

Glossary of Terms used in the Compact

Added value

More than the sum of its parts. Two organisations working together are more effective and can achieve more than two individual organisations working separately.

Consultation

Inviting individuals or organisations to respond to and help develop policies or procedures being devised by another organisation.

Core costs

The basic operational costs of an organisation such as rent, electricity, administrative support. May not be directly related to specific projects but are crucial to the operation of the organisation.

Diversity

An appreciation and respect for other people's cultures, differences and contributions in everyday life.

External funding

Augmenting service and project delivery through successfully competing for a range of regional, national or European funding streams including Charitable Trusts and the National Lottery.

Local Strategic Partnership

A partnership made up of representatives from public services, local businesses, voluntary organisations, community groups and residents do deliver Community Planning in an area and produce a Community Plan or Community Strategy.

Monitoring and evaluation

A process of devising and checking targets for projects to ensure that agreed actions are having the desired affect.

Statutory sector

County and district councils, local education authority, health authorities, primary care trusts, learning and skills council and other public services such as the police and local colleges.

Voluntary and Community sector

Organisations or groups set up on a voluntary basis with a voluntary management structure (committee, board, trustees). May have paid staff or rely solely on volunteers.

Draft introduction to the equality and diversity code of practice

The equality and diversity code of practice will help to make sure that the different communities of Wiltshire can get involved. The partners using the Compact are committed to:

- recognising that everyone is different in terms of their race, age, sex, disability, sexuality or religion
- recognising the importance of promoting equal opportunities for all groups
- developing effective methods so all groups can get involved
- supporting marginal groups
- celebrating people's differences in our communities

code of practice

THE Wiltshire COMPACT

The aims and purpose of the Compact

This Compact includes:

- the main principles within which the statutory and voluntary and community sector will work
- an introduction to the main areas on which codes of practice will be produced (these are funding, consultation and communication, and equality and diversity)
- the initial steps in the process of monitoring and evaluating the Compact
- how to get more information or get involved in developing the Compact or codes of practice

This is the Wiltshire Compact. It aims to improve the quality of life for people in Wiltshire. It will do this by improving joint working arrangements and developing the understanding between the statutory and voluntary and community sector. The Compact is a set of principles within which the statutory and voluntary and community sector agree to work. The benefits to people living in Wiltshire will include:

- better support for community groups

- more opportunities for communities to take part in decision making

- improved services

The Compact will support the development of healthy and vibrant communities in Wiltshire. It will be the foundation of the relationship between the County Council, the district councils, the primary care trusts and the voluntary and community sector.

Our shared vision is to
'improve the social, economic, environmental and cultural wellbeing of the communities of Wiltshire'.

Contact details for the Wiltshire Compact

For further information about the Compact, to support the Compact or to become involved in developing the Compact or Codes of Practice further, please contact your local CVS:

CVS North Wiltshire
3 - 4, New Road
Chippenham
SN15 1EJ
Tel: 01249 654089
Email: enquiries@cvsnw.org.uk
Web: www.cvsnw.org.uk

Voluntary Action Kennet
Office D
12 River Street
Pewsey
SN9 5DH
Tel: 01672 564140
Email: staff@vak.org.uk
Web: www.vak.org.uk

Salisbury and District CVS
Greencroft House
42 - 46, Salt Lane
Salisbury
SP1 1EG
Tel: 01722 421747
enquiries@salisbury.cvs.org.uk
Web: www.salisbury.cvs.org.uk

Voluntary Action West Wiltshire
Bridge House
Stallard Street
Trowbridge
BA14 9AE
Tel: 01225 767993
Email: vaww@globalnet.co.uk

If you would like a copy of the Wiltshire Compact on audio tape, floppy disc, compact disc, large print, Braille or in another language, please contact your local CVS as detailed above.

How the Compact was developed

This Compact has been developed by a partnership board made up of statutory agencies and membership organisations from the voluntary and community sector in Wiltshire. Over 1000 voluntary and community groups have been consulted in its development.

Organisations involved in developing the Wiltshire Compact



South Wiltshire **NHS**
Primary Care Trust



Voluntary Action kennet

West Wiltshire **NHS**
Primary Care Trust



Charities Information Bureau



West Wiltshire DISTRICT COUNCIL

Kennet and North Wiltshire **NHS**
Primary Care Trust



Wiltshire Social Equality Council



COMMUNITY FIRST

The main principles

Recognising the importance of the voluntary and community sector

The partnership board recognises that an independent and varied voluntary and community sector is very important to the wellbeing of society. In Wiltshire, the voluntary and community sector is particularly important to people living in rural areas.

