

# A COMPACT FOR TENDRING

AN AGREEMENT ON RELATIONS BETWEEN THE  
STATUTORY AND VOLUNTARY SECTORS IN THE  
TENDRING DISTRICT

JANUARY 2003

A PARTNERSHIP INITIATIVE DEVELOPED BY:

*Tendring*  
District Council



*Tendring Community  
Voluntary Services*

Tendring **NHS**  
Primary Care Trust



Essex County Council  
SOCIAL SERVICES

# CONTENTS

Number	Page
1.0 COMPACT OVERVIEW	2
2.0 SHARED PRINCIPLES	3
3.0 UNDERTAKINGS BY THE STATUTORY SECTOR	4
4.0 UNDERTAKINGS BY THE VOLUNTARY SECTOR	6
5.0 TAKING THE COMPACT FORWARD	7
APPENDIX A TENDRING LOCAL STRATEGIC PARTNERSHIP	8
APPENDIX B MEMBERSHIP OF THE COMPACT WORKING GROUP	9
APPENDIX C COMPACT WORKING GROUP DEVELOPMENT PLAN 2002/03	10
APPENDIX D ORGANISATIONS COMMITTED TO THE COMPACT TO DATE	11
APPENDIX E COMPACT WORKING GROUP ACTION PLAN 2003/04	12

## **1.0 COMPACT OVERVIEW**

### **1.1 What is a Compact?**

A Compact is a written document which sets out a formal framework through which statutory and voluntary sector organisations will work together to achieve common aims and aspirations for the ultimate benefit of local people.

A National Compact was agreed between the Government and the voluntary sector in November 1998, which highlighted the need for the formalisation and continuous development of working relationships at all levels to ensure that the combined resources of the sectors could be used most effectively and efficiently.

Compacts are not legally binding documents, rather their authority comes from the fact that they are developed, consulted upon and formally adopted by local stakeholders themselves. The Compact document will not be static, but will be monitored, developed and amended over time in order to reflect the changing needs and priorities of the local community. The success of a Compact is dependent upon the statutory and voluntary sectors making an equal commitment to maintaining principles of mutual respect, recognition, best practice and co-operation.

### **1.2 Defining the Partners**

The statutory and voluntary sectors share many values and aspirations, and have distinct but nonetheless complementary roles in maintaining and enhancing quality of life for local communities. The voluntary sector is made up of a diverse range of independent, not for profit organisations, which enable individuals to play an increased role in public life, encourage inclusiveness and support the development of the local community at a grass roots level. The voluntary sector also makes a significant contribution to the local economy through the provision of services which, although essential in ensuring the well being of local people, are often beyond the resources of the statutory sector.

The development of a structured working arrangement between the statutory and voluntary sector in this District has become increasingly necessary as a result of the implementation of various Government initiatives which have a major impact upon the way in which services are planned and delivered locally, including the Modernising Local Government agenda, Best Value and the Community Planning.

### **1.3 A Compact for the Tendring District**

Although good informal working relationships have been found to already exist between the statutory and voluntary sectors in this District, this position tends to be rooted in specific professional relationships which have built up between organisations and individuals over the course of time. The Compact will offer a systematic approach to partnership working between the sectors which guarantees equality of status and access to all stakeholders regardless of prior professional involvement.

Tendring Local Strategic Partnership, the membership of which is shown at Appendix A, is ultimately responsible for the achievement of a Compact for the Tendring District, with authority having been delegated to Tendring District Council and Tendring Community Voluntary Services to jointly co-ordinate the initial development process.

A Compact Conference was held in November 2001, which was attended by 120 representatives of statutory and voluntary sector organisations serving the Tendring District. A Compact Working Group, as detailed at Appendix B, was formed in January 2002 to undertake the activities and research necessary to produce the initial Compact document. The Working Group's Development Plan setting out the measures which have been taken during 2002/03 is shown at Appendix C, and an Action Plan for further activities to be undertaken during 2003/04 is shown at Appendix D.

