

## **Rugby Compact Action Plan 2010/11**

### **Context / Background:**

Local partner agencies in Rugby Borough recognise the huge value and benefit of the voluntary and community sector in improving quality of life in the Borough. They are committed to working effectively with the sector to support and strengthen it and to enable it to provide better quality services to the people of Rugby Borough.

### **The Warwickshire Compact:**

The Warwickshire Compact is a voluntary agreement, which supports effective working with the voluntary and community sector across Warwickshire. The Warwickshire Compact is currently being reviewed by the Warwickshire Compact Working Group.

The purpose of the Warwickshire Compact is to improve working relations by setting out the principles and standards that public agencies and voluntary and community organisations can expect of each other when working in partnership for the benefit of local people.

### **The Rugby Compact Action Plan 2010/11**

Local agencies in Rugby work closely with the voluntary and community sector on a wide range of issues and activities. However through this action plan, local agencies have identified specific actions that will help support the sector more effectively. In this way partners will be able to continue making real improvements for the voluntary sector and their customers, in accordance with the principles of the Warwickshire Compact.

<b>Rugby Compact Action Plan 2010/11</b>					
<b>Compact Undertaking</b>	<b>Recommendation</b>	<b>Actions</b>	<b>Timeframe</b>	<b>Responsible organisation/officers</b>	<b>Update June 2010</b>
<b>1. Procurement</b>	<b>Improve Voluntary Sectors awareness of tender process.</b>	Ensure information regarding tender opportunities made available to voluntary sector.	Ongoing	RBC/WCC	Future Tender Opportunities timetable now published on RBC website, continual link to website via WCAVA, reminder through E Grapevine and Voluntary and Community Sector Forum
Programme Design Application and Tender Process			Aug 2010	RBC	<b>Action MD to facilitate tender opportunities link to LSP webpage</b>
Agreeing Terms of Delivery			Aug 2010	WCC	<b>Action DG to identify details of WCC process /where tender opportunities are published and contact name</b>
Agreeing Payment Terms			Aug 2010	Police	<b>Action KF to identify</b>
Agreeing monitoring and reporting					
Concluding Financial Relationships					

		<p>Investigate provision of an awareness session for voluntary sector regarding procurement and tendering</p> <p>Investigate process for non formal tenders sub £10,000</p>	<p>Ongoing</p> <p>May 2010</p> <p>May 2010</p> <p>Aug 2010</p>	<p>WCAVA/WC C</p>	<p>details of Police process/where tender opportunities are published and contact name.</p> <p><b>Achieved</b> WCAVA/WCC delivering joint tender training workshops, <b>future dates:</b> 29<sup>th</sup> June 2010, additional dates to be confirmed</p> <p><b>Action</b> SM (RBC) to liaise with Scott Ashwood (RBC Procurement) regarding issue of non formal tender process for sub £10,000</p> <p><b>Action</b> DG to investigate process regarding issue of non formal tender opportunities for sub £10,000</p> <p><b>Action</b> KF to investigate process regarding issue of non formal tender</p>
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	<p><b>Community Sector</b></p> <p><b>Introduce longer term funding arrangements for key voluntary sector partners/community organisations</b></p>	<p><i>Support current SLA.s with Voluntary Sector organisations</i></p>	<p>March 2011/12</p> <p>March 2011/12</p> <p>Aug 2010</p> <p>Aug 2010</p>	<p>RBC/WCAV A</p> <p>RBC</p> <p>RBC</p> <p>WCC</p>	<p>Future Dates:  <b>Funders Forum</b> does Biodiversity - 24<sup>th</sup> June 2010  <b>Voluntary and Community Sector Forum</b> – 13<sup>th</sup> July 2010</p> <p><b>Action</b> SM/CM to conduct review of Service Level Agreements with Voluntary and Community Sector Groups based on RBC Regeneration Strategy</p> <p><b>Action</b> MD to Equality Impact Assess SLA Review Process</p> <p><b>Action</b> SM/MD to publish current SLA's and value with Voluntary and Community Sector on RBC website</p> <p><b>Action</b> DG to identify where WCC Tenders/value are published on WCC website.</p>
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		<i>Model a multi agency single funding arrangement with a Voluntary and Community Sector Infrastructure Organisation</i>	March 2011	WCC/WCAV A	<b>Action</b> Single funding arrangement to deliver Third Sector Services with WCAVA. WCAVA to deliver Outcomes.
<b>3. Services and Programmes</b>					
Consultation and Community Involvement Programme Design Monitoring and Evaluation	<b>Improve access to Statutory partners services by disadvantaged communities</b>	<i>Work with the Voluntary sector when ensuring the effective implementation of the Equality and Diversity Strategy</i>	Aug 2010	RBC/WCAV A	<b>Action</b> MD to carry out training on impact assessments. VCS reps invited on training. MD to supply dates of training.
			Aug 2010	RBC/WCAV A	<b>Action</b> MD/CM to discuss Impact assessment of Rugby Compact Action Plan.
			Aug 2010	RBC/WCAV A	<b>Action</b> MD/CM to explore carrying out Joint Impact Assessments.