Statutory sector

Our partners in the statutory sector agree to support the independence of the voluntary and community sector, including their right, within the law, to comment on or challenge statutory agencies' policies and practices.

They recognise the special contribution of the voluntary and community sectors in:

- providing a range of services and bridging gaps in statutory provision
- responding to local needs
- acting on behalf of individuals so they can contribute to public life and help to develop their communities
- securing funding that is not available to statutory agencies
- supporting communities in Wiltshire's rural areas

Voluntary and community sector

Our partners in the voluntary and community sector agree to:

- take account of the responsibilities of the statutory agencies and

their duty to balance needs, set priorities and work within the resources available

- acknowledge the limits under which local authorities and primary care trusts work and their dependency on government funding and directions on spending priorities

Our shared vision is to 'improve the social, economic, environmental and cultural wellbeing of the communities of Wiltshire'

All partners

We will work together to:

- recognise that the contributions of the statutory and voluntary and community sector are all equally important in improving the quality of life of the people of Wiltshire
- increase awareness that the statutory and voluntary and community sector have different access to and levels of resources
- improve people's understanding that public services, statutory agencies,

and the voluntary and community sector have very different but complementary roles and responsibilities

- ensure added value and to achieve shared aims, such as developing Local Strategic Partnerships and in producing community plans
- ensure policies are in place for promoting best practice in employment, working with volunteers and service provision
- recognise the importance of promoting equal opportunities for all people no matter what their race, sex, age, disability, sexuality or religion
- make sure resources are used effectively and efficiently
- develop and share information systems that will allow us to work more effectively
- promote responsibility, fairness, trust and leadership across the sectors



Monitoring and evaluating the Compact

The project board is committed to continually monitoring and evaluating the Compact to make sure that it is effective. The Compact board will monitor this process by meeting regularly to develop and review targets. This will be done in consultation with both the statutory and voluntary and community sector.

A Compact standing group made up of statutory, voluntary and community

members will be created to develop the monitoring and evaluation process.

Based on agreed targets, the Compact standing group will monitor and review:

- the effect of the Compact
- the effectiveness of the codes of practice and
- adherence to the principles set out in the Compact.

The codes of practice

We will produce detailed codes of practice for the main themes that will have the most direct effect on the quality of relationships between the statutory and voluntary and community sector. The initial codes will relate to funding, communication and consultation, and equality and diversity. Introductions to the codes are shown below and on the next page. We will develop these codes after consulting the statutory and voluntary and community sector.

Draft introduction to the communication and consultation code of practice

The communication and consultation code of practice will provide guidance on the purpose of different types of communication, including:

- ▶ giving people information
- ▶ collecting information
- ▶ consulting people about matters which they can influence
- ▶ having ongoing discussions about a range of issues and developments.

For each of these types of communication, the partners using the Compact are committed to:

- allowing enough time for effective communication and consultation
- using methods that suit the target audience
- making good use of the voluntary and community sector's links to different groups
- co-ordinating communication or consultation to prevent duplication
- making information as accessible as possible, including using simple language
- being clear about what can and cannot be changed
- providing relevant and well-publicised feedback
- evaluating any communication or consultation, and learning lessons

Draft introduction to the funding code of practice

The funding code of practice will build on existing good practice and aim to create more consistency in funding processes between agencies in the county. It will cover grants, service agreements and contracts and will make clear the differences between these processes.

The partners using the Compact are committed to:

- making sure people respect the voluntary and community sector's independence
- working together to secure as much funding as possible for the communities of Wiltshire
- recognising the opportunities for getting help
- developing common application forms, model agreements and a joint approach to monitoring and evaluation wherever possible
- making sure good practice procedures are in place for protecting public money, including best value and quality standards
- improving the way we share information, including clear and well-publicised conditions for funding
- improving longer-term planning, for example, by making funding arrangements for periods longer than one financial year and developing well-planned exit strategies
- recognising the importance of core costs and the different ways in which these can be met

The next steps for the Compact

The Compact is a starting point, not a conclusion. Local authorities, primary care trusts and the voluntary and community sector are committed to working together to develop it. The next steps are to develop and implement the monitoring and evaluation process and to produce detailed codes of practice.