



Bradford and Airedale



Teaching Primary Care Trust

The Bradford and Airedale tPCT Compact



An agreement between Bradford & Airedale
Teaching PCT and the voluntary and community
sector in Bradford and District

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Foreword

It gives me great pride in introducing the Bradford and Airedale tPCT Compact.

In 1998 the Compact was signed between the Government and the voluntary and community sector; this has resulted in development of Local Compacts with public agencies.

The Compact is a set of principles and values which supports a healthy relationship between public agencies and the voluntary and community sector. Sustained commitment to putting such principals into practice will help Bradford and Airedale tPCT to consolidate positive partnership working, commission cost-effective services, improve the range of services for patients, improve the quality of what is on offer and build a strong a diverse sector for the people of Bradford and Airedale.

I would like to thank all the people involved in the development of the Bradford and Airedale tPCT Compact and now look forward to putting into practice what we have committed to achieve together and to meet the expectations all our partners and clients.

John Chuter
Chair of Bradford and Airedale tPCT

I am pleased to introduce the Bradford and Airedale tPCT Compact. The Compact is a result of hard work of all partners involved in the development process.

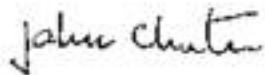
The Compact is a catalyst for providing meaningful benefits to both Bradford and Airedale tPCT and the voluntary community sector (VCS). This document is the starting point for building relationships. This is a live document with practical application for improving relationships, performance and decision making for the mutual benefit all involved directly and indirectly.

Bradford and Airedale tPCT and VCS have a shared responsibility towards the success of this Compact. We jointly have a wealth of experience and knowledge to utilise and effectively contribute towards the quality of life of the Bradford and District citizens.

I would personally like to thank all those who have contributed towards the development of the Compact. I hope it has a fruitful and productive journey and goes from strength to strength.

Mohammed Salam, JP
Chair of Community Network (CNET)

Signed on behalf of Bradford & Airedale Teaching Primary Care Trust



John Chuter, Chair



Simon Morrill, Chief Executive

Signed on behalf of the Voluntary and Community Sector



Mohammed Salam, Chair of Community Network, (CNET)

Introduction

The aim of a Compact is to set out in clear terms a framework that will govern relationships between the voluntary and community sector and large public sector organisations. The Bradford and Airedale tPCT Compact is based on the General Compact, which was developed in 2004 by Bradford Vision, the local LSP.

The draft General Compact was developed through the process of consultation involving:

- Voluntary and community groups through the Community Network (CNET).
- The Building Communities Partnership.
- Agencies and key partnerships.
- City of Bradford Metropolitan District Council
- Communities of Interest

It was the intention that this basic template could then be adapted and targeted to the needs of particular settings, agencies and organisations.

The Bradford and Airedale tPCT Compact consists of two elements.

- Part One is a Statement of Principles and Values.
- Part Two focuses on key issues including equalities and cohesion, resources, consultation and participation, information and partnership working.

The Bradford and Airedale tPCT Compact has been produced under the umbrella of the Building Communities Partnership, whose role includes promoting the use of Compacts in Bradford and District

The voluntary and community sector has great potential and a legitimate role in contributing to effective service planning and delivery across Bradford and District

Explaining Terms

Some terms used in this document:

tPCT - the term 'tPCT' is used to define Bradford and Airedale Teaching Primary Care Trust (Bradford and Airedale tPCT) within this document.

Cohesion - in Bradford and District community cohesion is seen as having four key elements:

- Equal access to services and jobs
- Developing civic pride and participation.
- Building positive interaction between communities and
- Creating a safe district for individuals, communities and organisations.

Voluntary and Community Sector - in Bradford District this includes at least three thousand groups and organisations, ranging from small self-help groups to branches of national charities. Generally speaking, community groups are smaller in scale than voluntary organisations and are usually run directly by their individual members or users.

Social Enterprise - trading organisations that are community controlled and that provide social or financial benefits to the local community or community of interest.

Communities of Interest - communities who share an identity (e.g. African Caribbean people) or communities who share an experience (e.g. homeless people, carers) and

- They experience discrimination because of who they are, and
- They face barriers to influencing decision making and accessing services, across all of the key areas of policy and activity that impact on peoples lives.

Communities of Interest are not single issue lobby groups.

Part One: Principles and Values

The voluntary and community sector and the tPCT together recognise that:

1. There is a healthy range and diversity of groups, interests and views within the voluntary and community sector.
2. There must be a joint commitment by all partners to actively challenge discrimination and achieve equality of opportunity for all the people of the Bradford and District.
3. The voluntary and community sector and the tPCT (i.e. the partners) must work together to deliver effective services and the vision for the future of Bradford and District.
4. The partners have distinct but complementary roles in the development and delivery of public policy and services. The tPCT will respect and support the voluntary and community sector as an equal partner.
5. Good communications and dialogue are essential to all partners; their relationship will be based on integrity, accountability, respect and honesty.
6. Overall, the voluntary and community sector brings a great resource to the development of the district, including external funding, volunteering, social relationships and a wealth of ideas, talent, experience and expertise.

