

CEN - LSP PROTOCOL AGREEMENT (DRAFT) (new additions in bold italics)

Content & Specific Commitments Anything not written in bold is drawn from the reference documents. New additions are written in bold	Reference to other documents	Comment
<p>Introduction</p> <p>1.1</p> <p>The core purpose of the LSP is 'o seek to improve the quality of life for all residents of Kensington and Chelsea and to try to ensure that the area can make a positive contribution to the success of London.</p> <p><i>To achieve the core purpose the LSP steering group undertakes to lead on:</i></p> <ul style="list-style-type: none"> <i>co-ordinating and improving the overall delivery of services provided by public bodies and voluntary organisations,</i> <i>agreeing the use of Neighbourhood Renewal Fund,</i> <i>'bending' mainstream services - to add value to existing delivery of services, particularly to deprived communities</i> <i>securing additional funding to achieve the aims of the Community Strategy</i> <p>The operating principle must be open access, an inclusive approach and the recognition of 'many views'.</p> <p>This document makes reference to and draws upon good practice outlined in the following reference documents:</p> <p>Local Strategic Partnership Terms of Reference (TOR) Voluntary Organisations Forum Terms of Reference (VOF TOR) The COMPACT – The Principles for Working Together in Partnership (CP) The Community Strategy 'The Future of Our Community' (CS) A New Commitment to Neighbourhood Renewal, National Strategy Action Plan (NSAP) Negotiating CEN-LSP Protocols NRU Guidance (NRU GD)</p>	<p>TOR Core Purpose</p>	

2. Voluntary and Community Sector (VCS) representation on the LSP The Community Empowerment Network (CEN) represents the Voluntary and Community sector in Kensington and Chelsea (including residents and faith groups). The Voluntary Organisations Forum (VOF) acts as the CEN for the borough.	Reference to other documents	Comments
The Kensington and Chelsea Social Council (1seat) The Director of the Social Council	LSP TOR 3.8	
The Forum of Faiths (1 seat) Forum to elect a representative	LSP TOR 3.8	
The Community Empowerment Network (CEN) – Voluntary Organisations Forum (VOF) (4 seats) VOF nominates one representative for each of the following interest groups: <ul style="list-style-type: none"> • Children and Young People • Education and Employment • Arts and Culture • Disability Issues (adopted after the merger of the Social Councils) <p><i>Representatives to serve for a period of two years after which, continuation or arrangements for elections, will be decided upon by the VOF membership.</i></p>	LSP TOR 3.8	
Local Residents (2 seats) One representative to be elected from the Kensington and Chelsea Society One representative from the Kensington & Chelsea Residents Association	LSP TOR 3.8	

<p>3. Voluntary and Community sector representation via the CEN sub-groups or Partnerships</p> <p>Representatives from the VCS to other borough partnerships will be elected by the CEN and CEN sub-forums.</p> <p><i>Quarterly CEN meetings and CEN sub-forum meetings will inform CEN- LSP representatives of issues to be brought to the KCP steering group via the agenda planning group.</i></p>	<p>VOF TOR</p> <p>4.6</p>	
<p>4. Principles of Working Together</p> <p>Some of the Key principles underpinning partnership working:</p> <p>Developing a culture of mutual respect</p> <p>Equal opportunities will apply to all areas of the Steering Group's activities</p> <p>Recognising that different organisations have different structures, timescales and objectives</p> <p>Recognising the conflicts between different organisations</p> <p>Demonstrating honesty about what will work</p> <p>A continuous drive towards creating the opportunities for involving groups under-represented in the decision-making process.</p> <p>Recognising that local people want a say in how services are delivered and local issues are tackled.</p> <p>The Steering Group recognises that some working and consultative practices have discriminatory effects and will therefore give particular encouragement and support to individuals and groups who are under-represented in its structure, public bodies and voluntary agencies.</p> <p>The Steering Group aims to actively promote inclusivity, diversity and equality of opportunity in all its practices and within the delivery of services provided by public bodies and voluntary organisations.</p>	<p>LSP TOR</p> <p>8.3</p> <p>4.4</p> <p>8.4</p> <p>8.1</p> <p>8.2</p> <p>8.5</p> <p>8.9</p> <p>4.2</p> <p>4.5</p>	