## **2.0 SHARED PRINCIPLES**

**The Tendring Compact will be underpinned by the following principles:**

- 2.1 Voluntary action is an essential component of democratic society;
- 2.2 An independent and diverse voluntary sector is fundamental to the well-being of the District community, particularly in respect of its efforts to promote, encourage and support community involvement and offer innovative solutions to local needs.
- 2.3 The statutory and voluntary sectors have distinct but complementary roles in respect of the development and delivery of policies and services;
- 2.4 There is added value in working in partnership to achieve common aims and objectives;
- 2.5 Meaningful consultation between the sectors builds relationships, improves policy development and enhances the design and delivery of services and programmes;
- 2.6 The statutory and voluntary sectors have different forms of accountability and are answerable to a range of stakeholders, but common to both is the need for integrity, objectivity, openness, honesty and leadership;
- 2.7 Voluntary organisations are entitled to campaign within the law to advance their aims;
- 2.8 Statutory organisations play a significant role, amongst other things, as funders of some voluntary and community organisations. Funding can be an important element of the relationship between the statutory and voluntary sectors;
- 2.9 Both sectors are committed to promoting and achieving equality of opportunity for all people, regardless of race, age, disability, gender, sexual orientation or religion;
- 2.10 Adherence to mutually agreed monitoring and evaluation mechanisms will be vital in maintaining the transparency and accountability of the Tendring Compact.

### **3.0 UNDERTAKINGS BY THE STATUTORY SECTOR**

#### **3.1 Independence**

- 3.1.1 To recognise and support the independence of the voluntary sector, including its right within the law to campaign, lobby and determine and manage its own affairs, as well as to challenge and comment upon statutory policy, irrespective of any funding relationship that might exist;

#### **3.2 Funding and Resources**

- 3.2.1 To allocate resources against clear and consistent criteria based on the objectives set out in the Community Strategy, value for money and relevance to key service delivery priorities;
- 3.2.2 To seek to adopt funding policies which take into account the objectives of voluntary and community organisations and their need to operate efficiently and effectively, and to make timely payment of any grants agreed;
- 3.2.3 To have common, transparent arrangements for agreeing and evaluating objectives, performance indicators and associated targets;
- 3.2.4 To use best endeavours to inform and consult the voluntary sector with regard to any changes to the funding position or future funding as early as possible and before the end of the current grant period;
- 3.2.5 To recognise the value of long term funding to the voluntary sector from whatever source to assist long term planning and stability;
- 3.2.6 To recognise the importance of providing an infrastructure to support the voluntary sector, and to promote its development in the Tendring District.

#### **3.3 Policy Development and Consultation**

- 3.3.1 To ensure wherever possible that the voluntary sector is provided with the opportunity to be appropriately represented on public boards, agencies and working groups;
- 3.3.2 To appraise new policies and procedures from the developmental stage, so as to identify as far as possible the implications for the voluntary sector;
- 3.3.3 To consult the voluntary sector on issues that are likely to affect it, particularly where new roles, tasks and responsibilities are proposed for the sector;
- 3.3.4 To allow timely and reasonable consultation timescales, which take into account the need of voluntary sector groups to meaningfully consult their users, beneficiaries and stakeholders;
- 3.3.5 To use plain language and avoid jargon in consultation documents intended for voluntary sector scrutiny, and provide concise summaries of extended documents wherever possible;
- 3.3.6 To give due consideration to any feedback received from the voluntary sector as a result of consultation exercises, and provide appropriate feedback within a reasonable timescale;
- 3.3.7 To positively take account of the specific needs, interests and contributions of voluntary sector organisations;

- 3.3.8 To respect the confidentiality of information provided by the voluntary sector, within the constraints of the law and the proper performance of public duties.
- 3.3.9 To positively take account of the specific needs, interests and contributions of voluntary sector organisations;
- 3.3.10 To respect the confidentiality of information provided by the voluntary sector, within the constraints of the law and the proper performance of public duties.

#### **3.4 Better Government**

- 3.4.1 To promote effective working relationships, consistency of approach and good practice between the statutory and voluntary sectors, particularly where strategic issues are concerned;
- 3.4.2 To adhere to the principles of open government and good regulation by ensuring that, subject to issues of confidentiality, decisions and findings are made public and explained;
- 3.4.3 To promote the principles set out in this Compact amongst other bodies which serve the District;
- 3.4.4 To take account of the Codes of Practice which will be established to complement this Compact.

## **4.0 UNDERTAKINGS BY THE VOLUNTARY SECTOR**

### **4.1 Funding and Accountability**

- 4.1.1 To recognise that the receipt of public funds carries a responsibility to the funding body and to the public that benefit from the services provided;
- 4.1.2 To maintain high standards of governance and conduct, meet appropriate reporting and accountability obligations and, where applicable, observe the accounting framework for charities;
- 4.1.3 To respect and be accountable to the law, and in the case of charities, to observe guidance from the Charity Commission, particularly with regard to political activities and campaigning;
- 4.1.4 To operate with good management practice and maintain a commitment to equal opportunities in relation to staff, volunteers and clients;
- 4.1.5 To develop systems for quality assurance and accountability as appropriate;
- 4.1.6 To endeavour to diversify its funding base and avoid reliance upon any single source of funding, and explore ways in which the resources within the sector can be shared and maximised.