The tPCT recognises that:

7. An independent and diverse voluntary and community sector is fundamental to the social and economic well-being and development of the whole of Bradford District.
8. Voluntary and community organisations and the contribution of individual volunteers are of immense economic and social value to Bradford and District.
9. Voluntary and community organisations are entitled to act as independent advocates and campaigners to advance their aims.
10. As a provider of funding and resources, the tPCT has a significant role in supporting the development of the voluntary and community sector.
11. Social enterprise has a key role to play in the district providing both community and economic benefits.

The voluntary and community sector recognises that:

12. Every voluntary and community organisation has a responsibility to deliver effective services and organise activities that are appropriate and accountable especially where public money has financed these activities.
13. The tPCT has obligations and responsibilities linked to the use of public resources, including ensuring appropriate systems for accountability for resources made available to the voluntary and community sector.
14. National targets and statutory obligations may limit the flexibility the tPCT has to set priorities and allocate resources in some areas of work.

The public and voluntary and community sectors are committed to improving the quality of life for all citizens across Bradford and District

Part Two: Codes of Practice

Key issues

Equalities and Cohesion

The partners agree that:

1. Communities in Bradford and District have distinct perspectives and needs which require appropriate responses as they can affect, for example, access to resources and opportunities for involvement and decision-making.
2. Many of Bradford and District's communities experience social exclusion, where groups, for a variety of reasons, cannot fully participate in or contribute to society and experience barriers to equal access to services and resources.
3. A pro-active approach is fundamental to addressing equal rights and needs to be demonstrated by the tPCT and the voluntary and community sector. This requires specific policies and practices to be put in place with a long term commitment.
4. Voluntary and community groups, communities of interest and faith groups are a rich potential resource to strengthen community cohesion across Bradford and District, having key roles to play in tackling discrimination and building bridges.

In response to the above:

5. The tPCT will seek to understand the needs and value the strengths of communities of interest, acknowledging that many such groups need particular support and funding to build up stronger networks and infrastructure.
6. The particular development needs of smaller community sector groups and faith groups, compared to larger voluntary organisations, will be considered.
7. The specific needs of community groups based in the rural parts of Bradford and District will also be considered.
8. The tPCT will actively engage with voluntary and community groups at all levels as it develops its community cohesion plans, providing appropriate support to enable effective involvement.

The tPCT will support the inclusion of voluntary and community sector representation in all the Bradford and Districts key partnerships

Resources

The partners agree that:

9. Large public agencies own and control resources on a large scale, including funding and practical facilities. These resources should be made more accessible to the community and voluntary sector.
10. The voluntary and community sector contributes particular added value to service delivery through, for example, the provision of specialist services, greater flexibility and innovation, informed perspectives and expertise, advocacy and access to the wider community.
11. A range of support structures, both generalist and specialist, is crucial for a flourishing voluntary and community sector.
12. To be effective, access to funding and resources needs to be co-ordinated and strategic yet still flexible enough to respond to particular needs.

In response to the above:

13. The tPCT will make provision for dedicated funding for the voluntary and community sector. This may take the form of grant aid, commissioning, procurement, contracts, loans and other means.
14. Clear, simple and transparent processes for accessing, allocating and managing funding budgets will be developed.
15. Wherever possible, the application and planning cycle for accessing funding will reflect the operational needs of the voluntary and community sector, e.g. through appropriate deadlines and decision timetables.
16. The tPCT will initiate early and meaningful consultation on any change or development that may affect access to resources by the voluntary and community sector.
17. The tPCT recognises that multi-year funding, rather than just for a one-year period, is essential for service planning and development in the voluntary and community sector.
18. The tPCT will commit towards building an effective infrastructure that can provide support to the voluntary and community sector in a way that responds to the diversity of communities across the district.
19. Flexible and specialist forms of funding will be developed for smaller community groups and communities of interest, as well as offering them access to the mainstream sources.

20. Funding criteria will support the full cost of activity, including proportionate contributions to core costs of organisations, such as management and financial administration (Full Cost Recovery).
21. Monitoring and evaluation of the tPCT's funding programmes will be appropriate to the nature of the project funded and proportionate to the level of funding provided.
22. The tPCT will develop clear policies on providing 'support in kind' to the voluntary and community sector. This could include access to premises, training and secondments.
23. The tPCT accepts the role and value of training for both operational staff and management committees in the voluntary and community sector. It will contribute to resourcing that training either through commissioning or, for example, by allowing adequate training expenditure within the funding criteria.
24. The tPCT notes that smaller community groups and particular communities of interest may have specific training needs and will work with other partners to address them.

