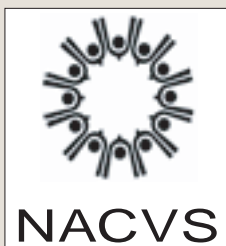


GETTING IT RIGHT . . . TOGETHER



A LOCAL COMPACT
FOR MALDON AND DISTRICT
VOLUNTARY, COMMUNITY
AND STATUTORY
ORGANISATIONS . . .
WORKING TOGETHER



GETTING IT RIGHT... TOGETHER

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Maldon and District Compact

AGREED WORKING PRACTICES BETWEEN THE VOLUNTARY, COMMUNITY AND STATUTORY SECTORS

"GETTING IT RIGHT . . . TOGETHER"

will help everyone achieve more, and at the same time uphold the independence of the voluntary and community sector as a cornerstone of the Compact.

"GETTING IT RIGHT . . . TOGETHER"

recognises that the services provided by voluntary and community groups are of equal value to those provided by statutory organisations.

Our Vision

"GETTING IT RIGHT . . . TOGETHER" aims to make a difference to our community by helping to deliver, directly and in partnership with others, high quality services which will improve the quality of life of our residents, whilst also providing value for money.

The purpose of a Compact:

"GETTING IT RIGHT . . . TOGETHER" is an informal agreement intended to improve working practices for mutual advantage, between the voluntary sector, local councils, Primary Care Trust and other local public bodies.

It is a written agreement containing principles, guidelines and a set of values to improve the relationships between the voluntary, community and statutory organisations within the District of Maldon.

By working within the principles contained within this document, we believe that the vision of **getting it right together**, rather than getting it wrong alone will be achieved.

We hope that "GETTING IT RIGHT . . . TOGETHER" will bring real change in culture and produce significant benefits to local communities by helping public agencies both voluntary and statutory, work more effectively together to provide better services.

It is not:

- A Service Level Agreement
- A contract
- A legally binding document
- A funding guarantee
- A replacement for existing partnership agreements
- A requirement for your voluntary group or community to do extra work when you sign up.

The Aim

"GETTING IT RIGHT . . . TOGETHER" puts forward a series of Codes which provide the ground rules for good practice. Our codes will cover the following areas:-

- Funding code
- Consultation and Policy code
- Black and Minority Ethnic Groups' code
- Community Groups code
- Volunteering code
- General Support

Funding Code

- We will adopt processes that are non-discriminatory to small voluntary and community groups.
- We will recognise the importance of funding core costs and repeat funding.
- We recognise the benefits of offering multi-year and roll-forward funding, where possible, to allow for long-term planning.
- We will adopt an open, transparent and timely funding process.

- We will adopt the practice of written agreements which set out the objectives being funded, the payment arrangements and the monitoring of conditions.
- We acknowledge the difficulty in the grant-making process and recognise a need for an appropriate reserves policy.
- We will take into account that the rural nature of our district entails larger overheads, e.g. for volunteers' expenses, than would be the case in a more urban area.

Consultation and Policy Code

- We will ensure inclusiveness with partners, and share strategy documents and consultation exercises.
- All our documents will use simple, clear language and will be provided in formats to meet the needs of the residents of the Maldon District.
- We will build early consultation into plans for statutory policy and strategy development, ideally allowing 12 weeks (but a minimum of 6 weeks) for written consultation where possible.
- We recognise the constraints upon, and resource implications for, voluntary and community organisations, and will use a range of consultation methods in order to be as inclusive as possible.

Black and Minority Ethnic Groups' Code

- We will share policy documents and best practice, and ensure that BME groups are properly represented.
- We will include in this category other groups that may experience marginalisation, disadvantage, exclusion or discrimination.
- We will work to promote and monitor policies and services that eradicate discriminatory practice, e.g. equal opportunities policies.