### **4.2 Policy Development and Consultation**

- 4.2.1 To maintain an independent and constructively critical perspective with regard to providing feedback on statutory sector services and planning processes;
- 4.2.2 To respond fully and meaningfully to statutory sector consultation, including representation at meetings wherever possible;
- 4.2.3 To ensure that users, volunteers, staff, members and supporters are informed and consulted, where appropriate, before presenting a case to the statutory sector or responding to consultation, and to accurately report those views;
- 4.2.4 To respect the confidentiality of statutory sector information, when offered on such a basis.

### **4.3 Good Practice**

- 4.3.1 To promote effective working relationships and good practice with the statutory sector and amongst individual voluntary sector organisations;
- 4.3.2 To involve users and members, wherever possible, in the development and management of activities and services, with particular regard to groups which are recognised to be a priority for the Tendring District, such as young people, the elderly and socially excluded people;
- 4.3.3 To put in place policies for promoting best practice and equality of opportunity in activities, employment, involvement of volunteers and service provision;
- 4.3.4 To promote the principles set out in this Compact amongst other bodies serving the District.
- 4.3.5 To take account of the Codes of Practice established to complement this Compact.

## **5.0 TAKING THE COMPACT FORWARD - JOINT UNDERTAKINGS**

**The following commitments for joint action are made by the statutory and voluntary sectors, to enable the achievement of targets set through annual action plans:**

- 5.1 To work together to ensure the widespread recognition, understanding, application and development of the Tendring Compact;
- 5.2 To develop and adhere to rigorous monitoring and evaluation mechanisms to ensure that the Tendring Compact makes a tangible and positive impact upon joint working in this District;
- 5.3 To develop and adhere to Codes of Practice which set out the operational arrangements through which the commitments of the Compact can be realised in respect of the following headings: Funding, Consultation and Policy Appraisal, Black and Minority Ethnic Groups, Volunteering and Community Groups
- 5.4 To develop and undertake activities which facilitate and encourage improved understanding and co-operation and the sharing of best practice within the sectors.

