

## What is it?

The Community Health Check has been designed to examine every part of your Organisation. From the answers that you give, we will be able to identify where specific attention needs to be focused to improve your income generation, potential cost savings and your Organisation's development. The Community Health Check has up to 7 sections...

1. Mapping the Future
2. Organisation Review
3. Relationship Footprint
4. Skills Audit
5. Summary Report
6. Assist with the production of an Organisational Development Plan
7. Progression towards a Quality Standard

## Who is it for?

Community Groups of all sizes, Public Sector Organisations, Commercial Organisations, in fact any group or business large or small.

## How is the Health Check delivered?

The Health Check is a face to face session with people from your Organisation, usually the Trustees and/or the Management Team, and facilitated by Can Do Communities. To ensure everybody can participate, we project onto a large screen, this way the Health Check ensures the interaction between all participants.

## What are the benefits?

It will

- Give the people in your organisation the opportunity to speak openly about the plans for the future
- Help the Trustees and Management Team clarify its current situation and its future plans
- Give your Trustees and Management Team confidence that the organisation is running on a sound footing
- Highlight some development needs that require addressing
- Provide a clear way forward in the form of a Summary Report to improve aspects of your organisation
- Increase your chances of obtaining funding
- Give you a plan to improve relationships with other Organisations.



**Can Do Communities are a Not For Profit Community Interest Company that can assist you with everything Community Development.**

**Nene Lodge, Funthams Lane, Whittlesey, Cambridgeshire, PE7 2PB.**

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## Community Health Check Explained

### 1. Mapping the Future

Mapping the Future is a simple business tool, designed to capture on one page various aspects of the Organisation including, Business Model, Organisational Review, Financial Return and Social Return – setting out in each case where the Organisation is NOW, where it wants to be SOON and LATER. The time periods for the SOON and LATER are flexible and are geared specifically for your own Organisation.

The quadrants of the Map help to build a picture of the Organisation as a whole for each of the periods and the group will be asked to:

- **Business Model**

List their primary business activities, services and products that attract income.

- **Organisational Structure**

Describe their staffing, volunteers, board, partners and resources etc.

- **Financial Return**

Provide key financial figures, including capital investments, turnover, any surplus and cash flow analysis.

- **Social Return**

Identify their proposed project's social returns, e.g. increased work opportunities, better health for attendees, increased impact in their local areas and increased social capital etc. for the benefit of the Community in general.



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## 2. Organisation Review

The Organisation Review has been designed to identify the Organisations strengths and weaknesses by asking Multi-choice questions based around Governance, Systems, Administration, Finance and Marketing.

From the answers given, we will be able to identify where specific attention needs to be focused and a Summary Report produced to help make the Organisation stronger and more attractive to funders. Other benefits will include an early warning of any potential future problems, systems and practices developed which in turn leads to confidence levels being raised within the staff and management team.



## 3. Relationship Footprint:



In order for the Organisation to make the maximum impact it is important that it has good relationships with partners such as the Local Authorities, Housing Associations, Local Education Establishments and others.

The Review will ascertain the strength and breadth of relationships and identify where you will achieve further linkages and develop new partnerships.



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## 4. Skills Audit

There are hidden talents in every Community of which Organisations are regularly unaware. Often individuals themselves think the skills they have are irrelevant to an Organisation or their Community in general.

The Skills Audit is a simple process where people list their skills and expertise, giving the Organisation an identified pool of skilled volunteers that can be called upon to add value to local events, activities and projects.



## 5. Summary Report

On completion of all sections of your Community Health Check, we will produce a Summary Report listing all of the results and our recommendations to make your Organisation stronger.

## 6. Assistance in the production of a Development Plan

Working alongside the Organisations Trustees and Management Team, we assist in devising a Development Plan for both the Organisation and Personnel using the development needs highlighted in the results from the Organisation Review as a baseline.

## 7. Progression Towards a Quality Standard

For the Organisation to progress to a sustainable entity it is essential that they adopt and maintain strong practices and procedures and the best way of achieving that is to work towards a Quality Standard.

We will guide the Management Team through the processes necessary to gather the evidence to build toward an assessment. Once the assessment has been completed it will demonstrate that the Group is well managed and therefore increase their chances of having funding bids approved.



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## Testimonials

*'The Community Healthcheck covers all the areas that Community Matters feel are important for community groups to regularly review, and the results should help them plan their future with confidence.'*

**Richard Bridge**  
Head of Consultancy and the Regions  
Community Matters- The National Federation for Community Organisations

*"We approached Can Do Communities to undertake a Health Check on our organisation to enable a smooth transition from voluntary group to registered charity. A number of areas were identified during the health check that needed focussed development.*

*This process enabled us to access legal support and guidance that moved the process through very quickly."*

**Mick Oliver**  
CARTS Charity Youth Manager

*"As a result of the recommendations made after our Community Health Check we have set up sub groups to lead on Communication, Funding and Planning.*

*Our new Communications Group then presented our Sustainability Plan to local agencies and our Planning Team are leading the collection of evidence for a Quality Mark, all as a result of the Health Check recommendations."*

**Patrick Kadaware**  
Chair, Huntingdonshire Community Group.



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