Support** | * For the Volunteering for Health Strategic Volunteering Lead (or equivalent) in each place to provide the secretariat to support the work of the partnership. | | **Potential Outcomes for the Partnership** | **Below is the list provided by Volunteering for Health (NHS England).  We do not have to do them all but the partnership could contribute to any of the following;**    OC1: Better understanding of local system strengths and weaknesses  OC2**:** Value of collaboration is better recognised and supported  OC3: Better understanding between partners of respective volunteering ethos and objectives  OC4: New cross-sectoral volunteer management capacity  OC5: New sharing of volunteer data between organisations in a system  OC6: New sharing of volunteering policies/ processes /tools between organisations  OC7a: Improvement of volunteering practice, across partners  OC7b: Volunteering practice is informed by better understanding of volunteer experience  OC8: Use of new platforms to improve volunteer recruitment and transferability  OC9a: New volunteering approaches are tried, tested and refined for improved volunteer diversity  OC9b: New volunteering approaches are tried, tested and refined for improved impact on health outcomes  OC10a: Alignment of initiatives with ICB priorities to integrate volunteering into healthcare  OC10b: Strategic interactions to embed volunteering into healthcare  OC11: Increased collaboration between ICB and local organisations  OC12: Evidence of impact of volunteering on health outcomes  OC13: Evidence of impact of new volunteering infrastructure on system | | **Formal Review** | Annually    1st Review March 2026 |   ] |
| **Person specification/Skills/Knowledge Required:**  Knowledge of Health and Care systems  Experience of recruiting, training, supporting and managing volunteers  Knowledge of the BwD area and VCFSE groups |
| **Please return to:**  **Garth Hodgkinson: Secretary BwD Community Network**  [**Garth.hodgkinson@communitycvs.org.uk**](mailto:Garth.hodgkinson@communitycvs.org.uk)  **Donna Talbot Secretary BwD Community Network**  [**Donna.talbot@communitycvs.org.uk**](mailto:Donna.talbot@communitycvs.org.uk) |