**APPENDIX A**

**MEMBERSHIP OF THE TENDRING LOCAL STRATEGIC PARTNERSHIP**

ANGLIA POLYTECHNIC UNIVERSITY

ESSEX CHAMBER OF TRADE AND COMMERCE

COLCHESTER INSTITUTE

HARWICH AND CLACTON EDUCATION ACTION ZONE

ENVIRONMENT AGENCY

ESSEX COUNTY COUNCIL

ESSEX FIRE AUTHORITY

ESSEX LEARNING AND SKILLS COUNCIL

ESSEX POLICE

GOVERNMENT OFFICE FOR EASTERN REGION

GUINNESS TRUST

JOBCENTRE PLUS

LEGAL SERVICES COMMISSION

LOCAL BUSINESS REPRESENTATIVES

LOCAL MP'S

RURAL COMMUNITY COUNCIL FOR ESSEX

SURE START

TENDRING ADULT COMMUNITY COLLEGE

TENDRING COMMUNITY VOLUNTARY SERVICES

TENDRING DISTRICT ASSOCIATION OF LOCAL COUNCILS

TENDRING DISTRICT COUNCIL

TENDRING PRIMARY CARE TRUST

**APPENDIX B**

**MEMBERSHIP OF THE TENDRING COMPACT WORKING GROUP**

**STATUTORY SECTOR**

ESSEX COUNTY COUNCIL SOCIAL SERVICES

TENDRING DISTRICT COUNCIL

TENDRING PRIMARY CARE TRUST

**VOLUNTARY SECTOR**

CAREWATCH / THE HARWICH SOCIETY

CLACTON HOSPITAL AND COMMUNITY FRIENDS

COLCHESTER RAPE CRISIS LINE

NORTH ESSEX ADVOCACY TEAM

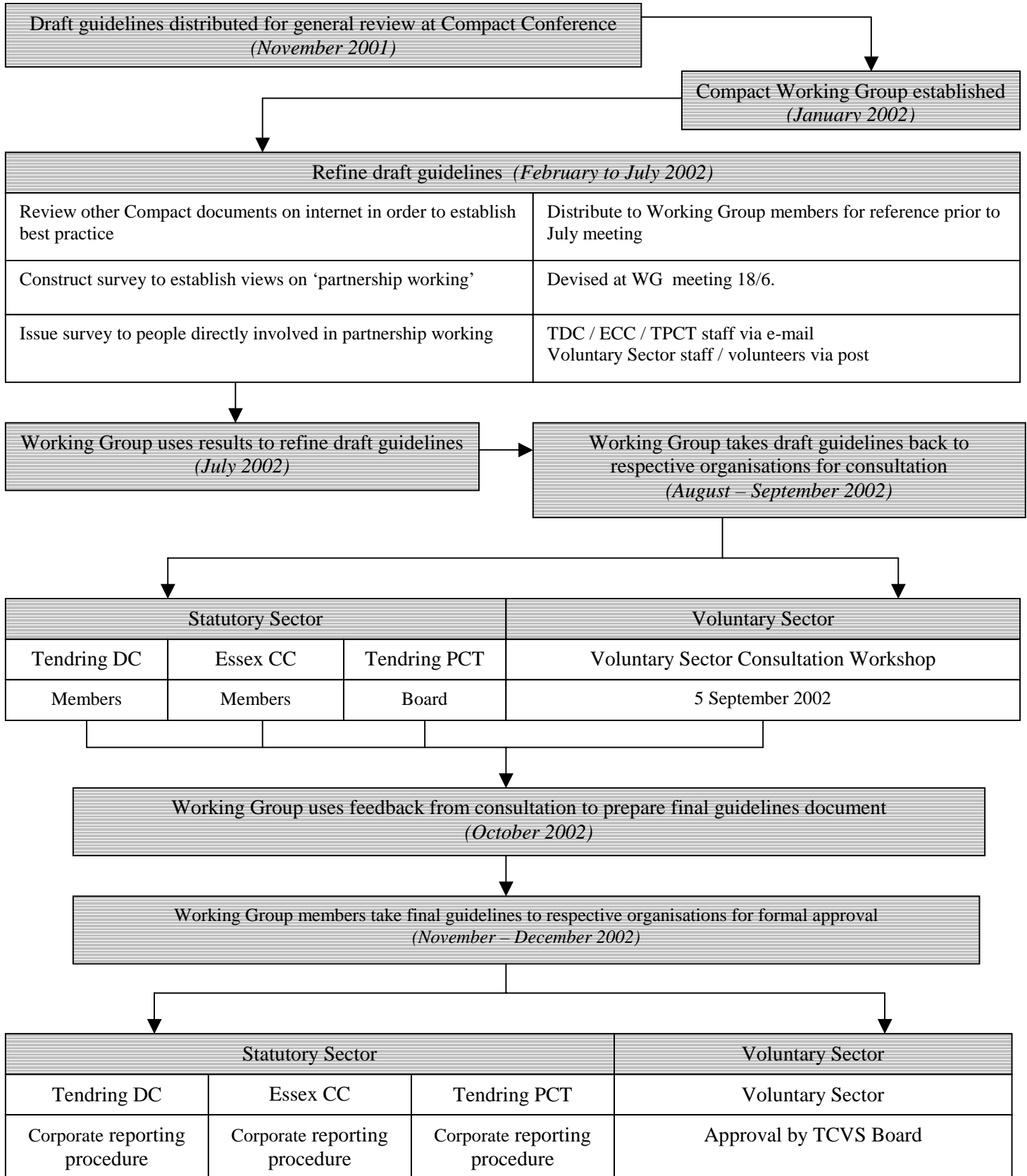
THE CLOCKWISE CENTRE

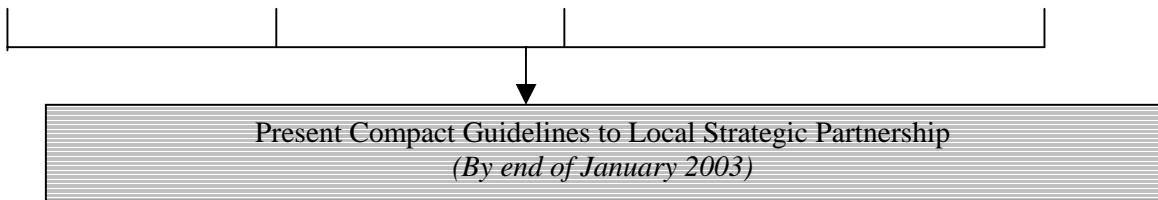
TENDRING COMMUNITY VOLUNTARY SERVICES

TENDRING MENTAL HEALTH SUPPORT ADVOCACY PROJECT

**APPENDIX C**

**TENDRING COMPACT WORKING GROUP DEVELOPMENT PLAN 2002/03**





**APPENDIX D**

**Organisations which have pledged a commitment to principles of the Tendring Compact to date:**

AGE CONCERN CLACTON  
 ALZHEIMERS SOCIETY – TENDRING BRANCH  
 CAREWATCH  
 CLACTON CARNIVAL ASSOCIATION  
 CLACTON HOSPITAL AND COMMUNITY FRIENDS  
 COLCHESTER AND TENDRING COMMUNITY TRUST  
 COLCHESTER CARERS CENTRE FOR CHILDREN  
 COLCHESTER EATING DISORDERS ALL ROUND SUPPORT (CEDARS)  
 COLCHESTER RAPE CRISIS LINE  
 COLCHESTER UNITED COMMUNITY SPORTS TRUST  
 COPPINS HALL COMMUNITY ASSOCIATION  
 EAST ANGLIA'S CHILDRENS' HOSPICES  
 EPILEPSY ACTION TENDRING  
 ESSEX COUNTY COUNCIL SOCIAL SERVICES  
 ESSEX COUNTY FIRE AND RESCUE SERVICE  
 FAMILY SUPPORT CLACTON  
 GT HOLLAND VILLAGE HALL MANAGEMENT COMMITTEE  
 HARWICH TOWN COUNCIL  
 HOME START HARWICH  