Community Groups' Code

- We will ensure that we do not discriminate against any voluntary or community group on the basis of faith, race, gender, disability, age or sexual orientation, and will respect the voluntary nature of their work.
- We will actively support the development of voluntary and community groups, recognising their local knowledge, expertise and perspective.
- We will support the work of infrastructure organisations, for example the CVS, to identify unmet need and facilitate the development of services to meet this need.
- We will ensure that voluntary, community and statutory sector organisations realise the principles of accountability and transparency in all areas of their activities.

Volunteering

- We recognise the four principles of volunteering . . .

CHOICE

volunteering is a choice, not a forced activity.

RECIPROCITY

volunteers should benefit from volunteering
e.g. new skills, sense of achievement.

DIVERSITY

volunteering should be open, accessible and relevant to all.

RECOGNITION

the value of volunteering must be recognised.

- We will actively promote volunteers and volunteering through celebratory events.
- We will ensure that volunteers are offered appropriate expenses.
- We will ensure that volunteers have access to support and training, with special recognition of the rural nature of our district and the difficulties this may pose for volunteers.
- We will ensure that no volunteer is discriminated against on the basis of their race, gender, age, disability or sexual orientation.

General Support

As part of this agreement, the statutory organisations who have signed up to "GETTING IT RIGHT . . . TOGETHER" are committed to the following, in order to improve the quality of life of the community and to make a difference:-

- We will promote the activities of voluntary and community groups in our publications.
- We will play a co-ordinating and signposting role, as well as providing information on good practice.
- We will provide access to accommodation, if available.
- We will provide equipment for loan, and public land for events, where available.
- We will, where possible, provide an officer for advice and support.
- We will support volunteering infrastructure bodies, e.g. CVS/Volunteer Bureau, in order to ensure good practice and the provision of a free recruitment and placement service.

Partners involved in the Steering Group

The partners involved in the Steering Group that produced "GETTING IT RIGHT . . . TOGETHER" are:-

- Maldon and District Council for Voluntary Service
- Maldon Carers
- Maldon Mind
- Maldon and South Chelmsford Primary Care Trust
- Maldon District Council
- Essex County Council

COMMUNITY DAY 2003



GETTING IT RIGHT. . . TOGETHER

How "GETTING IT RIGHT ... TOGETHER" will work"

Firstly, in order for it to work effectively, "GETTING IT RIGHT... TOGETHER" needs commitment. This can only be achieved by publicising the benefits to our local community and encouraging as many groups as possible to sign up. It is a document for you and owned by you. The choice is yours.

Secondly, the members of the Steering Group who have developed "GETTING IT RIGHT... TOGETHER" have already made a commitment to the Codes of Practice contained within it.

As part of the working practice for "GETTING IT RIGHT... TOGETHER" the document will be reviewed regularly by the Steering Group to ensure that it is performing as intended.

How to Sign Up

We would like voluntary, community and statutory organisations who work within the District of Maldon to sign up to "GETTING IT RIGHT . . . TOGETHER". By doing so, you are being offered the opportunity to access the benefits of this partnership and agreeing to abide by the Codes of Practice within it.

THE AGREEMENT

Name _____

Position _____

Organisation _____

Address _____

Telephone Number _____ Email Address _____

We wish to sign up to "GETTING IT RIGHT . . . TOGETHER" and understand that by doing so, not only do we reap the benefits of the partnership offered but also agree to abide by the Codes contained within it.

Signature _____ Date _____

Please return this form to:

Maldon and District Council for Voluntary Service,
The Square, Holloway Road,
Heybridge, Essex CM9 4ER

Tel (01621) 851891

This document will be made available in other formats on request.

Acknowledgements

The Steering Group wish to acknowledge the following organisations, who have already made valuable contributions, through the consultation process, to the development of "GETTING IT RIGHT . . . TOGETHER":-

Age Concern Essex

Bradwell on Sea Parish Council

Burnham on Crouch University of the Third Age

Citizens Advice Bureau

D'Arcy Spices

D'Arcy Toddlers

Families in Focus

Maldon and District Visually Handicapped Club

Maldon Housing Association

Rural Dengie Health Action Group

Southminster Pre-School

St. Barnabus Pre-School

The Plume School, Maldon

Turnabout Trust

Victim Support

Watership Down Nursery