

## **Driving up volunteering across Surrey 100 DAY Plan (1 June – 30 September)**

### **DAYS 1 - 10 (→ 12 June)**

#### Focus:

1. Finalise refreshed volunteering strategy, with sign-off from Leader and Chief Executive
2. Gain clarity on the current approach to promoting volunteering for:
  - Employees (Employee Volunteering Scheme)
  - Pre-retirees
3. Promote volunteers' week (1 – 7 June 2015)
  - External Comms – social media campaign
  - Reference on 'Be a volunteer' webpage about volunteers' week with links to what is happening locally
  - Promotion on S-Net and e-brief article about volunteers' week, highlighting the link with Family, Friends and Communities (also to be included in other directorate newsletters)

#### Outcomes:

- A coherent Volunteering Strategy which sets out the council's commitment to volunteering and our approach to driving up volunteering across Surrey, building on the principles of the Surrey Compact Volunteering Code.
- A clear understanding of what the council already does to promote volunteering amongst our staff, what's working well and where there are opportunities to do more.
- Staff and residents are aware of volunteering week and know how to find out what's happening in their local area.

### **DAYS 11 – 50 (→ 31 July)**

#### Focus:

1. Agree priorities and start piloting new approaches for supporting staff and pre-retirees to identify volunteering opportunities which make the most of their skills and expertise whilst also supporting council priorities and meeting the needs of residents.
2. Work with Communications Team to agree our internal and external comms approach for promoting volunteering
  - Review findings from research on volunteering commissioned by Communications team
  - Agree messaging around volunteering and Surrey Compact, ensuring messages are aligned with messaging around Family, Friends and Communities.
  - Agree any internal and external campaigns around volunteering
  - Review webpages
3. Develop draft toolkit to support teams looking to build their use of volunteers. The toolkit will include information such as how to recruit volunteers, expenses, CVS contact list, and case studies with personal experience (building on suggestions from VCFS Task Group)

Outcomes:

- Staff volunteering and retiree volunteering which supports council priorities and meets local needs whilst also benefiting those who volunteer, with case studies demonstrating the value added of new approaches.
- A clear communications strategy for promoting volunteering to staff and residents
- A draft toolkit which we will build upon during August and September through engagement with internal and external stakeholders (e.g. discussion at VCF Network on 1 September)

## **DAYS 50 – 100 (August → September)**

The focus of work during these 50 days will depend on the scoping and planning activities outlined above, however likely outcomes include:

- Ongoing programme of work around communications, employee volunteering and pre-retirees, directly contributing to council priorities and needs identified through local partnership forums.
- A published volunteering toolkit which encourages and supports services to develop alternative delivery models using volunteers.
- Voluntary, Community, Faith Network operating effectively. The network will be a forum for sharing learning around working with volunteers and will help embed our principles for working with VCFS (Surrey Compact Principles).
- A shared understanding of the benefits of involving volunteers and how best to involve volunteers, developed through engagement with our services, VCFS organisations and infrastructure organisations.

## **Next Quarter:**

In addition to continuing some activities from the first 100 days (e.g. around employee volunteering and communications), in this quarter we will start to focus on:

- Scoping work around encouraging and supporting young people to volunteer
- Mapping and understanding the work of local groups which are building community capacity (e.g. Parish and Town Councils, School PTAs, Scouts and Guides) and identifying opportunities for these groups to play a greater role in contributing to identified local needs (link to local partnership forums)
- Identifying potential opportunities to work with SCC services to develop alternative delivery models which involve the use of volunteers and agreeing programme of discovery workshops.

## **Family, Friends and Communities:**

The programme of work to drive up volunteering in Surrey will align closely with the work on Family, Friends and Communities and throughout the project we will promote volunteering in a way which supports initiatives being developed as part of the FFC agenda. For example, encouraging employees and pre-retirees to volunteer through Timebanks and promoting volunteering opportunities which will support the needs identified by local partnership forums.