



*Supporting the voluntary and community sector to fully engage  
in the learning and skills agenda*

## **APPLICATION FOR MEMBERSHIP**

The voluntary and community sector is being called upon to play an increasingly important role within a range of social and economic policy areas. In particular there is recognition that the VCS is a key partner throughout the learning and skills arena as a provider, an important source of intelligence and expertise and for the engagement of learners and communities that are hard to reach.

Locally, **Nottingham and Nottinghamshire Voluntary and Community Sector Learning and Skills Consortium (Enable)** was established by the VCS to support organisations and groups in making a full and distinctive contribution to meeting the learning, skills and economic development needs within the communities of Nottinghamshire. The aims of the Consortium are:

- To be the recognised forum and communication channel for involvement and consultation.
- To facilitate collaboration, within the sector and with other sectors.
- To develop the capacity of the sector as providers of learning.
- To provide an infrastructure that will enable VCS organisations to contract for the delivery of learning, where they would be unable to do this independently.

Consortium Terms of Reference:

- The Consortium is a member owned organisation with membership open to all VCS organisations and groups that support its aims.
- All members have an equal say in the development and running of the consortium and nominate and appoint Directors to the Board.
- There are regular members' meetings where matters of strategy, policy and practice are decided, following recommendations from the Chief Executive and Board.
- Member participation is enabled by various means with attendance at meetings not the only way to voice views or be involved.
- The Consortium is committed to achieving inclusion and equality in all its activities and practices and in the service delivery of projects by members.
- The Consortium acts as an advocate on behalf of VSC organisations and their communities and seeks formal recognition as a channel for participation, involvement and consultation with all city and county strategic bodies and partnerships and regional structures where relevant.
- Members are encouraged and supported to represent the Consortium on local partnerships and at relevant events.
- Regular information regarding developments, opportunities and funding is provided to members with, where possible, support to access these.
- The Consortium promotes co-operation and collaboration between members and with other sectors.
- A 'hub and spoke' structure for the acquisition and management of learning and skills contracts is established to support members unable to contract independently and to enable the sector to access mainstream funding.
- The Consortium will avoid competing with members for provider contracts and the Enable 'hub' does not deliver provision directly where this can be done effectively by members.
- The Consortium secures appropriate resources to support the capacity building of VCS organisations and groups in becoming quality learning providers.
- The Consortium has established a countywide 'hub' for VCS workforce development activity.

## MEMBERSHIP OPTIONS

### ★ **Affiliated Membership**

Organisations wishing to be an Affiliated Member of the Consortium (Enable) must:

- Be a VCS organisation
- Support the Consortium's aims and Terms of Reference.

Benefits of membership include:

- Membership of a forum for influencing local, regional and national policy and practice.
- Regular information on funding and development opportunities and support to access these.
- Priority access to Enable training and capacity building and discounts if charges apply.
- Access to 'members only' areas of Enable's website such as Message Board and Resources
- Involvement in forums and working groups that provide opportunities to network, share good practice, debate issues and hear the latest developments.
- Entitlement to nominate/elect Board Members and voting rights at meetings

### ★ **Delivery Consortium Membership**

A 'hub and spoke' delivery consortium enables VCS providers to meet the criteria of the LSC and other funding bodies and generates the critical mass to underpin viability and meet funders 'minimum size' thresholds. Through this model the 'hub' provides management support for members delivering the learning opportunities including quality assurance, management information, audit, health and safety and performance management.

Organisations wishing to be a member of the Delivery Consortium should:

- Be a VCS organisation and an Affiliated Member (as above)
- Be committed to working with Enable to implement the appropriate quality standards e.g. The Common Inspection Framework, Awarding Body standards etc.
- Be fully committed to the Delivery Consortium as their preferred method of working. Whilst organisations may choose not to be part of a specific Consortium tender/bid and may declare that they will tender/bid independently they **should not** be part of a competing partnership / delivery consortium or bid independently **and** be part of an Enable Consortium bid.

Benefits include:

- Increased prospects of securing funding. Many funders prefer the Consortium approach.
- Preferred Provider Status for Enable funding.
- Reduced bureaucracy as the 'hub' manages the administration, finance and audit etc.
- Free access to Accreditation services, Management Information services and Tutor resources

### ★ **Associate Membership**

We highly value the involvement of partners from outside the VCS who support our aims and recognise the contribution they have already made to Enable's development. We wish to encourage their continued support and involvement through Associate Member status.

- Non-VCS organisations that support Enable's aims and objectives and are committed to working in partnership to achieve these may apply to be Associate Members

Benefits include:

- Access to Enable training and capacity building events.
- Invitation to attend and contribute to forums and events.
- Circulation of information to the VCS
- Networking and consultation opportunities with VCS organisations
- Development of strategic and delivery partnerships with the VCS.

# APPLICATION FORM

Membership can be applied for at any time and lasts for 12 months.

All applications are subject to approval by Enable's Board.

Category of membership applying for

Affiliated Member		Delivery Consortium		Associate Member (non VCS partners)	
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## CONTACT DETAILS

Name of organisation:			
Address:			
		Postcode:	
Tel:		Website:	
Main Contact:			
Position/Role:			
Tel:		Email:	
Second Contact:			
Position/Role:			
Tel:		Email:	

## ABOUT YOUR ORGANISATION

How long has your organisation been in existence?	
The main aims and objectives of your organisation?	
Target clients group/s	
Area/district operating in	
Charity number	
Company number	
<i>If you are applying for <u>full membership</u> and are <b>not a registered charity</b> please attach copy of your Memorandum and Articles of Association, constitution or other governing document</i>	

## AREAS OF INTEREST

Please tick the subjects you would like to receive information on.

Adult Learning and Skills		Skills for Life	
Learning for people with a disability		Information, Advice and Guidance	
Learning for young people 14-19		Staff/Trustee Training & Development	
Volunteer Training		Capacity building	
Other – please list below			

## DECLARATION

**This must be completed by an appropriate senior officer e.g. Chief Executive or Chair**

I confirm that we support Nottingham and Nottinghamshire Voluntary and Community Sector Learning and Skills Consortium's aims and Terms of Reference and wish to be a member

Name (please print)	
Position	
Signed	
Date	

Please return to **Enable, Voluntary Action Centre, 7 Mansfield Road, Nottingham NG1 3FB**

## **Data Protection Statement**

Enable (Nottingham And Nottinghamshire Voluntary Sector Learning & Skills Consortium) is the data controller for processing personal data and complies with the Data Protection Act 1998.

We will hold personal data for the purposes of fulfilling our contractual requirements, as well as informing and supporting the membership of the Consortium. We will keep personal data only for as long as necessary for these purposes.

We will not provide information about you to other organisations, agencies or groups for marketing purposes. We disclose information about you only with your consent, or if we are required to do so by law.

Enable will strive to ensure that your personal data is kept secure against loss, unauthorised access, disclosure or destruction.

You can request a copy of the details that we hold about you.