 JACK AND JILL PRE-SCHOOL  
 JAYWICK COMMUNITY RESOURCE CENTRE  
 KINGSWAY HALL ARTS AND THEATRE COMMUNITY TRUST  
 LITTLE PALS OPPORTUNITY PRE-SCHOOL  
 MANNINGTREE AND DISTRICT COMMUNITY BUS  
 MANNINGTREE SOCIETY  
 MANNINGTREE TOWN COUNCIL  
 MENCAP  
 NATIONAL ASSOCIATION OF WIDOWS  
 NORTH EAST ESSEX CARERS SUPPORT  
 NORTH ESSEX ADVOCACY TEAM  
 OPEN ROAD  
 PARKINSON'S DISEASE SOCIETY - CLACTON  
 PENNY POT (CLACTON) LTD  
 RAOB – CLACTON MEMORIAL LODGE  
 SCAMPS  
 SEA CADETS CLACTON ON SEA UNIT 84  
 SEVEN RIVERS CHESHIRE HOME  
 SURESTART WEST CLACTON AND JAYWICK  
 TEEN TALK HARWICH  
 THE CLOCKWISE CENTRE  
 THE HARWICH SOCIETY  
 TENDRING ADULT COMMUNITY COLLEGE  
 TENDRING COMMUNITY TRANSPORT  
 TENDRING COMMUNITY VOLUNTARY SERVICES  
 TENDRING CROSSROADS  
 TENDRING DISTRICT COUNCIL  
 TENDRING FURNITURE SCHEME

TENDRING HOME IMPROVEMENT AGENCY  
 TENDRING MENTAL HEALTH SUPPORT  
 TENDRING PRIMARY CARE TRUST  
 TENDRING REFUGEE SUPPORT GROUP  
 VICTIM SUPPORT  
 VOLUNTEER BUREAU FOR TENDRING  
 WHEATCROFT DAY CENTRE

**APPENDIX E**

**TENDRING COMPACT ACTION PLAN 2003/04**

<b>Target</b>	<b>To be achieved by:</b>
Submit the Tendring Compact to the National Register of Compacts held by the National Council for Voluntary Organisations	31 MARCH 2003
Circulation of the Compact as widely as possible to appropriate agencies and individuals	31 MARCH 2003
Establish and implement procedures for monitoring, reviewing and evaluating the content and effects of the Tendring Compact	30 SEPTEMBER 2003
Produce a Development Plan for the production of the Codes of Practice	30 SEPTEMBER 2003
Undertake an audit of the statutory and voluntary sector organisations serving the Tendring District	31 DECEMBER 2003
Hold a Networking Event for statutory and voluntary sector organisations to promote the Compact and encourage increased co-operation between the various agencies	31 MARCH 2004
Hold a Voluntary Sector Best Practice Awareness Event to promote the adoption of quality assurance and governance standards in voluntary sector organisations	31 MARCH 2004