

# TONBRIDGE & MALLING BOROUGH COUNCIL

## CABINET

20 June 2012

### Report of the Chief Executive

#### Part 1- Public

#### Executive Non Key Decisions

#### 1 VOLUNTARY SECTOR – SERVICE LEVEL AGREEMENTS FOR 2012/13 – 2014/15

To endorse the decision of the Cabinet Member for Communities to the approve the service level agreement for the Tonbridge and Malling CAB and the payment of grant funding, and to agree service level agreements and annual grant relating to volunteer services in the Borough.

#### 1.1 Background

1.1.1 A number of service level agreements for key voluntary sector bodies were considered at the Communities Advisory Board in March of this year. At that time, negotiations with the Tonbridge and Malling CAB and with agencies involved in promoting volunteering in the Borough were not formally completed. The purpose of this report is to resolve those outstanding matters, endorse the service level agreements, and award grant as appropriate.

#### 1.2 Tonbridge and Malling CAB

1.2.1 The service level agreement for the Tonbridge and Malling CAB has now been agreed with that body. A copy of this is attached as **Annex 1** to this report. In order to assist with their cash flow, the (former) Cabinet Member for Communities has approved the SLA in order that grant to the CAB of £111,000 could be paid prior to this meeting of the Cabinet. The decision is reported here for formal endorsement. Members will note that the SLA requires the provision of a Borough-wide advice service. Detailed work is underway to ensure that there is adequate provision of outreach services in the Malling area to complement services provided from the CAB's offices at River Walk, Tonbridge.

#### 1.3 Volunteering Services

1.3.1 Following the closure of the Tonbridge and Malling Volunteer Centre in 2011, it has been necessary to approach new delivery bodies in order that such services can continue to be provided locally for the next three year period. As reported to the Communities Advisory Board in March of this year, it was proposed that

Voluntary Action Within Kent would be invited to provide services for Tonbridge Hildenborough and Hadlow, whilst the remainder of the Borough would be covered by Voluntary Action Maidstone. This was to reflect the fact that Kent County Council funding for such work was already divided between these two organisations for our Borough and, despite the benefits of having a single provider for the Borough, the pragmatic response was for the Borough Council to follow the approach of the County Council.

- 1.3.2 Although a service level agreement with Voluntary Action West Kent was originally agreed by the Communities Advisory Board, further discussions with both bodies have resulted in the need for revised, common agreements for both bodies. These are set out at **Annexes 2 and 3** to this report. The agreements provide for a full range of volunteer services to be provided across the Borough on a consistent basis and also require the promotion within the Borough of the two existing and successful volunteer driver schemes, operated by both organisations. Members will be aware that the Maidstone and Tunbridge Wells NHS Trust will shortly be promoting and supporting an enhanced volunteer driver scheme to help with journeys to and from hospital and other medical appointments. The service level agreements now in place enable this important service to be made available across the whole Borough.
- 1.3.3 On this basis, it is recommended that the service level agreements for Voluntary Action Within Kent and Voluntary Action Maidstone be approved and that a grant of £5,000 to each organisation is now awarded.

## **1.4 Legal Implications**

- 1.4.1 As set out in the service level agreements.

## **1.5 Financial and Value for Money Considerations**

- 1.5.1 Provision has been made in the Council's budgets for 2012/13 to accommodate the above grant awards.

## **1.6 Risk Assessment**

- 1.6.1 The Communities Advisory Board will be responsible for the monitoring of performance against the requirements set out in the service level agreements.

## **1.7 Equality Impact Assessment**

- 1.7.1 See 'Screening for equality impacts' table at end of report

## **1.8 Recommendations**

- 1.8.1 That the decision of the Cabinet Member for Communities to approve the service level agreement for the Tonbridge and Malling Citizens Advice Bureau, as set out at Annex 1 to this report, and award a grant to that body for 2012/13 of £111,000 **BE ENDORSED.**

1.8.2 That service level agreements for Voluntary Action Within Kent and Voluntary Action Maidstone as set out at Annexes 2 and 3 to this report **BE APPROVED** and that a grant of £5,000 to each organisation for 2012/13 **BE AWARDED**.

Background papers:

contact: Mark Raymond

Nil

David Hughes  
Chief Executive

<b>Screening for equality impacts:</b>		
<b>Question</b>	<b>Answer</b>	<b>Explanation of impacts</b>
a. Does the decision being made or recommended through this paper have potential to cause adverse impact or discriminate against different groups in the community?	No	Services provided by the organisations covered in this report are open to all groups in the community.
b. Does the decision being made or recommended through this paper make a positive contribution to promoting equality?	Yes	A significant proportion of the work of these organisations is aimed at assisting those in need.
c. What steps are you taking to mitigate, reduce, avoid or minimise the impacts identified above?		NA

*In submitting this report, the Chief Officer doing so is confirming that they have given due regard to the equality impacts of the decision being considered, as noted in the table above.*