Consultation and Participation

The partners agree that:

25. The voluntary and community sector has great potential and a legitimate role in contributing to effective service planning and delivery across Bradford and District.
26. Consultation needs to be proactive in reaching out to excluded or more isolated communities, such as in rural areas or people with disabilities, while acknowledging that different communities and networks need different timescales and techniques. For instance, consultation events may need to use more time or specific community languages or signers in order to properly meet the needs of particular hard to reach groups.
27. Whatever the consultation process used, it must be designed to give maximum access to those who might otherwise be excluded by physical, cultural, social, intellectual or any other constraints.

Voluntary and community groups, communities of interest and faith groups are a rich potential resource to strengthen community cohesion across Bradford and District

28. Any consultation exercise needs to be explicit early on about the process employed, the timescale applied and the possible impact of the consultation. It should include a specific commitment to feedback the results to those consulted.
29. The growing demand for participation and involvement can put a great strain on voluntary and community organisations and public sector organisations alike. This can be reduced by co-ordinating participation activity with other partners and networks of service users.
30. In addition, in order to develop properly, the participation of the voluntary and community sector will require an effective infrastructure to be in place as well as support for individual organisations, e.g. through 'partnership payments'.

In response to the above:

31. The tPCT will ensure adequate internal budgets are available for effective consultation and participation with groups and communities.
32. The tPCT will collaborate with other agencies and the voluntary and community sector to improve the planning and co-ordination of participation and consultation.
33. Relevant training and support will be provided for staff and managers in the tPCT to work more effectively with communities. Where appropriate, this will be provided by the voluntary and community sector.

Information

The partners agree that:

34. Information exchange is key to enabling effective partnership working. In particular it is good practice for all partners to have access to information about developments affecting the voluntary and community sector's capacity to effectively participate in service planning and delivery.
35. Creative approaches are needed to spread information to have the maximum impact and cater for the different needs of communities. There is a variety of ways of providing information and all are valid in different contexts.

In response to the above:

36. The tPCT will specifically make information available through appropriate media including newsletters and publications as well as networks and forums which are identified as major channels within the voluntary and community sector.

37. The voluntary and community sector will make information available to the tPCT on its own service provision to help the tPCT better understand needs in particular service areas and co-ordinate the planning of services.
38. Voluntary and community organisations will make information about their services and their public funding more widely available.
39. The tPCT will encourage and support the development and use of Information Communication Technology (ICT) to improve communication and access to information.
40. The tPCT will take steps to safeguard confidential information provided by voluntary and community organisations and will take no action that will jeopardise the personal safety of any of their members.

Partnership Working

The partners agree that:

41. A partnership approach is a key way to ensure the development and delivery of services across Bradford and District.
42. Partnership Working needs resourcing and the tPCT recognises that the use of resource to support partnerships as well as service delivery is essential.
43. Partnerships need to be designed specifically with recognition of the power and resources imbalance between partners and set up in such a way as to minimise these.

In response to the above:

44. The tPCT will support the inclusion of voluntary and community sector representation in all the Bradford and District's key partnerships, both by working with other partners to achieve this end and by providing appropriate resources and support to the sector.
45. The tPCT will assess the impact of its policies and practices to ensure that they do not have unforeseen negative consequences for voluntary and community sector organisations.

Compact Development

The partners agree that:

46. The development and adoption of the Bradford and Airedale tPCT Compact is only the starting point for an effective relationship between the tPCT and the voluntary and community sector.
47. In order to have value in regulating the relationship between the tPCT and the voluntary and community sector, the service in partnership with other relevant agencies and the appropriate parts of the voluntary and community sector.

In response to the above:

48. The tPCT undertakes to develop more detailed compacts within its area of service in partnership with other relevant agencies and the appropriate parts of the voluntary and community sector.
49. The tPCT will work with the voluntary and community sector to monitor the effectiveness of its compacts and develop appropriate procedures to deal with complaints about alleged breaches of compact provisions.
50. A simple and clear appeal procedure will be developed to cater for disputes in relation to the Bradford and Airedale tPCT Compact.

Upholding the Compact is an essential aspect of partnership working

Acknowledgements

Documents used in the preparation of the Bradford and Airedale tPCT Compact

The Building Communities Strategy, 2004-9

The Community Strategy, 2002-7

The Bradford District Outline Community Cohesion Plan, April 2002

The Compact Code of Good Practice, Home Office, 2003

Carers and Service Users, Department of Health, 2003

Compact Guidelines, Home Office, 2002

The Role of the Voluntary and Community Sector in Service Delivery, HM Treasury, 2002

Well Connected - a self assessment tool on community involvement for organisations, Building Communities Partnership 2002

The Bradford Vision and Community Network Compact

Examples of compacts from other Districts

Drafting Acknowledgements

The Voluntary Community Sector Compact Steering Group was selected by the Building Communities Partnership to progress on Compact development, implementation and compliance for the VCS. The individuals involved are as follows:-

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Mike Quiggin	- Bradford Resource Centre

The lead for the tPCT has been taken by Graham D. Moore (Senior Health Manager (Commissioning for Adults)) and Tracy Higgins (Health Partnership Co-ordinator).

Every voluntary and community organisation has responsibility to deliver effective services