<p>To ensure that partner organisations adhere to equal opportunities and equal access legislation and regulations when providing services and activities, in a way that fully enables participation of service users, potential service users, staff and volunteers. All organisations will strive to develop and improve practice in this area.</p> <p>The Council, Health Authority, Kensington & Chelsea Primary Care Trust and the voluntary/community sector agree to acknowledge the distinct responsibilities and roles of each sector in the development of local services. To give these differing perspectives equal weight.</p> <p>To share information where appropriate (taking into account organisational and client confidentiality) between the sectors to assist effective planning, monitoring and delivery of services.</p> <p>To ensure that sources of funding are widely publicised to ensure equal access by all the voluntary/community sectors.</p> <p>To ensure that service users and others affected by service delivery are consulted and where appropriate, involved in decision-making processes. To ensure that organisations have a consultation policy and that they can demonstrate that the results of consultation impact on service delivery.</p>	<p>CP 4.9</p> <p>CP 4.4</p> <p>CP 4.5</p> <p>CP 5.4</p> <p>CP 4.6</p>	
<p>5. Joint working relationships between CEN, CEN co-ordinators and LSP officers</p> <p><i>CEN and LSP officers will hold regular meetings (no less than bi-monthly), and should follow the principle of joint working and sharing of information to avoid duplication and increase efficiency of delivery of the objectives of the Partnership.</i></p> <p>The agenda page(s) for each meetings will be published one week in advance of each meeting by the secretary and posted on the Partnership's website as soon as possible thereafter.</p> <p>Papers must be relevant, in a standard format, jargon free and ideally no more than 8 pages with clear recommendations.</p>	<p>TOR</p> <p>7.5</p> <p>7.6</p>	

<p><i>Draft agenda's must be published and circulated to agenda planning group for final agreement 2 weeks in advance of the meetings. Agenda items must be agreed by the agenda planning group (APG).</i></p> <p>All members of the Steering Group will be able to put papers on the agenda <i>via the Agenda Planning sub-group (APG).</i></p> <p><i>CEN meetings will have a standing item on LSP business. The CEN co-ordinator will circulate a Partnership draft agenda to CEN members for comment at CEN meetings. LSP officers to be invited to CEN meetings for briefing when appropriate.</i></p> <p><i>Sub-groups of the Partnership steering group include: Agenda Planning, NRF allocation, Community Strategy and have four to six members. At least two VCS representatives should sit on each sub-group.</i></p>	<p>7.7</p>	
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<p>6. Commitments on Consultation Activities</p> <p>The LSP will co-ordinate consultation <i>on the Community Strategy</i></p> <p><i>Consultations by the statutory and community and voluntary sector should (wherever possible) be carried out in partnership and the results shared to maximise resources and minimise any negative impact of consultations upon communities.</i></p> <p><i>Furthermore the LSP steering group is committed to:</i></p> <ul style="list-style-type: none"> • Establishing consultation processes which encourage partners, members and local residents to articulate what they cannot articulate by any other means • Encouraging participative processes that empower partners, members and local residents to articulate thoughts and feelings about matters which concern them and their communities • Offering partners, members and local residents 'safe' spaces for the exploration of new ideas 	<p>TOR</p> <p>2.7</p> <p>4.6 (partial)</p>	<p>WHO ?</p> <p>Partial</p>
<p>7. Any caveats or limits on the LSP – CEN relationship</p> <p><i>Joint commitment to review the costs of participative partnership working and to consider ways to meet these costs.</i></p> <p><i>Commitment by the LSP to identify resourcing to sustain activities on the expiry of the current funding arrangements.</i></p> <p><i>Agree the date on which the protocol will be reviewed and updated</i></p>	<p>NRU GD</p> <p>15.3</p> <p>15.4</p> <p>15.5</p>	

Existing Partnerships between voluntary and community sector and the statutory sector

Area Child Protection Committee
Borough Voluntary Organisations Advice Group
Children's Strategic Partnership
Community Safety Panel
Compact Implementation and Working Group
Joint Health Partnership Board
Kensington & Chelsea Primary Care Trust Small Grants Panel
Neighbourhood Renewal Strategic Implementation Group
SRB United Partnership Board
K&C PCT User Involvement Working Group
Race Equality Partnership
Race Equality Action Group
Voluntary Sector Policy Group

Glossary:

Community Empowerment Network (CEN)

The Voluntary Organisations Forum (VOF) is the Community Empowerment Network (CEN) within the borough. The CEN makes elects representatives to the Local Strategic Partnership (LSP), makes decisions about the use of the Community Funds and provides networking and support for local community and voluntary organisations.

Community Strategy (CS)

A ten-year outline for the future development of the borough, with targets for improvements within each sector of public service provision.

Local Strategic Partnership (LSP)

A multi-sector partnership, which works to improve the quality of life of all who live and work in the borough.

Neighbourhood Renewal (NR)

A programme of support for local authorities, community and voluntary sector organisations to tackle issues of concern such as crime, unemployment and educational underachievement in deprived areas.

Neighbourhood Renewal Fund (NRF)

Funding given by government to 88 local authorities with areas of high deprivation.

Neighbourhood Renewal Strategy (NRS)

Outlines the area based initiatives being carried out within the borough and explains how they complement and support mainstream services and programmes operating within the neighbourhood renewal areas.