<p><b>4. Policy</b></p> <p>Early Consultation Policy Appraisal Consultation and Policy Development Analysis Feedback Evaluation</p>	<p><b>Feed into Warwickshire Compact review</b></p>	<p><i>Input into Warwickshire Compact Working Group</i></p>	<p>Aug 2010</p>	<p>All Partners</p>	<p>Draft papers to be circulated to Compact Champions end June <b>Action CM to update on Refreshing Warwickshire Compact and Guidance</b></p>
	<p><b>Employee Volunteering Arrangements developed and implemented.</b></p>	<p><i>Implement Employee Volunteering Policy</i></p>	<p>May 2010</p>	<p>WCAVA</p>	<p><b>Achieved</b> WCAVA Employee Volunteering Policy adopted by WCAVA Board August 09</p>
			<p>Aug 2010</p>	<p>Police</p>	<p><b>Action KF to check Volunteer/Employee Volunteer Policy in place.</b></p>
			<p>Nov 2010</p>	<p>WCC</p>	<p>WCC conducting Volunteer Champions Training ND/DG (WCC) progressing WCC Employee Volunteering Policy. <b>Action DG to update on progress.</b></p>
<p>Nov 2010</p>	<p>RBC</p>	<p><b>Action DG to liaise with ND on progress</b> RBC to be guided by WCC policy.</p>			

			Nov 2010	RBC/WCC	<p><b>Action SM to update on progress</b></p> <p><b>Action SM/DG to deliver presentation on progress at Compact 2010</b></p>
<p><b>5. Consultation</b></p> <p>Early Consultation Consultation Process Analysis/feedback Evaluation</p>	<p><b>Statutory partners consult with Voluntary Sector</b></p>	<p><i>Identify, plan and feedback on specific Consultations.</i></p>	<p>Ongoing</p> <p>Aug 2010</p> <p>Nov 2010</p> <p>Ongoing</p> <p>Nov 2010</p>	<p>RBC/WCC/ WCAVA</p>	<p>Future Consultation timetable now published on RBC website</p> <p><b>Action DG to check WCC consultation publication process</b></p> <p><b>Action All Partners to develop 'appropriate' Consultation Matrix. KF to forward Police Matrix.</b></p> <p><b>Action CM to brief VCSF with forthcoming consultation dates.</b></p> <p><b>Action SM to conduct 12 week formal consultation with Voluntary and</b></p>

					Community Sector on RBC Regeneration Strategy
<p><b>6. Community Involvement and Partnership</b></p> <p>Identifying Community Needs and Consultation</p> <p>Identifying and developing plans</p> <p>Promoting equalities, diversity and community cohesion</p> <p>Developing and managing partnerships</p>	<p><b>Improve awareness of the work of the Voluntary Sector and the role it plays in delivering strategic priorities, working in partnership and delivery of front line services</b></p>	<p><i>Attendance at and delivery of induction sessions to elected members, new employees and Corporate Management Forum</i></p> <p><i>Annual Compact Celebration</i></p> <p><i>Annual Partnership Event</i></p> <p><i>Nomination for Compact Awards 2010</i></p> <p><i>VCS Forum committee to meet with RBC Political Party Leaders, and wider</i></p>	<p>Ongoing – timetable of dates</p> <p>Nov 2010</p> <p>Nov 2010</p> <p>Nov 2011</p> <p>Nov 2010</p> <p>Annually Ongoing</p>	<p>WCAVA</p> <p>WCAVA</p> <p>WCAVA/All Partners</p> <p>WCAVA/All Partners</p> <p>AG</p> <p>ALL</p>	<p><b>Action</b> CM/KH to deliver voluntary sector inductions at RBC New Employee Inductions</p> <p><b>Action</b> CM/KH to deliver New Councillor Inductions</p> <p><b>Action</b> CM/All Partners to coordinate Annual Compact event to take place Thursday 4<sup>th</sup> November 2010</p> <p><b>Action</b> Explore opportunity for Annual Partnership Event</p> <p><b>Action</b> All to Discuss</p> <p><b>Action</b> CM to coordinate VCSF leaders event to take place October 10</p>

		<i>members</i>  <i>Ensure VCS engagement in Community Forums with a view to creation of Community Anchor organisations</i>  <i>Identify joint training opportunities</i>	March 2010	AG CM  All Partners	<b>Action</b> DG/CM to discuss  <b>Action</b> All partners to discuss
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